

**AGENDA
SUMMER VILLAGE OF GHOST LAKE
MEETING OF COUNCIL**

September 26th, 2022, 5:30. p.m.
GHOST LAKE VILLAGE COMMUNITY HALL

ITEM DESCRIPTION

1.0 CALL TO ORDER

22-110

Moved by Mayor Walsh that the September 26th Regular Council Meeting is called to order at 5:36 p.m.

CARRIED

22-111

Moved by Councillor Foudy that Council adopt the land acknowledgement statement for every Council meetings moving forward

CARRIED

1.1 Land Acknowledgement

"We are very grateful to be located within the Treaty 7 territory, traditional lands and home of the Bearspaw, Chiniki and Good Stoney Nation, the Kainai, Piikani, Siksika Nations, the Tsuut'ina Nation, and Region 3 Métis People. We are honoured to live, work and play in their territory and commit to the work of reconciliation. "

1.2 New Finance Manager Introduction

Council welcomed Suzanne Gaida to the administration team as Ghost Lake's new

Finance Manager. Suzanne is the CAO of the Summer Village of Waiparous, and has had over 20 years of progressive experience in operations management, budgeting, strategic

planning, community development and stakeholder engagement in a municipal environment. Suzanne is also a co-owner of Vintner's Cellar in Cochrane.

2.0 APPROVAL OF AGENDA

2.1 Agenda for the September 26th, 2022, Regular Meeting of Council

22-112

Moved by Mayor Walsh that the council approve the agenda as presented with the following changes:

Addition: 6.63 Grants for Regatta

Change: Move item 9.1 Morrison Hershfield – Risk Review Presentation to 5.1

Change: Move item 7.1 NELS Committee to 5.2

3.0 DELEGATIONS

NIL

4.0 MINUTES

4.1 Approval of Minutes for the July 7th, 2022, Regular Meeting of Council

22-113

Moved by Mayor Walsh that the council approve the July 7th 2022 Regular

Meeting of Council Minutes

CARRIED

4.2 Approval of Minutes for the July 26th, 2022, Special Meeting of Council

22-114

Moved by Councillor Foudy that the council approve the July 26th 2022 Regular Meeting of Council Minutes

CARRIED

4.3 Approval of Minutes for the August 3rd, 2022, Regular Meeting of Council

22-115

Moved by Deputy Mayor Fougere that the council approve the August 3rd 2022 Regular Meeting of Council Minutes

CARRIED

5.0 OLD BUSINESS

5.1 Morrison Hershfield

Clarissa Huffman – project risk management

Clarissa Huffman, Project Manager gave a presentation to Council on Morrison Hershfield's work towards the Climate Resiliency Grant and highlighted the risks and areas their team wishes to target in terms of the dangers of climate change.

Full presentation is attached at the end of this document

5.2 NELS Committee update

The NELS committee has provided several recommendations to Council:

Compost Pile

- Remove the existing compost pile. Administration will contact BluPlanet to determine costs to have compost removed.

- Re-establish a suitable compost collection point

Based on NELS' recommendations, Council has directed administration to look into costs for soil testing before implementing any sort of relocation/spreading of compost.

22-116

Moved by Mayor Walsh that administration work to acquire costs for soil testing at the compost site

CARRIED

22-117

Moved by Councillor Foudy that administration work to get costs for removing the compost, acquiring a new compost bin and implementing a collection service from BluPlanet

CARRIED

Weather Station

NELS also recommended that the proposed Alberta Forestry weather station be installed near the west-end emergency access road.

22-118

Moved by Deputy Mayor Fougere that Administration reconnect with Alberta Forestry to locate another optimal site near the emergency exit for the weather station and forward the NELS Committee report.

CARRIED

See the full NELS meeting minutes here:

[NELS-Meeting-Minutes-September-13-2022-Final.pdf \(ghostlake.ca\)](#)

Bear activity in village

The NELS committee would like to host an event on bear awareness in November, and a refresher info session in Spring 2023. The committee will figure out the associated costs and follow up with Council.

Disc Golf

The committee is working to create a strategy for monitoring the new disc golf location.

3 Year Plan

NELS has developed a 3-year plan for their committee and what they will be focusing on.

NELS Committee Bylaw

The committee has reviewed the NELS Committee Bylaw and doesn't propose any new changes

5.3 MAP Inspection Update

Administration had sent all of the completed documents (policy and bylaws) to Alberta Municipal Affairs for review. Municipal Affairs highlighted that the village needs to appoint members to the assessment review board and make a small change to the Assessor Bylaw (Attached in meeting agenda) to complete the requirements for the Municipality Accountability Plan inspection.

22-119

Moved by Mayor Walsh that Council appoint Dayna McNeil as a member of the Assessment Review Board

CARRIED

Council will aim to appoint Hassan Saeed as a clerk for the board once Hassan has completed his SDAB training exam.

5.4 Garbage/Bear Bins

Administration provided update to their progress in acquiring bearproof bins for the village. Administration has received quotes from Blu Planet and Lynx fencing and is working to get quotes from other vendors so that Council can pick the most feasible option based on cost and practicality. Currently Council plans to have improvements made before the Spring of 2023.

Full report is attached at the end of meeting agenda

5.5 Marigold Library

5.5.1 Request for motion to appoint Sharon Brown as supportive representative to the Marigold Library Board

22-120

Moved by Councillor Foudy that Council appoint Sharon Brown as supportive representative to the Marigold Library Board

CARRIED

5.6 Annexation

Administration received an update from Birch Consulting regarding the update on the annexation process. The Stoney Nakoda First Nation has objected to the application. Otherwise, the annexation process is proceeding with the usual process, and more updates will follow in the coming weeks. Administration will be sending Council a draft application for the annexation for review once received from the consultants.

Full report is attached at the end of the meeting agenda

5.7 Carraig Ridge Well

There are no new updates for the Carraig Ridge Well

5.8 Bow Valley Working Group

There is no new information yet regarding the Bow Valley Working Group.

5.9 Ghost Dam Battery Report

There are no new updates for the Ghost Dam Battery Report

5.10 Hwy 1a Realignment

There are currently no new updates. Alberta Transportation does not have a specific individual identified for the portion of the realignment until work is more eminent (occurring within 5 years or less). Administration is working to reach out to it

5.11 Village Signage Update

Council advised administration to contact the City of Calgary to purchase signage to be placed just inside the village entrance. This signage is designed to make non-villagers aware of the lack of facilities within the village and redirect them to the Ghost Reservoir Provincial Recreational Area.

5.12 West/Emergency Exit to Hwy 1a Update

Administration has reached out to Alberta Transportation and is currently awaiting their response.

5.13 Disc Golf Update

No new updates to the Disc Golf.

5.14 Golf Course Update

Administration received final billing for the project. Based on discussion and direction from Council, administration will work to get access to the MSI Grant funds to pay for the remaining costs.

*See full report at the end of this document. *

5.15 Canada Summer Employment Program Update

One of the summer students, Roisin, is working to complete the required 284 hours. Administration will work with Deputy Mayor Fougere to ensure that the summer student Roisin is given tasks to help her complete her required hours.

The second summer student, Hassan, has completed his summer term and will resume his regular part time position with the village.

5.16 Feedback from July 23rd Open House

Administration has created a draft document summarizing the feedback received from the Open House as well as the Community Hall survey which was circulated among the villagers for 3 weeks. Administration will work to edit the drafts and then aim to send it to Council for their review.

6.0 FINANCIAL

6.1 Finance Update

Finance Manager provided update.

QuickBooks is now up to date.

Quickbooks is up to date – tax roll audit – Checked grant funding updates to check if funding was utilized.

MSI Grant – village must spend all of the funds in order for us to not return it.

Around 180k by next year.

Will work to get 2022 budget in quickbooks – priority

6.2 Tax Assessment Audit Update

Administration has completed the tax assessment audit.

6.3 Financial Audit 2021 Update

The 2021 financial audit has now been completed.

22-121

Moved by Mayor Walsh that Council approve the 2021 audited financial statements as presented by administration.

CARRIED

6.4 Bank Reconciliations

22-122

Moved by Councillor Foudy that Council approve the Bank Reconciliations as presented by administration.

CARRIED

6.5 Cheque Register

Administration presented the Cheque Register for July 1st-August 31st.

The documents can be found in the meeting agenda

6.6 Grants

6.6.1 Alberta Day Grant

The village has received funding for the Alberta Day Grant. The funding will go towards purchasing fireworks for the village.

6.6.2 New Horizons Grant

The New Horizons for Seniors Program (NHSP) is a program that provides funding towards community projects geared at encouraging senior activities. Possible applications of the grant can include: painting the surface of the tennis court, purchasing disc golf baskets and tees, and installing a sound system.

Council has directed administration to pursue the grant.

Full report is attached at the end of the meeting agenda

7.0 CORRESPONDENCE

Administration received correspondence from Alberta Municipalities regarding the upcoming Trade Show and conference. They also received emails from the province regarding mental health workshops and relevant information

8.0 COMMITTEES

Public Works

There are no new updates from the Public Works Committee

Community Association

The CA met on September 6th and discussed the following items:

2023 Timeline, Regatta, Potential grants for regatta, future meeting schedules and finance updates. The CA is considering the possibility of having a food truck for the next regatta. The association is also planning a “Capture the Flag” and a pumpkin carving in the upcoming months. The association aims to promote the upcoming Sept 30th “Truth and Reconciliation” event hosted by Mni Thni Cochrane.

The community association also discussed potential grants. Council advised administration to look into the Healthy Communities Initiative to see if the village can apply.

Dock committee

The Dock Committee hasn't had a meeting recently so there are currently no new updates. Administration will work to complete the items requested by the committee as

directed by Council. hasn't met yet. Will look at dock committee items requested from administration.

9.0 NEW BUSINESS

9.1 Fitness Safety Certificate

Administration received an email from the Provincial Government informing them that the fitness certificate for the 1980 Chevrolet Truck has expired. A renewal of the certificate as well as a mechanical inspection is required to operate the vehicle. Administration has advised Council to decommission the vehicle and sell it as it is not used very frequently.

22-123

Moved by Councillor Foudy that Council decommission the 1980 Chevrolet Truck and sell it

CARRIED

9.2 Bob Miller application to serve on NELS and Public Works Committees

22-124

Moved by Deputy Mayor Fougere that Council appoint Bob Miller to the NELS and Public Works Committees

CARRIED

9.3 Subdivision and Development Appeal Board (SDAB)

Council has appointed Dayna McNeil to the Assessment Review Board after she passed the SDAB training.

9.4 Hassan Saeed's application for the Alberta Municipalities' Asset Management courses

9.4.1 Request for motion to approve training

22-125

Moved by Mayor Walsh that Council approve Hassan Saeed's request to enroll in Asset Management training hosted by Alberta Municipalities.

CARRIED

9.5 Short Term Rental Bylaw (Bylaw 2022-07)

Administration is working to create a short term rental bylaw and will aim to bring it to Council for review in the next Council meeting.

Council also advised administration to notify the villager currently operating an Airbnb about the upcoming bylaw.

9.6 Assessor Bylaw

Based on a review from Municipal Affairs, the Assessor Bylaw needed a slight change in section 2 to clarify the role of the CAO. Administration has made the change and requested Council to approve unless changes are needed.

22-126

Moved by Mayor Walsh that the Assessor Bylaw (Bylaw #170) be given first reading

CARRIED

22-126

Moved by Councillor Foudy that the Assessor Bylaw (Bylaw #170) be given second reading

CARRIED

22-127

Moved by Deputy Mayor Fougere that the Assessor Bylaw (Bylaw #170) be introduced for third reading at this meeting

CARRIED

22-128

Moved by Mayor Walsh that the Assessor Bylaw (Bylaw #170) be given third reading

CARRIED

9.7 CAO Mustafa Hashimi meeting with Minister of Justice Alberta Tyler Shandro – Update

CAO Mustafa Hashimi attended meeting with the Minister of Justice of Alberta, Tyler Shandro. Tyler Shandro discussed the provincial police which Alberta aims to introduce in the province. The province is still working to gather feedback from municipalities and other parties regarding this topic.

9.8 In-Camera Session

22-129

Moved by Mayor Walsh that Council move in-camera at 9:36 p.m.

CARRIED

22-130

Moved by Councillor Foudy that Council move out-camera at 9:42 p.m.

10.0 ADJOURNMENT

22-131

Moved by Mayor Walsh being that the agenda matters have been concluded, the meeting adjourn at 9:45 p.m.

CARRIED

DRAFT



MORRISON HERSHFIELD

Summer Village of Ghost Lake – Interim Presentation

September 26, 2022

AGENDA



Introductions

Climate Resilience Planning Overview

Climate Profile and Likelihood Scores

Consequence Definitions

Community Response Considerations

Results Discussion

Implementation Planning

WEATHER VS. CLIMATE

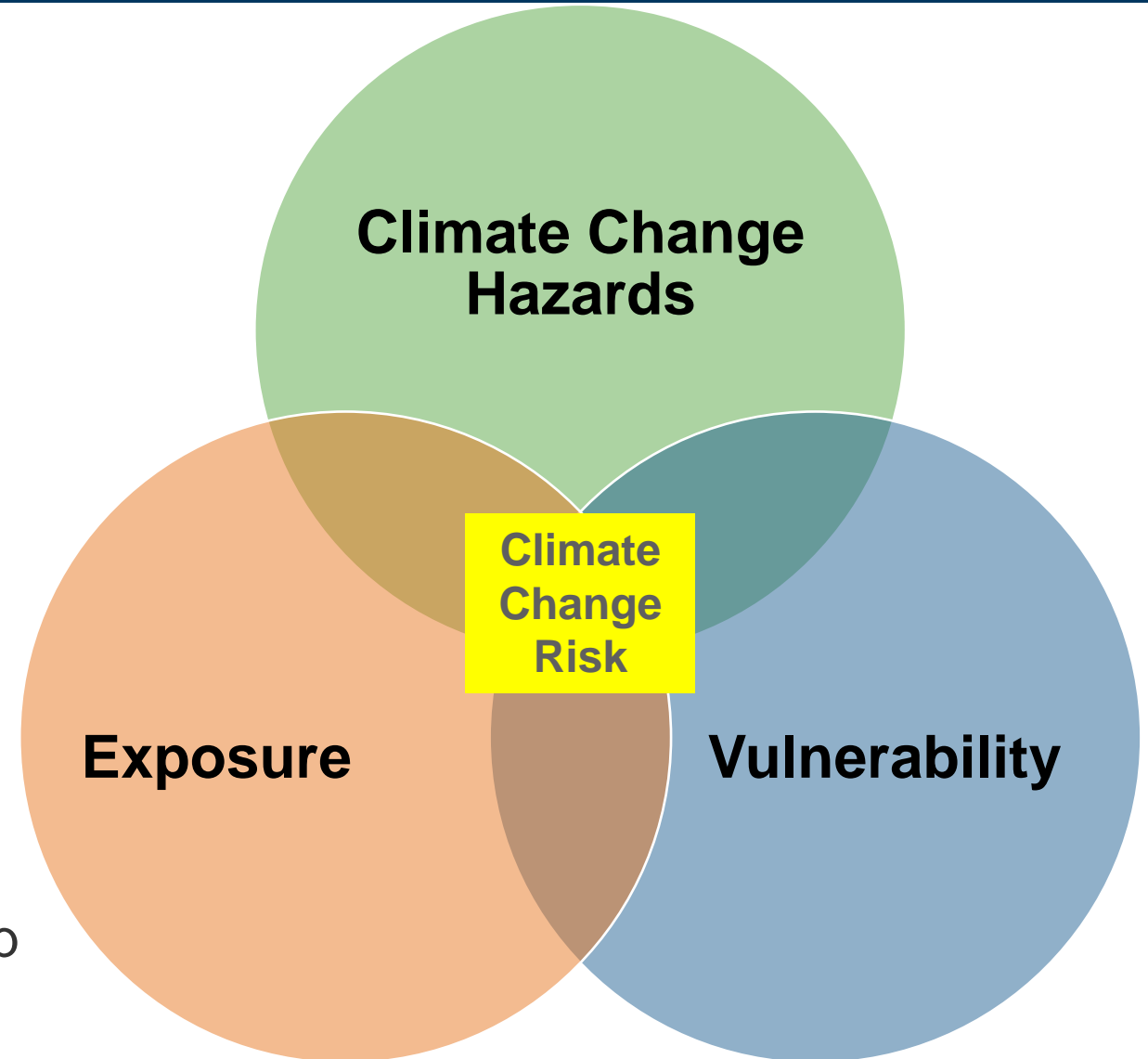
- **Weather vs. Climate:**
 - Weather is the changes we see and feel outside from day to day
 - Climate is the usual atmospheric conditions of a place

- **What is Climate Change?**
 - Climate change is a change in the usual atmospheric conditions over time



CLIMATE CHANGE RISK & RESILIENCE

- **What is Community Climate Adaptation Planning?**
 - Minimize impacts on residents and businesses
 - Identify / address vulnerabilities
 - Reduce recovery time and costs
- **Why does SVGL need a Climate Adaptation Plan?**
 - No 'one-size fits all' approach
 - Each municipality has to contend with unique specific climate change issues
 - Build on climate risk assessment to develop a solutions-oriented planning tool



CLIMATE RESILIENCE PLANNING PROCESS

▪ **Define Scope**

STEP 1

▪ **Assess Risks and Opportunities**

STEP 2

▪ **Implementation**

STEP 4

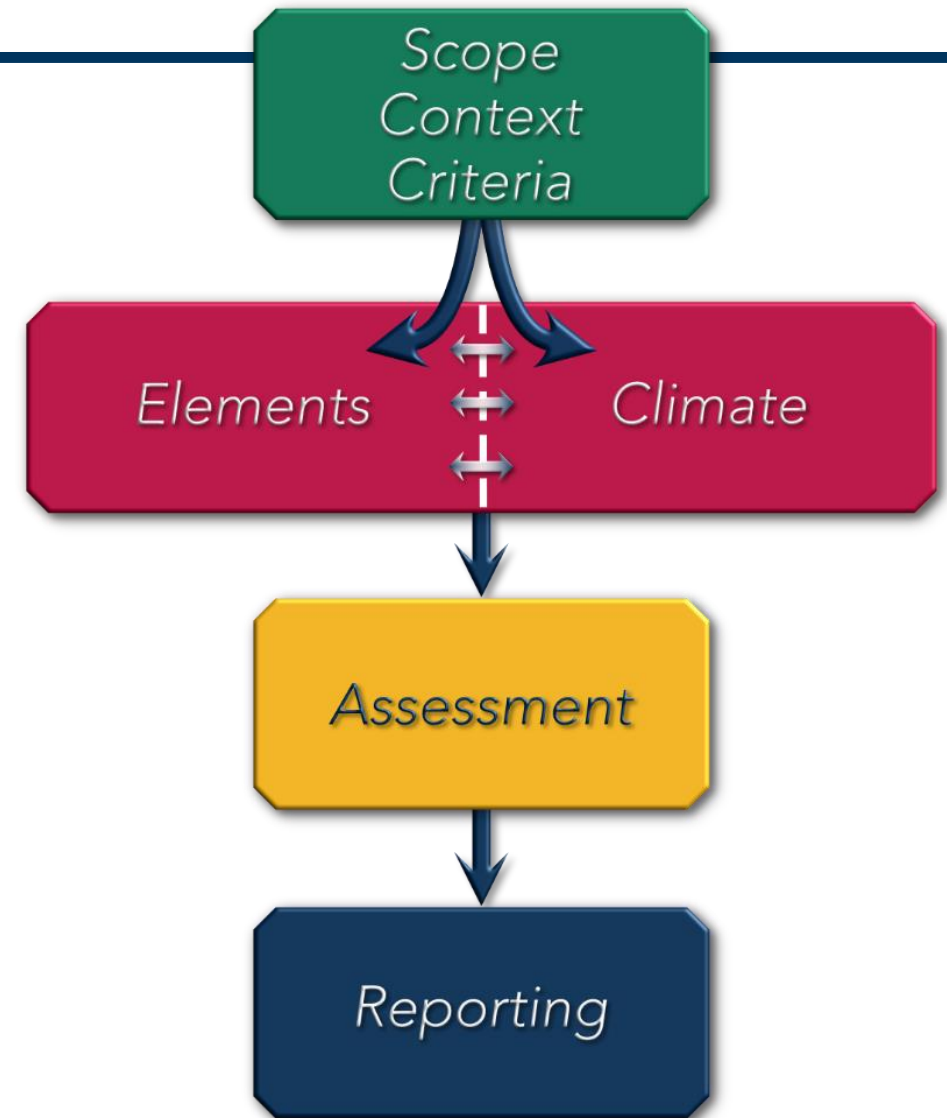
▪ **Resilience Planning**

STEP 3



PIEVC High Level Screening Guide

- The core PIEVC Process
- Streamlined
- Aligns with Climate Lens
- ISO 31000 compliant
- Recommended approach for the SVGL Climate Risk Assessment



STEP 1

Define Scope

Community Elements

- Community Hall
- Recreation
- Native Grasslands
- Water Supply

Climate Hazards

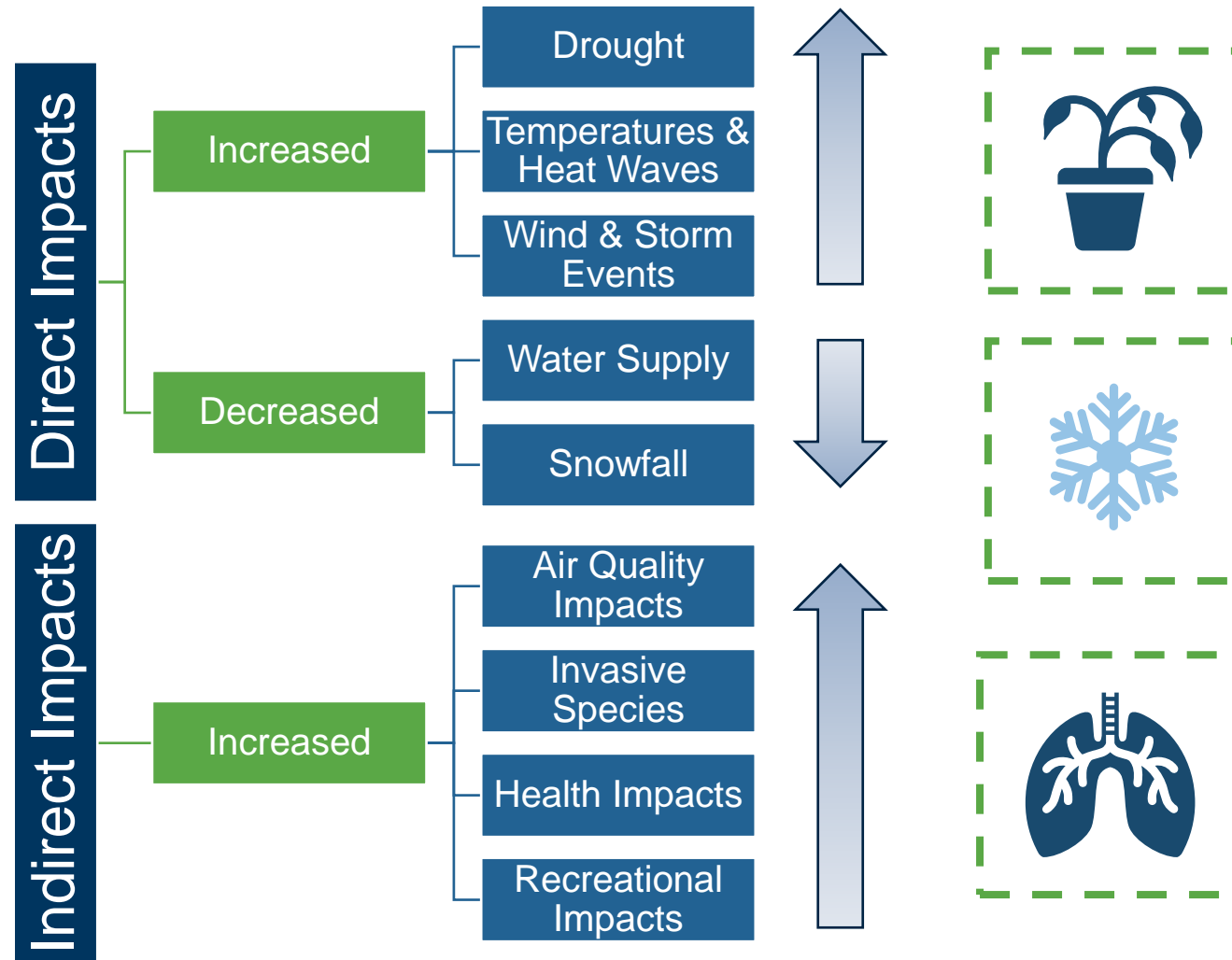
- Average Temperature
- Extreme Heat & Cold
- Wildfire (direct and indirect)
- Drought

Climate Profile

- 2080s Timeframe
- RCP8.5 High Emissions Scenario
- Series of thresholds for each hazard
- Aggregated regional climate data

STEP 1

Define Scope



STEP 1

Define Scope

LIKELIHOOD SCORE	PIEVC HLSG METHOD	RATIONALE
1 – VERY LOW	Unlikely	50-100% reduction in frequency or intensity when compared to baseline mean.
2 – LOW	Likely to occur less frequently than current climate	10-50% reduction in frequency or intensity when compared to baseline mean.
3 - MODERATE	Likely to occur as frequently as current climate	Baseline mean conditions or a change in frequency and intensity of $\pm 10\%$ when compared to the baseline mean
4 - HIGH	Likely to occur more frequently than current climate	10-50% increase in frequency or intensity when compared to baseline mean.
5 – VERY HIGH	Almost Certain to Occur	50-100% increase in frequency or intensity when compared to baseline mean.

STEP 1

Define Scope

CLIMATE PARAMETER	METHODOLOGY OF DEFINING LIKELIHOOD SCORE	BASELINE TIME PERIOD SCORE	2080S TIME PERIOD SCORE	RATIONALE
RIVERINE FLOODING	Professional Judgement, Site Specific Context	3	3	SVGL is located on a controlled portion of the river, at a reservoir.
DROUGHT AND DRY CONDITIONS	Middle Baseline Approach	3	3	Change in maximum # of consecutive dry days is not projected to increase significantly.
EXTREME HEAT	Middle Baseline Approach	3	5	Significant increase in # of days over 30°C.
WILDFIRE – INDIRECT IMPACTS	Middle Baseline Approach	3	5	Wildfire weather is projected to increase in the future.
WILDFIRE – DIRECT IMPACTS	Deviation from Middle Baseline Approach	1	3	Direct wildfire interface is low due to highway and reservoir.

CONSEQUENCE SCORE

1	Very Low	Insignificant
		Little to no financial loss or increase in operational plan/ operational expenses . Little to no impact on cohesion, or health and safety of residents. Little to no impact on green spaces and water supply.
2	Low	Minor
		Additional operating costs or small financial loss. Small changes in site operations and maintenance. Small impact to cohesion, or health and safety of residents. Small impact to green spaces and water supply.
3	Moderate	Moderate
		Moderate financial loss. Significant changes in operations and maintenance / operating expenses/repairs. Moderate impact on cohesion, or health and safety of residents. Moderate impact on green spaces and water supply.
4	High	Major to Serious
		Impact to load capacity. Major financial loss. Closure for repairs (short-term or extended). Major impact to cohesion, or health and safety of residents. Major impact on green spaces and water supply.
5	Very High	Hazardous to Catastrophic
		Complete loss of function. Extreme financial loss. Partial or full rebuild required. Extreme impact to cohesion, or health and safety of residents. Extreme impact on green spaces and water supply.

STEP 2

Assess Risks and Opportunities

STEP 2

Assess Risks and Opportunities

Natural Environment

Ecosystem Health

Biodiversity

Ecosystem Services

Built Environment

Financial

Structural

Functional

Social

Community Cohesion

Vulnerability

Human Health & Safety

Continuity of Use

Environmental

Health of green spaces

Water Quality

Water Quantity

• CONSEQUENCE

5	5	10	15	20	25
4	4	8	12	16	20
3	3	6	9	12	15
2	2	4	6	8	10
1	1	2	3	4	5
	1	2	3	4	5

LIKELIHOOD

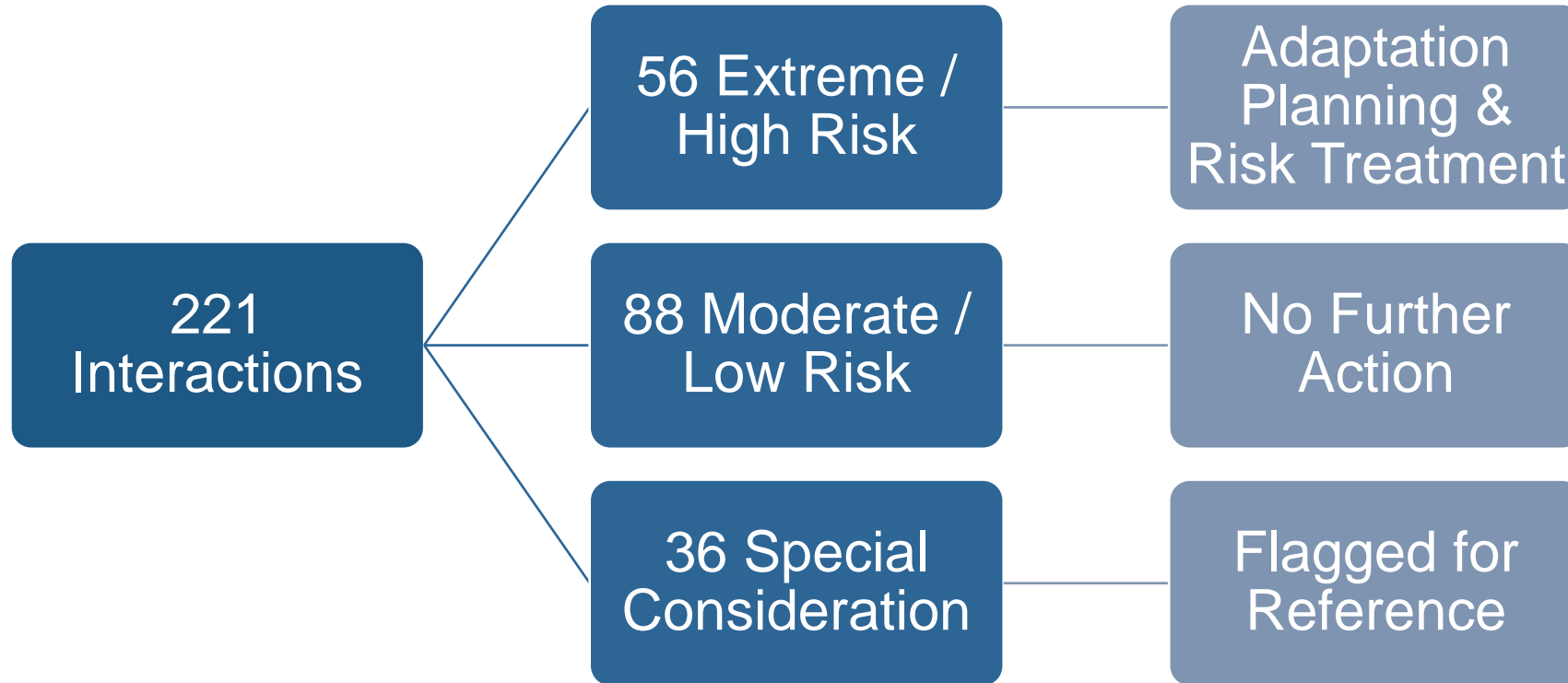
LEGEND

Extreme Risk
High Risk
Moderate Risk
Low Risk
Negligible Risk
Special Consideration

STEP 2

Assess Risks and Opportunities

STEP 2 Assess Risks and Opportunities



STEP 2

Assess Risks and Opportunities



Extreme Risks

Extreme Heat

Community Hall

Staff

Services

Buildings

Residents

Wildfire (Indirect)

Residents

Wind and Extreme Combination Events

Community Hall & Buildings

Golf Course & Parks

Beachfront & Marina

Roads & Stormwater Management

Staff & Residents

Services

Invasive Species

Native Grasslands

STEP 2

Assess Risks and Opportunities

NEXT STEPS



MORRISON HERSHFIELD

Structural

Replace

Redesign

Refurbish

Renovate

Nature-Based

Protection

Natural
Infrastructure

Management

Restoration

Community Tools

Community
Engagement

Education &
Programming

Incentivizing
Behaviour
Change

Partnership &
Collaboration

Risk
Transfer/Acceptance

Bylaw &
Policy

Emergency
Response

Procedures &
Guidelines

Planning

Further Study

Modelling

Climate &
Financial
Analysis

Data
Gathering

Detailed
Assessments

STEP 3
**Resilience
Planning**

STEP 4 Implementation

Call to Action

- Explaining why it is important for SVGL to take action on climate adaptation

Climate Profile & Context

- Outlining the most relevant details, including past historic events that informed plan development

Developing the Plan

- Overview of the risk assessment process and high-level results for transparency & replicability into the future

Climate Adaptation Plan

- Describing the prioritized action list, including a summary of the most important short-term actions

Plan Implementation

- Full list of detailed recommendations for mid- and long-term action, including order of magnitude costs, timelines, funding strategies, and resource requirements

Monitoring and Evaluation

- Description of key indicators of success and recommendations for evaluating progress over time

Questions/Comments?



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MORRISON HERSHFIELD