

**SUMMER VILLAGE OF SOUTH VIEW  
AGENDA**

Regular Council Meeting held at the Municipal Office 2317 Twp Rd 545 LSA County  
Public may participate in person or via zoom  
Wednesday, July 19<sup>th</sup>, 2023 commencing at 9:30 a.m.

---

1. Call to Order

2. Agenda: a) July 19<sup>th</sup>, 2023 Regular Council Meeting Agenda  
*(approve agenda as is or with amendments)*

3. Minutes: a) June 21<sup>st</sup>, 2023 Regular Council Meeting  
*p 1-7*  
*(approve minutes as is or with amendments)*

4. Appointments: a) 9:35 a.m. – Jason Madge, consultant to discuss the boat launch. Further to previous discussions on this matter, attached is a June 29<sup>th</sup>, 2023 email from Jason Madge, consultant, with respect to potential dredging of the boat launch. At the last meeting a proposal from Taber Solids was presented to Council and subsequently accepted for information (attached). Also attached is a July 7<sup>th</sup>, 2023 email from Jeff Downie of Marlon Recreation Products providing input/concerns with respect to South View's boat launch.

*(accept presentation and discussion for information)*

*or*

*(some other direction as given by Council at meeting time)*

b) 9:50 a.m. – James Woslyng – please refer to the July 6<sup>th</sup>, 2023 email attached requesting an appointment with Council to discuss:

- contravention order and caveat on title of his property
- Land Use Bylaw 179 and 190

*(accept presentation for information)*

*or*

*(some other direction as given by Council at meeting time)*

## SUMMER VILLAGE OF SOUTH VIEW AGENDA

Regular Council Meeting held at the Municipal Office 2317 Twp Rd 545 LSA County  
Public may participate in person or via zoom  
Wednesday, July 19<sup>th</sup>, 2023 commencing at 9:30 a.m.

---

5. Bylaws:

p 15-28

Bylaw 239-2023 - Council & Council Committee Procedural Bylaw  
This bylaw before you includes a new item under Section 50 which is the section that deals with the business intended to be dealt with and stated in the agenda in a specific order. The new item which will be #2 is the Treaty 6 Territory Land Acknowledgement. This Bylaw will rescind the previous Bylaw 229-2022.

*(Give 1<sup>st</sup> reading to Bylaw 239-2023 as is or as amended  
Give 2<sup>nd</sup> reading to Bylaw 239-2023 as is or as amended  
Give unanimous consent to consider third reading of Bylaw 239-2023 as is or as amended  
Give 3<sup>rd</sup> and final reading to Bylaw 239-2023 as is or as amended)*

6. Business:

p 29

a) Alberta Municipalities Convention – please refer to the attached June 20<sup>th</sup>, 2023 email from ABMunis President Cathy Heron on the upcoming convention scheduled for September 27-29, 2023 in Edmonton. Early bird in person registration is \$620, with registration after this date being \$775. Virtual registration is \$250.

*(authorize attendance of Council and Administration to the Alberta Municipalities 2023 Convention scheduled for September 27-29, 2023 in Edmonton)*

p 30-31

b) Regional Municipalities Meeting – please refer to the attached June 26<sup>th</sup>, 2023 email from Cindy Suter of Lac Ste. Anne County with a save the date invite for the next RMM scheduled for Tuesday October 17<sup>th</sup>, 2023 12:00 a.m. to Wednesday October 18<sup>th</sup>, 2023 at 12:00 a.m. (I surmise this is an error and it should be October 17<sup>th</sup> at 9:30 a.m.) at the Alberta Beach Seniors Center. Agenda items to be to them one week in advance.

*(authorize attendance of Council and Administration to attend the Regional Municipalities Meeting being hosted by Lac Ste. Anne County at the Alberta Beach Seniors Centre on Tuesday, October 17<sup>th</sup>, 2023 commencing at 9:30 am.)*

**SUMMER VILLAGE OF SOUTH VIEW  
AGENDA**

Regular Council Meeting held at the Municipal Office 2317 Twp Rd 545 LSA County  
Public may participate in person or via zoom  
Wednesday, July 19<sup>th</sup>, 2023 commencing at 9:30 a.m.

---

c)

d)

e)

7. Financial

a) Income and Expense Statement – n/a

*(that Council acknowledge that the income and expense statement will be presented next month for information)*

8. Council Reports

- a) Mayor Benford
- b) Deputy Mayor Johnson
- c) Councillor Woslyng

*(accept Council reports for information)*

9. Chief Administrator's Report

p 32-33

p 34-35

p 36-37

- a) Development Officer's Report
- b) AB Municipal Affairs – letter on Municipal Accountability Program review scheduled for 2023
- c) LSA County – east access road potential rehab update (June 30<sup>th</sup>, 2023 email from Greg Edwards)
- d) New Staff Member, admin restructure
- e) Byelections within region
- f)

*(accept Chief Administrative Officers Report for information)*

**SUMMER VILLAGE OF SOUTH VIEW  
AGENDA**

Regular Council Meeting held at the Municipal Office 2317 Twp Rd 545 LSA County  
Public may participate in person or via zoom  
Wednesday, July 19<sup>th</sup>, 2023 commencing at 9:30 a.m.

---

10. Information and Correspondence

p-38

a) Alberta Municipal Affairs – June 20<sup>th</sup>, 2023 letter from Minister Ric McIver on being appointed Minister after recent Provincial election

p-39-40

b) Town of Mayerthorpe – Community Peace Officer reports for May 2023

c)

d)

*(accept above information items for information)*

11. Open Floor Discussion with Gallery – Total Time Provision of 15 Minutes

-submission by resident to be read aloud by administration

12. Closed Meeting Session: n/a

13. Next meeting: August 16<sup>th</sup>, 2023 at 9:30 a.m.

14. Adjournment

Upcoming Meetings:

- Regular Council Meeting – August 16<sup>th</sup>, 2023
- Regular Council Meeting – September 20<sup>th</sup>, 2023
- Regular Council Meeting – October 18<sup>th</sup>, 2023

SUMMER VILLAGE OF SOUTH VIEW  
REGULAR COUNCIL MEETING MINUTES  
WEDNESDAY, JUNE 21, 2023

IN PERSON AT 2317 TWP RD 545 LAC STE. ANNE COUNTY & VIA ZOOM

PRESENT: Council: Mayor Sandi Benford  
Deputy Mayor Brian Johnson  
Councillor James Woslyng

Administration: Wendy Wildman, Chief Administrative Officer (CAO)  
Heather Luhtala, Assistant CAO (via Zoom) (left the meeting at 11:08 a.m.)

Attendees: n/a

Appointments: 9:35 a.m. – Local Director of Emergency Management Colleen Richardson and Local Deputy Director of Emergency Management Garth Ward – to discuss with Council emergency management committee and related matters.

Public at Large: 2 – Via Zoom / 0 – In Person

	MOTION #	
1.	<b>CALL TO ORDER</b>	<p>Mayor Benford called the meeting to order at 9:36 a.m.</p> <p>The Summer Village of South View acknowledges we are on Treaty 6 Territory: The ancestral and traditional territory of the Cree, Dene, Blackfoot, Saulteau, Nakota Sioux as well as the Metis. We acknowledge the many First Nations, Metis and Inuit peoples whose footsteps have marked these lands for generations.</p> <p>Administration to include the land acknowledgement in all future agendas and update same in the Council Procedural Bylaw.</p>
2.	<b>AGENDA</b> 63-23	<p><b>MOVED</b> by Councillor Woslyng that further to his written request for discussion about falsified development permits namely 18-01SV that have been submitted to the courts as evidence as being legitimate and requesting Council to amend their evidence to courts to correct this be included in this meeting's agenda as an addition.</p> <p style="text-align: right;">Councillor Woslyng requested a recorded vote.</p> <p style="text-align: right;">In Favor: Councillor Woslyng</p> <p style="text-align: right;">Opposed: Mayor Benford Deputy Mayor Johnson</p> <p style="text-align: right;"><b>MOTION DEFEATED</b></p>



SUMMER VILLAGE OF SOUTH VIEW  
REGULAR COUNCIL MEETING MINUTES  
WEDNESDAY, JUNE 21, 2023

IN PERSON AT 2317 TWP RD 545 LAC STE. ANNE COUNTY & VIA ZOOM

	64-23	<b>MOVED</b> by Mayor Benford that subject to consultation with Summer Village legal counsel and their recommendations made, the aforementioned requested item (Motion 63-23) be included in the agenda of the next regular Council meeting.  <b>CARRIED</b>
	65-23	<b>MOVED</b> by Deputy Mayor Johnson that the June 21, 2023 Agenda be approved with the following addition(s):  Under Business: 6j.) discussion on the east entrance road into the Summer Village of South View that is owned by Lac Ste. Anne County  <b>CARRIED</b>
<b>3.</b>	<b>MINUTES</b>	The meeting recessed at 9:48 a.m.  The meeting was reconvened at 9:50 a.m.
	66-23	<b>MOVED</b> by Deputy Mayor Johnson that the April 19, 2023 Regular Council Meeting Minutes be approved as presented.  <b>CARRIED</b>
<b>4.</b>	<b>APPOINTMENTS</b>	9:35 a.m. – Local Director of Emergency Management Colleen Richardson and Local Deputy Director of Emergency Management Garth Ward – to discuss with Council emergency management committee and related matters.
	67-23	<b>MOVED</b> by Mayor Benford that Council accept for information the discussion with the Local Director of Emergency Management Colleen Richardson and Local Deputy Director of Emergency Management Garth Ward respecting the emergency management committee and related matters.  <b>CARRIED</b>
<b>5.</b>	<b>BYLAWS</b>	n/a

SUMMER VILLAGE OF SOUTH VIEW  
REGULAR COUNCIL MEETING MINUTES  
WEDNESDAY, JUNE 21, 2023

IN PERSON AT 2317 TWP RD 545 LAC STE. ANNE COUNTY & VIA ZOOM

6.	<b>BUSINESS</b> 68-23	<p><b>MOVED</b> by Mayor Benford that updates to the Summer Village of South View Burning Bylaw 189-16 be deferred to a future Council meeting AND THAT the following parties be invited to be part of further discussion on same: South View Fire Chief Dave Ives, Lac Ste. Anne County Fire Chief Randy Schroeder, the local and regional Directors and Deputy Directors of Emergency Management and a representative from SANG.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	69-23	<p><b>MOVED</b> by Councillor Woslyng that it be confirmed that Council of the Summer Village of South View has reviewed the 2019 Safety Codes Quality Management Plan and approves the plan as presented.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	70-23	<p><b>MOVED</b> by Deputy Mayor Johnson that the attendance of Mayor Benford at the Mayor's Meeting hosted by Lac Ste. Anne County held on May 16<sup>th</sup>, 2023 at the Lac Ste. Anne County Administration office be ratified.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	71-23	<p><b>MOVED</b> by Councillor Woslyng that the attendance of Mayor Benford at the June 22<sup>nd</sup>, 2023 Municipal Leaders' Caucus in Spruce Grove be ratified.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	72-23	<p><b>MOVED</b> by Councillor Woslyng that:</p> <p>Whereas, the Government of Canada has made the decision in Budget 2023 to make municipalities responsible for all retroactive costs stemming from the latest RCMP collective bargaining agreement; and</p> <p>Whereas, these extraordinary one-time costs, which in some jurisdictions amount to millions of dollars, will cause significant hardship for communities and residents across the country, and were negotiated without meaningful consultation or a seat at the table for the municipalities responsible for paying the bill; and</p> <p>Whereas, Municipal governments are already paying a growing share of policing costs, but unlike other order of government, cannot run deficits to spread out the impact of these extraordinary one-time sums, and have limited revenue tools; and</p>

3

SUMMER VILLAGE OF SOUTH VIEW  
REGULAR COUNCIL MEETING MINUTES  
WEDNESDAY, JUNE 21, 2023

IN PERSON AT 2317 TWP RD 545 LAC STE. ANNE COUNTY & VIA ZOOM

		<p>Whereas, Local governments will now be forced to make difficult decisions that will impact residents, such as cutting essential services, reducing policing levels, raising property taxes significantly, and/or cancelling work on local infrastructure, at a time when Canadians' concerns about community safety and the cost of living are already rising; and</p> <p>Whereas, going forward, it is critical that municipalities be proactively engaged in any forthcoming processes related to contract policing to prevent this occurring again, therefore be it</p> <p>Resolved, that the Summer Village of South View joins the Federation of Canadian Municipalities in calling on the federal government to commit to ensuring that local governments are meaningfully consulted, fully informed, and at the table on issues related to policing costs given the municipal role in keeping our communities safe; and be it further resolved, that the Summer Village of South View conveys this support in writing to local Members of Parliament.</p> <p style="text-align: right;"><b>CARRIED</b></p>
73-23		<p><b>MOVED</b> by Deputy Mayor Johnson that the discussion on the proposal submitted by Taber Solids with respect to the Summer Village's Boat Launch boat ramp sediment clearing proposal be accepted for information.</p> <p style="text-align: right;"><b>CARRIED</b></p>
74-23		<p><b>MOVED</b> by Deputy Mayor Johnson that the verbal report on the meeting with the German Canadian Cultural Association be accepted for information.</p> <p style="text-align: right;"><b>CARRIED</b></p>
75-23		<p>The meeting recessed at 11:03 a.m.</p> <p>The meeting was reconvened at 11:08 a.m.</p> <p><b>MOVED</b> by Deputy Mayor Johnson that the Summer Village's acceptance of the contract to St. Albert Parking Lot Maintenance to complete the Summer Village's various paving &amp; gravelling projects (including the basketball court surface) at a cost of \$76,450.00 to be funded through Provincial Grants be ratified.</p> <p style="text-align: right;"><b>CARRIED</b></p>

4



SUMMER VILLAGE OF SOUTH VIEW  
REGULAR COUNCIL MEETING MINUTES  
WEDNESDAY, JUNE 21, 2023

IN PERSON AT 2317 TWP RD 545 LAC STE. ANNE COUNTY & VIA ZOOM

	76-23	<b>MOVED</b> by Mayor Benford that the attendance of Council, Administration and the Local Director and Deputy Director of Emergency Management to the Association of Summer Villages of Alberta fall conference scheduled for October 19 & 20, 2023 be approved.  <b>CARRIED</b>
	77-23	<b>MOVED</b> by Mayor Benford that the attendance of Deputy Mayor Johnson and Councillor Woslyng to the Fortis Alberta Ponoka Stampede held on June 27, 2023 be approved.  <b>CARRIED</b>
	78-23	<b>MOVED</b> by Deputy Mayor Johnson that the Summer Village request Lac Ste. Anne County to assess the east end access road for repair.  <b>CARRIED</b>
<b>7.</b>	<b>FINANCIAL</b> 79-23	<b>MOVED</b> by Councillor Woslyng that Council accept for information the Income and Expense Statements as of May 31, 2023 as presented.  <b>CARRIED</b>
<b>8.</b>	<b>COUNCIL REPORTS</b> 80-23	<b>MOVED</b> by Deputy Mayor Johnson that Council accept for information the Council reports as presented.  <b>CARRIED</b>
<b>9.</b>	<b>CAO REPORT</b> 81-23	<b>MOVED</b> by Deputy Mayor Johnson that Council accept for information the Chief Administrative Officer report as presented.  <b>CARRIED</b>
<b>10.</b>	<b>INFORMATION AND CORRESPONDENCE</b> 82-23	<b>MOVED</b> by Councillor Woslyng that the following information and correspondence be accepted: a) Onoway Regional Fire Services – April 26 <sup>th</sup> , 2023 email on approved budget from Town of Onoway b) Town of Mayerthorpe – March and April Community Peace Officer Reports

5

SUMMER VILLAGE OF SOUTH VIEW  
REGULAR COUNCIL MEETING MINUTES  
WEDNESDAY, JUNE 21, 2023  
IN PERSON AT 2317 TWP RD 545 LAC STE. ANNE COUNTY & VIA ZOOM

		<p>c) 23DP01-32 – for construction of a single detached dwelling, drilling of a well and installation of a septic system at 66 Lakeview Avenue</p> <p>d) Fortis Alberta – May 25<sup>th</sup>, 2023 email advising our grant application for fencing was denied.</p> <p style="text-align: right;"><b>CARRIED</b></p>
11.	<p><b>OPEN FLOOR DISCUSSION WITH GALLERY (15 min)</b> 83-23</p> <p>84-23</p>	<p><b>MOVED</b> by Mayor Benford that the local Director of Emergency Management and the local Deputy Director of Emergency Management attend every other Summer Village of South View Regular Council Meeting (the even months of the year).</p> <p style="text-align: right;"><b>CARRIED</b></p> <p><b>MOVED</b> by Deputy Mayor Johnson that Council accept for information the open floor discussion with the gallery.</p> <p style="text-align: right;"><b>CARRIED</b></p>
12.	<p><b>CLOSED MEETING</b> 85-23</p>	<p><b>MOVED</b> by Mayor Benford that pursuant to section 197(2) of the Municipal Government Act, Council go into a closed meeting session at 11:58 a.m. to discuss the following item:</p> <p>-Intergovernmental Relations – Municipal Services Package - (FOIPP Act Sections 21, 22, 23 and 24)</p> <p style="text-align: right;"><b>CARRIED</b></p> <p>The meeting recessed at 11:58 a.m.</p> <p>(The delegations and the gallery left the meeting).</p> <p>The meeting was reconvened at 12:03 p.m.</p> <p>The following individuals were present at the Closed Meeting:          Sandi Benford          Brian Johnson          James Woslyng          Wendy Wildman</p> <p>The meeting recessed at 12:23 p.m.</p> <p>The meeting was reconvened at 12:25 p.m.</p>

SUMMER VILLAGE OF SOUTH VIEW  
REGULAR COUNCIL MEETING MINUTES  
WEDNESDAY, JUNE 21, 2023  
IN PERSON AT 2317 TWP RD 545 LAC STE. ANNE COUNTY & VIA ZOOM

	86-23	<p><b>MOVED</b> by Mayor Benford that Council accept the Lac Ste. Anne County Municipal Services Package correspondence for information and for future consideration.</p> <p style="text-align: right;"><b>CARRIED</b></p>
13.	<b>NEXT MEETING</b>	The next regular Council meeting is scheduled for Wednesday, July 19, 2023 at 9:30 a.m.
14.	<b>ADJOURNMENT</b>	The meeting adjourned at 12:29 p.m.

\_\_\_\_\_  
Mayor, Sandi Benford

\_\_\_\_\_  
Chief Administrative Officer, Wendy Wildman

UNAPPROVED

⑦

## South View Boat launch

Jason Madge

Thu 6/29/2023 5:57 AM

To:Summer Village Office <administration@wildwillowenterprises.com>;wendy wildwillowenterprises.com <wendy@wildwillowenterprises.com>;sandi benford <sandi.benford@gmail.com>

Hello Folks,

As requested, myself and Cody from Taber Solids who is an experienced dredge contractor, were out on June 8, 2023 to assess the boat launch. There appears to be a significant amount of rock on the cement piers, up to 12" in some spots. It was determined that the most cost effective way to clean the boat launch piers was by using centrifuge pumps and hand blasting the material off the cement piers. Taber Solids indicated they have used this method previously with success and have provided a cost proposal to do so here.

It is my understanding that you are once again potentially looking to achieve deeper waters for launching of boats. This will require more than just dredging, the cement piers will need to be removed and the lake bed will need to be worked to get a consistent slope and then reinstall the piers. In order to do this properly, there is significant work and costs involved. This includes damming and dewatering the area to allow for mechanical excavation. I believe back in 2019 when we looked at this, the cost just to dam and dewater was approximately 75k and another 30-40k to do the work required to achieve deeper waters. With the direction of flows in the lake there are no guarantees on how long it will be before sedimentation occurs, once again resulting in lower depths for launching.

Let me know how you would like to proceed and I would be happy to assist.

Kindly,

Jason Madge

8



South View Boat Ramp Sediment Clearing

SUBMITTED: June 13, 2023

SUBMITTED BY:

 **TABER**  
SOLIDS CONTROL (1998) LTD.

9

South View Boat Ramp Sediment Clearing

June 13, 2023

**Attention: Jason Madge**

**RE: South View Boat Ramp Sediment Clearing**

Taber Solids Control proposes to clear the accumulated sediment, Silt, & debris from the concrete ribbons within the boat ramp approximately 30 feet out from the shoreline. This would be completed by utilizing a pumping apparatus to jet the material off and away from the concrete ribbons. This will increase the overall depth of the boat ramp allowing boats to be launched in shallower conditions.

Jason, we thank you for the opportunity to provide a proposal, and we look forward to the opportunity to work with yourself and the Summer Village of South View.

Best regards,



Cody Taber  
Sales & Field Operations Manager  
780.466.7799  
cody@tabersolidscontrol.com

10

## SITE VISIT

Based on our site visit June 8, 2023, we are satisfied that there are sufficient access options for equipment to be brought in and set up. An accessible site will play a key factor in the efficient delivery of this project. We ask that the boat ramp be temporarily closed during operations.

## Proposed Equipment Required

Please find below a list of equipment required to remove sludge from the lagoons,

- (1) Gorman Rupp Water Pumps c/w Foot Valve, Remote Control and Jetting Tool
- (1) Daily Diesel Fuel cost
- (1) 20 KW Lite Plant
- (2) Field Service Technicians, 8 hours a day includes Chest Waders, Subsistence and Company Vehicles

## OTHER PERTINENT INFORMATION

### Certificate of Recognition (COR)

Taber Solids Control has a valid COR and will provide the Client with a copy upon contract award.

### Insurance Requirements

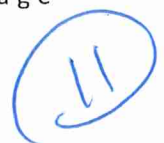
TSC meets all insurance requirements as outlined in this RFP and will provide copies of insurance upon contract award.

### WCB

TSC is in good standing with WCB and will provide clearance letter upon award of contract.

### References

Available upon request





Propose 2 days @ \$2,145.00 Per Day:	\$4,504.50
<u>Mobilization/Demobilization:</u>	<u>Included</u>
<b>Total (not including G.S.T)</b>	<b>\$4,504.50</b>

- Rig up and tear out included in first and last days rate.
- If the project is completed sooner, you are only charged for days operating.

To ensure uninterrupted and competitive services, Taber Solids Control (1998) Ltd. utilizes an in-depth maintenance program for all our equipment. Our highly skilled and trained personnel operate at a level of proficiency that allows us to be competitive in an ever-changing market.

From stripping drill mud to dewatering municipal sludge ponds, Taber has the equipment and personnel to complete the job quickly and efficiently.



## Boat Launch Discussion

Jeff Downie <Jeffd@marlonproducts.com>

Tue 7/11/2023 9:56 AM

To: Summer Village Office <administration@wildwillowenterprises.com>

Cc: jamwoslyng@gmail.com <jamwoslyng@gmail.com>

To Whom May Concern,

I have been apart of the Southview Village Community for 8 years and I have decided to now reach out with a few concerns. I am a very avid boater and not once have I been able to launch my boat at the Southview launch. When would you anticipate the launch to be repaired properly so that Southview boaters do not have to use other villages and launches around the lake? I have seen some people attempt to launch their boat at this launch and their trailer has fell off the launch causing frame damages, now an expense for having property at Southview and using the current Southview launch. Another concern I have is the launch requires a dock. As far as safety concerns and proper launching habits of a boaters there should be a dock at all public launches to make things more user friendly and safe. It so happens that I am in the docking business and would entertain selling a dock system to the village at a "wholesale" cost value? Another friend in the village and I would also entertain installing / removing the dock system for a small fee?

I have spoken to several Southview property owners and in which they have voiced the same concern. This is the reason I decided to send this email. I can also gather together a petition of signatures showing the concern & interest level in wanting a proper safe launch and dock system with-in the Southview Village Community.

Bottom line is this would act as a benefit to all Southview property owners and boaters. It would be an attractive point of sale for properties selling with-in the village and show pride for all residents in the area knowing that Southview has a well operational launch with a dock system.

Thanks in advance and looking forward to hearing from you.

Regards,

**Jeff Downie**  
**Marlon AB Branch Manager**  
965 Boulder Blvd.  
Stony Plain, AB. T7Z 0E6  
Ph: 780.968.5530  
TF Ph: 855.962.5500  
C Ph: 780.886.6738

E-mail: [jeffd@marlonproducts.com](mailto:jeffd@marlonproducts.com)  
Website: [www.marlonproducts.com](http://www.marlonproducts.com)

**MARLON**  
RECREATIONAL PRODUCTS LTD.

*"Through passion, inspiration & exceptional service be the forerunner in growth of the Recreational industry" –  
"Get er Done!" – 49 YEARS IN BUSINESS!*

13

## July 19, Council Meeting

James Woslyng · ·

Thu 7/6/2023 3:04 PM

To:Summer Village Office <administration@wildwillowenterprises.com>

Hi Heather I want to be placed on the agenda for the July 19/23 Council meeting we will be discussing the fact I have complied with the contravention order and the Caveat is still on my property and must be removed. We will also be discussing the Land use bylaw 179. And bylaw 190. Jim

14

---

**A BYLAW OF THE SUMMER VILLAGE OF SOUTH VIEW IN THE  
PROVINCE OF ALBERTA TO REGULATE THE PROCEDURE AND  
CONDUCT OF COUNCIL AND COUNCIL COMMITTEE MEETINGS.**

---

**WHEREAS**, the Council of the Summer Village of South View considers it expedient and desirable for effective governance to regulate the procedure and conduct of Council, Councillors and others attending Council and Council committee meetings in the Summer Village of South View;

**NOW THEREFORE**, the Council of the Summer Village of South View hereby enacts as follows:

**Citation**

1. This Bylaw may be cited as the "The Procedure Bylaw".

**Definitions**

2. In this bylaw:
  - a) "CAO" means the Chief Administrative Officer or their delegate, for the Summer Village of South View.
  - b) "Closed Meeting" means a part of the meeting closed to the public at which no resolution or Bylaw may be passed, except a resolution to revert to a meeting held in public.
  - c) "Council" means the Mayor and Councillors of the Summer Village of South View for the time being elected pursuant to the provisions of the *Local Authorities Election Act* and the *Municipal Government Act* whose term is unexpired, who have not resigned and who continue to be eligible to hold office under the terms of the related provincial legislation;
  - d) "Delegation" means any person that has permission of Council or the CAO to appear before Council or a committee of Council to provide pertinent information and views about the subject before Council or Council committee.
  - e) "Deputy Mayor" shall mean the member selected by Council to preside at a meeting of Council in the absence of the Mayor;
  - f) "FOIP" means the Freedom of Information and Protection of Privacy Act of Alberta.
  - g) "Mayor" shall mean the member selected by Council at the Organizational meeting to hold that position and to preside at a meeting of Council;
  - h) "Member" means a Councillor or person at large appointed by Council to a committee of Council.
  - i) "Meetings" means meetings of Council and Council committees.
  - j) "Municipality" means the Municipality of the Summer Village of South View, a municipal corporation of the Province of Alberta and includes the area contained within the boundaries of the Municipality;

### **Application**

3. This bylaw applies to all members attending meetings of Council and committees established by Council of the Municipality;

### **Severability**

4. If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed, and the remainder of the bylaw is deemed valid;

### **General**

5. The General Duties of Council shall adhere to the duties and responsibilities contained within Section 153 of the MGA as set out in Appendix A.
6. The General Duties of the Chief Elected Official shall adhere to the duties and responsibilities contained within Section 154 of the MGA as set out in Appendix B.
7. No Member of Council shall direct or interfere with the performance of any work for the Municipality and shall seek all information through the office of the Chief Administrative Officer or their designate.
8. Members of Council shall subscribe to the Code of Conduct for Members of Council as set out in the Summer Village of South Views' Code of Conduct Bylaw.
9. A breach of any Section of this Bylaw by any Member of Council may place the Member of Council in the position of censure by Council.
10. Public Hearings held with respect to bylaws, when required or when requested by Council, will be held prior to second reading. Public Hearings shall be conducted in accordance with the procedures set out in Appendix C.

### **Meetings**

11. The regular meetings of Council shall be established by resolution of Council at its annual organizational meeting.
12. Special meetings of Council shall be established as required by Council according to the provisions of the Municipal Government Act and the public shall be given notice.

13. Council, by resolution, may establish other Council meeting dates.
14. The meetings of Council committees shall be established by resolution of each committee and the public must be given notice or advertised as required by the provisions of the Municipal Government Act.
15. Regular meetings of Council shall begin at 9:30 a.m.
16. The times for the beginning of Council committee meetings shall be set by resolution of each committee.
17. As soon after the hour of which the meeting was called, and a quorum is present, the Mayor shall take the chair and call the meeting to order.
18. In a case where the Mayor is not in attendance within fifteen (15) minutes after the hour of which the meeting was called, and a quorum is present, the Deputy Mayor shall call the meeting to order.
19. If a quorum is not present within thirty (30) minutes after the time fixed for the meeting, the CAO shall record the names of the members present and the meeting shall stand adjourned until the next meeting;
20. Recordings: Council or Council committee meetings may not be filmed or voice-recorded.
21. Other Recordings: Any other person may not use a mechanical or electronic recording device at a public Council or Council Committee Meeting or a Public Hearing. All such devices must be removed from the meeting room.
22. Recording Devices: No concealed electronic recording devices, including but not limited to cellular telephones, are permitted at any meetings.

### **Conduct of Meetings**

23. Each member or delegate, as the case may be, shall address the chair but shall not speak until recognized by the chair.
24. The presiding officer with the approval by resolution of the members, may authorize a person in the public gallery to address members only on the topic being discussed at that time and within the time limits specified by the presiding officer.
25. A resolution does not require a seconder.
26. A resolution may be withdrawn at any time before voting subject to no objection from any member, as the case may be.



27. The following resolutions are not debatable by members:
  - a) adjournment
  - b) to take a recess
  - c) question of privilege
  - d) point of order
  - e) to limit debate on a matter before members
  - f) on division of a question
  - g) postpone the matter to a time certain
  - h) to table the matter
28. The Mayor or presiding officer may enter into any debate and make resolutions in the same manner as any member without relinquishing the chair.
29. Where an item has been brought before Council, the same item cannot be tabled more than three times.
30. Where a matter or issue has been brought before Council, the same matter or issue cannot be heard more than three times unless there is new information be presented about the issue or matter.
31. Where a question under consideration contains distinct propositions, the vote upon each proposition shall be taken separately when any member so requests or when the presiding chair so directs.
32. Whenever the presiding officer is of the opinion that a motion is contrary to the rules and privileges of Council, he/she shall inform the member thereof immediately, before putting the question, and shall cite his reasons applicable to the case without argument or comment.
33. The Mayor or presiding officer shall preserve order and decorum and shall decide questions or order, subject to an appeal to the Council by resolution. Decisions of the presiding officer shall be final unless reversed or altered by a majority vote of members present.
34. In all cases not provided for in the proceedings of the Council, a two-thirds majority of Council shall determine to uphold the ruling of the presiding officer or not as the case may be.
35. When a motion has been made and is being considered by Council no other motion may be made and accepted, except:
  - a) a motion to refer the main question to some other person or group for consideration
  - b) a motion to amend the main question
  - c) a motion to table the main question
  - d) a motion to postpone the main question to some future time
  - e) a motion to adjourn the meeting, provided that a motion to table shall not be debated except as to the time when the matter will again be

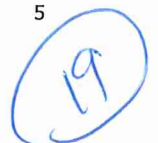
18

considered.

36. After any question is finally put by the Mayor or other presiding officer no member shall speak to the question, nor shall any other motion be made until after the result of the vote has been declared. The decision of the Mayor or the presiding office as to whether the question has been finally put shall be conclusive.
37. Any member of the Council can call for a recorded vote, the names of those who vote for and those who vote against the motion shall be entered in the minutes. A request for a recorded vote must precede the voting on a motion.
38. Voting on all matters shall be done by raising of the hand in such a clear manner that they may be easily counted by the presiding officer.
39. Council may adjourn from time to time to a fixed future date any regular or special meeting of Council that has been duly convened but not terminated. The object of adjourning is to finish the business that the meeting was called to transact in the first place but which has not been completed;
40. A formal motion will be made to go to a "Closed Meeting" session, identifying Division 2 Parts 16 to 29 (Exceptions to Disclosure) of the Freedom of Information and Privacy Act. Confidential items can include items under Division 2 Parts 16 to 29 of the Freedom of Information and Privacy Act and as identified within the Municipal Government Act under Section 197, as confidential items of discussion between Council, Administration and invited persons. When a meeting is closed to the public, no resolution or bylaw may be passed at the meeting, except a resolution to revert to a meeting of a council or council committee held in public. No minutes, notes, or recordings of the discussions will take place and any printed reports provided to Council will be retrieved by the CAO. After the closed meeting discussions are completed, any members of the public who are present outside the meeting room must be notified that the rest of the meeting is now open to the public, and a reasonable amount of time must be given for those members of the public to return to the meeting before it continues. Where a council or council committee closes all or part of a meeting to the public, the council or council committee may allow one or more other persons to attend, as it considers appropriate, and the minutes of the meeting must record the names of those persons and the reasons for allowing them to attend.

### **Delegations**

41. A person or a representative of any delegation or group of persons who wish to bring any matter to the attention of Council, or who wish to have any matter considered by Council shall address a letter or other written communication to the Council outlining the subject to be discussed. The letter shall be signed by the correct name of the writer; the address of the writer, the phone number of



the writer and, if available, the email address of the writer and delivered or mailed to the CAO. The letter must arrive by 1:00 p.m. on a business day at least nine (9) business days immediately preceding the meeting at which it is to be presented. If the person wishes to appear before Council on the matter it shall be stated in the letter.

42. Delegates shall be granted a maximum of fifteen (15) minutes to present the matter outlined in the letter. Where the presiding officer determines that additional time shall be granted to a delegation the length of the extension shall be specified and the presiding officer may limit the time. The number of times that a member or delegate may speak on the same question or resolution is three (3) times, having due regard to the importance of the matter.
43. Delegations that have not submitted a letter in accordance with section 41 may be granted a brief opportunity to outline the matter they wish to present to Council, and following that outline, the presiding officer and members shall determine if the delegation is to be granted time under section 42 to present the matter outlined.
44. Members of the public who constitute the gallery in the Council Chambers during a Council meeting may not address Council without permission of the Council, shall maintain order and quiet, and shall not applaud or otherwise interrupt any speech or action of members of Council. Should the behaviour of a member or members of the gallery become unruly, they shall be required to leave the meeting immediately.
45. Council shall hear all delegations that have brought their items of business onto the agenda in the order in which they are placed on the agenda or the order may be changed by a majority vote of members present. All rules of Council in this Bylaw shall apply to each and every member of the delegation. Delegations shall have fifteen (15) minutes for presentation;

**Rules of Order**

46. Any matter of meeting conduct which is not herein provided for shall be determined in accordance with "Roberts Rules of Order";

**Agenda and Order of Business**

47. Prior to each meeting, the CAO shall prepare a statement of the order of business to be known as the "Agenda" of all matters to be brought before Council. To enable the CAO to do so, all documents and notice of delegation, intended to be submitted to the Council, shall be received by the CAO not later than 1:00 p.m. on a business day at least nine (9) business days before the meeting.
48. The CAO shall place at the disposal of each member a copy of the agenda and all supporting materials not later than 4:30 p.m. four (4) business days before



the meeting.

49. Where the deadlines in section 47 and 48 are not met, the agenda and support materials shall be deemed to be acceptable when the agenda is adopted at the meeting.
50. The business intended to be dealt with shall be stated in the agenda in the following order where applicable:
  1. Call to Order
  2. Treaty 6 Territory Land Acknowledgment
  3. Agenda Adoption
  4. Minutes Adoption
  5. Appointments (Delegations)
  6. Bylaws
  7. Business
  8. Financial
  9. Council Reports
  10. Chief Administrator's Report
  11. Information & Correspondence
  12. Open Floor Discussion with Gallery - Total time provision of 15 minutes
  13. Closed Meeting Session
  14. Next Meeting
  15. Adjournment
51. The order of business established in section 50 shall apply unless altered by the presiding officer with no objection from members, or otherwise determined by a majority vote of the members present, and the vote upon a matter of priority of business shall be decided without debate.
52. Standing Committees of Council shall be established and governed by policy or bylaw approved by Council. Where appropriate authority is delegated to a Standing Committee, such committee and its mandate shall be established by bylaw;

#### **Recording of the Minutes**

53. The CAO may delegate any duties to a recording secretary but shall accept all responsibilities of the duties.
54. If a member of Council arrives late, leaves before the meeting is adjourned, or is temporarily absent from the meeting, it shall be so recorded in the minutes.
55. After each meeting, the CAO shall prepare a statement of what was done at the meeting which will be known as the "Minutes" of the meeting. The minutes will be the written record of the proceedings of the meeting and will be a record of what was done at the meeting, and not what was said at the meeting;

### **Bylaws**

56. Where a bylaw is presented to Council for enactment, the CAO shall cause the number and the short title of the bylaw to appear on the Agenda in the appropriate place.
57. Every bylaw shall have three separate and distinct readings.
58. After a member has made the motion for the second reading of the bylaw Council may:
  - a) debate the substance of the bylaw; and
  - b) propose and consider amendments to the bylaw.
59. A proposed amendment shall be put to a vote and if carried shall be considered as having been read a first time and incorporated in the bylaw.
60. Unless the members present at a meeting unanimously agree that a bylaw may be presented to Council for a third reading at the same meeting at which it has received two readings, the bylaw shall not be given more than two readings at one meeting.
61. Where required by provincial statute, a bylaw shall be advertised or submitted to the electorate for voting as set out in the relevant statutes.
62. Bylaws shall not be repealed, amended or suspended, except so far as the terms thereof themselves permit, unless it is repealed, amended or suspended by:
  - a) a Bylaw unanimously passed at a regular or special meeting of the Council at which all members thereof are present; or
  - b) a Bylaw passed at a regular meeting of Council, pursuant to a notice in writing given and openly announced at the preceding meeting of the Council and setting out the terms of the substantial effect of the proposed Bylaw.

### **Website**

63. The Regular Council Meeting agenda will be posted on the Summer Village website prior to the Council meeting after it is prepared and distributed to Council.
64. Special Council Meeting agendas will be posted on the Summer Village website prior to the special Council meeting after it is prepared and distributed to Council.
65. Unapproved meeting minutes are to be posted on the Summer Village website within 7 business days after the meeting.



66. Approved minutes are to be posted on the Summer Village website within 3 business days after the meeting.
67. Other items will be posted on the Summer Village website as directed by the CAO or designate.

This Bylaw repeals Bylaw No. 229-2022 and comes into full force and effect upon third and final reading.

**READ** a first time this 19<sup>th</sup> day of July, 2023.

**READ** a second time this 19<sup>th</sup> day of July, 2023.

**UNANIMOUS CONSENT** to proceed to third reading this 19<sup>th</sup> day of July, 2023.

**READ** a third and final time this 19<sup>th</sup> day of July, 2023.

**SIGNED** this 19<sup>th</sup> day of July, 2023.

---

Mayor, Sandi Benford

---

Chief Administrative Officer, Wendy Wildman

SUMMER VILLAGE OF SOUTH VIEW  
APPENDIX A

Municipal Government Act Division 3  
Duties, Titles and Oaths of Councillors

General duties of Councillors  
153

Councillors have the following duties:

- (a) to consider the welfare and interests of the municipality as a whole and to bring to council's attention anything that would promote the welfare or interests of the municipality;
- (a.1) to promote an integrated and strategic approach to intermunicipal land use planning and service delivery with neighbouring municipalities;
- (b) to participate generally in developing and evaluating the policies and programs of the municipality;
- (c) to participate in council meetings and council committee meetings and meetings of other bodies to which they are appointed by the council;
- (d) to obtain information about the operation or administration of the municipality from the chief administrative officer or a person designated by the chief administrative officer;
- (e) to keep in confidence matters discussed in private at a council or council committee meeting until discussed at a meeting held in public;
- (e.1) to adhere to the code of conduct established by the council under section 146.1(1);
- (f) to perform any other duty or function imposed on Councillors by this or any other enactment or by the council.

SA 2000 cM-26 s153;2015 c8 s17;2016 c24 s15

24

SUMMER VILLAGE OF SOUTH VIEW  
APPENDIX B

Municipal Government Act Division 3  
Duties, Titles and Oaths of Councillors

General duties of chief elected official  
154

- (1) A chief elected official, in addition to performing the duties of a Councillor, must
  - (a) preside when in attendance at a Council meeting unless a bylaw provides that another Councillor or other person is to preside, and
  - (b) perform any other duty imposed on a chief elected official by this or any other enactment or bylaw.
- (2) The chief elected official is a member of all Council committees and all bodies to which Council has the right to appoint members under this Act, unless the Council provides otherwise.
- (3) Despite subsection (2), the chief elected official may be a member of a board, commission, subdivision authority or development authority established under Part 17 only if the chief elected official is appointed in the chief elected official's personal name.

1994 cM-26.1 s154;1995 c24 s21

25

SUMMER VILLAGE OF SOUTH VIEW  
APPENDIX C  
Public Hearing Procedure

Policy

Council may adopt a procedure for statutory public hearings.

Council shall abide by the underlying principles for statutory public hearings. The process will adhere as closely to the procedures outlined as possible although Council may adjust the process in order to accommodate a smooth flow of the proceedings provided that there is adherence to the underlying principles.

Council may follow this process for those non-statutory public hearings on issues that Council determines would benefit from public input.

Public Hearing Principles

These principles shall apply only to the process for bylaws or resolutions that require a public hearing or that Council determines would benefit from a public hearing, and not to other bylaws or resolutions.

1. Council shall hear any person, group of persons, or persons representing them, who claims to be affected by a proposed bylaw or resolution and who has complied with the procedures outlined by Council.
2. Council, by majority vote, may decide to hear from any person other than those outlined in principle number 1.
3. The public hearing shall be held at a regular or special meeting of Council.
4. The public hearing shall be held before second reading of a bylaw or before Council votes on a resolution.
5. After the public hearing, Council may pass the bylaw or resolution, or make any amendments that it considers necessary.
6. If Council determines that the amendments to a bylaw or resolution that requires a statutory public hearing have changed the intent of the bylaw, Council shall re-advertise the public hearing, and commence with first reading of the bylaw again.

Public Hearing Procedures

Definitions

1. "Chairman" refers to the Presiding Officer officiating the Public Hearing
2. "Secretary" refers to the CAO or his/her designate

SUMMER VILLAGE OF SOUTH VIEW PUBLIC HEARING

Date Time

Bylaw #

\*\*\*

INTRODUCTION & PROCEDURES

- 1 (Chairman) "The following Public Hearing is held pursuant to the Municipal Government Act"
- 2 (Chairman) "The following rules of conduct will be followed during the Public Hearing:"  
Presentation should be brief and to the point  
The order of presentation shall be
  - o Entry of written submission
  - o Comments from the \*\*\*\*
  - o Those supporting the Bylaw
  - o Those opposing the Bylaw
  - o Any other person deemed to be affected by the BylawThe Public Hearing purpose is "to receive comments from any interested parties on the proposed Bylaws"

"I hereby declare the Public Hearing relating to Bylaw \*\*\*\* open"

- 3 (Secretary) "The purpose of Bylaw \*\*\*\* is to amend \*\*\*.

First Reading was given to Bylaw \*\*\*\* on (insert date) •

Notice of this Public Hearing was advertised on the website, on the (insert various method of advertising) in the week of (insert date)

The following written comments have been received to (insert d-ate)

- 4 (Chairman) "Are there any late written submissions relating to the Bylaw?"

(Note: If there are any, the secretary to read letter into record) "Comments from the \*\*\* Department"

"Is there anyone who supports the Bylaw and wishes to speak?" "Is there anyone who opposes the Bylaw and wishes to speak?"

"Is there anyone deemed to be affected by the Bylaw and wishes to speak?"

107

- 5 (Chairman) "Are there any further comments from the \*\*\*\* Dept."
- 6 (Chairman) "Do the Councilors have any further questions"
- 7 (Chairman) "If not, I hereby declare this Public Hearing relating to Bylaw \*\*\*\* be closed and will adjourn this Public Hearing.





## Registration open for ABmunis Convention!

Cathy Heron <president@abmunis.ca>

Tue 6/20/2023 11:37 AM

To: Summer Village Office <administration@wildwillowenterprises.com>

Good morning,

We are excited to announce that [registration is now open](#) for the 2023 Alberta Municipalities' Convention and Trade Show! Convention will take place September 27 - 29 at the Edmonton Convention Centre, with pre-Convention sessions taking place Tuesday, September 26. Hotel room blocks are open, information is listed on our event website.

### Virtual is returning for 2023

The virtual Convention will include all the main plenary components – Opening Ceremonies, keynote speakers, Minister dialogue sessions, resolutions, Premier's address - and will allow eligible elected officials the opportunity to virtually vote on resolutions and elections.

Virtual attendees will not have the ability to attend the breakout education sessions or be able to network in-person with other attendees. All slide presentations and audio from the breakout session will be recorded and will be made available to virtual attendees within two weeks of the event.

### Pricing

Member In-person registration (early-bird until August 18): \$620

Member In-person registration (after early-bird): \$775

Virtual registration: \$250

For all Convention information and updates, visit our [ABmunis Convention event page](#). If you can't find the answer to your questions, please reach out to us and we would be happy to help.

Thank you for your continued support of our events, we look forward to seeing you in Edmonton!

**Cathy Heron | President**

---

E: [president@abmunis.ca](mailto:president@abmunis.ca)  
300-8616 51 Ave Edmonton, AB T6E 6E6  
Toll Free: 310-MUNI | 877-421-  
6644 | [www.abmunis.ca](http://www.abmunis.ca)



---

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the sender. This message contains confidential information and is intended only for the individual named. If you are not the named addressee, you should not disseminate, distribute or copy this email.

*We respectfully acknowledge that we live, work, and play on the traditional and ancestral territories of many Indigenous, First Nations, Métis, and Inuit peoples. We acknowledge that what we call Alberta is the traditional and ancestral territory of many peoples, presently subject to Treaties 4, 6, 7, 8 and 10 and Six Regions of the Métis Nation of Alberta.*

29

## Fw: Regional Municipalities Meeting

Summer Village Office <administration@wildwillowenterprises.com>  
on behalf of  
Cindy Suter <csuter@lsac.ca>  
Wed 7/12/2023 12:11 PM  
To:wendy wildwillowenterprises.com <wendy@wildwillowenterprises.com>

### Heather Luhtala, Administration

Summer Village of Silver Sands - [www.summervillageofsilversands.com](http://www.summervillageofsilversands.com)  
Summer Village of South View - [www.summervillageofsouthview.com](http://www.summervillageofsouthview.com)

Email: administration@wildwillowenterprises.com  
Phone: 587-873-5765  
Fax: 780-967-0431

---

**From:** Cindy Suter <csuter@lsac.ca>

**Sent:** Monday, June 26, 2023 10:36 AM

**To:** McGillivray, Kevin <kevin.mcgillivray@rcmp-grc.gc.ca>; Kevin Ouderkirk <KOuderkirk@steannegas.com>; McCoombs, Josef <Josef.McCoombs@rcmp-grc.gc.ca>; Joe Blakeman <JBlakeman@lsac.ca>; George Vaughan <GVaughan@lsac.ca>; Dodds, Bob <Bob.Dodds@rcmp-grc.gc.ca>; Lorne Olsvik <lolsvik@lsac.ca>; Town CAO <cao@mayerthorpe.ca>; Nicholas Gelych <NGelych@lsac.ca>; kevin.bird@ngps.ca <kevin.bird@ngps.ca>; Kevin Lovich <klovich@lsac.ca>; Lloyd Giebelhaus <lgielhaus@lsac.ca>; Darren Jones <councillor@svyellowstone.ca>; Village of Alberta Beach <aboffice@albertabeach.com>; Daryl Weber <darylweb@telus.net>; Tara Elwood <taraelwood@albertabeach.com>; rebecca.wells@mayerthorpe.ca <rebecca.wells@mayerthorpe.ca>; Debbie Durocher <debbiedurocher@albertabeach.com>; Kelly Muir <kellymuir@albertabeach.com>; Michael Harney (Sneeks@hotmail.ca) <Sneeks@hotmail.ca>; 'John Hellings' <jonh@telus.net>; marc.claybrook@mayerthorpe.ca <marc.claybrook@mayerthorpe.ca>; Randy Schroeder <rschroeder@lsac.ca>; riley.ekins@sunsetpoint.ca <riley.ekins@sunsetpoint.ca>; keir.packer@sunsetpoint.ca <keir.packer@sunsetpoint.ca>; ptbcontracting@gmail.com <ptbcontracting@gmail.com>; Councillors2022 <Councillors2022@lsac.ca>; Brian Hartman <bhartman@lsac.ca>; rmurray@onoway.ca <rmurray@onoway.ca>; CAO@onoway.ca: <CAO@onoway.ca>; Town of Mayerthorpe <admin@mayerthorpe.ca>; Greg Edwards <GEdwards@lsac.ca>; Matthew Ferris <mferris@lsac.ca>; Anna Greenwood <Anna.Greenwood@mayerthorpe.ca> <Anna Greenwood <Anna.Greenwood@mayerthorpe.ca>; Mike Primeau <mprimeau@lsac.ca>; Trista Court <tcourt@lsac.ca>; Alexis Nakota Sioux Nation <chief@ansn.ca>; Steven TYMAFICHUK <s.tymafichuk@gmail.com>; svcastle.kupchenko@gmail.com <svcastle.kupchenko@gmail.com>; Marge Hanssen <marge.hanssen@svnakamun.com>; ray.hutscal@rosshaven.ca <ray.hutscal@rosshaven.ca>; rwinterford@onoway.ca <rwinterford@onoway.ca>; Denise Lambert <dmlambert.svsandyb@xplornet.ca>; berniepoulin@icloud.com <berniepoulin@icloud.com>; ljohnson@onoway.ca <ljohnson@onoway.ca>; sandi.benford@gmail.com <sandi.benford@gmail.com>; 'Jon Ethier' <jon@rideriverside.com>; gwen.jones@sunsetpoint.ca <gwen.jones@sunsetpoint.ca>; bconinx@onoway.ca <bconinx@onoway.ca>; Janet Jabush <Janet.Jabush@mayerthorpe.ca>; k.dion@valquentin.ca <k.dion@valquentin.ca>; renjgiesbrecht@gmail.com <renjgiesbrecht@gmail.com>; Don Bauer <mayor@svyellowstone.ca>; angeladuncan@albertabeach.com <angeladuncan@albertabeach.com>; cao@birchcove.ca <cao@birchcove.ca>; Summer Village of Sandy Beach <cao.svsandyb@xplornet.ca>; Summer Village of Nakamun Park <cao@svnakamun.com>; Summer Village Office <administration@wildwillowenterprises.com>; Sunset Point <office@sunsetpoint.ca>; Yellowstone Office <office@svyellowstone.ca>; Summer Village of West Cove <svwestcove@outlook.com>; Summer Village of Ross Haven <cao@rosshaven.ca>; Onoway CAO <cao@onoway.ca>; cao@valquentin.ca <cao@valquentin.ca>; pat.burns@mayerthorpe.ca <pat.burns@mayerthorpe.ca>; sandy.morton@mayerthorpe.ca <sandy.morton@mayerthorpe.ca>; esther.sonnenberg@mayerthorpe.ca <esther.sonnenberg@mayerthorpe.ca>

**Subject:** Regional Municipalities Meeting

**When:** Tuesday, October 17, 2023, 12:00 AM to Wednesday, October 18, 2023, 12:00 AM.

**Where:** Alberta Beach Senior's Center

Please save the date.

30

Any agenda items please forward to myself at least one week prior to the meeting.

Advise of any allergies.

**IMPORTANT:** Please respond to this meeting invite so we have numbers for the caterer.

Thank you, have a great summer.

## Cindy Suter

Legislative & Support Services Supervisor

56521 RGE RD 65 | BOX 219 | SANGUDO, ALBERTA T0E 2A0

PHONE: 780.785.3411 Ext. 3698 | TOLL-FREE: 1.866.880.5722 | FAX: 780.785.2985

This email is intended only for the use of the party to which it is addressed and for the intended purpose. This email contains information that is privileged, confidential, and/or protected by law and is to be held in strict confidence. If you are not the intended recipient you are hereby notified that any dissemination, copying or distribution of this email or its contents is strictly prohibited. If you have received this message in error, please notify us immediately by replying to the message and deleting it from your computer.

31

# Summer Village of South View

Report to Council

**Meeting:** July 19, 2023 - Regular Council Meeting

**Originated By:** Tony Sonnleitner, Development Officer, Summer Village of South View

**Development Permits:** None

## Enforcement:

**23DP01-32 Plan 4187 KS, Block 1, Lot 1 : 10 Hillside Street (the "Lands")**

CONTRAVENTION ORDER TO ADDRESS REFUSE UPON LANDS.

Action: Required action by 14 days from June 23, 2023.

Note: Returned mail for Order on July 10, 2023. Copy of Order affixed to the front door of the dwelling on July 11, 2023.

**23DP02-32 Plan 6524 KS, Block 6, Lot 5 : 66 Lakeview Avenue (the "Lands")**

CONTRAVENTION ORDER TO ADDRESS TALL GRASS AND WEED.

Remedy: Order withdrawn July 12, 2023, where development has begun on new dwelling under Development Permit.

**23DP03-32 Plan 6524 KS, Block 6, Lot 3A : 70 Lakeview Avenue (the "Lands")**

CONTRAVENTION ORDER TO ADDRESS TALL GRASS AND WEED.

Remedy: Lands have been nicely mowed, per site inspection July 11, 2023. Deemed to have complied with Order.

**23DP04-32 Plan 4187 KS, Block 1, Lot 7 : 34 Hillside Street (the "Lands")**

CONTRAVENTION ORDER TO ADDRESS TALL GRASS & WEEDS AND ACCESSORY BUILDING NOT COMPLETED.

Action: Required action by 14 days from June 28, 2023.

32

**Additional Enforcement Action:**

**Plan 6524 KS, Block 5, Lot R : 67 Lakeview Avenue (the "Lands")**

Letter sent, and conversation with landowner, indicating that the chattels on the MR need to be removed.

Chattels were removed at inspection of July 3, 2023.

**Plan 6656 MC, Block 3, Lot 5 : 102 Lakeview Avenue (the "Lands")**

Letter both sent, and posted upon the front door on July 11, 2023, indicating that an Accessory Building has been constructed without benefit of Development Authority approval.

**Plan 6524 KS, Block 4, Lot 7 : 119 Lakeview Avenue (the "Lands")**

Letter both sent, and posted upon the front door on July 11, 2023, indicating that a Swimming Pool has been erected without benefit of Development Authority approval. Such approval would require the erection of a 6-foot tall fence with locking gate.

Regards,

Tony Sonnleitner, Development Officer

33

Deputy Minister  
18<sup>th</sup> Floor Commerce Place  
10155 - 102 Street  
Edmonton, Alberta T5J 4L4  
Canada  
Telephone: 780-427-4826  
[MA.DMO@gov.ab.ca](mailto:MA.DMO@gov.ab.ca)

AR111594

Ms. Wendy Wildman  
Chief Administrative Officer  
Summer Village of South View  
PO Box 8  
Alberta Beach AB T0E 0A0

Dear Ms. Wildman:

**Subject: Municipal Accountability Program Cycle 2 – Scheduling for 2023**

As you may know, the Municipal Accountability Program (MAP) was initiated in 2018 to collaboratively foster effective local governance and build administrative capacity in Alberta's municipalities. Municipal Accountability Advisors review municipal processes and procedures to develop and enhance knowledge of mandatory legislative requirements. Through these efforts, Municipal Affairs supports Alberta municipalities with legislative compliance, and Chief Administrative Officers (CAOs) are able to confirm areas where the municipality is doing well and receive guidance on areas for improvement.

From 2018-22, 210 municipalities have participated in, and benefited from, a MAP review. The program is mandatory for municipalities with populations of 2,500 or less and may be offered to any municipality upon council request, if approved by the Minister.

I am pleased to announce that Municipal Affairs is initiating the second cycle of the MAP program and I would like to advise that your municipality has been selected to participate in a MAP Cycle 2 review in 2023.

To ensure the program continues to provide value to participants and to the Ministry, the review areas in Cycle 2 have been expanded to include discretionary areas within the *Municipal Government Act*. During a MAP Cycle 2 review, the program team will work with you as the municipality's CAO to highlight the municipality's progress made through MAP Cycle 1. Additionally, the program team will assist in identifying areas to review and identify discretionary legislative provisions that apply or are likely to apply to your municipality. In your role as CAO, you will also be invited to identify other areas of focus for inclusion in the review.

The MAP process includes a meeting with you to review municipal documents and discuss policies, procedures, and processes. A report identifying areas of legislative compliance and any gaps that may exist will be provided to you.

.../2

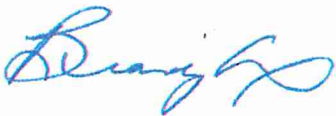
34

To assist you in addressing any areas of non-compliance, the report will include recommendations and resources specific to each matter identified. It is my expectation the report generated via the MAP review will be shared with council at a public council meeting.

To begin this process, a Municipal Accountability Advisor will contact you in the near future to provide further details regarding the program, as well as to discuss requirements and scheduling. The scheduling will consider your workload and availability. If you have any questions, please contact a Municipal Accountability Advisor, toll-free by first dialing 310-0000, then 780-427-2225.

On behalf of Municipal Affairs, thank you for your continued participation in the program. Through our collective efforts, we will continue to proactively address legislative compliance in a collaborative and constructive manner.

Sincerely,



Brandy Cox  
Deputy Minister

**RE: South View - assess and rehab to East Entrance road**

Greg Edwards <GEdwards@lsac.ca>

Fri 6/30/2023 1:03 PM

To:wendy wildwillowenterprises.com <wendy@wildwillowenterprises.com>

Cc:Summer Village Office <administration@wildwillowenterprises.com>;Erin Davis <edavis@lsac.ca>;Michelle Doyle <mdoyle@lsac.ca>;Malcolm Berndt <mberndt@lsac.ca>;Mike Primeau <mprimeau@lsac.ca>

Hi Wendy

Thank you for the heads up. I have sent out our foreman for a look and as well happened to be in the area this week so put my own eyes on the issue.

After seeing the site, I want to make sure the fix we do is a permanent one because the knee jerk reaction of pavement patching will not resolve what is going on here.

Here is what I would like to do:

- Review why there is standing water along the side of the roadway.....is it a simple plugged drainage issue that can release the water as it is the water that is pumping up into the structure of the roadway causing all the ripples/issues.
  - What I have found out....Have reviewed air photos dating back to the year 2000. Interestingly, the water was not trapped along the side of the road in 2000 but it does show up in 2007 and every year after.
- I am going to have our team review the area a little closer and possibly complete some survey to prove out any available drainage fixes that may exist.
- If we can fix the drainage, then the roadway repair will be more cost effective and certainly better over the long term.
- If we can't fix the drainage, then the repair will be substantially more expensive.
- In either case, the repair because of the heaving, we are likely going to have to remove the asphalt, replace and beef up the subgrade and base material before repaving.
  - I will have our team run a couple of costing options for further debate and review.
- We will continue to monitor and if need be fill some of the low areas with asphalt repair material to keep it passable, but this is not a permanent fix.



For everyone's reference the area we are talking about is circled in red above. The length of asphalt removal/repair is approximately 100 m long.

36



Please stay tuned.

Regards

Greg



**Greg Edwards, P.Eng.**

General Manager of Operations

Lac Ste. Anne County

56521 RGE RD 65 | BOX 219 | SANGUDO, ALBERTA T0E 2A0

PHONE: 780.785.3411 Ext. 3753 | MOBILE: 780 674 0854 | TOLL-FREE: 1.866.880.5722 | FAX: 780.785.2985

PLEASE NOTE: All Lac Ste. Anne County administration offices are closed to the public until further notice. County staff will work from home where possible, and have been advised to avoid all in-person meetings. All business-related travel including travel to off-site meetings, courses and conferences has been banned. Essential services will continue to be provided. Phone calls to the County will be fielded by the County's answering service and forwarded to the relevant departments.

This email is intended only for the use of the party to which it is addressed and for the intended purpose. This email contains information that is privileged, confidential, and/or protected by law and is to be held in strict confidence. If you are not the intended recipient you are hereby notified that any dissemination, copying or distribution of this email or its contents is strictly prohibited. If you have received this message in error, please notify us immediately by replying to the message and deleting it from your computer.

---

**From:** wendy wildwillowenterprises.com <wendy@wildwillowenterprises.com>  
**Sent:** Monday, June 26, 2023 3:41 PM  
**To:** Greg Edwards <GEdwards@lsac.ca>  
**Cc:** Summer Village of Silver Sands <administration@wildwillowenterprises.com>  
**Subject:** South View - assess and rehab to East Entrance road

Hi Greg - at our South View meeting last Wednesday, Council wanted to let the County know the east access road is very rough and full of washboards near the boundary to South View.

W

Wendy Wildman,  
Chief Administrative Officer  
Summer Village Administration/Wildwillow Enterprises Inc.

Phone: 780-967-0271

Email: [wendy@wildwillowenterprises.com](mailto:wendy@wildwillowenterprises.com)

37



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Calgary-Hays*

June 20, 2023

AR111695

Dear Chief Elected Officials:

I am pleased and excited to return as the Minister of Municipal Affairs. It is an honour and a privilege to serve in this role, and I am eager to work together to build stronger, safer local communities that contribute to greater economic prosperity for all Albertans.

As Minister of Municipal Affairs, I continue to believe in the importance of supporting our local communities, as they play a significant role in creating the economic and social conditions that contribute to Alberta's vibrancy and prosperity. My ministry will continue to develop the tools, training, and programs to support fiscally responsible, accountable, and sustainable local government, and improve the long-term viability of municipalities. I am also committed to my ministry's role in providing Albertans with safe buildings, homes, and communities through the province's safety codes system.

Together, we can continue to reduce unnecessary government oversight with regulatory approaches and program delivery that emphasize outcomes, in order to attract investment, support innovation, and grow Alberta's businesses.

I look forward to once again working together to strengthen Alberta's municipalities and collaborating on areas of mutual interest.

Sincerely,

Ric McIver  
Minister

cc: Chief Administrative Officers

# Town of Mayerthorpe

Report Title : SOUTHVIEW TOTAL CONTRACT HRS

Report Range Start: 2023/05/01 0000 End: 2023/05/31 2359

## Man Hour Report by User

TOWN OF MAYERTHORPE

### KASAMBA, GERVAIS

Event start: 2023/05/05 1300 Event end: 2023/05/05 1430 Time: (90) Minutes

Address: SUMMER VILLAGE

Activity Type: GENERAL PATROL

Total Time on Call for this Event : 1 Hours 30 Minutes

Event start: 2023/05/12 1300 Event end: 2023/05/12 1430 Time: (90) Minutes

Address: SUMMER VILLAGE

Activity Type: GENERAL PATROL

Total Time on Call for this Event : 1 Hours 30 Minutes

Event start: 2023/05/19 1700 Event end: 2023/05/19 1830 Time: (90) Minutes

Address: SUMMER VILLAGE

Activity Type: GENERAL PATROL

Total Time on Call for this Event : 1 Hours 30 Minutes

Event start: 2023/05/25 1000 Event end: 2023/05/25 1130 Time: (90) Minutes

Address: SUMMER VILLAGE

Activity Type: GENERAL PATROL

Total Time on Call for this Event : 1 Hours 30 Minutes

Event start: 2023/05/29 1300 Event end: 2023/05/29 1430 Time: (90) Minutes

Address: SUMMER VILLAGE

Activity Type: GENERAL PATROL

Total Time on Call for this Event : 1 Hours 30 Minutes

KASAMBA, GERVAIS : Total Time On Calls 7 Hours 30 Minutes

Total Group Time: 7 Hours 30 Minutes

39

# Town of Mayerthorpe

**Report Title :** SOUTHVIEW TOTAL CONTRACT HRS

**Report Range**

**Start:** 2023/05/01 0000

**End:** 2023/05/31 2359

## Man Hour Report by User

**All Officers: Total Time On Calls**

**7 Hours**

**30 Minutes**

40