

**SUMMER VILLAGE OF SILVER SANDS
AGENDA**

Friday, January 26th, 2024 VIRTUAL ONLY

Commencing at 9:00 a.m.

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

1. Call to order

Treaty 6 Territory Land Acknowledgement

The Summer Village of Silver Sands acknowledges that we are meeting on Treaty 6 Territory and on the homelands of the Metis Nation. We acknowledge all indigenous peoples who have walked these lands for centuries. We acknowledge the harms and mistakes of the past, and we dedicate ourselves to move forward in partnership with indigenous communities in a spirit of reconciliation and collaboration.

2. Agenda

a) Friday, January 26th, 2024 Regular Council Meeting

(approve agenda as is, or with amendments, additions or deletions)

3. Minutes:

a) Friday, November 24th, 2023 Regular Meeting Minutes

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(approve minutes as is, or with amendments)

4. Delegations:

n/a

5. Public Hearings:

n/a

6. Bylaws

a) Bylaw 337-2024 – a bylaw enacted for the prevention or extinguishing of fires, for the preservation of life and property, and protection from injury or destruction of fire, firefighting costs, recovery and penalties. The fee schedule of this bylaw has been revised to reflect the new changes as approved by Onoway Regional Fire Services as per the existing agreement with the service provider. The draft new bylaw is attached, as well as a second page 6 which is the fee schedule page showing the changes in yellow. Other changes noted include:

p 6-13

-definition for “Fire Control Order” “means the banning of outdoor fires and may be implemented by either the Minister or a resolution of Council” has been changed to read

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“means the banning of outdoor fires and may be implemented by either the Minister or the **Summer Village of Silver Sands**”

-where pronouns had been used (at all times “he” or “his” was used; has now been changed to “they”, “themselves” or “their”)

-change to description of signage to reflect updated wording from “No Open Fires” to “Fire Ban in Effect” (final page last paragraph)

-grammar, punctuation and formatting corrections throughout

(that Bylaw 337-2024, being a bylaw for the prevention or extinguishing of fires, for the preservation of life and property, and protection from injury or destruction of fire, firefighting costs, recovery and penalties, be given first reading (as presented or amended))

(that Bylaw 337-2024 be given second reading (as presented or amended))

(that Bylaw 337-2024 be presented for third reading as presented or amended))

(that Bylaw 337-2024 be given third and final reading (as presented or amended))

- P14-30
- b) Bylaw 338-2024 – being a bylaw to regulate the procedure and conduct of Council and Council Committee Meetings. Administration recently attended a seminar on virtual/electronic meetings with Municipal Affairs where the current MAP provision for round 2 will be looking at Procedural bylaws for the inclusion of electronic provisions. Under the MGA section 199 speaks to allowing and regulating of meetings by Electronic means. Our current Procedural bylaw does not provide the provision for electronic meetings, the additions to the bylaw are highlighted in **red** for quick reference.

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*(that Bylaw 338-2024, being a bylaw to regulate the
procedure and conduct of Council and Council Committee
Meetings, be given first reading (as presented or amended))*

*(that Bylaw 338-2024 be given second reading (as
presented or amended))*

*(that Bylaw 338-2024 be presented for third reading as
presented or amended))*

*(that Bylaw 338-2024 be given third and final reading (as
presented or amended))*

- c) Summer Villages Regional Emergency Management Partnership (SVREMP) at their most recent meeting (Dec 5th, 2023) reviewed and endorsed several key undertakings to be forwarded to members for their approval/endorsement. As a member of this partnership the Summer Village of Silver Sands must now review and approve/endorse the following items:

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p 42-52
p 53-70

- 1) The 2024 Revised Emergency Management Bylaw (which includes the revised Partnership Agreement)
- 2) The 2024 Workplan for the Partnership
- 3) The 2024 Budget (draft with 10 projected members)

The SVREMP undertook an internal corporate review – which ended up with a review and redrafting of their principal documents governing the Partnership, the Bylaw and the Partnership Agreement. The Revised Bylaw 339-2024 is attached for Council's review, this is time sensitive as the SVREMP is eager to send in a request to the ministry for an updated Ministerial Order reflecting the new partnership members (adding Alberta Beach and removing Yellowstone and Sunset Point). The Summer Village of Silver Sands cost obligation for 2024 would be \$3,900.00/year/member fee.

Recommendation:

(that Bylaw 339-2024, being a bylaw for the provision of regional emergency management, including Schedule A

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revised partnership agreement, be given first reading (as presented or as amended))

(that Bylaw 339-2024 be given second reading (as presented or as amended))

(that Bylaw 339-2024 be considered for third reading (as presented or as amended))

(that Bylaw 339-2024 be given third and final reading (as presented or as amended))

And

(that the Summer Village of Silver Sands endorses the Summer Villages Regional Emergency Management Partnership (SVREMP) 2024 Workplan as presented.)

And

(that the Summer Village of Silver Sands endorses the Summer Villages Regional Emergency Management Partnership (SVREMP) 2024 draft budget, as revised December 5th, 2023 inclusive of 10 members and the projected 2024 member cost of \$3,900.00/member.)

And

(that Administration inform Lac Ste. Anne County of its decision to continue with the Summer Villages Regional Emergency Management Partnership (SVREMP).

And

(that the Summer Village of Silver Sands approve the Ste. Anne Summer Villages Regional Emergency Management Partnership Agreement, with Sunset Point and Yellowstone being removed and Alberta Beach being added, and authorize execution of same)

Or

(other direction as given at meeting time)

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7. Business:

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- a) Brownlee LLP Emerging Trends in Municipal Law Seminar – the noted annual law seminar is scheduled for Thursday February 15th, 2024 in Edmonton with an in-person registration fee of \$190 + gst and virtual at \$130 + gst. Seminar topics are noted in the attachment.

(authorize attendance of Council and Administration)

Or

(accept for information)

- b) Alberta Beach Snowmobile Club – attached are 2 letters from the ABSC, the first from November 22nd, 2023 requesting consideration for financial support of their proposed trail groomer machine and applicable Community Facility Enhancement Program grant application for same. The machine is estimated at \$200,000.00, and their grant request was for \$86,000.00. The second letter dated December 17th, 2023 notes they were not approved for the grant funding in this round of submissions, and that they are working hard to fund this machine from other sources. If Council was interested in supporting this project, there may be an opportunity to utilize your capital grant funding – although it would be a bit complicated.

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(approve funding to the Alberta Beach Snowmobile Club for the purchase of a new trail groomer in the amount of _____, to be covered by _____)

Or

(accept letters and request for information)

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- c) Lac Ste. Anne County – please refer to the enclosed December 20th, 2023 email from the County offering to provide the County's Home Support Program to Summer Village residents. Attached please find the proposed Home Support agreement for the January 1 to December 31, 2024 period. Silver Sands did support this program back in 2022 but no residents from SS utilized the program during that period.

Recommendation:

(that the information provided by Lac Ste. Anne County on December 20th, 2024 with respect to their Home Support Program be accepted for information)

Or

(other direction as given at meeting time)

p 80-83

- d) Alberta Environment and Protected Areas Letter on Drought Conditions – please refer to the attached undated letter from the Minister sent via email December 20th 2023 outlining the state of critical drought conditions within the Province.

(accept letter for information)

Or

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

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- e) Town of Onoway/Lac Ste. Anne County Letter on Highway Responses – please refer to the attached December 21st, 2023 letter noting what they refer to as minor changes to the Joint Fire Dispatch Protocol for Area Highways.

(accept letter for information)

Or

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

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- f) Fire Rescue International Dispatch Protocols – please refer to the January 6th, 2024 letter from Fire Chief Dave Ives on dispatch protocols for South View and Silver Sands.

(accept letter for information)

Or

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

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- g) Fire Rescue International – invite to a meeting to discuss upcoming contract negotiations. The Summer Village of Silver Sands currently contracts the Town of Onoway, who contracts Fire Rescue International, to provide fire services to many urban municipalities in the region. Those contracts are up for renegotiation in 2025 as they expire December 31, 2025. Administration recommends setting up a joint meeting with the Summer Village of South View and Chief Ives/Fire Rescue International.

(that Administration set up a joint meeting between the Summer Village of South View, the Summer Village of Silver Sands, and Fire Rescue International for the purpose of discussing the upcoming fire contract negotiations)

Or

(that Administration set up a meeting with Fire Rescue International for the purpose of discussing the upcoming fire contract negotiations)

Or

(some other direction as provided by Council at meeting time.)

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- h) Provincial Policing Engagement – please refer to the January 15th, 2024 email from Alberta Public Safety and Emergency Services on upcoming engagement sessions. Written submissions are also being accepted until March 15th, 2024.

(authorize Council and Administration participation)

Or

(accept for information)

p91-97

- i) Workplace Violence and Harassment Prevention Policy – The Summer Village’s 2024 Insurance Renewal pre-questionnaire inquired about the municipality having of a “Zero Tolerance Policy” in which Silver Sands does not currently have. As the Summer Village does have full and part-time employees, and in order to help ensure a safe and healthy work environment for all employees where workers can feel free to come forward with concerns or complaints, Administration worked with Summer Village legal counsel to create a zero-tolerance policy respecting violence, discrimination, abuse and harassment prevention in the workplace. Draft Policy A-WORK-PREV-1 is attached for review.

(approve Policy A-WORK-PREV-1 as presented)

Or

(approve the Policy A-WORK-PREV-1 with amendments)

Or

(accept for information)

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- j) Alberta Municipal Affairs opportunity to meet with the Minister at the ABmunis Spring Municipal Leaders Caucus – please refer to the attached January 22nd, 2024 email noting the opportunity to meet with the minister during the leaders

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caucus. If Council has matters to discuss a meeting would be appropriate, otherwise simply accept for information.

(that the Summer Village of Silver Sands request a meeting with the Minister of Municipal Affairs during the upcoming ABmunis Municipal Leaders Caucus with topics to discuss to include: _____)

Or

(accept the invitation to meet for information)

- k) 2024 Draft Operating and Capital Budget – the noted draft budget will be reviewed at meeting time, this will be Council and Administration's second review of the draft budget. Changes have been made as directed at the last meeting, and this draft budget has a 7.6% increase in municipal tax dollars collected.

(that the 2024 draft operating and capital budget discussions be accepted for information and that Administration make changes to this draft budget as directed at meeting time and a revised draft budget come back to the next Council meeting for further review)

l)

m)

n)

8. Financial

- a) Income & Expense Statement – as of December 31st, 2023
(accept the December 31st, 2023 year-to-date financial report as presented)

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9. Councillors' Reports

- a) Mayor
- b) Deputy Mayor
- c) Councillor

(accept Council Reports for information)

10. Administration Reports

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- a) Public Works Report
- b) Development Officer's Report
- c) Local Gov't Fiscal Framework (LGFF) 2024 funding
- d) Canada Summer Jobs – application submission
- e) Starting to prep for financial audit
- f) Starting to work on draft 2024 budget
- g) Council email addresses – should we set up municipal instead of using personal
- h) Village vs Summer Village Status
- i) Connect Mobility update
- j) Fire Invoices: 1 non chargeable medical, and 1 chargeable alarm response
- k) Council Honorarium Comparison
- l) Assessment and Tax Collection Comparison
- m) Drainage concern Hillside
- n)

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p105

(accept above items for information)

11. Information and Correspondence

p106-108

- a) Fortis Alberta – December 13th, 2023 letter on estimated distribution and transmission rates
- b) Alberta Municipal Affairs – December 15th, 2023 letter From Minister Ric McIver on Local Government Fiscal Framework (LGFF)
- c) Alberta Municipal Affairs – December 15th, 2023 letter from Deputy Minister Brandy Cox on Local Government Fiscal Framework Program

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- | | | |
|-----------|----|---|
| p 114-117 | d) | Association of Summer Villages of Alberta – January emails and letter from the ASVA on the Local Government Fiscal Framework (LGFF) funding |
| p 118 | e) | Alberta Municipal Affairs – undated letter from Minister Ric McIver on their assessment model review |
| p 119 | f) | 2023 Safety Code Permits issued in Silver Sands |
| p 120 | g) | Onoway Regional Fire Services/Fire Rescue International – December 28 th , 2023 media release on structure fire in Ross Haven |
| p 121-129 | h) | Fire Rescue International - ambulance stats report |
| p 130-131 | i) | Summer Village of South View – January 3 rd , 2023 letter on byelection results and organizational meeting results |
| p 132-137 | j) | 24DP01-31, development permit for construction of a detached garage at 3 Golf Course Road |
| p 138-155 | k) | Alberta Municipalities – December 7 th , 2023 email and report on Drought Risk and Management |
| p 156 | l) | Lac Ste. Anne Foundation – December 4 th , 2023 letter on 2024 requisition of \$16,375.75 (up from \$12,447.00 in 2023) |
| p 157-159 | m) | Community Peace Officer Reports for November and December 2023 |
| | n) | |

(accept correspondence for information)

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

13. Closed Meeting (if required): Intergovernmental relations – Fire Services – FOIPP Act Sections 21, 22, 23 and 24 and Legal - Solicitor Client Privileged

14. Adjournment

Next Meetings:

- February 23, 2024 – Regular Council Meeting
- March 29, 2024 – Regular Council Meeting
- April 26, 2024 – Regular Council Meeting
- May – No Council Meeting Scheduled
- June 28, 2024 – Regular Council Meeting

SUMMER VILLAGE OF SILVER SANDS
REGULAR COUNCIL MEETING MINUTES
FRIDAY, NOVEMBER 24, 2023
HELD IN PERSON AT FALLIS HALL AND VIRTUALLY VIA ZOOM

	PRESENT	<p>Mayor: Bernie Poulin Deputy Mayor: Liz Turnbull Councillor: Graeme Horne – Via Zoom</p> <p>Administration: Wendy Wildman, Chief Administrative Officer Heather Luhtala, Assistant CAO</p> <p>Public Works: Dustin Uhlman, Public Works Supervisor</p> <p>Attendees: n/a</p> <p>Delegation(s): Fire Chief Dave Ives, Onoway Regional Fire Services</p> <p>Public at Large: 0 (via Zoom) / 0 (in person)</p>
1.	CALL TO ORDER	<p>Mayor Poulin called the meeting to order at 9:00 a.m.</p> <p>The Summer Village of Silver Sands acknowledges that we are meeting on Treaty 6 Territory and on the homelands of the Metis Nation. We acknowledge all indigenous peoples who have walked these lands for centuries. We acknowledge the harms and mistakes of the past, and we dedicate ourselves to move forward in partnership with indigenous communities in a spirit of reconciliation and collaboration.</p>
2.	AGENDA 222-23	<p>MOVED by Deputy Mayor Turnbull that the November 24, 2023 Regular Council Meeting agenda be approved with the following additions:</p> <p>Under Delegations 4 a) Fire Chief Dave Ives, Onoway Regional Fire Services</p> <p>Under Business 7 i) Ste. Anne Summer Villages Regional Emergency Management Partnership Emergency Management Bylaw, Terms of Reference and Partnership Commitment</p> <p style="text-align: right;">CARRIED</p>
3.	MINUTES 223-23	<p>MOVED by Councillor Horne that the minutes of the October 27, 2023 Regular Council Meeting be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
4.	DELEGATIONS 224-23	<p>MOVED by Mayor Poulin that the discussion and update from Fire Chief Dave Ives, Onoway Regional Fire Services, be accepted as information.</p> <p style="text-align: right;">CARRIED</p>



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5.	PUBLIC HEARINGS	n/a
6.	BYLAWS	<p>Bylaw 336-2023 – A Bylaw for the purpose of Short-Term Borrowing</p> <p>225-23 MOVED by Deputy Mayor Turnbull that Bylaw 336-2023, being a Bylaw to authorize a short-term borrowing to December 31, 2024 in the amount of \$150,000.00 for the purpose of accessing additional funding for a local emergency or urgent expenditures not included in the annual operating budget for the Summer Village of Silver Sands, be given first reading. <p style="text-align: right;">CARRIED</p> <p>226-23 MOVED by Councillor Horne that Bylaw 336-2023 be given second reading. <p style="text-align: right;">CARRIED</p> <p>227-23 MOVED by Mayor Poulin that Bylaw 336-2023 be considered for third reading. <p style="text-align: right;">CARRIED UNANIMOUSLY</p> <p>228-23 MOVED by Councillor Horne that Bylaw 336-2023 be given third and final reading. <p style="text-align: right;">CARRIED</p> </p></p></p></p>
7.	BUSINESS	<p>229-23 MOVED by Councillor Horne that an Interim 2024 Operating Budget be passed at ½ the 2023 Approved Operating and Capital Budget and that this Interim 2024 Operating Budget cease to have any force and effect once the 2024 Operating and Capital Budget is approved. <p style="text-align: right;">CARRIED</p> <p>230-23 MOVED by Mayor Poulin that Council ratify Administration’s actions in accepting the bid from Chance Downing in the amount of \$5,000.00 for the purchase of the 2005 Massey Ferguson 1533 Tractor. <p style="text-align: right;">CARRIED</p> <p>231-23 MOVED by Deputy Mayor Turnbull that the Alberta Municipal Affairs 2022 Municipal Indicator Performance Measure Results for the Summer Village of Silver Sands verifying that the Summer Village did not flag any indicators be accepted as presented. <p style="text-align: right;">CARRIED</p> <p>232-23 MOVED by Deputy Mayor Turnbull that the Summer Village of Silver Sands participate in the opportunity for a partnership with Connect Mobility in making a 2024 Alberta Broadband Fund application. <p style="text-align: right;">CARRIED</p> </p></p></p></p>

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233-23	<p>MOVED by Deputy Mayor Turnbull that Council ratify Administration's actions in accepting the offers on the two Poppy Place lots being Lot 6 and Lot 7, Block 6, Plan 074 0530 in the amount of \$42,000.00 each.</p> <p style="text-align: right;">CARRIED</p>
234-23	<p>MOVED by Mayor Poulin that Council approve the Fire Services Agreement Assignment and Amending Agreement as presented between the Town of Onoway and the Summer Village of Silver Sands for the purpose of approving a name change from North West Fire Rescue – Onoway Ltd. to Fire Rescue International Ltd. (FRI) and authorize execution of the agreement.</p> <p style="text-align: right;">CARRIED</p>
235-23	<p>MOVED by Mayor Poulin that Council accept for information the 2024 Fee Structure for Fire Rescue International (FRI) as referred to in the Town of Onoway, November 1st, 2023 letter.</p> <p style="text-align: right;">CARRIED</p>
236-23	<p>MOVED by Deputy Mayor Turnbull that Council accept for information the Fire Rescue International (FRI) 2023 Stats for the first six months of service.</p> <p style="text-align: right;">CARRIED</p>
237-23	<p>MOVED by Mayor Poulin that Council accept for information the November 6, 2023 email from Trista Court, Lac Ste. Anne County General Manager of Community Engagement, with respect to Recreation Special Tax AND THAT this item be reviewed at budget time for consideration of incremental increases as the Summer Village currently supports the recreation services of Lac Ste. Anne County with an annual donation of \$500.00.</p> <p style="text-align: right;">CARRIED</p>
238-23	<p>MOVED by Mayor Poulin that Administration make changes to the 2024 Draft Operating and Capital Budget as directed by Council at meeting time, and that an updated Draft Budget comes back to the next Council meeting for further review and consideration.</p> <p style="text-align: right;">CARRIED</p>
239-23	<p>MOVED by Deputy Mayor Turnbull that the Summer Village of Silver Sands agree in principle to the Ste. Anne Summer Villages Regional Emergency Management Partnership's January 5, 2023 internal memo on proposed Emergency Management Bylaw and Terms of Reference revisions as presented.</p> <p style="text-align: right;">CARRIED</p>
240-23	<p>MOVED by Mayor Poulin that the Summer Village of Silver Sands support the ongoing work and its commitment to the Ste. Anne Summer Villages Regional Emergency Management Partnership.</p> <p style="text-align: right;">CARRIED</p>

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8.	FINANCIAL 241-23	MOVED by Deputy Mayor Turnbull that Council accept for information the income and expense statements as at October 31 st , 2023. CARRIED
9.	COUNCIL REPORTS 242-23 243-23	MOVED by Mayor Poulin that the meeting and mileage fees for Deputy Mayor Turnbull as a newly appointed representative to the Ste. Anne Summer Villages Regional Emergency Management Partnership executive committee be an authorized Summer Village Council remuneration and expense reimbursement. CARRIED MOVED by Mayor Poulin that the Council reports be accepted for information as presented. CARRIED
10.	ADMINISTRATION REPORTS 244-23	MOVED Deputy Mayor Turnbull that Council accept for information the Administration reports as presented. CARRIED
11.	CORRESPONDENCE 245-23	MOVED by Mayor Poulin that the following correspondence be accepted for information as presented: a) Lac Ste. Anne County – October 24 th , 2023 letter on Organizational Meeting results b) Darwell Public Library – October 30 th , 2023 Letter thanking the Summer Village for their 2023 financial contribution to the community library in the amount of \$1,500.00 c) Comparison of the Official 2024 Equalized Assessment (EA) to Current 2023 EA The 2024 equalized assessments which reflect the 2022 assessment year data reported and declared to the province as of October 20, 2023. d) Fortis Alberta – October 26 th , 2023 letter regarding maximum investment levels e) Town of Onoway – November 7, 2023 letter on Organizational Meeting results f) AB Munis – October 30 th , 2023 email on Board of Director appointments to their various Small Communities Committees g) Lac Ste. Anne County Subdivision referral of 015SUB2023 on the SE 10-54-05-W5M h) Community Peace Officer Reports for October 2023 CARRIED

(H)

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12.	OPEN GALLERY	n/a – no public in attendance
13.	CLOSED MEETING	n/a
14.	NEXT MEETING(S)	The next Regular Council Meeting is scheduled for Friday, January 26, 2024 at 9:00 a.m. via Zoom.
15.	ADJOURNMENT	The meeting adjourned at 10:40 a.m.

Mayor, Bernie Poulin

Chief Administrative Officer, Wendy Wildman

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**Municipal Government Act RSA 2000 Chapter M-26
Section 7(a), (f) and (i) and Section 553(1)(G)**

Being a Bylaw of the Summer Village of Silver Sands enacted for the prevention or extinguishing of fires, for the preservation of life and property, the protection from injury or destruction of fire, firefighting costs, recovery and penalties.

WHEREAS Section 7(a), (f) and (i) of the Municipal Government Act, Chapter M-26 of the Statutes of Alberta 2000, provides that a Council may pass bylaws for the safety, health and welfare of people and the protection of people and property, imposition of penalties for offenses, as well as services provided by or on behalf of the municipality as may be considered proper by Council;

AND WHEREAS Section 553(1)(g) of the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta 2000, provides that a Council may pass a bylaw making the owner of a parcel liable for costs and expenses related to the municipality extinguishing fires on the parcel, and unpaid costs and expenses for extinguishing fires on the parcel maybe added to the tax roll of that parcel of land;

AND WHEREAS the Forest and Prairie Protection Act, R.S.A. 2000 with amendments thereto, grants certain additional powers and responsibilities to the Summer Village of Silver Sands, Council may pass bylaws for the prevention of prairies or running fires and the enforcement of the provisions of the Forest and Prairie Protection Act in that behalf;

AND WHEREAS the Council of the Summer Village of Silver Sands pursuant to the powers and responsibilities granted to it pursuant to the Municipal Government Act and the Forest and Prairie Protection Act wishes to provide for the prevention, regulation and control of the lighting of fires within Silver Sands and for the preservation of life and property from damage or destruction by fire on the terms hereinafter provided.

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

PART I – NAME OF BYLAW

1.1 This bylaw may be cited as the "Fire Bylaw".

Part II – DEFINITIONS

2.1 In this Bylaw:

- (a) "Apparatus" means any vehicle, machinery, device, equipment or material for firefighting, as well as any vehicle used for transporting firefighters or supplies;
- (b) "Council" means the Council of Summer Village of Silver Sands;

b

**Municipal Government Act RSA 2000 Chapter M-26
Section 7(a), (f) and (i) and Section 553(1)(G)**

- (c) "Department" means a fire department providing coverage to the Summer Village of Silver Sands through a formal agreement with the Town of Onoway and/or any applicable aide agreements;
- (d) "Equipment" means any tools, contrivances, devices or materials used by the Department to combat an incident or other;
- (e) "Fire Control Order" means the banning of outdoor fires and may be implemented by either the Minister or the Summer Village of Silver Sands;
- (f) "Incident" means a fire or situation where an explosion is imminent or any other situation where there is a danger or a possible danger to life or property or both and to which the department has responded;
- (g) "Incinerator Fire" means a fire that is confined within a non-combustible structure, container or barrel with openings covered with a heavy gauge metal screen having a mesh size not larger than 6 millimeters and which is used for the purpose of burning refuse;
- (h) "Manager" means the Chief Administrative Officer or their designate
- (i) "Member" means the Department Fire Chief, Deputy Fire Chief and members of the department;
- (j) "Minister" means the Minister responsible for enforcing the Forest and Prairie Protection Act;
- (k) "Outdoor Fire" means any other fire other than that defined as a Structure Fire and shall include fires involving humus, soil, farm produce, bush, grass, feed, straw, coal or any fire that has escaped or spread from a building, structure, machine, vehicle or incinerator;
- (l) "Structure Fire" means a fire confined to and within any building, structure, machine or vehicle which will or is likely to cause destruction of or damage to such building, structure, machine or vehicle.

PART III FIRE CONTROL ORDERS

- (a) The Forest and Prairie Protection Act, Section 21(1), Fire Control Orders, sets out the conditions for the Minister to order suspension or cancellation within any part of Alberta all fire permits or prohibit the lighting or require the extinguishing of a fire set other than under the authority of a permit;
- (b) This bylaw authorizes the Summer Village of Silver Sands to impose a Fire Control Order in all or part of the Summer Village of Silver Sands.

PART IV EXEMPTIONS

A Fire Permit is not required under this bylaw for an attended Outdoor Fire that is set for the purposes of cooking or obtaining warmth.

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**Municipal Government Act RSA 2000 Chapter M-26
Section 7(a), (f) and (i) and Section 553(1)(G)**

PART V RECOVERY OF FIRE FIGHTING COSTS

- (a) Where the Department has taken any action whatsoever for the purpose of extinguishing a fire or responding to a fire call or incident in the Summer Village of Silver Sands for the purpose of preserving life or property from injury or destruction by fire or other incident on land, including roads within the Summer Village of Silver Sands, including any action taken by the department on a false alarm, the Chief Administrative Officer or their designate may in respect of any costs incurred by the Department in taking such action, if the Chief Administrative Officer or their designate feels that proper grounds for doing so exist, charge any costs so incurred to the owner or occupant of the land, structure or vehicle in respect of which the action was taken.
- (b) The costs and fees to be charged by the Department for services rendered pursuant to this bylaw shall be as shown on Schedule "A" attached and forming part of this bylaw as determined by Council by resolution from time to time.
- (c) In the event that the owner or occupant of any land within the Summer Village of Silver Sands shall feel aggrieved by any action taken by the Chief Administrative Officer or their designate pursuant to Part V(a), such owner or occupant shall have a period of thirty (30) days from the date of mailing of notice of the action taken by the Chief Administrative Officer or their designate to appeal to Council the action taken by the Chief Administrative Officer or their designate and the decision of Council on any such appeal shall be final and binding upon the owner or occupant of the land and shall not be subject to any further appeal.
- (d) In respect of land within the Summer Village of Silver Sands, in the event that the amount levied by the Chief Administrative Officer or their designate is not paid within sixty (60) days after the date of mailing of a notice pursuant to Part V(a), or in the event of an appeal, within sixty (60) days of the date of mailing of the decision of Council on appeal, the amount levied and unpaid shall be charged against the land upon which the fire was extinguished as taxes due and owing in respect of that land.

PART VI OFFENCES

- (a) No person shall light an Outdoor Fire or a Structure Fire unless that person is the holder of a subsisting Fire Permit if required under this bylaw.
- (b) No person shall permit an Outdoor Fire or Structure Fire to be lit upon land that is owned or occupied by themselves or under their control except when such fire is permitted pursuant to this bylaw.



**Municipal Government Act RSA 2000 Chapter M-26
Section 7(a), (f) and (i) and Section 553(1)(G)**

- (c) When a fire is lit under the circumstances described in Part VI(b), the owner or occupant of the land or the person having control of the land upon which such fire is lit shall:
 - (i) extinguish the fire immediately;
 - (ii) where that person is unable to extinguish the fire immediately, report the fire to the Department.
- (d) No person shall light an Outdoor Fire, a Structure Fire or an Incinerator Fire without first taking sufficient precaution to ensure that the fire can be kept under control at all times.
- (e) No person shall conduct any activity that involves the use of fire that might reasonably be expected to cause a fire unless that person exercises reasonable care to prevent the fire from occurring.
- (f) No person shall light an Outdoor Fire when weather conditions are conducive to a fire readily escaping out of control.
- (g) No person shall fail to take reasonable steps to control a fire for the purpose of preventing it from spreading onto land other than their own.
- (h) No person shall deposit, discard or leave any burning matter or substance in a place where it might ignite other matter and result in a fire.

PART VII PENALTIES

- (a) Any person who fails to hold a subsisting Fire Permit when one is required under this bylaw is guilty of an offense and is liable to a fine of \$100.00 on summary conviction for the first offense in any calendar year; to a fine of \$200.00 on summary conviction for the second offense in any calendar year and a fine of \$300.00 on summary conviction for the third and each subsequent offense in a calendar year.
- (b) A person who fails to comply with any provision contained in this bylaw, except for the failure to hold a subsisting Fire Permit which is otherwise provided for under Part VI(a) of this bylaw, is guilty of an offense and is liable on conviction to a fine of not less than \$250.00 and not more than \$1,000.00.

PART VIII SEVERABILITY

- (a) Should any part of this Bylaw be found to have been improperly enacted for any reason, then such section or part shall be regarded as severable from the rest of this Bylaw and this Bylaw remaining after such severance shall be effective and enforceable as if the part found to be improperly enacted had not been enacted as part of this Bylaw.



**Municipal Government Act RSA 2000 Chapter M-26
Section 7(a), (f) and (i) and Section 553(1)(G)**

Notwithstanding any of the preceding conditions, when the "Fire Ban in Effect" signs are posted at the entrances to the Summer Village of Silver Sands, no fires of any kind whether they require a permit or not may be ignited within the Summer Village of Silver Sands and any existing fires must be extinguished immediately.

THAT Bylaw 260-16 is hereby rescinded.

THAT this BYLAW shall come into force and effect on the date of the third and final reading.

Read a first time on this 26th day of January, 2024.

Read a second time on this 26th day of January, 2024.

Unanimous Consent to proceed to third reading on this 26th day of January, 2024.

Read a third and final time on this 26th day of January, 2024.

Signed this 26th day of January, 2024.

Mayor, Bernie Poulin

Chief Administrative Officer, Wendy Wildman

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Municipal Government Act RSA 2000 Chapter M-26
Section 7(a), (f) and (i) and Section 553(1)(G)

Schedule "A"

Fire Bylaw 337-2024 Fee Schedule

<u>Item</u>	<u>Fee</u>
Municipal Fire, Rescue and Decontamination Services	
Fire Engine Unit complete with two (2) NFPA certified firefighters	\$340.64 per hour \$3.04 per kilometer for the fire engine unit (round trip)
Fire Only Rapid Attack Unit complete with Two (2) NFPA certified firefighters	\$231.25 per hour \$2.43 per kilometer for truck (round trip)
Wild Fire Land Suppression System and Standby Services	
Class 2 Engine (on road) with one (1) NFCA Certified Operator	\$201.40 per hour (including travel time) \$3.04 per kilometer for the fire truck (round trip – from base to scene and/or from assignment to assignment)
Class 3 Engine (on/off road) with one (1) NFPA Certified Operator	\$148.40 per hour (including travel time) \$2.43 per kilometer for the fire truck (round trip – from base to scene and/or from assignment to assignment)
Class 6 Engine (on/off road) with one (1) NFPA Certified Operator	\$116.60 per hour (including travel time) \$2.43 per kilometer for the fire truck (round trip – from base to scene and/or from assignment to assignment)
Tandem Water Truck / Tender (body job) with Operator	\$170.30 per hour (including travel time) \$3.04 per kilometer for delivery (from base to scene and /or from assignment to assignment)
Class 7 Engine (off road) with one NFCA Certified Operator	\$84.80 per hour (including travel time) \$1.69 per kilometer for delivery (from base to scene and /or from assignment to assignment)
Command / Transport Vehicle	\$164.23 per hour \$1.69 per kilometer per command
Additional Fees	
Additional firefighters	\$71.89 per hour (each)
Consumables	Cost of the consumable plus 25%
Consulting, Training or Specialty Services to the Town	To be individually quoted

The fire fees will follow the rates in the fire services agreement between the Town of Onoway and the Summer Village of Silver Sands, including annual cost of living adjustments, or as amended by Council resolution from time to time.



Municipal Government Act RSA 2000 Chapter M-26
Section 7(a), (f) and (i) and Section 553(1)(G)

Schedule "A"
Fire Bylaw Fee Schedule

Item	Fee
Municipal Fire, Rescue and Decontamination Services	
Fire Engine Unit complete with two (2) NFPA certified firefighters	\$280.00 \$340.64 per hour \$2.50 \$3.04 per kilometer for the fire engine unit (round trip)
Fire Only Rapid Attack Unit complete with Two (2) NFPA certified firefighters	\$190.00 \$231.25 per hour \$2.00 \$2.43 per kilometer for truck (round trip)
Wild Fire Land Suppression System and Standby Services	
Class 2 Engine (on road) with one (1) NFCA Certified Operator	\$190.00 \$201.40 per hour (including travel time) \$2.50 \$3.04 per kilometer for the fire truck (round trip – from base to scene and/or from assignment to assignment)
Class 3 Engine (on/off road) with one (1) NFPA Certified Operator	\$140.00 \$148.40 per hour (including travel time) \$2.00 \$2.43 per kilometer for the fire truck (round trip – from base to scene and/or from assignment to assignment)
Class 6 Engine (on/off road) with one (1) NFPA Certified Operator	\$110.00 \$116.60 per hour (including travel time) \$2.00 \$2.43 per kilometer for the fire truck (round trip – from base to scene and/or from assignment to assignment)
Tandem Water Truck / Tender (body job) with Operator	\$140.00 \$170.30 per hour (including travel time) \$2.50 \$3.04 per kilometer for delivery (from base to scene and /or from assignment to assignment)
Class 7 Engine (off road) with one NFCA Certified Operator	\$80.00 \$84.80 per hour (including travel time) \$1.50 \$1.69 per kilometer for delivery (from base to scene and /or from assignment to assignment)
Command / Transport Vehicle	\$135.00 \$164.23 per hour \$1.69 per kilometer per command
Additional Fees	
Additional firefighters	\$60.00 \$71.89 per hour (each)
Consumables	Cost of the consumable plus 25%
Consulting, Training or Specialty Services to the Town	To be individually quoted

The fire fees will follow the rates in the fire services agreement between the Town of Onoway and the Summer Village of Silver Sands, including annual cost of living adjustments, or as amended by Council resolution from time to time.

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Notable Changes to Silver Sands Fire Bylaw 337-2024

-updated sections of the MGA where relevant (1st two paragraphs)

-definition for "Fire Control Order": "means the banning of outdoor fires and may be implemented by either the Minister **or a resolution of Council**", has been changed to read: "means the banning of outdoor fires and may be implemented by either the Minister **or the Summer Village of Silver Sands**". This has also been updated under Part III (b).

-where pronouns had been used (at all times "he", "him" or "his" was used; has now been changed to "they", "themselves" or "their")

-change to description of signage to reflect updated wording from "No Open Fires" to "Fire Ban in Effect" (final page last paragraph)

-Schedule A changes (as noted on separate page in yellow highlight)(reviewed by Fire Rescue International for accuracy)

-grammar, punctuation and formatting corrections throughout

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**A BYLAW OF THE SUMMER VILLAGE OF SILVER SANDS 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 Silver Sands 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 Silver Sands;

AND WHEREAS, the Council of the Summer Village of Silver Sands recognizes the need to promote effective participation in local governance by all stakeholders, including Councillors, administration, formal delegations before council and committees, and the public in generally, and therefore is agreeable to accommodating electronic means of participation herein, in accordance with Section 199 of the Municipal Government Act;

NOW THEREFORE, the Council of the Summer Village of Silver Sands 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 Silver Sands.
 - 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 Silver Sands 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) "Electronic Means" shall be as defined in the *Municipal Government Act*, Section 199(1)(a), specifically meaning an electronic or telephonic communication method that enables all persons attending a meeting to hear and communicate with each other during the course of the meeting.

- g) "FOIP" means the Freedom of Information and Protection of Privacy Act of Alberta.
- h) "Mayor" shall mean the member selected by Council at the Organizational meeting to hold that position and to preside at a meeting of Council.
- i) "Member" means a Councillor or person at large appointed by Council to a committee of Council.
- j) "Meetings" means meetings of Council and Council committees **and in keeping with the interpretation of Section 199(1)(b) of the Municipal Government Act, shall include hearings.**
- k) "Municipality" means the Municipality of the Summer Village of Silver Sands, 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 Silver Sands' 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

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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 9:00 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 of 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

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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 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 officer 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

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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 five (5) 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;

Provision for Attendance and Participation by Electronic Means

46. In accordance with the provisions of Section 199 of the Municipal Government Act, Council herein provides that meetings of council, including committee meetings and public hearings, may be conducted by Electronic Means, when

deemed necessary to do so for the effective and expedient governance of the municipality and engagement with the public, at the discretion of Council.

- a) In exercising its discretion, Council may provide for the following meetings inclusive of Electronic Means:
 - A full virtual meeting, by which all parties that are, or may wish to be, participating in the meeting shall have a common point of access to the virtual meeting through approved electronic means; or,
 - A hybrid virtual meeting, at which some of the participants may be authorized to participate through approved electronic means. The availability of a hybrid virtual meeting does not create an obligation, nor does it restrict the ability, to provide virtual access to the general public as in the hybrid model the council chamber remains an effective point of access for the general public.
 - b) In exercising its discretion, Council shall prioritize the use of hybrid, rather than full, virtual meetings such that where possible the use of electronic means is limited to use by those active parties in the meeting, including councillors, administration and formal delegations who cannot be in physical attendance.
 - c) In all cases, Electronic Means shall be used only when and where the location of remote access is able to support its use. The ability to access remotely is not a guarantee that access will be assured or that business will be detained for input by those with an intermittent connection.
 - d) A Councillor shall be deemed present for the meeting for the duration of the meeting, in all or in portions, for which their connection is active.
 - e) The Presiding Officer shall, on the Call to Order of the meeting, declare to the meeting that there is, or may be, participation by Electronic Means, and shall ask the recording secretary to confirm any virtual attendees by seeking confirmation of:
 - Those voting members or councillors present;
 - Those administration present;
 - Those delegations that may be present; and
 - The general count of those public present.
47. In providing for Electronic Means, the Council authorizes the following electronic means for virtual participation in meetings:
- a) Telephone participation, both traditional landline and cellular mobile participation;

- b) Personal or Work Computer or Tablet, via virtual participation applications or programs initiated by the municipality;
 - c) Other means as may become commonly accepted and deemed safe by the municipality as technology advances.
 - d) The access codes or numbers for participating electronically shall be distributed along with the agenda of the meeting in the same manner by which the agenda is circulated (email, website, and/or contained on the physical copy of the agenda).
48. In participating by Electronic Means, a Councillor shall be required to make their presence known in accordance with the following:
- a) On initially joining the meeting, shall declare their full name to the acknowledgement of the Chair of the meeting, and if possible confirm their participation by live video display.
 - b) When participating making a motion, or participating in debate, the virtually attending member shall verbally request the floor from the Chair, and may be assisted in garnering the attention of the Chair by the moderator or recoding secretary or other administrative officer present in the meeting.
 - c) When speaking, and when voting on matters, the virtually attending member should, when feasible pending service connection, turn their live display video on.
 - d) In voting on a matter, the virtually attending party, or parties, shall be called on by the Chair to give their vote verbally, one at a time, following the call of the question and voting by those parties that may be attending the meeting physically.
 - e) If the matter being voted on is a question requiring a secret ballot, the virtually attending party, or parties, shall be permitted to either email or text message their ballot to the Chief Administrative Officer, or Designated Officer or Clerk, and have it received and counted as in the normal fashion. In exercising this option, virtually attending members shall be permitted not more than 5 minutes from the time voting is declared "open" by the Chair to submit their vote; late receipts will not be accepted and shall be deemed an absent vote.
 - f) When a council member or other participant is included in a Closed Session meeting and participating by Electronic Means, the virtually attending member shall be asked to verbally confirm to the Chief Administrative Officer, or designate, that they are attending the Closed Session alone.

49. When making access by Electronic Means available to the general public:
- a) The access codes and numbers for the approved Electronic Means shall be contained within the meeting notice and agenda for the meeting and distributed by the same means used to circulate the notice of meeting and agenda.
 - b) Except where public participation is expressly allowed, such as a public hearing, public participants shall be muted and may be disconnected from the meeting by the moderate of the meeting for disruptions due to noise, unauthorized comment or any disruptions which hampers the effective conduct of the meeting, at the discretion of the Chair.
 - c) Where public participation does involve receiving comment from the public, such as in a public hearing or open gallery provision, comments will be received verbally in a manner of order determined by the Chief Administrative Officer based first on requests to speak received before the meeting, concurrently during the meeting (for example in the "chat box" of the electronic means platform, and then finally any last comments arising from the floor. The conduct of these comments shall be respectful and follow the same decorum and process as if made in physical attendance.

Rules of Order

50. 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

51. 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 five (5) days before the meeting.
52. 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. two (2) days before the meeting.
53. 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.
54. 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. Delegations
 6. Public Hearings
 7. Bylaws
 8. Business
 9. Financial
 10. Council Reports
 11. Administration Reports
 12. Information & Correspondence
 13. Open Floor Discussion with Gallery – Total time provision of 15 minutes
 14. Closed Meeting
 15. Adjournment
55. 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.
56. 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

57. The CAO may delegate any duties to a recording secretary but shall accept all responsibilities of the duties.
58. 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.
59. 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

60. 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.
61. Every bylaw shall have three separate and distinct readings.
62. 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.
63. 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.
64. 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.
65. Where required by provincial statute, a bylaw shall be advertised or submitted to the electorate for voting as set out in the relevant statutes.
66. 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

67. 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.
68. 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.
69. Unapproved meeting minutes are to be posted on the Summer Village website within 7 business days of the meeting.
70. Approved minutes are to be posted on the Summer Village website within 3 business days of the meeting.
71. Other items will be posted on the Summer Village website as directed by the CAO or designate.

This Bylaw repeals Bylaw #328-2022 and comes into full force and effect upon third and final reading.

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READ a first time this 28th day of October, 2022.

READ a second time this 28th day of October, 2022.

UNANIMOUS CONSENT to proceed to third reading this 28th day of October, 2022.

READ a third and final time this 28th day of October, 2022.

SIGNED this 28th day of October, 2022.

Mayor, Bernie Poulin

Chief Administrative Officer, Wendy Wildman

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SUMMER VILLAGE OF SILVER SANDS
APPENDIX A

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

General duties of Councillors
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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

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SUMMER VILLAGE OF SILVER SANDS
APPENDIX B

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

General duties of chief elected official
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- (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

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SUMMER VILLAGE OF SILVER SANDS
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

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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 SILVER SANDS 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 Bylaw
 - The 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?"

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- 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."

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Fwd: SVREMP December 5, 2023 Unapproved Minutes and Supporting Documentation

SV REMP <summervillage.remp@gmail.com>

Thu 12/7/2023 9:28 PM

To:s.tymafichuk@gmail.com <s.tymafichuk@gmail.com>;Marge Hanssen <marge.hanssen@svnakamun.com>;Dieter Brandt (Ross Haven) <dieter.brandt@rosshaven.ca>;michael.harney@summervillageofsandybeach.ca <michael.harney@summervillageofsandybeach.ca>;Sneeks@hotmail.ca <Sneeks@hotmail.ca>;lizturnbull <lizturnbull@telusmail.net>;sandi benford <sandi.benford@gmail.com>;jon@riverside.com <jon@riverside.com>; r.montpellier@valquentin.ca <r.montpellier@valquentin.ca>;Ren Giesbrecht <renjgiesbrecht@gmail.com>; aboffice@albertabeach.com <aboffice@albertabeach.com>;troy.carriere@gov.ab.ca <troy.carriere@gov.ab.ca>;Janice Christiansen <jan.al.christiansen@gmail.com>;Joseph B Poulin <berniepoulin@icloud.com>
Cc:John Swist <john.swist@gov.ab.ca>;cao@birchcove.ca <cao@birchcove.ca>;Dwight Moskalyk <cao@svnakamun.com>;Tony Sonnleitner <cao@rosshaven.ca>;Rudolf Liebenberg <svsandyb@xplornet.ca>;Summer Village Office <administration@wildwillowenterprises.com>;svsunrisebeach wildwillowenterprises.com <svsunrisebeach@wildwillowenterprises.com>;Summer Village of West Cove <svwestcove@outlook.com>

📎 9 attachments (3 MB)

SVREMP Bylaw Redraft #5 - December 5th, 2023 - Final Version (2) - Clean (1).pdf; SVREMP Bylaw Redraft #5 - December 5th, 2023 - Final Version (2) - Mark-Up (2).pdf; SVREMP Bylaw Redraft #5 - December 5th, 2023 - Final Version (2) - Clean.docx; Ste Anne Summer Villages Partnership Agreement (Draft 2023 #5 -Final (2) (Mark-Up)- December 5th, 2023 (1).pdf; Ste Anne Summer Villages Partnership Agreement (Draft 2023 #5 -Final Clean (2))- December 5th, 2023 (1).pdf; Alberta Beach Ste. Anne Summer Villages Regional Emergency Partnership (1).pdf; SVREMP Advisory Committee - Meeting Minutes, Tuesday, December 5, 2023 .docx; SV-2024 PROPOSED BUDGET - 2024.pdf; SVREMP 2024 Proposed Workplan Overview.pdf;

Good Afternoon

Thank you all for attending the December 6, 2023 SVREMP Meeting.

As promised, attached are the following documents:

- SVREMP Advisory Committee Unapproved Minutes - December 5, 2023
- Alberta Beach Ste Anne Summer Villages Regional Emergency Partnership Letters of Agreement in Principle
- SV-2024 SVREMP Budget
- SVREMP 2024 Workload Summary
- Final Revised Versions of the Bylaw and Agreement - Dec. 7th, 2023 (5 Attachments)
- Bylaw
- Bylaw Redraft
- SVREMP Bylaw Redraft #5 - December 5, 2023 Final Version
- Ste Anne Summer Villages Partnership Agreement Final
- Ste Anne Summer Villages Partnership Agreement #5 Clean - December 5, 2023

NOTE: The Bylaw is a Template that will require each municipality to edit and insert your respective Summer Village information. Please present these documents at your upcoming Council Meeting.

If you intend to continue with SVREMP, please sign and return these documents to summervillage.remp@gmail.com. Please advise Lac Ste Anne County of your decision.

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If you intend to exit the partnership, please provide SVREMP with a letter of intent to withdraw from the partnership email: to summervillage.remp@gmail.com

The attached minutes, letter to Alberta Beach and the 2024 Workplan have been included for your review and information

Budget

Please review this proposed 2024 Budget at your next Council Meeting
Invoices will be forwarded to your CAO and are due within 30 days.

If you have any questions, you are welcome to contact Janice at 780 924 3195.

Regards

Janice Christiansen, RDEM
Regional Director of Emergency Management
Ste. Anne Summer Villages Regional Emergency Partnership

Marlene Walsh, RDDEM
Regional Deputy Director of Emergency Management
Ste. Anne Summer Villages Regional Emergency Partnership

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Ste. Anne Summer Villages Regional Emergency Partnership



- Birch Cove
- Ross Haven
- South View
- Val Quentin
- Nakamun Park
- Sandy Beach
- Sunrise Beach
- West Cove
- Silver Sands
- Sunset Point
- Yellowstone

July 3, 2023

Kathy Skwarchuk
Alberta Beach
4935 50 Avenue
Alberta Beach, AB T0E 0A0

Hi Kathy

Ste Anne Regional Emergency Management Partnership (SVREMP) agrees in principle to the integration of Alberta Beach as a partner of SVREMP as requested in your letter of June 21st, 2023.

Upon mutual acceptance and satisfactory completion of the following conditions the partnership may proceed:

- Receipt of Ministerial Order Approval
- Revision and sign-off of Terms of Reference, Partnership Agreement, and Bylaws by all 12 municipalities
- Advisory Committee Representation (appointment of one designated Council Member and one alternate Council Member - provides one vote for the municipality)
- Council will appoint (by Bylaw) a DEM and DDEM who will actively participate in the partnership including completion of required training, exercises, hazard and risk assessments, and activities throughout the year.
- Receipt of payment of pro-rated portion of \$3,500.00 annual fee for 2023 effective from July 1, 2023 (\$1,750.00)
- Receipt of payment of pro-rated reserve fees
- Provide proof of insurance and WCB as outlined in Partnership Agreement

It is acknowledged that Alberta Beach is aware and supports working collaboratively with Lac Ste County/SVREMP to explore partnership opportunities outlined in the draft Municipal Services Package recently shared with municipalities.

We recognize there will be a transitional period from the date of execution of this agreement until the approved Ministerial Order is received. In order to address the Emergency Management requirements during this interim period, the following items be implemented:

- The appointed Alberta Beach Advisory Committee Representative or alternate will be permitted to attend the Advisory Committee Meetings, however, will not have voting authority until the approved Ministerial Order is received.
- In the event of an emergency where activation is required, all costs and fees for planning or response services obtained from SVREMP will be at the partner rate as outlined in the SVREMP Emergency Management Bylaw.
- Effective July 1, 2023, Janice Christiansen has been contracted as the DEM for Alberta Beach at the fee of \$400.00 monthly.
- Remuneration for additional administration services provided by Janice Christiansen and Marlene Walsh will be charged at a rate of \$35.00 per hour each and paid on a monthly basis.
- Additional administration may include:
 - Completion of the 2022 Annual Audit
 - Meet and Greet event to be held with Alberta Beach Council and Staff to provide an understanding and expectations of the SVREMP
 - Hazard and Risk Assessment including identification of Resources
 - Review of current documentation and completion of an inventory of existing supplies
 - Upon completion of the audit, review Alberta Beach Emergency Plan and align it with the SVREMP Plan
 - Any additional requirements identified during this interim period.

SVREMP will facilitate the drafting of appropriate bylaws and membership agreements, and spearhead the discussions with AEMA/Municipal Affairs on the appropriate ministerial authorities to integrate AB Beach as a member of SVREMP.

We look forward to the outcomes this collaborative partnership will bring to our communities!

Sincerely

Ren Giesbrecht
Chairperson
Ste Anne Summer Village Regional Emergency Management Partnership

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✉ Email

summervillage.remp@gmail.com

📍 SVREMP Mailing Address:

PO BOX 17 Alberta Beach AB
T0E 0A0

Ste. Anne Summer Villages Regional Emergency Management Partnership

Advisory Committee Minutes

Tuesday, December 5, 2023 at 6:30 PM

[Click on this Link to Join Virtual Meeting](#)

1. Call to Order: Chair - Ren Giesbrecht 6:38 PM

The Ste Anne Summer Villages Regional Emergency Management Partnership honors and thanks the many First Nations on whose historical and traditional lands we reside, including the Metis, Cree, Dene, Saulteaux (sow toe), Blackfoot and Nakota Sioux (soo).

As we gather here today, we acknowledge we are on Treaty 6 Territory and the Homeland of the Métis. We pay our respect to the First Nations and Métis ancestors of this place and reaffirm our relationship with one another.

2. Attendance

3. Amendments & Acceptance of Agenda

Marge Hanssen moved Acceptance of the Agenda as presented.

4. Approval of Minutes of Previous Meeting Dieter Brandt requested the

May 18, 2023 minutes be revised to include the motion to accept Alberta Beach into Ste. Anne Summer Villages Regional Emergency Management Partnership (SVREMP). Liz Turnbull moved that with the addition of this revision, the May 18, 2023 minutes be approved as amended. **CARRIED**

5. NEW BUSINESS

1. Lac Ste Anne County Emergency Management Service Delivery vs Ste Anne Summer Villages Regional Emergency Management Partnership (SVREMP)

Lack of opportunity for input and control of budget with Municipal Services Package (MSP).

Concerns expressed with a Change of Council and the potential for a change of level of support. LSAC requires a minimum 5 year agreement.

There was discussion on Pros and Cons around entering into agreements.

LSAC MSP and Parkland Package - basically the same outcomes are achievable through a Mutual Aid Agreement that provides opportunity for

support during emergency situations when an EOC is required to be open. Costs

apply when EOC is activated - important to have an agreement and understanding in place pro-actively and a coordinated approach.

There are opportunities to enter into Mutual Aid Agreements with other partners like Sturgeon County or Parkland County.

For those municipalities who remain in the partnership, when Lac Ste Anne County is unable to respond, services from our MA partners may be available.

One of the objectives of considering the MSP offer was to avoid succession planning. The thought was that it may be easier to have a full time County DEM rather than SVREMP part time administrative support. The current Administration will be able to cover off while SVREMP works on Succession Planning over the next year. The contract expires December 31, 2024.

The LSAC estimate of \$7,000 and initial \$5,000 startup is a significant increase in comparison to the SVREMP current fee structure of \$3,500 per year.

Bernie: Budget Input is not clearly identified in LSAC MSP - fees for support are based on cost plus 20%. Bernie cautioned Summer Villages to be very careful with MSP Services, and suggested that summer villages need to have input into the cost of the services.

- The projected 2024SVREMP annual fee is \$3,900.00
- Janice provided some insight on the Parkland County Model and confirmed the CAO's are the DEM's for each municipality. An annual fee of \$5,000 is required from each municipality. Even though the Council is legally responsible, they do not have opportunity to provide input into the plan. There is one meeting annually to review the plan. Summer Villages do not do community engagement - this is managed by Parkland Services.
- Marlene provided a brief overview for 5 summer villages located within close proximity to Westlock and Athabasca County. Through Bylaw and ministerial order the Summer Villages have delegated their authority to the respective counties. There are no fees associated.

Liz Turnbull moved the MSP and discussion with respect to Emergency

Management with the County be accepted for Information. **CARRIED**

SVREMP PARTNERSHIP AGREEMENT

Following revisions required:

Addition - Clause 18 (Add word "Advisory" in front of Committee)

Clause 20 Remove quotation mark after Committee

18. The Ste. Anne Summer Villages Regional Emergency Management Committee shall maintain a schedule of charges and fees to be used when charging for an emergency response, and this schedule shall form part of the bylaw approved by the members.
19. The costs incurred by any Party to this Agreement in responding to a State of Local Emergency in another municipality shall be the sole responsibility of the affected Party or Parties in which the emergency or disaster occurs.
20. The budget, costs, fees, and requisitions shall be binding on all member Municipalities that are party to this Agreement. Members will be requisitioned once a year for their contribution to the Ste. Anne Summer Villages Regional Emergency Management Partnership, and any costs shall be due in accordance with a policy established and maintained by the Regional Emergency Advisory Committee."

SVREMP BYLAW

Delete sentence highlighted in yellow

- g. advise each partner Summer Village Council on the status of the Ste. Anne Summer Villages Regional Emergency Management Plan and related plans and programs by the end of October annually. Kits and plans will be reviewed and adopted and returned to the SVREMP team.

- i. maintain reserve funds at 10% per year up to a maximum of \$10,000.

Discussion regarding item i.

Recommendation is for a maximum input of \$10,000 annually to a cumulative maximum amount of \$40,000 in reserve.

Dieter Brandt moved the endorsement of the SVREMP Bylaw and the SVREMP Agreement upon completion of the amendments. **CARRIED**

2. Withdrawal from SVREMP & Financial Considerations

- o Liz Turnbull moved that Yellowstone be permitted to exit the SVREMP partnership on December 31, 2023 with the expectation they meet their commitment to pay their 2023 fees. **CARRIED**

- Marge Hansen moved that Sunset Point be permitted to exit the SVREMP partnership effective Dec 31, 2023. **CARRIED**
- Other SVREMP Municipalities will take the revised Partnership Agreement and Bylaws to their respective Council for approval at their next Council meeting. Signed agreements to be in place by January 31, 2024 for each summer village.

3. Confirmation of Municipalities proceeding with SVREMP

Administration will forward each municipality a copy of the revised Bylaw, Agreements and Budget Projections for review and signoff and return by each Council prior to the end of January 2024.

4. Mutual Aid Agreement

In 2024, Administration will focus on pursuing Mutual Aid Agreements with additional municipal partners. Administration will work to negotiate an agreement including fee structure with Lac Ste Anne County and other municipalities, including

5. Ministerial Order Amendment

Upon completion of the following actions:

- Receipt of signed Bylaws and Partnership Agreements from Alberta Beach
- Exit Letters sent to Yellowstone and Sunset Point

Administration will submit the Request to Municipal Affairs to Amend the Ministerial Order

6. Financial Approval

Current Authorized Signing Authority Representatives

Ren Giesbrecht - Chairperson SVREMP

Gwen Jones - Vice Chairperson SVREMP

Marge Hansen - SVREMP Advisory Committee Member

Newly Appointed Signing Authority Representative

Liz Turnbull - Vice Chairperson SVREMP

Ren Giesbrecht moved that Gwen Jones be removed from Signing Authority for the SVREMP.

Ren Giesbrecht moved that Liz Turnbull be added to the Signing Authority for the SVREMP. **CARRIED**

2024 Budget

- Reserve Funds \$25,000 were initialled approved for GIC investment. To date, Janice confirmed that \$15,000 has been invested in GICs. The remainder is not being invested currently to ensure adequate cashflow is available. This is as a result of outstanding accounts receivable (Yellowstone) and expenditures outside of budget including Administration Fees, Consultant Fees, and Treasurer Fees.

ROUND TABLE

NEXT MEETING: At the call of Advisory Committee Chairperson

Adjournment: 8:30 PM

APPROVED BY: _____

DATE: _____



2024 Proposed Workplan Overview
Ste. Anne Summer Villages
Regional Emergency Management Partnership



Deliverable/Activity	Start Date	End Date	Completed By
ADMINISTRATION			
<ul style="list-style-type: none"> ● MEETINGS ● Confirm and pre-book regular meetings for <ul style="list-style-type: none"> ○ SVREMP Advisory Committee ○ SVREMP Agency ● MUTUAL AGREEMENTS <ul style="list-style-type: none"> ○ Liaise with municipalities and formalize agreements ○ Onoway; Mayerthorpe; Parkland ● <ul style="list-style-type: none"> ○ Industry Partners ○ ● Hazard and Risk Assessments ● FRIAA Home and Community Assessments ● PLAN UPDATES <ul style="list-style-type: none"> ○ LEAMER ○ Annual Plans 			
FINANCIAL			
BUDGET			
<ul style="list-style-type: none"> ● 2023 Reconciliation ● 2024 Projections ● 2025 Projections 			
GIC INVESTMENT			
COMMUNICATION			
<ul style="list-style-type: none"> ● Website Updates ● ALL-NET Communications ● Social Media ● Local Newspaper Articles ● Community Engagement <ul style="list-style-type: none"> ○ Collaborative Information Sessions <ul style="list-style-type: none"> ■ Community Picnics ■ Alberta Beach Open House ○ Resource Directory Update 			

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<ul style="list-style-type: none"> ● Block Captain or Neighbourhood Champion Program 			
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EDUCATION AND TRAINING

<ul style="list-style-type: none"> ● Training Plans - 4 year plans <ul style="list-style-type: none"> ○ ICS 100 - 400 ○ MEO Training ○ BEM Training ○ DEM Training ○ ESS Training ● Exercises <ul style="list-style-type: none"> ○ Tabletop Exercises (brief at start of meetings) ○ Regional Functional Exercise 			
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REGIONAL COLLABORATION

<ul style="list-style-type: none"> ● MEMORANDUM OF AGREEMENTS ● Industry Partners <ul style="list-style-type: none"> ○ SANG ○ FORTIS ○ ATCO ● Non Government Organizations ● Sewer Commission ● Waste Management Companies ● Regional Emergency Management Partners ● Emergency Responders ● School Boards ● Sunset Point Bible Camp ● Camp Warwa 			
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STE ANNE SUMMER VILLAGES REGIONAL EMERGENCY MANAGEMENT PARTNERSHIP

2024 BUDGET (PROPOSED AS AT 10-28-2023 REVISED: 11-05-2023)

REVENUE	**based on 10 Partners**			
	Member Contributions			
	Alberta Beach		\$3,900.00	
	Birch Cove		\$3,900.00	
	Nakamun Park		\$3,900.00	
	Ross Haven		\$3,900.00	
	Sandy Beach		\$3,900.00	
	Silver Sands		\$3,900.00	
	South View		\$3,900.00	
	Sunrise Beach		\$3,900.00	
	Val Quentin		\$3,900.00	
	West Cove		\$3,900.00	\$39,000.00
	EXPENDITURES:			
	Regional DEM		-\$18,000.00	
	Regional Deputy DEM		-\$16,000.00	
	Administration/Treasury		-\$2,000.00	
	Committee Honorarium	Meetings for Chair role and Sub-Committee's outside of regular meetings for all members (13 @ \$75.00/meeting)	-\$1,000.00	
	MATERIALS			
	Training		-\$1,500.00	
	Exercise	Small-Local Partnership (Spring)	-\$500.00	
	Exercise	Full Scale Joint Mutual Aid	-\$2,000.00	
	Mileage		-\$500.00	
	Subscriptions	Office Suite/Norton	-\$125.00	
	Office Supplies/copies	Paper, toner, photocopy services	-\$500.00	-\$42,125.00
	NET SURPLUS/DEFICIT			-\$3,125.00
	NOTE: Funds to cover 2024 Deficit will come from 2023 Cash Flow and Reserve Funds			

BANK	GIC'S	\$15,000.00	NOTE:	<i>Additional approved \$10,000.00 GIC</i>
	11-07-2023 Cash on Hand	\$27,591.94		<i>not completed due to inadequate funds</i>
		\$42,591.94		<i>available due to outstanding AR item (\$3500.00)</i>
				<i>& expenses incurred but not within approved</i>
				<i>2023 budget (\$4,706.73)</i>
CASH FLOW:	11-07-2023 Cash on Hand	\$27,591.94		
	LESS: Expenses 2023 4th Qtr	-\$9,500.00		
	: Expenses 2024 1st Qtr	-\$9,500.00		
TOTAL PROJECTED CASH ON HAND	(03-2024)	\$8,591.94		

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**STE. ANNE SUMMER VILLAGES REGIONAL EMERGENCY
MANAGEMENT PARTNERSHIP AGREEMENT**

This agreement made on _____, 20____

BETWEEN:

Summer Village of Birch Cove

- and -

**Summer Village of Nakamun
Park**

- and -

Summer Village of Ross Haven

- and -

Summer Village of Sandy Beach

- and -

Summer Village of Silver Sands

- and -

Summer Village of South View

- and -

Summer Village of Sunrise Beach

- and -

~~**Summer Village of Sunset Point**~~

~~- and -~~

Summer Village of Val Quentin

- and -

Summer Village of West Cove

~~- and -~~

~~**Summer Village of Yellowstone**~~

~~- and -~~

Alberta Beach

(collectively, the "Parties")

INTRODUCTION

1. WHEREAS:

- a) The Parties, Summer Village of Birch Cove, Summer Village of Nakamun Park, Summer Village of Ross Haven, Summer Village of Sandy Beach, Summer Village of Silver Sands, Summer Village of South View, Summer Village of Sunrise Beach, ~~Summer Village of Sunset Point~~, Summer Village of Val Quentin, Summer Village of West Cove and ~~Summer Village of Yellowstone~~ **Alberta Beach** are local authorities situated within the Province of Alberta;
- b) Each of the Parties have appointed a Director of Emergency Management (‘DEM’) as pursuant to the provisions set out in *The Emergency Management Act R.S.A. 2000*, c E-

(42)

6.8 Section 11.2(2);

- c) The Parties recognize that many of the local resources controlled by each of the parties could be required by more than one (1) municipality in order to cope with a Disaster or Emergency that impacts one (1) or more of the Parties;
- d) The Parties have agreed to adopt a Regional Emergency Management Plan and to develop a Regional Framework for Emergency Management within the Region;
- e) Pursuant to S. 11.3(1)(b) of the Act, if authorized by Ministerial Order, a local authority may delegate its powers and duties under the Act to a joint committee representing two (2) or more local authorities that is composed of one or more members appointed by each of the local authorities; and
- f) The Minister responsible for the Act issued a Ministerial Order to authorize the Parties to establish a Regional Emergency Advisory Committee empowered to declare a "Local or Regional State of Emergency".

NOW THEREFORE the parties hereto agree as follows:

DEFINITIONS

- 2. For the purpose of this Agreement, the following words and terms shall have the following meanings:
 - a. **Act** means The Emergency Management Act of Alberta, Chapter E-6.8, Revised Statutes of Alberta 2000, c. E-6-8;
 - b. **Director of Emergency Management (DEM)** means an individual appointed by resolution of Council, or the CAO or their designate;
 - c. **Disaster** means an event that results in serious harm to the safety, health or welfare of people, the environment or in widespread damage to property;
 - d. **Emergency** means an event that requires prompt coordination of action or special regulation of persons or property to protect the safety, health, or welfare of people, or to limit damage to property and the environment;
 - e. **Emergency Social Services (ESS)** means services including but not limited to Registration and Inquiry, Emergency Food Services, Emergency Lodging, Emergency Clothing and Emergency Personal Services;
 - f. **Local Authority** means, where a municipality has a Council within the meaning of the *Municipal Government Act*, RSA 2000 c.M-26;
 - g. **Minister** means the Minister charged with administration of the *Act*;

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- h. **Parties** means the **Municipalities of the Ste. Anne Region, as set out in 1(a)**;
- i. **Partnership** means the Ste. Anne Regional Emergency Management Partnership, as defined in this Agreement;
- j. **Regional Emergency Coordination Centre (RECC)** means the location that functions as a point of coordination, addressing the needs of the Ste. Anne Summer Villages as a whole, exercising the authority of local officials, as well as anticipating and supporting the needs of one or more incident sites;
- k. **Regional Director of Emergency Management** means an individual appointed by the Regional Emergency Advisory Committee to serve as the representative for the Regional Emergency Management Agency;
- l. **Regional Emergency Management Advisory Committee** means a regional committee comprised of one member of Council, or alternate elected official, from each of the partnering municipalities of the Ste. Anne Summer Villages Regional Emergency Management Partnership, as established by this Agreement and the by-laws of the respective municipal Councils of the Parties hereto;
- m. **Regional Emergency Management Agency (REMA)** means a regional agency comprised of one voting member from each of the designated representatives for the Ste. Anne Summer Villages. The voting member shall be comprised of one of the following:
 - (a) a Director of Emergency Management from each partner ~~Summer Village~~ municipality; or
 - (b) a Deputy Director of Emergency Management; or
 - (c) a Chief Administration Officer
- n. **Regional Emergency Management Plan (REMP)** means the Regional Emergency Management Plan prepared by the Ste. Anne Summer Villages Regional Emergency Management Agency to co-ordinate the response to an emergency or disaster; the training program to ensure stakeholders are equipped to manage an incident/event of scale and the governance/administrative functions that empower stakeholders to take whatever measures necessary to protect lives, property and environment;
- o. **Regional Framework for Emergency Management** means the municipalities participating in this Agreement supporting and assisting each other when requested and when able to provide that support and assistance in the event of a major emergency or disaster;
- p. **Ste. Anne Regional Emergency Management Partnership** is a partnership comprising the municipalities as set out in Section 1(a) who have entered into a joint agreement for the purpose of organizing integrated emergency planning, training, assistance and emergency operations programs.

REGIONAL EMERGENCY MANAGEMENT

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3. The Ste. Anne Regional Emergency Management Partnership will provide a comprehensive emergency management planning, preparedness and response service to its members, including the establishment and operation of the Emergency Management Advisory and Agency Committees, work plans, budgets, scheduling of mandated training and exercises, resource and stakeholder consultation, and post-response coordination and support as required.
4. The Partnership will operate as a joint partnership as authorized by ministerial order. The authorities and obligations of the Ste. Anne Regional Emergency Management Partnership and the members will be established by bylaw to be approved by each of the member councils.
5. The municipal councils of each of the Parties to this Agreement have passed a bylaw to establish the Regional Emergency Management Framework, including the Regional Emergency Management Advisory Committee (the "Advisory") and the Regional Emergency Management Agency (the "Agency") and delegated certain powers and duties under the Act to the Advisory and Agency, subject to the issuance of a Ministerial Order pursuant to 11.3(1)(b) of the Act.
6. The Regional Emergency Advisory Committee shall consist of municipal Councillors appointed by each of the Parties, as established and authorized by bylaw, and will serve as the decision making body and oversight committee of the partnership to address, generally:
 - a. The establishment of the organizational framework of the partnership;
 - b. The review and approval of the work plan and budget;
 - c. The approval of policies, procedures and recommendations for establishing and implementing best practices in emergency response;
 - d. When necessary, as provided for by bylaw, acting on behalf of member partners during the emergency management process;
7. The Regional Emergency Management Agency shall be the working group of the partnership constituted of designated administrative agents from member municipalities, including Directors of Emergency Management, Deputy Directors of Emergency Management, and/or Chief Administrative Officers or their designate. The Agency shall be responsible for keeping the Regional Emergency Management Plan current and operationally sound. The Regional Emergency Management Agency will include, but not be limited to, the following scope of work within the Partnership:
 - a) make recommendations to the Regional Emergency Advisory Committee on organizational, planning, integration and execution of statutory obligations, budgetary, preparatory, and emergency response initiatives;
 - b) work collaboratively with partnership communities, Alberta Emergency Management Agency and other government departments or agencies, as necessary to develop, implement, and maintain all emergency plans and programs for the Region;
 - c) engage and support regional stakeholders to promote comprehensive preparation and response planning and execution;

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- d) facilitate any required training and exercises of the Regional Emergency Management Plan, including coordination, participation in, and records management, and post-activity review and recommendation of revisions to the Plan(s) as may be deemed appropriate;
 - e) liaise and network with internal, external, and peer stakeholder associations to share resources and information, and advocate best practices or regulatory amendments to make the program more effective.
8. It is recognized that the Regional Emergency Management Agency or parts of the Agency may be called upon from time to time to provide emergency response or services in areas outside of the Region. The Regional Agency will assess the current situation and a response to those incidents will reflect the conditions of the Emergency Mutual Aid Agreement.
 9. Parties shall not be required to provide anything other than municipally owned equipment, employees and volunteers normally used by the Parties when responding to a regional emergency or assisting in a Regional Emergency Coordination Centre.
 10. The Parties will at all times comply with the requirements of all applicable Federal, Provincial and Municipal legislation.
 11. Each of the Parties agree to share emergency management related information.
 12. Each of the Parties will agree to implement the concepts and principles of the adopted Incident Management System.
 13. This Agreement does not in any way amend or replace the [duties, rights or obligations of any individual Party's](#) agreements that may already be in existence or shall come into existence in the future between any of the Parties, as a whole or otherwise, with respect to the provision of emergency services.
 14. No member of Regional Emergency Management Partnership shall be permitted to withdraw from this Agreement during a disaster or a declared state of local or regional emergency.

SHARED COST OF REGIONAL COLLABORATION

15. The Ste. Anne Summer Villages Regional Emergency Advisory Committee shall adopt an annual operating budget to cover the costs and funding of the Regional Emergency Management program. There shall be process established, by bylaw, to regulate the development and member engagement on the annual budget. The general considerations of the annual operating budget are presented in Schedule "A," attached, for reference.
16. All Parties agree that funding for the Ste. Anne Summer Villages Regional Emergency Management Program should be a shared responsibility. The members shall be responsible for the funding of the approved budget as established in the bylaw.
17. All Parties agree that there may be discretionary aspects of emergency management

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planning, mitigation, response, and reporting that are not prioritized, adopted by, or budgeted for, by the Partnership and which therefore shall be retained entirely at the local level. Recommendations on these discretionary best practices, planning, and local operations are subject to local council consideration and funding of same.

18. The Ste. Anne Summer Villages Regional Emergency **Management Advisory** Committee shall maintain a schedule of charges and fees to be used when charging for an emergency response, and this schedule shall form part of the bylaw approved by the members.
19. The costs incurred by any Party to this Agreement in responding to a State of Local Emergency in another municipality shall be the sole responsibility of the affected Party or Parties in which the emergency or disaster occurs.
20. The budget, costs, fees, and requisitions shall be binding on all member Municipalities that are party to this Agreement. Members will be requisitioned once a year for their contribution to the Ste. Anne Summer Villages Regional Emergency Management Partnership, and any costs shall be due in accordance with a policy established and maintained by the Regional Emergency Advisory Committee.

INSURANCE & INDEMNITY

21. No action lies against the Party with jurisdiction or any responding Party or a person acting under that Party's direction or authorization for anything done or omitted to be done in good faith while carrying out a power or duty under the *Emergency Management Act* or the regulations during a State of Local Emergency.
22. All costs and expenses associated with responding to an incident shall be the responsibility of the Party or Parties where the incident occurs.
23. During the term of this Agreement, the Parties shall each, at their own respective cost and expense, maintain in full force and effect General Liability Insurance in an amount not less than **FIVE MILLION (\$5,000,000.00) DOLLARS** per occurrence for personal injury and/or property damage and any other insurance that is mutually agreed to by the Parties and reasonably obtainable by both. Notwithstanding the foregoing, it is agreed that the aforementioned policy limits do not define or limit a Party's liability to indemnify the other Party under this Section.
24. Each Party agrees to forward a copy of this Agreement to their municipal insurer and to be responsible for the costs of any increase in insurance premiums which may result.

TERM AND TERMINATION

25. Any Party may withdraw their membership from Ste. Anne Summer Villages Regional Partnership and this Agreement, by providing all other Parties hereto with twelve (12) months advance written notice. The withdrawal of any party from this Agreement shall in no way impact the remaining Parties hereto, and this Agreement shall continue in full force and effect as between the remaining Parties and any investment in joint assets shall remain

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with the partnership.

26. Any party may have their membership revoked and be removed, by resolution, from the Ste. Anne Summer Villages Regional Partnership, if determined by the Ste. Anne Summer Villages Regional Advisory Committee that the membership requirements, including funding, are not being met. The removal of any party from this Agreement shall in no way impact the remaining Parties hereto, and this Agreement shall continue in full force and effect as between the remaining Parties and any investment in joint assets shall remain with the partnership.
27. This Agreement shall come into force when it has been signed by all the Parties hereto, and the Ministerial Order referred to herein has been issued and has come into effect. The term of this Agreement shall be for a period of ten (10) years thereafter, or until such time as the Parties mutually agree otherwise (the "Term").
28. Twelve (12) months prior to the expiration of the Term of this Agreement the parties shall initiate the process to automatically renew this agreement for successive periods of ten (10) years and all of the Terms of this Agreement shall remain in force.

GOVERNING LAW

29. This Agreement shall be governed by and construed in accordance with the laws of the Province of Alberta. The Parties hereby agree to the exclusive jurisdiction of the Courts of the Province of Alberta, and all courts competent to hear appeals therefrom, to hear any matter or thing relating to or arising from this Agreement.

SEVERABILITY

30. If any one or more of the provisions contained in this Agreement should be invalid, illegal or unenforceable in any respect, the remaining provisions contained herein shall not in any way be affected or impaired thereby, unless, as a result of such determination, this Agreement would fail in its essential purpose.

NON-ASSIGNMENT

31. No Party may assign its rights under this Agreement without the prior written consent of all of the other Parties hereto.

IN WITNESS WHEREOF THIS AGREEMENT IS EXECUTED ON BEHALF OF THE PARTICIPATING PARTIES, BY THE HANDS OF THEIR OFFICERS DULY AUTHORIZED IN THAT BEHALF AND UNDER EACH MUNICIPAL SEAL AFFIXED:

Summer Village of Birch Cove

Summer Village Nakamun Park:

Mayor

Mayor

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Chief Administrative Officer

Summer Village of Ross Haven:

Mayor

Chief Administrative Officer

Summer Village of Silver Sands:

Mayor

Chief Administrative Officer

Summer Village of Sunrise Beach:

Mayor

Chief Administrative Officer

Summer Village of Val Quentin:

Mayor

Chief Administrative Officer

~~Summer Village of Yellowstone:~~

Chief Administrative Officer

Summer Village of Sandy Beach:

Mayor

Chief Administrative Officer

Summer Village of South View:

Mayor

Chief Administrative Officer

~~Summer Village of Sunset Point:~~

~~Mayor~~

~~Chief Administrative Officer~~

Summer Village of West Cove:

Mayor

Chief Administrative Officer

Alberta Beach:

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Mayor

~~Chief Administrative Officer~~

Mayor

Chief Administrative Officer

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SCHEDULE "A"

PARTNERSHIP SCOPE OF ANNUAL OPERATING BUDGET STE. ANNE SUMMER VILLAGES REGIONAL EMERGENCY MANAGEMENT

Matters Within the Scope of the Annual Budget:

1. Administration And Governance (Advisory Committee):
 - a. Board Meetings
 - b. Board Honorariums, Fees, and Expenses
 - c. Administration Costs and Salaries/Contracts (Executive Director and Finance Officer)
 - d. Records Management and Retention Costs
 - e. Financial Costs, Banking Costs, Accounts Payable and Receivable
 - f. Office Equipment, Licences, And Rentals
 - g. Communications (i.e. Telephone, Internet, Email and Domain Registrations, All-Net, Paper Communications, Advertisements)
 - h. Reserve Policy and Savings

2. Ste. Anne Summer Villages Regional Emergency Management Agency
 - a. Agency Meetings, Fees, Rentals and Expenses
 - b. Regional Director or Emergency Management and Deputy Director Of Emergency Management Salaries/Contracts
 - c. Regional Plan Review, Preparations and Distribution Preparation and Distribution
 - d. Staff And Consultants, Special Projects, And Reviews
 - e. Annual Audits

3. PREPAREDNESS
 - a. Training/Courses
 - b. Tabletops
 - c. Exercises
 - d. Review And Updating of The Emergency Response Totes/Kits

4. HAZARD ASSESSMENT
 - a. Conducting Assessments
 - b. Local Plan Reviews, Preparations and Distribution

5. Equipment/Asset Rentals or Purchases
 - a. Sandbags, Pumps and Hoses
 - b. Signs, Barricades and Demarcation
 - c. Vehicles, Trailers, Transportation, Watercraft
 - d. PPE And Uniforms/Workwear
 - e. Radios And Communication
 - f. Amortization

Matters Outside the Scope of the Annual Operating Budget

6. Emergency Operations and Logistics, Regional or Local Response Costs
7. Municipal (Local) Emergency Coordination Centre Creation, Activation, Maintenance, Or

- Operation
- 8. Local Authority Mitigation of Hazards
- 9. Recovery

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A BYLAW OF THE SUMMER VILLAGE OF SILVER SANDS IN THE PROVINCE OF ALBERTA TO ESTABLISH AND AUTHORIZE A REGIONAL EMERGENCY ADVISORY COMMITTEE AND A REGIONAL EMERGENCY MANAGEMENT AGENCY TO PROVIDE FOR EMERGENCY MANAGEMENT FOR THE SUMMER VILLAGE OF SILVER SANDS THROUGH JOINT PARTNERSHIP WITH OTHER MEMBER MUNICIPALITIES

WHEREAS the Council of the Summer Village of Silver Sands is responsible for the direction and control of its emergency response and is required, under the *Emergency Management Act, Revised Statutes of Alberta 2000, Chapter E-6.8*, (hereinafter referred to as the "Act") to appoint an Emergency Advisory Committee and to establish and maintain an Emergency Management Agency;

AND WHEREAS it is recognized that an emergency or disaster of a jurisdictional or multi-jurisdictional nature could affect any or all of the municipalities that are partner of this Bylaw to such a degree that local resources would be inadequate to cope with the situation;

AND WHEREAS several regional municipal partners have jointly expressed interest in coordinating the planning, integration, operating, and delivery of their respective emergency management services through a joint partnership, and ministerial authorization to allow for same has been granted under ministerial order MO A:017/20;

AND WHEREAS this joint partnership has been formed as the Ste. Anne Summer Villages Regional Emergency Management Partnership and is intended to operate as a partnership of member municipalities directed and managed independently through an external committee of council, authorised and subscribed to by each member and represented by each partner council and municipality as herein established;

AND WHEREAS the member councils of this partnership acknowledge the need for a certain degree of operational autonomy for this committee to fulfill its mandate efficiently and are therefore desirous of establishing both a framework for emergency management protocols and regulations for the governance, operational, and authorisations vested in the partnership by the member councils;

AND WHEREAS the member councils of this partnership have collectively determined that the appropriate framework for vesting the partnership with the required and recommended authorities to do so in part by Bylaw, in part by Agreement, and in part through Terms of Reference for the required Advisory and Management Agency committees;

NOW THEREFORE, the Council for the Summer Village of Silver Sands, being agreeable to a partnership with the other municipal partners named in this bylaw, duly assembled enacts as follows:

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- 1) This Bylaw may be cited as the Ste. Anne Summer Villages Regional Emergency Management Bylaw.
- 2) In this Bylaw:
 - a. "Act" means the *Emergency Management Act*, Revised Statutes of Alberta 2000, Chapter E-6.8.
 - b. "AEMA Field Officers"- the role of Field Officers is to assist municipalities to mitigate, prepare for, respond to, and recover from large emergencies and disasters by: facilitating Disaster Recovery Program and Municipal Wildfire Assistance Program applications; assisting in developing/reviewing Community Emergency Management Plans and Programs; assisting in exercises; providing support during disasters and emergencies; acting as a liaison between the Province and communities; delivering training programs in region; facilitating training on grants and regional emergency management partnerships.
 - c. "Councils" means the Council of all partner Ste. Anne Summer Villages.
 - d. "Deputy Director of Emergency Management" means an individual appointed by resolution of Council responsible for assisting with the preparation and coordination of emergency plans and programs for the Municipality. The Deputy Director of Emergency Management (DDEM) provides support to, and acts in the absence of, the Director of Emergency Management.
 - e. "Director of Emergency Management" means an individual appointed by resolution of Council responsible for the preparation and coordination of emergency plans and programs for the Municipality. Abbreviated in reference as DEM.
 - f. "Deputy Regional Director of Emergency Management" means the person appointed by the Regional Emergency Management Advisory Committee with the responsibility for program administration, mitigation, preparedness, response and recovery of emergencies within the geographical boundaries of the partners of this bylaw. The Regional Deputy Director of Emergency Management (RDDEM) provides support to, and acts in the absence of, the Regional Director of Emergency Management.
 - g. "Disaster" means an event that may result in serious harm to the safety, health or welfare of people or widespread damage to property.
 - h. "Emergency" means an event that requires prompt coordination of action or special regulation of persons or property to protect the safety, health or welfare of people or to minimize damage to property.
 - i. "Minister" means the Minister responsible for the Emergency Management Act.

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- j. "Municipality" means Silver Sands as referenced in this Bylaw.
- k. "Municipalities" means the member partner local authorities as referenced in this Bylaw.
- l. "Partnership" means the "Ste. Anne Summer Villages Regional Emergency Management Partnership," as defined in this bylaw.
- m. "Regional Director of Emergency Management" means the person appointed by the Regional Emergency Management Advisory Committee with the responsibility for program administration, mitigation, preparedness, response and recovery of emergencies within the geographical boundaries of the partners of this bylaw. Abbreviated in reference as RDEM.
- n. "Ste. Anne Summer Villages" refers to the following municipalities:
 - i. Summer Village of Birch Cove
 - ii. Summer Village of Nakamun Park
 - iii. Summer Village of Ross Haven
 - iv. Summer Village of Sandy Beach
 - v. Summer Village of Silver Sands
 - vi. Summer Village of South View
 - vii. Summer Village of Sunrise Beach
 - viii. Summer Village of Val Quentin
 - ix. Summer Village of West Cove
 - x. Alberta Beach
- o. "Ste. Anne Summer Villages Regional Emergency Advisory Committee" means the committee established under this Bylaw and comprised of a member of Council, or designate, from each of the partnering municipalities of the Ste. Anne Summer Villages Regional Emergency Management Partnership.
- p. "Ste. Anne Summer Villages Regional Emergency Management Agency" means the agency established under this Bylaw and comprised of the Directors of Emergency Management, or designate, from each of the partnering municipalities of the Ste. Anne Summer Villages Regional Emergency Management Partnership.
- q. "Ste. Anne Summer Villages Regional Emergency Management Plan" means the integrated emergency management plan prepared by the Ste. Anne Summer Villages Regional Emergency Management Agency to coordinate response to an emergency or disaster within the combined geographic boundaries of the Summer Villages that are partner of this Bylaw.

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- r. "Ste. Anne Summer Villages Regional Emergency Management Partnership" means those municipalities who have entered into a joint agreement for the purpose of organizing integrated emergency planning, training, assistance and emergency operations programs as outlined in the Ste. Anne Villages Regional Emergency Management Partnership Agreement.
- 3) There is hereby established a Ste. Anne Summer Villages Regional Emergency Advisory Committee to act as the authority and decision-making body of the Partnership, including the Council of the Summer Village of Silver Sands, for the purpose of approving the planning, budgeting, execution, and reporting of those emergency management responsibilities, statutory powers, and obligations assigned under the this Bylaw and in the Act, specifically as referenced in Section 11.1 of the Act.
- 4) There is hereby established a Ste. Anne Summer Villages Regional Emergency Management Agency to act as the agent of the Partnership, including the Council of the Summer Village of Silver Sands, for the purpose of recommending, planning, budgeting, preparing, and facilitating and executing emergency responses and programs and those statutory powers and obligations assigned under the this Bylaw and in the Act, specifically as referenced in Section 11.2 of the Act.
- 5) The Council of the Summer Village of Silver Sands **shall:**
- a. by resolution, appoint one (1) of its elected members of Council to serve on the Ste. Anne Summer Village Regional Emergency Advisory Committee. Alternates may also be appointed but only one voting representative may participate in any given meeting;
 - b. provide for the payment of expenses of the Summer Village of Silver Sands member in the Ste. Anne Summer Village Regional Emergency Advisory Committee;
 - c. by resolution, on the recommendation of the Ste. Anne Summer Village Regional Emergency Advisory Committee, approve the appointment of the Regional Director of Emergency Management and the Regional Deputy Director of Emergency Management for the Partnership;
 - d. by resolution appoint a Director of Emergency Management and a Deputy Director of Emergency Management for the Summer Village of Silver Sands, and authorize same to participate on the Agency Committee;
 - e. By resolution authorize their respective appointed Chief Administrative Officer to participate in the Regional Emergency Management Agency as an alternate to the Local Director of Emergency Management, or Deputy Director of Emergency Management, as may be necessary;

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- f. ensure that emergency plans and programs are prepared to address potential emergencies or disasters within the geographical regions of the members of the Partnership. This includes a requirement to arrange and maintain access to pre-approved contingency funds in the event of an emergency of not less than \$100,000.00;
 - g. endorse the Partnership's emergency plans, programs, and budgets, that are approved by the Ste. Anne Summer Village Regional Emergency Advisory Committee; and
 - h. review the status of the Ste. Anne Summer Villages Regional Emergency Management Plan and related plans and programs at least once each year.
- 6) Each partner municipal council may:
- a. by bylaw borrow, levy, expropriate and expend, without the consent of the electors, the required sums (as determined by the Ste. Anne Summer Villages Regional Emergency Management Agency) for the operation of the Ste. Anne Summer Villages Regional Emergency Management Agency; and approved by the Ste. Anne Summer Villages Regional Emergency Advisory Committee; and
 - b. enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs, including mutual aid plans and programs.
- 7) The Ste. Anne Summer Villages Regional Emergency Advisory Committee shall:
- a. consider, recommend, adopt, and maintain policies and practices as required for the effective and efficient operation of the Regional Emergency Management Agency, subject to the authorities provided in this bylaw;
 - b. at the first meeting of the calendar year, hold an Organizational Meeting for the purpose of electing, confirming, designating, or otherwise establishing those authorities related to organizational leadership and management of the Partnership, including more specifically those matters presented in Schedule "A" of this Bylaw;
 - c. establish a quorum of a minimum of seven (7) voting partnership members and a majority vote for all decisions, with one vote assigned to each partnership member.
 - d. schedule a minimum of three (3) meeting per year, generally one per calendar quarter, or more frequently at the call of the chairperson or a majority of the committee members.

- e. arrange for the procurement of qualified administrative services to support the operation of the Partnership, with costs for same forming part of the annual budget. This should include the following offices, at a minimum:
 - i. Partnership Administrator;
 - ii. Finance Director;

The Roles and Responsibilities of each of these officers will be generally as presented in Schedule "B" of this Bylaw. These offices may be filled by the same service provider, or they may be delegated to separate service providers, at the discretion of the Advisory Committee.

- f. review the Ste. Anne Summer Villages Regional Emergency Management Plan and related plans and programs by the end of October annually in preparation for the January audit.
- g. advise each partner municipal council on the status of the Ste. Anne Summer Villages Regional Emergency Management Plan and related plans and programs by the end of October annually.
- h. review and approve the workplan and budget submitted by the Regional Emergency Management Agency. These reviews are to be guided by the process outlined in Schedule "C" of this Bylaw.
 - i. The maximum operating budget range authorized to this committee for any given operating year shall be \$50,000.00/year.
- i. maintain reserve funds to a maximum cumulative total of not more than \$40,000.00, and further may requisition allocations to the reserve account for any given year to a sum not exceeding 10% of the reference year's approved operating budget. Any excess reserve funds realized shall be deducted from the next year's membership dues proportional to how they were received.
- j. participate in annual Risk Assessments for Hazard Identification.

8) The Ste. Anne Summer Villages Regional Emergency Management Agency shall be comprised of one or more of the following as designated by the partnership for representation:

- a. a Director of Emergency from each partner municipality; or
- b. a Deputy Director of Emergency Management from each municipality; or
- c. in the absence of the Director and Deputy Director, the Chief Administrative Officer is required to fulfill the role.



- 9) In addition, the following public and private organizations, that may assist in the preparation or implementation of the Ste. Anne Summer Villages Regional Emergency Management Plan, may be invited to provide representative(s) to the Ste. Anne Summer Villages Regional Emergency Management Agency:
- a. Communications Officer/Information Officer or designate
 - b. Planning and Development Officer/Operations Department Officer or designate;
 - c. Emergency Response Personnel
 - d. School Division Superintendent or designate
 - e. Alberta Health Services designates
 - f. Mutual Aid Partners
 - g. representative(s) from local industry and industrial associations
 - h. representative(s) from Alberta Municipal Affairs, Alberta Emergency Management Agency
 - i. any other Non-Governmental Organization (NGO), agency or organization that, in the opinion of the Partnership, may assist in the preparation or implementation of the Ste. Anne Summer Villages Regional Emergency Management Plan.
- 10) The Ste. Anne Summer Villages Regional Emergency Management Agency shall:
- a. be an administrative working group for the purpose of recommending, planning, and implementing best practices for emergency management preparedness and response within the Partnership service area.
 - b. be comprised of:
 - i. The Regional Director of Emergency Management;
 - ii. The Regional Deputy Director of Emergency Management; and
 - iii. The ranking attendee from each of the partners, respectively being:
 - 1. The Local Authority Directors of Emergency Management; or
 - 2. The Local Authority Deputy Director of Emergency Management; or
 - 3. The Local Authority Chief Administrative Officers, or their designates.

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- c. be chaired by the Regional Director of Emergency Management, or their ranking designate.
- d. establish a quorum of a minimum of seven (7) voting members and a majority vote for all decisions where required, whereby:
 - i. each municipal partner holds the power of 1 vote to be assigned first to their appointed Director of Emergency Management, and then respectively to their Deputy Director of Emergency Management, or their Chief Administrative Officer, as may be present during the meetings;
 - ii. in the event that 1 member represents more than one partner, they will have one vote per municipality.
- e. act on behalf of the partnership to carry out the statutory powers and obligations under Section 11.2 (2) and Section 24 (1) of the Emergency Management Act and the Local Authority Emergency Management Regulation; this does not include the authority to declare, renew or terminate the (SOLE) State of Local Emergency.
- f. assist in the preparation and coordination of the Ste. Anne Summer Villages Regional Emergency Management Plan and prepare and coordinate related plans and programs for the Partnership;
- g. report on the Agency workplan activity status to the Regional Advisory Committee at a minimum of once per year, including an update on the review of the Regional Emergency Management plan;
- h. recommend to the Regional Emergency Advisory Committee, a person to serve as the Regional Director of Emergency Management and a person to serve as Deputy Regional Director of Emergency Management and confirm that these appointments are completed annually;
- i. implement the concept and principles of the Incident Command System;
- j. coordinate all emergency services and other resources used in an emergency; and/or;
- k. ensure that someone is designated to discharge the responsibilities specified in paragraphs (d), (e), (f) and (h);
- l. engage relevant stakeholders, such as business and industry, government agencies, and regulatory bodies to ensure emergency plans are aligned and integrate with stakeholder plans;



- m. support the coordination of training and exercises on the Regional Emergency Management Plan;
- n. ensure regional training and exercise documentation and records are maintained;
- o. plan, execute and review exercises to validate the Regional Emergency Management Plan;
- p. inventory and maintain Partnership assets and make recommendations ensuring the Partnership has appropriate resources and equipment available;
- q. develop and recommend an annual budget and work plan to ensure the obligation of the partnership are supported.

11) Declaring a State of Local Emergency:

- a. The Council of the Summer Village of Silver Sands has the power to declare, terminate or renew a State of Local Emergency (SOLE) at the local level. Under the Act, the powers specified in Section 13 of this Bylaw, and the requirements specified in Section 16 of this Bylaw, are hereby delegated to the Ste. Anne Summer Village Regional Emergency Advisory Committee Executive.
- b. In the event that the local level Council is unavailable, the Director of Emergency Management, or the Deputy Director of Emergency Management, for the impacted municipality will refer the decision to declare a State of Local Emergency to the Ste. Anne Summer Village Regional Emergency Advisory Committee, whereupon receipt of same any two duly convened elected representatives serving on the Advisory Committee may, at any time when they are satisfied that an emergency exists or may exist, by resolution, make a declaration of a SOLE within the geographic boundaries of this partnership.

12) Conducting a State of Local Emergency:

- a. When a state of local emergency is declared, the person or persons making the declaration shall:
 - i. ensure that the declaration identifies the nature of the emergency and the area of the Ste. Anne Summer Villages in which it exists;
 - ii. the Information Officer will ensure the details of the declaration are published immediately by such means of communication considered most likely to notify the population of the area affected; (Alberta Emergency Alert; Social Media; Municipal Notification Systems (i.e. All-Net);

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- iii. the Information Officer forwards a copy of the declaration to the AEMA Field Officers;
- iv. the Mayor and/or Advisory Committee Chairperson forwards a copy to the Minister forthwith.

13) Subject to Section 14, when a state of local emergency is declared, the person or persons making the declaration may:

- a. cause the Ste. Anne Summer Villages Regional Emergency Management Plan or any related plans or programs to be put into operation;
- b. acquire or utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of an emergency or disaster;
- c. control or prohibit travel to or from any area within the Municipality;
- d. authorize the evacuation of persons and the removal of livestock and personal property from any area of the Municipality that is or may be affected by a disaster and make arrangements for the adequate care and protection of those persons or livestock and of the personal property;
- e. authorize the entry into any building or on any land, without warrant, by any authorized person in the course of implementing an emergency plan or program;
- f. authorize the demolition or removal of any trees, structures or crops if the demolition or removal is necessary or appropriate in order to reach the scene of a disaster, or to attempt to forestall its occurrence or to combat its progress;
- g. procure or fix prices for food, clothing, fuel, equipment, medical supplies, or other essential supplies and the use of any property, services, resources or equipment within Ste. Anne Summer Villages for the duration of the SOLE;
- h. authorize the conscription of persons needed to meet an emergency; and
- i. authorize any persons at any time to exercise in the operation of the Ste. Anne Summer Villages Regional Emergency Management Plan and related plans or programs, any power specified in Paragraphs (b) through (j) in relation to any part of the municipality affected by a declaration of a SOLE.

14) A declaration of a SOLE is considered terminated and ceases to be of any force or effect when:

- a. at the local level, a resolution is passed by the Mayor and/or Council

- b. at the regional level, a resolution is passed by the Ste. Anne Summer Village Regional Emergency Advisory Committee
 - c. a period of seven days has lapsed since it was declared, or 28 days during a pandemic, unless it is renewed by resolution;
 - d. the Lieutenant Governor in Council makes an order for a state of emergency under the Act, relating to the same area; or
 - e. the Minister cancels the SOLE.
- 15) When a declaration of a SOLE has been terminated, the person or persons who made the declaration shall cause the details of the termination to be published immediately by such means of communication considered most likely to notify the population of the area affected.
- 16) No action lies against the Municipality or a person acting under the Municipality's direction or authorization for anything done or omitted to be done in good faith while carrying out a power under the Emergency Management Act or the regulations during a state of local emergency.
- 17) That the Ste. Anne Summer Villages Regional Emergency Management Partnership Agreement (2023 revised), attached as Schedule E and forming part of this bylaw, is hereby approved and execution of the agreement is authorized.
- 18) Fees for Service:
- a. Where the Partnership is duly activated in response to an emergency and full or partial mobilization of the resources of the Partnership are mustered, the requesting/receiving municipality shall be responsible to cover the costs of that mobilization and any works undertaken on their behalf in relation to the response, inclusive of post-response reporting and deactivation of the response team.
 - b. Costs and Fees for services shall be outlined in Schedule "D" of this Bylaw. These Costs and Fees when rendered shall be due to the Partnership, and may form part of the Disaster Relief Funding request, and/or be recovered from other stakeholders as the case may be.
 - c. Where a response is multijurisdictional, the costs of any joint or shared response shall be apportioned such that:
 - i. Any costs for activation of the Incident Command Post shall be shared equally by all subject jurisdictions.

- ii. Any costs known to be incurred or assigned to a specific jurisdiction shall be borne by that jurisdiction;
- iii. Any costs arising during the response not sufficiently covered by (i) or (ii), above, shall be negotiated concurrent to the response, as expeditiously as possible by the member councils involved, or in the prolonged absence of council(s), their respective Directors of Emergency Management.

19) That this bylaw rescinds Bylaw 327-2022.

20) That this bylaw shall come into force and have effect on the date of the third and final reading and signing thereof.

Read a first time on this 26th day of January, 2024.

Read a second time on this 26th day of January, 2024.

Unanimous Consent to proceed to third reading on this 26th day of January, 2024.

Read a third and final time on this 26th day of January, 2024.

Signed this 26th day of January, 2024.

Mayor, Bernie Poulin

Chief Administrative Officer, Wendy Wildman

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SCHEDULE A
ORGANIZATIONAL MEETING MATTERS (SECTION 7(B))

- a) Elect from the committee a chairperson for the advisory committee;
- b) Elect from the committee a vice-chairperson for the advisory committee;
- c) Elect from the committee any other officers (i.e. sub-committee chairpersons) as may be required for the advisory committee;
- d) Confirm the management/administrative appointments of the partnership:
 - 1. Partnership Administrator;
 - 2. Finance Director;
 - 3. Regional Director of Emergency Management;
 - 4. Regional Deputy Director of Emergency Management;
- e) Confirm the banking institution and signing authorities of the partnership;
- f) Confirm the office location, contact information, and location for records;
- g) Review and confirm remuneration policies for the advisory committee.
- h) Confirm dates and times for the regular meetings of the Advisory and Agency.

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SCHEDULE B
ROLES AND RESPONSIBILITIES OF ADMINISTRATIVE OFFICERS
(SECTION 7(E))

- a) The roles and responsibilities of the Partnership Administrator shall include, but not be limited to:
- 1) Act as primary administrative advisor to the Advisory Committee, providing guidance and recommendations on business of the day. All other administrative staff or contractors shall report through the Partnership Administrator.
 - 2) Serve as Liaison with the Agency on developing, implementing, and amending policy and processes as approved by the Advisory Committee, or recommended to the Advisory Committee by the Agency.
 - 3) Act as records keeper and recording secretary for Advisory Committee, including taking minutes and preparing and circulating the meeting agendas.
 - 4) Act as primary legislative coordinator for the Advisory Committee, ensuring that the Bylaw is reviewed regularly, established policies are developed and reviewed regularly, and that the statutory plans and requirements of Emergency Management are maintained in good standing.
 - 5) Work with the Finance Officer to ensure that the annual budget process is completed.
- b) The roles and responsibilities of the Finance Director shall include, but not be limited to:
- 1) In conjunction with the Partnership Administrator, and in consultation with the Agency, prepare the annual budget for review by the Advisory Committee.
 - 2) On approval of the budget, arrange for the invoicing, collection, and deposit of funds as directed by the Advisory Committee.
 - 3) Support emergency management staff in developing and implementing best practice for financial reporting and record keeping, especially as it relates to Disaster Relief Program Reporting.
 - 4) General Banking, Accounts Receivable, and Account Payable management.

bb

SCHEDULE C

PROCESS FOR PREPARING, REPORTING, REVIEWING, AND APPROVING THE ANNUAL
WORKPLANS AND BUDGETS (SECTION 7(H))

- a) The Agency shall commence the initial review the annual workplans and budgets for the forthcoming year, allowing for input from the Executive Director, Regional and Deputy Director of Emergency management, and the Local Directors of Emergency Management;
- b) The Agency shall then forward the draft workplans and budget to the Executive Director and the Executive Director will ensure they are presented to the Advisory Committee, on or before August 31st annually.
- c) The Advisory Committee will initially review the workplans and budgets, accept them as information, and invite all member councils to review and submit comment, in writing or in person, at the next regular meeting of the Advisory Committee.
- d) Member councils will be extended the opportunity to provide comment and propose changes to the workplans and budget during the next regular meeting of the Advisory Committee. Comments and proposals received are not binding on the Advisory Committee but shall be received in good faith.
- e) Following the period of member input, the Advisory Committee shall give further consideration to approving the workplans and budgets. They may consider motions for doing this during with meeting where comments are invited by members, as presented or amended, or may decide to defer consideration until a revised draft can be presented where the situation warrants same.
- f) Notwithstanding (e), above, the Advisory Committee must annually approve the workplan and budget for the forthcoming year on or before December 31st of the current year, and provide details including requisition amounts for the new year to members by the same date.
- g) Part of the approval of the workplan and budget documents will be an authorization for Administration to send invoices for the approved requisition amounts to each member based on the approved budget and that these shall be due as per a policy established by the Partnership.
 - a. With respect to (g), above, requisition assigned to members shall be based on all members paying an equal share of the annual operating and capital budget, specifically 1/10 of the budget due by each member (based on 10 members). If members withdraw or are added, the formula is appropriately amended to reflect same.

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- b. Further, the requisitions shall not include incidental costs of the partnership, nor emergency management response costs that may arise during the year. Incidental costs should first be covered by available reserves, and emergency management and response costs shall be the responsibility of the receiving party.



SCHEDULE D
 CHARGES FOR PLANNING AND RESPONSE SERVICES RENDERED

Function	Task	Cost/Fee
Administrative	Activation of Incident Command Post	\$2,000
	Regional DEM Services	\$70/hr
	Deputy Regional DEM Services	\$70/hr
	Incident Commander Services	\$50/hr
	Section Chief Services	\$50/hr
	Services for All Other Command Roles/Coordinators Activated	\$50/hr
	Travel for Command Activation	Current CRA Rate
	External Contract Services Procured (equipt., materials, etc.)	At Cost
	External Resources and Supplies (rentals, food, consumables)	At Cost
Capital	Equipment Rental (SVREMP Owned Assets):	
	N/A	
Miscellaneous	DEM/DDEM Replacement Kit (Tote)	\$1,200
<ul style="list-style-type: none"> This cost schedule shall be deemed effective from the activation of the EOC and shall remain effective until the final reporting , inclusive of any Disaster Recovery Program reporting, of the subject response to AEMA. 		

SCHEDULE E
STE. ANNE SUMMER VILLAGE REGIONAL EMERGENCY MANAGEMENT
PARTNERSHIP AGREEMENT

(SEE ATTACHED)

TO

Fw: Registration for Emerging Trends is Still Open!

Summer Village Office <administration@wildwillowenterprises.com>

Fri 12/1/2023 12:02 PM

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

From: Moyo, Nicole <nmoyo@brownleelaw.com>

Sent: Monday, November 27, 2023 3:48 PM

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

Subject: Registration for Emerging Trends is Still Open!

EMERGING TRENDS IN MUNICIPAL LAW

PRESENTED
BY



BROWNLEE LLP
Barristers & Solicitors

Registration for Emerging Trends is still open!

Don't miss out on the opportunity to learn about the latest legal insights and current issues relevant to municipalities across the province.

For 2024, we are continuing to offer this session on two different days in Calgary and Edmonton. Additionally, **Edmonton's in-person session will be live-streamed** for those who prefer to attend virtually. The topics presented will be identical at each session.

Event Details

Calgary	Edmonton
<p><u>Date:</u> Thursday, February 8, 2024</p> <p><u>Time:</u> 7:45 am – 4:30 pm</p> <p><u>Location:</u> Best Western Premier</p> <p><u>Address:</u> 1316 33 Street NE, Calgary</p>	<p><u>Date:</u> Thursday, February 15, 2024</p> <p><u>Time:</u> 7:45 am – 4:30 pm</p> <p><u>Location:</u> Edmonton Expo Centre</p> <p><u>Address:</u> 7515 - 118 Ave. NW, Edmonton</p>
<p>REGISTER Feb. 8, 2024</p>	<p>REGISTER Feb. 15, 2024</p>

In-Person Admission: \$190 + GST

Virtual Admission: \$130 + GST

If you have any questions, please contact Nicole Moyo at nmoyo@brownleelaw.com.

This event is by invitation only.

We hope you can join us!

Brownlee LLP

This message is sent on behalf of the Brownlee Municipal Practice Area.

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Emerging Trends in Municipal Law Topics Are Now Available

Moyo, Nicole <nmoyo@brownleelaw.com>

Thu 12/7/2023 4:02 PM

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

EMERGING TRENDS IN MUNICIPAL LAW

PRESENTED
BY



BROWNLEE LLP
Barristers & Solicitors

Hello,

Tickets are selling fast for Emerging Trends 2024!

Don't miss out on learning about current legal matters that are relevant to municipalities across Alberta.

During these sessions, we will cover the following topics and potentially more;

- 1) Teamwork: How Governance CAN Work
- 2) Flushing out the Details: Clearing Up Concerns Related to Municipal Utility Bylaws
- 3) Is the "just cause" test finally catching up to our new higher standards of workplace conduct and harassment free workplaces?
- 4) Municipal Risk Management

In addition, the seminar will feature our renowned annual sessions:

- 5) Recent Cases and Legislative Changes
- 6) Bear Pit Session (Open Q&A Discussion Period)

The topics presented will be identical at the Calgary and Edmonton/Virtual sessions.

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Event Details

<p>Calgary</p> <p><u>Date:</u> Thursday, February 8, 2024</p> <p><u>Time:</u> 7:45 am – 4:30 pm</p> <p><u>Location:</u> Best Western Premier</p> <p><u>Address:</u> 1316 33 Street NE, Calgary</p>	<p>Edmonton</p> <p><u>Date:</u> Thursday, February 15, 2024</p> <p><u>Time:</u> 7:45 am – 4:30 pm</p> <p><u>Location:</u> Edmonton Expo Centre</p> <p><u>Address:</u> 7515 - 118 Ave. NW, Edmonton</p>
<p><u>REGISTER</u></p> <p><u>Feb. 8, 2024</u></p>	<p><u>REGISTER</u></p> <p><u>Feb. 15, 2024</u></p>

In-Person Admission: \$190 + GST

Virtual Admission: \$130 + GST

Should you require accommodation feel free to access our discounted hotel rates:

Hotel Booking Information

Calgary

Hotel: Best Western Premier Calgary Plaza Hotel & Conference Centre

Address: 1316 - 33 St. NE, Calgary

To book your room, call Geraldine at **403.248.8888** or [email the hotel](#) using the Block ID:273202. You can also [book a room online](#) and if the website link is not displaying the correct rooms as available, please ensure the dates for check in/out are set to February 7th – 8th.

Edmonton

Hotel: Sandman Signature Edmonton Downtown

Address: 10235 – 101 St. NW, Edmonton

To book a room *before January 31st*, 2024, call **1-800-SANDMAN**, [email the hotel](#), or [book a room online](#) and provide the following information:

Block Code: 2402EMERGI

If you have any questions, please contact Nicole Moyo at mmoyo@brownleelaw.com.

This event is by invitation only.

We hope you can join us!

Brownlee LLP

This message is sent on behalf of the Brownlee Municipal Practice Area.

TB

You are receiving this correspondence because you have previously attended Emerging Trends in Municipal Law, or because you or your employer has utilized or expressed interest in utilizing our services.

If you do not wish to receive information regarding future Emerging Trends in Municipal Law sessions, [Unsubscribe here](#).

Connect with us:

Edmonton:

2200 Commerce Place
10155 102 St. NW
Edmonton, AB T5J 4G8
(780) 497-4800
Toll Free: 1-800-661-9069

Calgary:

1500 Watermark Tower
530 – 8 Ave. SW
Calgary, AB T2P 3S8
(403) 232-8300
Toll Free: 1-877-232-8303

Vancouver:

1450 Toronto Dominion Tower
700 West Georgia St.
Vancouver, BC V7Y 1K8
(604) 416-5100

Website: BrownleeLaw.com

LinkedIn: [Brownlee LLP](#)

NICOLE MOYO | EVENTS ASSISTANT | BROWNLEE LLP

MARKETING



m. 780-497-4800 | d. 780-970-5739 | f. 780-424-3254 | nmoyo@brownleelaw.com

2200 COMMERCE PLACE | 10155 - 102 STREET | EDMONTON, AB T5J 4G8

Toll-Free. 800-661-9069 | www.brownleelaw.com

We acknowledge the traditional territories of the Indigenous peoples of the Treaty 6 region and the Metis settlements and Metis Nation of Alberta, regions 2, 3 and 4. We respect the histories, languages and cultures of the First Nations, Metis, Inuit and all First Peoples of Canada, whose presence continues to enrich our community.

Brownlee LLP would like the opportunity to send you invitations and legal news electronically. Please give us your permission by [clicking here](#).

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Alberta Beach Snowmobile Club

www.absnowmobileclub.com

November 22, 2023

To Whom It May Concern.

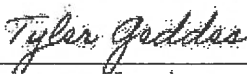
The Alberta Beach Snowmobile Club has been going strong since our inception in 1969. In that time, we have built with the cooperation of local government bodies an amazing trail system within the County of Lac Ste Anne that has approximately 130 kms of groomed trails. These trails provide snowmobilers with of all ages a safe environment to enjoy this great winter sport.

The club members volunteer hundreds of hours each year to build and maintain the trails and have obtained funds necessary for equipment and contracting expenses from the sale of trail passes, poker rallies, casinos, and various government grants. Our biggest challenge right now is that our 22-year-old groomer needs to be replaced and we are looking at having to raise approximately \$200,000.00 for a good second-hand unit. Grooming the trails is essential and having a dependable unit is so important during the riding season. If you have never had the opportunity to explore the trails, we urge you to contact the club and we will be happy to arrange a ride.

If you can support the club with a financial donation of any amount it would be greatly appreciated, and we can continue to offer one of the very best trail systems in the province to sledgers in our own area and those that come from different parts of Alberta.

Thank you for your time and if you have any questions regarding the club or trail system, please do not hesitate to contact us.

Yours truly,



Tyler Geddes
President
geddes.tyler@gmail.com
780-991-9507

Box 446

Alberta Beach AB T0E 0A0

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Alberta Beach Snowmobile Club

www.absnowmobileclub.com

December 17, 2023

To Whom It May Concern.

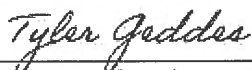
We have received unofficial quotes for a used Snowcat of approximately \$200,000. This does not include trucking of it from the dealer to Alberta Beach.

To date we have secured \$44,940 in funding from the Alberta Snowmobile Association, \$18,861.00 from our casino, and we have \$10,000 in our T-Bill account from savings. We are also actively running a large item raffle of a 2022 Cargo Mate Enclosed Trailer, in which we are sitting right around \$17,000 raised, this will be drawn April 6, 2024. We had also applied for a CFEP Grant for \$86,000 in May of 2023, but we were not successful in winning that money this year.

Current state we have \$90,000 raised towards the purchase of the new snowcat, this is a great start but is a long way out yet. Our goal is to procure a used snow cat for usage in the 2024/2025 Snowmobile season, ideally, we would like to make the purchase in April of 2024.

On behalf of all the members of the Alberta Beach Snowmobile Club, thank you for your time and if you have any questions regarding this breakdown, please do not hesitate to contact our president Tyler at 780-991-9507.

Yours truly,



Tyler Geddes
President
geddes.tyler@gmail.com
780-991-9507

Box 446

Alberta Beach AB TOE OAO

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Offer of Home Support for the SV of Silver Sands

Donna Kerr <dkerr@lsac.ca>

Wed 12/20/2023 11:19 AM

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

📎 1 attachments (28 KB)

Agreement - Home Support in SV of Silver Sands 2024 (unsigned).docx;

Good Morning!

Lac Ste. Anne County is please to once again offer your municipality the option to provide our Home Support Program to your residents. Attached please find the Home Support agreement for the January 1 – December 31, 2024 period.

Should the Summer Village wish to offer this program, please print two copies of the attached and have the Mayor sign both. Please then return both originals by mail to my attention. I will then have Reeve Blakeman sign both documents and return one to you for your records.

Any questions, please let me know.

Donna Kerr

Community Services Manager, Lac Ste. Anne County

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

PHONE: 780.785.3411 | TOLL-FREE: 1.866.880.5722 | FAX: 780.785.2985 | www.lsac.ca | lsac.ca

Visit CountyConnect.ca to sign up for critical alerts as they happen!

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MEMORANDUM OF AGREEMENT made this ____ day of _____, A.D., 202__

BETWEEN:

LAC STE. ANNE COUNTY
BOX 219, SANGUDO, ALBERTA, T0E 2A0
(hereinafter referred to as the "County")

OF THE FIRST PART

AND:

SUMMER VILLAGE OF SILVER SANDS
BOX 8, ALBERTA BEACH, ALBERTA, T0E 0A0
(hereinafter referred to the "Summer Village")

OF THE SECOND PART

WHEREAS the County provides internal Family & Community Support Services (FCSS) programming for the benefits of its residents;

AND WHEREAS the Summer Village wishes to provide an opportunity for similar programming for the benefits of its residents;

AND WHEREAS the Summer Village wishes to enter into agreement with the County to allow residents of the Summer Village to access the Home Support Program being offered by the County.

NOW THEREFORE the parties to this Agreement, in consideration of the promises, mutual terms, covenants and conditions to be observed and performed by each party, agree as follows:

1. Both Parties recognize that the authority for the management and control of the Home Support Program lies with the County.
2. The term of this agreement is for twelve (12) months, commencing on the 1st day of January, 2024, and ending on the 31st day of December, 2024. By mutual agreement, the agreement may be renewed thereafter.
3. The Summer Village shall provide funding to the County to support any subsidies, program expenses, and administration costs for Home Support programming provided to Summer Village residents at the following rates:
 - a) Home Support Program – subsidized amount plus 30% per client hour for expenses and administration costs
 - a. Subsidy will be calculated on a sliding scale, based on household income whereby clients making:
 - i. up to \$25,000 will receive a subsidy of \$15.00 per hour, which equates to a \$15.00 per hour subsidy cost plus \$9.00 per hour (\$30.00 x 30%) expenses and administration cost, for an hourly cost to the Summer Village of \$24.00 per client hour;

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Memorandum of Agreement between Lac Ste. Anne County and Summer Village of Silver Sands - Home Support Program

- ii. Over \$25,000 and up to \$48,000, will receive a subsidy of \$5.00 per hour, which equates to a \$5.00 per hour subsidy plus \$9.00 per hour (\$30.00 x 30%) expenses and administration cost, for an hourly cost to the Summer Village of \$14.00 per client hour; and
 - iii. Over \$48,000 will not be subsidized, which equates to zero subsidy cost plus \$9.00 per hour (\$30.00 x 30%) expenses and administration cost, for an hourly cost to the Summer Village of \$9.00 per client hour.
4. The Parties recognize that the program will be delivered in a "first come first served" format, with priority given to clients physically unable to perform light housekeeping duties themselves, and as the funding limitations or program capacity allows.
 5. The Parties recognize that the County will track and invoice the Summer Village quarterly for any subsidies provided to Summer Village residents, as well as any applicable administration costs.
 6. The County will advise the Summer Village should requests from Summer Village residents exceed the funding limitations set by the Summer Village, and Summer Village residents be declined any programming (this does not include those placed on the wait list due to program capacity limitations).
 7. Upon request, the County will provide an annual statistical report to the Summer Village, to assist with program budgeting for the upcoming year.
 8. The Parties to this Agreement shall indemnify and hold harmless each other, their employees, and agents from any, and all claims, actions, and costs whatsoever that may arise directly or indirectly out of any act or omission of the Parties, their employees, or agents in the performance of this Agreement. Such indemnification shall survive termination of this Agreement.
 9. The Parties shall not be liable nor responsible for any bodily or personal injury or property damage of any nature whatsoever that may be suffered or sustained by the other Party, its employees, or agents in the performance of this Agreement.
 10. This Agreement constitutes the entire agreement between the Parties. No other warranties or representations are given or implied.
 11. This Agreement will remain in force unless and until such time as:
 - a. A new Agreement is negotiated, or
 - b. The Agreement is terminated in writing, with 30 days prior notice. However, the notice period may be waived with the mutual consent of both Parties to this Agreement. Any changes to this Agreement must be mutually agreed upon and evidenced in writing.

IN WITNESS WHEREOF the Parties hereto have affixed their signatures below on the day and year first above written.

Witness

Joe Blakeman, Reeve, Lac Ste. Anne County

Witness

Bernie Poulin, Mayor, Summer Village of Silver Sands





ALBERTA

ENVIRONMENT AND PROTECTED AREAS

Office of the Minister

Dear Elected Municipal Leaders,

Alberta is currently in a significant drought. During summer 2023, several water basins reached critical drought conditions due to low rainfall and high temperatures. The world is also experiencing El Niño, a global phenomenon occurring for the first time in seven years. It's causing less snow and rain, along with higher temperatures, heightening the potential for significant drought into spring and summer 2024, particularly in southern Alberta.

Alberta has five stages in its water management plan. Ranging from Stage 1, which is a minor drought, to Stage 5, which is a province-wide emergency. We are currently in Stage 4. The Government of Alberta is closely monitoring the situation and working to be prepared in case the province faces a similar – or worse – drought next year. Staff from Environment and Protected Areas, along with Agriculture and Irrigation, are working with water licence holders, major water users, and other partners to develop water conservation plans and water-sharing agreements.

Alberta has stood up a Drought Command Team in the event of an emergency and an early first draft of a 2024 Drought Emergency Plan has been completed and is now being refined. We have also initiated drought modelling work that will allow the province to determine how to maximize the province's water supply. Alberta is considering a wide range of tools and approaches to respond to an emergency situation, including both regulatory and non-regulatory tools.

The province will also be striking an advisory panel of leaders to help provide advice in the months ahead. And we are preparing for the future, looking at what long-term infrastructure is needed to help manage water supplies for future generations.

However, municipal action is also needed. In order to be fully prepared for a severe drought, municipal leaders throughout Alberta will need to take action. From my time as the Minister of Municipal Affairs, I have had the pleasure of meeting and working with many of you, and I am confident that Albertans will find their municipal leaders are ready and willing to deal with this challenge head-on.

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That's why I am writing to all municipalities to ask that the following be undertaken in the coming months:

- 1.) Initiate efforts to monitor water supply infrastructure proactively, paying particular attention to water intake relative to water levels.
- 2.) Begin a review of the terms of your municipality's water licence so you are aware of any conditions that may limit your ability to withdraw water during a drought.
- 3.) Alert municipal water managers to prepare to be engaged with officials from the Drought Command Team, should conditions within your municipal water licence need to be triggered.
- 4.) Develop a water shortage plan so your municipality is prepared to respond if water availability decreases.

We are asking all water users to start planning now to use less water in 2024. We are committed to providing information and supporting any additional conservation efforts that your municipality may adopt in the future.

Stay up-to-date on precipitation and water levels through the Alberta Rivers app or the Alberta Rivers Basins web page at rivers.alberta.ca. To learn more about the impacts of drought on communities and the principles for sound water management, please visit alberta.ca/drought.

Environment and Protected Area would like to hear from your water management staff on perceived risks of drought in 2024, what impacts it could have on your operations, and how your municipality plans to mitigate risks. To connect with our team, please email epa.drought@gov.ab.ca.

Alberta has navigated many droughts before and has a long, proud history of coming together during tough times. I know we can count on our municipal partners to work together in the face of adversity.

Sincerely,

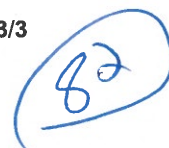


Rebecca Schulz
Minister of Environment and Protected Areas

cc: Honourable Ric McIver
Minister of Municipal Affairs

Honourable RJ Sigurdson
Minister of Agriculture and Irrigation

Stacey Smythe
Assistant Deputy Minister, Regulatory Assurance
Environment and Protected Areas



Letter From Environment and Protected Areas Minister Rebecca Schulz - Drought Conditions in Alberta

AEP Minister <AEP.Minister@gov.ab.ca>

Wed 12/20/2023 12:52 PM

To:AEP Minister <AEP.Minister@gov.ab.ca>

📎 1 attachments (405 KB)

Letter to Elected Municipal Leaders - Minister Rebecca Schulz.pdf;

Good afternoon,

Please find the attached letter from Honourable Rebecca Schulz, Minister of Environment and Protected Areas regarding drought conditions in Alberta.

Thank you,

**Office of the Minister
Environment & Protected Areas**
224 Legislature Building
T: 780.427.2391 aep.minister.ca



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TOWN OF ONOWAY

Mail: Box 540
Onoway, Alberta T0E 1V0
Town Office: 4812-51 Street
Phone: 780-967-5338

LAC STE. ANNE COUNTY



Mail: Box 219
Sangudo, AB T0E 2A0
County Office: 56521 Rng Rd 65
Phone: 780-785-3411/1-866-880-5722

December 21, 2023

ORFS MEMBERS

Via email

Dear Mayor and Council,

There have been some minor changes to the Joint Fire Dispatch Protocol for Area Highways. Lac Ste Anne County, as the authority having jurisdiction have considered multiple factors prior to this change. These changes in no way affect the level of service in Lac Ste Anne County and surrounding communities, including ORFS members.

These changes apply when there is no report of factors which yield an immediate life safety concern, LSACFS will be the responding department. Where there is clear information with respect to factors contributing to a known or immediate life safety risk within the following highway listing, joint or as close to simultaneously dispatch of LSACFS and ORFS.

- o Highway 43 from south County border to Rge. Rd 43 (Glenevis)
- o Highway 37 to East County border
- o Highway 777 to Twp. 570
- o Highway 642 to East County border
- o Highway 633 from East County border to Rge. Rd. 53
- o Highway 33 to Twp. Rd 570.

Currently in place, if there is a critical time factor to implement life safety measures or no answer to a page through LSACFS, ORFS is immediately called, this has not changed.

Lac Ste Anne County and the Town of Onoway are committed to providing a level of service to protect life safety. This protocol was last updated in 2019. We will continue to monitor the effectiveness of this change in process.

Best Regards,

Jennifer Thompson
Chief Administrative Officer,
Town of Onoway
cao@onoway.ca

Trista Court
General Manager Community Engagement,
Lac Ste. Anne County
tcourt@lsac.ca

cc:

Chief Ives , Fire Rescue International / North West Fire Rescue
Chief Schroeder, Lac Ste. Anne County Fire Services

LSAC Council
Onoway Council



FIRE RESCUE INTERNATIONAL (DIVISION 7801)

DATE: JANUARY 6, 2024
TO: All FRI LEADERSHIP
RE: REMINDER OF SPECIAL DISPATCH PROTOCOLS FOR SILVER SANDS AND SOUTHVIEW

Please be reminded that due to the fact that Silversands and South View are at the far-end of our South Lakes Response District, they have special dispatch and alarm assignment protocols. Specifically: Whenever there is a confirmed fire or rescue call of Delta priority or higher, the Officer on Duty must automatically request the most appropriate unit out of Lac Ste Anne County's Station Five (Darwell) at the same time as assigning other FRI units. If there is a confirmed fire or rescue call that is echo priority the Officer on Duty shall also request the most appropriate unit from Parkland County Fire Service's Wabamun station. However, please note: Parkland does NOT have a mutual aid with Onoway or FRI. Therefore, a response may not occur. The above automatic request protocol has been in effect for 8-years. It is the position of FRI that the best and fastest aid should never be delayed to an important callout. It is also FRI policy to order ample resources without waiting, then stand down what is not needed as the situation improves.

Our full list of 1st alarm responses can be found in the binders in the cab of each front-line pumper. One example with fire halls laid out by distance is:

Structure Fire – Residential:

1st Alarm: 2 Pumps, 1 rescue, 4 tenders

2nd Alarm: 1 pump, 1 rescue, 4 tenders

Fire Stations by Distance:

- LSACFS #5 (Darwell)
- FRI Alberta Beach
- PCFS West Central (Wabamun)
- LSACFS #7 (Cherhill)
- FRI Onoway
- LSACFS East End
- LSACFS #4 (Sangudo)
- LSACFS #3 (Rich Valley)

*When possible, only request one-unit per assisting station so as we get fully-staffed units and do not fully deplete the assisting station's capacity

Regards,

FC David Ives

CC: SV Silver Sands, SV Southview, PECC

**www.firerescueinternational.net 855-710-3473 info@firerescueinternational.net
4935-50th Ave P.O. Box 278 Alberta Beach, Alberta T0E-0A0**

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REMINDER OF SILVER SANDS AND SOUTHVIEW SPECIAL DISPATCH PROTOCOLS

david.ives@firerescueinternational.net <david.ives@firerescueinternational.net>

Sat 1/6/2024 12:40 PM

To:lee.lindstrom@firerescueinternational.net <lee.lindstrom@firerescueinternational.net>;Shari.ives@firerescueinternational.net <Shari.ives@firerescueinternational.net>;shawn.stpeter@firerescueinternational.net <shawn.stpeter@firerescueinternational.net>;christophir419@gmail.com <christophir419@gmail.com>;admin@firerescueinternational.net <admin@firerescueinternational.net>;info@firerescueinternational.net <info@firerescueinternational.net>
Cc:'Karen Clark' <Karen.Clark@parklandcounty.com>;cao@svnakamun.com <cao@svnakamun.com>;marge.hanssen@svnakamun.com <marge.hanssen@svnakamun.com>;wendy.wildwillowenterprises.com <wendy@wildwillowenterprises.com>;Summer Village Office <administration@wildwillowenterprises.com>;berniepoulin@icloud.com <berniepoulin@icloud.com>;lizturnbull@telusmail.net <lizturnbull@telusmail.net>;wendy.wildwillowenterprises.com <wendy@wildwillowenterprises.com>;svsouthview@outlook.com <svsouthview@outlook.com>;sandi.benford@gmail.com <sandi.benford@gmail.com>;chelsea.davis@parklandcounty.com <chelsea.davis@parklandcounty.com>

📎 2 attachments (268 KB)

Reminder of Nakamun Park Specail Dispatch Procedure.pdf; Reminder of Silver Sands and Southview Specail Dispatch Procedure.pdf;

FRI Leadership,

Because we are not in the position to set up or request our own Automatic Aid Agreements, please review the attached reminders of our automatic request and dispatch protocols relating to our furthest out locations Silver Sands, Southview, & Nakamun Park. Please also be advised, that this year we will be in a position to add a satellite station in the southwest or northeast corner of our call area this year and a second satellite roughly two years after. The challenge is now to find a municipal community to partner with.



DAVE IVES
Fire Chief

📞 1 780 777 4688
✉ david.ives@firerescueinternational.net
🌐 www.firerescueinternational.net

📍 4935 50 Ave, Alberta Beach, Alberta T0E 1A0

sp

7d.

svsouthview@outlook.com

From: david.ives@firerescueinternational.net
Sent: January 4, 2024 10:04 AM
To: wendy@wildwillowenterprises.com; svsouthview@outlook.com;
Subject: Request for Special Meeting With Administration and Council

Mayor, Council, & Administration,

As per my letter of 2023 regarding asking the Summer Villages' intentions concerning a future contract and your reply stating an intent to negotiate and continue the fire services beyond the current contract, I am hereby requesting a special meeting between Fire Rescue International and the Council and administration of your municipality.

The purpose of this requested meeting would be to have an open and frank discussion directly with each other regarding what has worked and what has not over the past eight-years and where we should go from here. Specifically, I aim to meet with each member municipality to find out individually what the "Deal-Breakers" are (both the #1 thing that should NOT change as well as the #1 thing that must change) before I send a more generic base proposal to the group as a whole. As we explore each other's "Deal-Breakers" and take them off-the-table, I am certain there will be more discussion about smaller things that can be massaged to make the current contract and future contracts run smoother.

Another important issue that is at hand is the County's unknown change curtailing ORFS's response on highways. In October without consultation or notice, LSACFS instructed 911 to stop the highway dual-call out procedure that had been so successful. Your fire department only learned of this in December when concerned citizens started asking us where we were at various callouts. Only after we sounded the alarm regarding this change did the county and Town of Onoway come out with a joint letter vaguely explaining the change. To date, your fire department's questions and concerns have not been addressed by the Town of Onoway or the Fire Services Executive Committee. Our primary concern is to ensure patient care remains the number-one consideration when making these decisions followed by first responder safety and public safety on provincial roadways. Specifically, we have asked: ***"Please confirm ORFS will be paged out for any call when AHS is dispatched "Hot" to the scene and/or "Delta / Echo" priority calls as both dispatch protocols signify an urgent life-safety matter"***. It's critically important that we learn the position of your village on this matter as communication with our community membership regarding this concern has been spotty so far.

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With respect to meeting times, I formally request a meeting with your council and administration to discuss the above. I can make myself available day or night on the following dates:


- January 4th to January 7th
- January 30th to February 11th

I am of course, regularly available by phone, email, or a msTeams / Zoom meeting. I welcome and appreciate your feedback and advice at any time – especially regarding to the pressing matter of the highway dual call-out dilemma.



DAVE IVES
Fire Chief

-  1 780 777 4688
-  david.ives@firerescu
-  www.firerescueinter

 4935 50 Ave, Alberta

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Engagement on improving police governance in Alberta

PSES.Engagement <pses.engagement@gov.ab.ca>

Mon 1/15/2024 4:08 PM

To:PSES.Engagement <pses.engagement@gov.ab.ca>

📎 2 attachments (904 KB)

Discussion guide - PPAB - PAA 2022.pdf; RCMP K Division district map.pdf;

Hello,

The Government of Alberta would like to invite community representatives and stakeholders to share their input into changes to police governance following recent legislative amendments to the *Police Act*. This is a continuation of the government's efforts to modernize policing in the province which began in 2018.

The *Police Amendment Act, 2022* (PAA), which was passed on December 15, 2022, is an important milestone in Alberta's efforts to modernize policing in the province. The PAA was designed to improve police accountability and enhance public confidence by reforming policing practices and strengthening ties to the community. It also responds to a long-standing desire in communities policed by the Royal Canadian Mounted Police (RCMP) to have a more formal role in setting local policing priorities and performance goals through the creation of civilian governance bodies. The government is now in the process of developing regulations to establish these civilian governance bodies, which will include regional and municipal policing committees and a Provincial Police Advisory Board (PABB).

Communities served by the RCMP under the Provincial Police Service Agreement will be represented on the PPAB.

Written submissions

As a community that will be represented by the PPAB, we are inviting you to provide input into the formation of this governance body, including its powers, duties, functions, and composition.

We ask that you submit written responses via [the online questionnaire available through this link](#).

To guide your input, the attached discussion guide outlines the engagement questions and aims to facilitate organizational discussions, offering relevant context for your written submissions. **The deadline for submitting completed questionnaire is March 15, 2024.**

Information sessions

Additionally, the government will hold virtual information sessions with department representatives where there will be an opportunity to ask questions.

Sessions are arranged based on the RCMP district structure. We kindly request stakeholders and communities to register for the session corresponding to the district their community falls under, as indicated on [the district map here](#).

Upon registration, you will receive a link to access the online session.

- South district – Information session on the Provincial Police Advisory Board
 - February 2, 2:00-3:30PM
 - [Register here](#)
- Central district – Information session on the Provincial Police Advisory Board
 - February 5, 2:00-3:30PM

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- [Register here](#)
- East district – Information session on the Provincial Police Advisory Board
 - February 6, 10:00-11:30AM
 - [Register here](#)
- West district – Information session on the Provincial Police Advisory Board
 - February 6, 2:00-3:30PM
 - [Register here](#)

If you have questions, please contact Izabela Witkowska, Director of Engagement, Public Safety and Emergency Services, at PSES.Engagement@gov.ab.ca.

We look forward to your participation in this engagement.

Sincerely,

Public Safety and Emergency Services (PSES) Engagement Team

The logo for the province of Alberta, featuring the word "Alberta" in a stylized, cursive font with a small blue square to the right of the letter "a".

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Summer Village of Silver Sands Administrative Policy

Number	Title		
A-WORK- PREV-1	WORKPLACE VIOLENCE AND HARASSMENT PREVENTION POLICY		
Approval	Approved		Last Revised
[CAO initials]	Resolution No.		Resolution No.
	Date:		Date:

A. PURPOSE

The purpose of this policy is to contribute to fostering a safe, healthy, and inclusive workplace. It expresses the Municipality's commitment to a workplace that is free of Violence and Harassment, and it ensures that the Municipality will meet both its obligations and responsibilities as set out in relevant legislation.

B. SCOPE

This Policy applies to Employees, volunteers and other persons acting on behalf of the Municipality. Others may Report an incident of Violence or Harassment if the incident is against one of these individuals.

C. POLICY STATEMENT

1. GENERAL

- 1.1 The Municipality is committed to providing a workplace free of Violence and Harassment as far as it is reasonably practicable to do so. As part of this commitment, the Municipality will provide access to appropriate resources and response processes to address incidents of Violence and Harassment.
- 1.2 The Municipality will investigate reported incidents of workplace Violence and Harassment and take corrective action where necessary.
- 1.3 The Municipality will not disclose the circumstances related to an incident of Violence or Harassment, including the names of any individuals involved, except:
 - a. where necessary to investigate the incident or to take corrective action;

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- b. to inform the parties involved in the incident of the results of the investigation and corrective action taken, to the extent permissible by the Municipality's privacy obligations;
 - c. where necessary to inform of a specific or general threat of Violence or potential Violence (such as to law enforcement); or,
 - d. as required by law.
- 1.4 The Municipality will disclose only the minimum amount of personal information that is necessary to inform individuals of a specific or general threat of Violence or potential Violence.
- 1.5 An incident Report may be forwarded by a Supervisor to the CAO.
- 1.6 An individual who is found to have breached this policy may be subject to disciplinary action up to and including termination of employment or termination of any other relationship they have with the Municipality. Disciplinary action will be taken in accordance with the provisions of any applicable terms and conditions of employment, or contractual agreement.

2. PRINCIPLES

- 2.1 This Policy is not intended to limit or constrain the reasonable exercise of managerial functions including, but not limited to:
- a. evaluations or assessments based on work performance;
 - b. imposition of discipline; or,
 - c. a managerial directive or denial of a request.

3. REPORTING VIOLENCE AND HARASSMENT

- 3.1 Individuals who have been subjected to or are otherwise aware of an incident of Violence or Harassment in the workplace may make a Report using the procedure set out in Section D, below.
- 3.2 An Employee who is notified about or who is otherwise aware of an incident of Violence or Harassment in the workplace can also Report the incident.
- 3.3 The Municipality may act at its own discretion in the absence of a Report once it is made aware of an incident. A Supervisor who believes that an incident may have occurred, or that a related systemic issue exists, may, in the best interests of the Municipality, submit a Report to the CAO or designate, to determine if investigation is required.
- 3.4 An incident that has occurred more than two (2) years prior to the date of the of

the Report will generally not be investigated unless the CAO determines that the allegation exposes a continued or future risk to Employees, the public, or the integrity or the reputation of the Municipality.

- 3.5 If the incident is also under investigation by the police or another authority, the Municipality may at its discretion continue, hold in abeyance or terminate the investigation or any other proceedings related to the matter.

4. RETALIATION AND FRIVOLOUS OR VEXATIOUS COMPLAINTS

- 4.1 All Reports made in good faith will be taken seriously and addressed in an objective, appropriate and timely manner, without reprisal against those who Report an incident, or who are otherwise involved in the review or investigation of incidents.
- 4.2 An individual who is found to have made a frivolous or vexatious Report may be subject to disciplinary action up to and including termination of employment or termination of any other relationship they have with the Municipality.

5. PREVENTION AND TRAINING

- 5.1 The Municipality, at its discretion, may provide Violence and Harassment prevention training program(s) designed to cultivate a respectful workplace environment free from Violence and Harassment and to bring awareness of this Policy.
- 5.2 The CAO, when made aware, will ensure appropriate resources are available to those who have experienced, likely to experience, or have been impacted by Violence and Harassment.
- 5.3 Violence and Harassment are workplace hazards and are included as part of position hazard assessments.

D. PROCEDURES

1. INCIDENT RESPONSE ASSISTANCE

- 1.1 If immediate assistance is required emergency services should be contacted at 911, followed by a phone call to the Municipal Office at XXX_XXX_XXXX.

2. CONSIDERATIONS BEFORE MAKING A REPORT

- 2.1 There may be circumstances where individuals may choose to pursue informal measures to resolve allegations prior to submitting a Report of Harassment where appropriate. In such circumstances individuals are strongly encouraged to contact the CAO to discuss appropriate informal measures or other reporting options and policies that may be applicable.

3. REPORTING AN INCIDENT

- 3.1 Any individual may make a Report of Violence or Harassment to the CAO by completing an Incident Report. The Incident Report must be in writing and include the following:
- a. detailed information about the incident;
 - b. the date and location the incident occurred; and
 - c. the name of the individual or individuals that were part of, or were witness to, the incident.
- 3.2 If an individual wishes to make a Report against the CAO, they may instead make a Report directly to the Mayor. The report must include the same information as required by an Incident Report.
- 3.3 If a Report is made to the Mayor, they will act with the same authorities prescribed to the CAO for the purposes of this Policy and procedure.
- 3.4 Upon receipt of a Report, the CAO or the Mayor if the Report is against the CAO will acknowledge its receipt and that it is being reviewed to the individual who made the Report within five (5) business days.
- 3.5 The review may include contacting the individuals referenced in the Report, including the individual who submitted the Report, to better understand the incident or circumstance that led to the Report being made.
- 3.6 Normally, within ten (10) business days of initially receiving a Report, the CAO or designate or the Mayor if the Report is against the CAO will notify the individual who made the Report of the decision to investigate. If a decision not to investigate is made, a reason must be given and may include that the allegation:
- a. does not meet the definitions of the Policy;
 - b. was not made in good faith;
 - c. should be addressed through another policy; or
 - d. is being addressed through another process.

4. INVESTIGATION

- 4.1 If an investigation under this Policy is recommended, the CAO, must
- a. advise the individual who the Report was made against, in writing, of the nature and specifics of the incident, the investigation, and their right to representation at their own expense; and,

- b. assign the investigation to an investigator.
- 4.2 The CAO or designate or the Mayor if the Report is against the CAO, will provide the scope and terms of reference to the investigator.
- 4.3 Investigations will be conducted in a timely and objective manner in accordance with processes that:
- a. adhere to the principles of procedural fairness and natural justice;
 - b. are conducted with due diligence and do not prejudge an outcome; and
 - c. are free from bias.
- 4.4 If during the course of the investigation, the investigator identifies any concerns beyond the scope of the investigation, the CAO or designate or the Mayor if the Report is against the CAO, may choose to revise the scope or terms of reference to include those concerns as part of the investigation or request a separate memo be submitted to summarize the concerns.
- 4.5 Upon completion of the investigation, the investigator will submit a written investigation report to the CAO or designate or the Mayor if the Report is against the CAO, that will include, but not be limited to:
- a. the details of the allegation investigated;
 - b. an account of the information assessed during the investigation, including credibility of information received; and
 - c. findings of fact that, on a review of all the evidence, are assessed on a balance of probabilities.
- 4.6 The CAO or designate or the Mayor if the Report is against the CAO will notify the individual who submitted the Report and to the individual whom the Report was made against in writing, based on the investigation report, whether the allegation of Violence and/or Harassment is substantiated.
- 4.7 The CAO or designate or the Mayor if the Report is against the CAO, will assist the applicable Supervisor in determining the appropriate course of action, including preventative, remedial or disciplinary, to be taken.
- 4.8 All records relating to the Report and resulting investigation will be retained in accordance with the Municipality's Records Retention Schedule and any applicable legislation.

E. POLICY REVIEW

This policy will be reviewed at least every three (3) years or earlier if an incident of Violence of Harassment occurs.

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F. DEFINITIONS

- (1) **CAO:** means the Chief Administrative Officer of the Municipality.
- (2) **Discrimination:** means any action or threat of action related to a protected ground in the Alberta Human Rights Act when the action or threat of action results in loss of or limit on opportunities to work or to fully participate in the workplace or offends the dignity of the person. Protected grounds as defined by the Human Rights Act are race, colour, ancestry, place of origin, religious beliefs, gender, gender identity, gender expression, age, physical disability, mental disability, marital status, family status, source of income, and sexual orientation.
- (3) **Domestic Violence:** means, whether at a work site or work-related, the threatened, attempted, or actual conduct of a person that causes or is likely to cause physical or psychological harm, and is used to control, intimidate or humiliate a person by a person who has, or has had, a personal relationship.
- (4) **Employee:** means individuals who are engaged to work for the Municipality under an employment contract, including but not limited to full-time staff, part-time staff, and management employees, and contractors while working at the Municipality.
- (5) **Harassment:** means any single incident or repeated incidents of objectionable or unwelcome conduct, comment, bullying or action by a person that the individual knows or ought reasonably to know will or would cause offence or humiliation, or adversely affects the individual's health and safety, and includes Discrimination and Sexual Harassment.
- (6) **Municipality:** means the Summer Village of Silver Sands.
- (7) **Report:** means the submission of a statement either verbally or in writing to a Supervisor or the CAO in accordance with section D of this Policy that provides details of an incident of Violence or Harassment. A verbal statement will be transcribed and confirmed as accurate by the Supervisor.
- (8) **Policy:** means the *Workplace Violence and Harassment Prevention Policy*.
- (9) **Sexual Harassment:** means unwanted or uninvited sexual advances, remarks, gestures, sounds and actions that make a person feel unsafe, intimidated, degraded or uncomfortable, or their sexual integrity is compromised, even if the person harassing claims to have been only joking or didn't mean to offend. It includes bullying or coercion of a sexual nature, unwanted sexual attention or requests for sexual favours. It can also include threatening and/or unwanted phone calls, text messages, e-mails, letters and unwanted gifts.
- (10) **Sexual Violence:** means any Violence, physical or psychological, carried out without consent through a sexual means or by targeting sexuality. This includes, but

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is not limited to, sexual assault, Sexual Harassment, stalking and/or monitoring, indecent exposure, voyeurism, degrading sexual imagery, distribution of images or video of a community member without their consent.

- (11) **Supervisor:** means an Employee of the Municipality employed in a supervisory role.
- (12) **Violence:** means, whether at a work site or work-related, the threatened, attempted, or actual conduct of a person that causes or is likely to cause physical or psychological harm, and includes Domestic Violence or Sexual Violence.

G. RELATED POLICIES

- A-HUM-COD-1

H. RELATED LEGISLATION

- *Alberta Freedom of Information and Protection of Privacy Act*
- *Alberta Human Rights Act*
- *Alberta Occupational Health and Safety Act*

Revisions:

Resolution Number	MM/DD/YY

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SS Meeting Addition - Fw: Meeting request with Minister Mclver – ABmunis Spring Municipal Leaders Caucus 2024

Summer Village Office <administration@wildwillowenterprises.com>

Tue 1/23/2024 11:34 AM

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

Wendy, do you want to add this to the meeting or I can just email out?

Heather Luhtala,
Assistant CAO/Administration

Summer Village of Silver Sands - www.summervillageofsilversands.com

Email: administration@wildwillowenterprises.com

Phone: 587-873-5765 Fax: 780-967-0431

NOTE: NEW CONTACT INFORMATION FOR THE SUMMER VILLAGE OF SOUTH VIEW

Summer Village of South View - www.summervillageofsouthview.com

NEW - email: southview@outlook.com

NEW - phone: 780-967-0271

NEW - Assistant CAO/Administration Contact - Angela Duncan

From: MA Engagement Team <ma.engagement@gov.ab.ca>

Sent: Monday, January 22, 2024 1:58 PM

To: MA Engagement Team <ma.engagement@gov.ab.ca>

Subject: Meeting request with Minister Mclver – ABmunis Spring Municipal Leaders Caucus 2024

Dear Chief Administrative Officer:

I am writing to inform you of a potential opportunity for municipal councils to meet with the Honourable Ric Mclver, Minister of Municipal Affairs, at the 2024 Alberta Municipalities (ABmunis) Spring Municipal Leaders Caucus (SMLC), scheduled to take place at The Westin Edmonton (10135 100 Street NW, Edmonton AB T5J0N7) from March 14-15, 2024. These meetings will be in person at the Westin Edmonton, as scheduling permits.

Should your council wish to meet with Minister Mclver during the SMLC, please submit a request by email with potential topics for discussion to ma.engagement@gov.ab.ca no later than February 5, 2024.

We generally receive more requests than can be reasonably accommodated over the course of the SMLC. Requests which meet the following criteria will be given priority for meetings during the SMLC:

- Municipalities that identify up to three discussion topics related to policies or issues directly relevant to the Minister of Municipal Affairs and the department.
 - It is highly recommended to provide details on the discussion topics.
- Municipalities located within the Capital Region can be more easily accommodated throughout the year, so priority will be given to requests from municipalities at a distance from Edmonton and to municipalities with whom Minister Mclver has not yet had an opportunity to meet.
- Meeting requests received after the deadline will not be considered for the SMLC.

Meeting times with the Minister are scheduled for approximately 15 minutes. This allows the Minister to engage with as many councils as possible. All municipalities that submit meeting requests will be notified at least two weeks prior to the SMLC as to the status of their request.



Municipal Affairs will make every effort to find alternative opportunities throughout the remainder of the year for municipalities the Minister is unable to accommodate during the SMLC.

Engagement Team
Municipal Services Division
Municipal Affairs



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Classification: Protected A

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Summer Village of Silver Sands

Report to Council

Meeting: January 26, 2024 - Regular Council Meeting
(Report for December 2023 and January 2024)

Originated By: Tony Sonnleitner, Development Officer, Summer Village of Silver Sands

Happy New Year!!!

Per usual, development has begun 2024 quietly.

Development Permits: None

Letters of Compliance: None

Enforcement: None

Regards,

Tony Sonnleitner, Development Officer

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LGFF

Silver Sands

2024 Operating	\$	17,122.00
2024 Capital	\$	79,471.00
2025 Capital	\$	82,686.00

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Government
of Canada

Gouvernement
du Canada

Grants and Contributions Online Services

[GCOS \(Grants and Contributions Online Services\)](#) > [Applications and Projects](#) > [Application](#)

> [Review & Submit](#)

Confirmation

Project Information

Project Title: 2024 Canada Summer Jobs Silver Sands

Start Date: April 22, 2024

End Date: August 31, 2024

Your submission was successful. Your confirmation number is **A001070761**.

Any questions or concerns should be directed to: NA-GCOS-SELSC-GD@hrsdc-rhdcc.gc.ca referencing the above confirmation number.

[Return](#)

Help and Support

[Program Applicant Guide](#) 



[User Guides](#) 



[Contact Us](#) 



Screen Identifier: CSJ-Summary-Confirmation

Version: 10.0.0

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to become a village:
- no longer requirement of 300 population
- no longer need commercial property
- residents would lose second vote and opportunity to run.

DUPLICATE

ALBERTA
MINISTER OF MUNICIPAL AFFAIRS

MLA, Fort McMurray

MINISTERIAL ORDER NO. L:077/01

I, Guy Boutilier, Minister of Municipal Affairs, pursuant to section 76 of the Municipal Government Act, make the following order:

Except as otherwise provided by the Minister, the following principles, standards and criteria shall be applied when considering an application for a study of municipal restructuring pursuant to Part 4 of the Municipal Government Act:

1. Municipal restructuring includes the formation, amalgamation and dissolution of municipalities.
2. The following matters should be taken into account in considering proposals for municipal restructuring:
 - (a) the financial viability of the affected municipalities;
 - (b) the effects on the council structures, administrations, services and operations of the affected municipalities;
 - (c) the population of the participating municipalities, and the resulting effects on the political representation of the affected communities;
 - (d) whether an appropriate process has been used to initiate and develop the municipal restructuring proposal pursuant to Part 4 of the Municipal Government Act; and
 - (e) whether the process used has adequately identified the impacts of restructuring on the affected municipalities.
3. The formation process is appropriate when the restructuring will result in the creation of a new municipal government unit from one or more existing municipal governments or improvement districts.
 - (a) the formation of a new municipal government will be considered if the ongoing financial, political and operational viability of the new and remaining municipality or municipalities is likely to be achieved.
 - (b) the formation of a new municipal government should not be considered if it will result in an increase in the total number of municipal governments in Alberta.


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- 2 -

4. The amalgamation process is appropriate where two or more municipalities are joined to form a new municipal government unit with a new council and administrative structure that is significantly changed from the pre-existing structures of the affected municipalities.
 - (a) amalgamation will be considered if there are demonstrable advantages to the residents of the affected municipalities and if the ongoing financial, political and operational viability of the amalgamated municipality is likely.
5. The dissolution study process is appropriate where the intended restructuring does not require major changes to the council structure, administration or operation of the receiving municipality.
6. A dissolution study is not appropriate when the request raises broader regional issues that can be better addressed through another process such as a regional initiative or intermunicipal mediation.
7. If there are ongoing and unique requirements for the new municipal government proposed as a result of a municipal restructuring process, consideration will be given to the use of specialized municipal status pursuant to section 83 of the Municipal Government Act.
8. The Minister may direct the use of an appropriate study process on the receipt of any application for municipal restructuring.

Dated at Edmonton, Alberta, this 20 day of November, 2001.



Guy Boutilier
Minister of Municipal Affairs

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Re: Sample letters for residents and ISP

Merle Isaacson <merle.isaacson@connectmobility.ca>

Thu 12/14/2023 12:17 PM

To: ddm@kronprinzconsulting.ca <ddm@kronprinzconsulting.ca>

Hi Dwight,

We just completed a meeting with Minister Nate Glubish. He is the Minister for the ABF Broadband fund. We had a meeting with him about the Template 8 mapping requirement and he agrees that this process does not work. ABF is meeting with a provider that can come to the community and read the carrier's actual data speeds eliminating this process of 1 in 5 homes reporting and screenshots.

I would hold off now on gathering any information until they come out with this announcement. He did not give a date on when this will be completed but it is being tested now.

We will no longer have to guess if your community qualifies, it can be proven and then approved to move ahead or not.

This will make the application process very simple and only require the usual pricing and design service.

With Connect sharing 10% of network revenue back to every community and paying the 25% ABF cost for your communities, this offers all of us an easy path forward.

Regards,

Merle Isaacson

www.connectmobility.ca

127,11929 40th Street SE

Calgary, Alberta

T2Z 4M8

Cell:403-540-0000

Calgary, Alberta

[Cambium Hero Award](#)

[Standard Alberta Network Build](#)

[FortisAlberta - Connect - Cambium Partnership](#)

From: ddm@kronprinzconsulting.ca <ddm@kronprinzconsulting.ca>

Sent: 01 December 2023 10:34 AM

To: Merle Isaacson <merle.isaacson@connectmobility.ca>

Cc: Josh Lepp <josh@connectmobility.ca>

Subject: Re: Sample letters for residents and ISP

Hi Merle,

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December 13, 2023

RE: Update regarding FortisAlberta's 2024 Estimated Distribution & Transmission Rates

As a follow up to our correspondence in September 2023, FortisAlberta is expecting to receive the Alberta Utilities Commission (AUC) approval of the 2024 rates in mid-January. The AUC usually approves the annual rates by mid-December but the process was delayed by a few weeks this year. The 2024 rates are higher than the 2023 rates due to three main factors:

1. Inflation alone has contributed to about half of the rates increase;
2. Increased cost of financing the capital that has been invested in the electricity distribution system infrastructure; and
3. Increased costs of new facilities that are required for maintaining reliability or wildfire mitigation.

The attached charts compare total billing amounts from December 2023 and the projection for January 2024. The total billing amounts include transmission, distribution, and energy charges. The first table highlights the estimated percentage change and average change for each rate class based on estimated consumption and demand. The second table highlights the increases to Maximum Investment Levels, which are the maximum amounts by rate class that FortisAlberta is allowed to invest in new and upgraded services.

Once the rates have been approved, FortisAlberta will issue another letter to highlight the rate and investment impacts. Please feel free to contact me or your Stakeholder Relations Manager should you have any questions or require further information.

Sincerely,

A handwritten signature in black ink that reads "Ralph Leriger".

Ralph Leriger
Manager, Stakeholder Engagement
P: (780) 609-1307

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**2024 Estimated Rates - Average Monthly Bill Impacts by Rate Class
BUNDLED BILL Including Energy, Retail, and DT Rates & Riders**

Rate	Rate Class Description	Consumption Usage	Demand Usage	Monthly/Seasonal Bill			
				Dec 2023 Bill	Jan 2024 Bill	\$ Difference	% Change
		300 kWh		\$131.52	\$135.20	\$3.68	2.8%
11	Residential	640 kWh		\$239.75	\$244.58	\$4.83	2.0%
		1200 kWh		\$418.01	\$424.75	\$6.74	1.6%
		900 kWh	5 kVA	\$153.83	\$161.82	\$7.99	5.2%
21	Farm (Breaker Billed)	1,400 kWh	10 kVA	\$589.46	\$604.01	\$14.55	2.5%
		7,500 kWh	25 kVA	\$2,700.80	\$2,739.21	\$38.41	1.4%
		700 kWh	10 KVA	\$398.20	\$414.69	\$16.49	4.1%
22	Farm (Demand Metered)	3000 kWh	20 kVA	\$1,240.83	\$1,270.59	\$29.75	2.4%
		15,000 kWh	60 kVA	\$5,424.51	\$5,504.00	\$79.49	1.5%
		6,000 kWh	20 kW	\$2,775.33	\$2,809.07	\$33.74	1.2%
26	FortisAlberta Irrigation	15,000 kWh	33 kW	\$5,957.97	\$5,955.71	-\$2.25	0.0%
		45,000 kWh	100 kW	\$17,834.59	\$17,830.47	-\$4.12	0.0%
31	Streetlighting (Investment)	5,144 kWh	12,500 W	\$3,867.28	\$4,176.11	\$308.83	8.0%
33	Streetlighting (Non-Investment)	7,900 kWh	20,000W	\$2,534.01	\$2,706.05	\$172.04	6.8%
38	Yard Lighting	5,000 kWh	12,000 W	\$2,662.07	\$2,862.73	\$200.66	7.5%
Rates 31, 33 and 38 is based on 100 High Pressure Sodium (HPS) lights in assorted fixture wattages.							
		1,083 kWh	5 kW	\$414.13	\$413.20	-\$0.93	-0.2%
41	Small General Service	2,165 kWh	10 kW	\$788.96	\$784.23	-\$4.73	-0.6%
		10,825 kWh	50 kW	\$3,787.59	\$3,752.47	-\$35.12	-0.9%
		2,590 kWh	7.5 kW	\$963.00	\$965.78	\$2.78	0.3%
44/45	Oil and Gas Service	5,179 kWh	15 kW	\$1,875.95	\$1,879.78	\$3.83	0.2%
		25,895 kWh	75 kW	\$9,179.59	\$9,191.81	\$12.23	0.1%
		32,137 kWh	100 kW	\$8,361.23	\$7,762.61	-\$598.62	-7.2%
61	General Service	63,071 kWh	196 kW	\$16,372.61	\$15,194.42	-\$1,178.19	-7.2%
		482,055 kWh	1500 kW	\$124,884.08	\$115,855.80	-\$9,028.28	-7.2%
		500 kWh		\$457.51	\$449.81	-\$7.70	-1.7%
62	EV Fast Charging Station Service	4,500 kWh		\$3,752.19	\$3,654.80	-\$97.39	-2.6%
		40,000 kWh		\$32,992.44	\$32,099.16	-\$893.28	-2.7%
		824,585 kWh	2500 kW	\$208,920.50	\$200,000.92	-\$8,919.58	-4.3%
63	Large General Service	1,529,769 kWh	4638 kW	\$380,306.65	\$363,091.60	-\$17,215.05	-4.5%
		3,298,338 kWh	10,000 kW	\$810,134.77	\$772,115.08	-\$38,019.69	-4.7%
65	Transmission Connected Service	The Distribution component will increase to \$49.256273/per day. The Transmission Component is the applicable rate of the AESO.					

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CUSTOMER CONTRIBUTIONS SCHEDULES

**Table 1
2024 Maximum Investment Levels for Distribution Facilities
When the Investment Term is 15 years or more**

Type of Service	Maximum Investment Level
Rate 11 Residential	\$3,016 per service
Rate 11 Residential Development	\$3,016 per service, less FortisAlberta's costs of metering and final connection
Rate 21 and 22 Farm, and Rate 23 Grain Drying	\$6,461 base investment, plus \$924 per kVA of Peak Demand
Rate 26 Irrigation	\$6,461 base investment, plus \$1,028 per kW of Peak Demand
Rate 31 Street Lighting (Investment Option)	\$3,325 per fixture
Rate 38 Yard Lighting	\$919 per fixture
Rate 41 Small General Service	\$6,461 base investment, plus \$1,028 per kW of Peak Demand
Rate 45 Oil and Gas Service	\$6,461 base investment, plus \$1,028 per kW of Peak Demand FortisAlberta invests as required per unmetered to metered service conversion program.
Rate 61 General Service and Rate 62 Electric Vehicle Fast Charging Service	\$6,461 base investment, plus \$1,028 per kW for the first 150 kW, plus \$128 for additional kW of Peak Demand
Rate 63 Large General Service	\$116 per kW of Peak Demand, plus \$127 per metre of Customer Extension

Notes: Maximum investment levels are reduced if the expected Investment Term is less than 15 years.

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ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR113125

December 15, 2023

Dear Chief Elected Officials:

The Alberta government recognizes local infrastructure is critical to Albertans and to supporting the province's economy, and we are committed to providing predictable, long-term infrastructure funding for all communities. As part of this commitment, I am pleased to announce the launch of the Local Government Fiscal Framework (LGFF) program, which will enable municipalities and Metis Settlements to build infrastructure and serve their communities more effectively.

With LGFF capital funding starting at \$722 million in 2024, the LGFF strikes a fair balance between predictable funding for communities and fiscal responsibility for government. To ensure no community experiences a year-over-year decrease from capital funding allocated under the Municipal Sustainability Initiative (MSI) in 2023, top-up funding will be available for affected communities as part of the transition to the LGFF in 2024. In addition to the legislated LGFF capital funding, based on *Budget 2023* targets and subject to Budget 2024 approval, local governments will have access to \$60 million in LGFF operating funding.

LGFF capital funding in future years will reflect the percentage change in provincial revenues from three years prior. This means in 2025, Alberta communities will receive \$820 million, an increase of nearly 14 per cent, in accordance with growth in provincial revenues between 2021/22 and 2022/23.

For local governments other than Calgary and Edmonton, the LGFF includes a new allocation formula that is substantially different than the one used under the MSI. While the new allocation formula has a greater focus on communities with limited local assessment bases, the formula was chosen to balance the needs of all types of communities – small and large, rural and urban – over the long term. In keeping with our commitment for predictable funding, 2024 and 2025 LGFF capital allocations for all local governments are now available on the program website (www.alberta.ca/local-government-fiscal-framework-capital-funding), to help you plan for the use of this funding. The website also includes a description of the new funding formula.

Last year, we heard through the online survey on the program design that local governments were highly satisfied with how the MSI has been administered. I am pleased to confirm the delivery of the new program will be largely similar to the MSI. While there are some changes to the LGFF capital component when compared to the MSI, we feel strongly these changes will improve the program for local governments and Alberta taxpayers alike. Additional information on the program design will be provided in an email to chief administrative officers, which they should receive shortly.

.../2

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

Printed on recycled paper

Classification: Public

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In addition, estimated 2024 LGFF operating allocations, subject to approval in Budget 2024, are available on the program website (www.alberta.ca/local-government-fiscal-framework-operating-funding). The allocations will not change from what local governments received in 2023. LGFF operating guidelines will be available in 2024.

I am grateful for your council's work and the work of Alberta Municipalities, Rural Municipalities of Alberta, and the Metis Settlements General Council to help develop the LGFF program and allocation formula. I look forward to working with you to ensure your local infrastructure and operating needs continue to be supported as we grow and strengthen Alberta's economy.

Sincerely,

A handwritten signature in black ink that reads "Ric McIver". The signature is written in a cursive style with a large initial "R" and "M".

Ric McIver
Minister

cc: Chief Administrative Officers

AR113125

December 15, 2023

Dear Chief Administrative Officers:

Subject: LOCAL GOVERNMENT FISCAL FRAMEWORK PROGRAM

In follow up to today's letter from the Honourable Ric McIver, Minister of Municipal Affairs, to your Chief Elected Official, I am pleased to provide you with a summary of key information on the Local Government Fiscal Framework (LGFF) program. In addition, I strongly encourage you and your staff to review the attached program summary and to access the program guidelines and other resources available on the program website (www.alberta.ca/local-government-fiscal-framework-capital-funding).

LGFF Program Overview

The LGFF replaces the Municipal Sustainability Initiative (MSI) in 2024 as Alberta's primary funding mechanism for local governments. The LGFF has two components, a legislated capital funding component and an operating funding component, which is not legislated.

All local governments (municipalities, Metis Settlements, and the Townsite of Redwood Meadows) are eligible for capital funding, with the exception of improvement districts with no resident population. Operating funding is available to all local governments other than the cities of Calgary and Edmonton.

The LGFF capital program is designed to give local governments the flexibility to focus on local priorities within program rules and is largely similar to the current MSI capital program. A high-level overview of the LGFF capital component is provided in the attached Program Summary. Key changes include a greater focus on measuring program outcomes and infrastructure management indicators that are used to help ensure capital spending keeps pace with local needs. For detailed information on the program, please refer to the LGFF Capital Program Guidelines available on the program website.

The operating component of the LGFF will be administered in the same way as the MSI operating program. The LGFF operating program guidelines will be released in 2024 and will be very similar to the current MSI operating program guidelines.

LGFF Funding Allocation Formula

LGFF capital component funding will be distributed between communities using a new allocation formula. Capital funding for the cities of Calgary and Edmonton is allocated 48 per cent based on population, 48 per cent based on education property tax requisitions, and four per cent based on length of local roads. Capital funding for the remaining local governments is allocated 65 per cent based on population, 15 per cent based on tangible capital assets, 10 per cent based on amortization of tangible capital assets, and 10 per cent based on length of local roads.

Classification: Public



In addition, all remaining local governments receive base funding, and those with a population less than 10,000 and a limited local assessment base receive needs-based funding on top of their regular allocation. Base funding is set at \$150,000, except for summer villages, whose base funding is set at \$60,000. The needs-based funding envelope is set at three per cent of total funding and is distributed to local governments based on equalized assessment.

As information for the factors used in the LGFF capital allocation formula is derived largely from the Financial Information Returns submitted to Municipal Affairs, it is of utmost importance that local governments submit high-quality and accurate data in a timely manner, as this data directly affects the funding amounts.

Additional information on the formula, including data sources, is available in the Funding Formula Information Sheet available on the program website.

Based on *Budget 2023* targets, LGFF operating funding will remain at \$60 million per year, subject to confirmation and approval as part of Budget 2024. To provide stability for local governments, 2024 LGFF operating allocations will remain at the same level as operating funding amounts allocated under the MSI in 2023.

LGFF capital allocations for 2024 and 2025 and estimated operating allocations for 2024 for all local governments are available on the program website to help local governments plan their capital projects.

Online Grant System

Local governments will be required to submit all LGFF capital documentation, including capital applications and year-end reporting, through a new online grants system, "LGFF Capital", which will be launched in spring 2024. The application process will be streamlined, and local governments will be able to submit multiple projects in the same application, if they are in the same functional category or if they are part of the same system.

As with MSI operating, applications are not required to receive LGFF operating funding. For year-end reporting on operating funding, the existing portal, "MSI Online" (MSIO), will continue to be used.

Payment of 2024 Funds

Payment of LGFF capital and operating allocations will commence between April and June 2024. To receive 2024 capital and operating funds, local governments must submit reporting on 2023 MSI funding and enter into new LGFF capital and operating funding agreements with the province. These agreements will be sent out in early 2024.

In addition, to be eligible for payment of 2024 LGFF capital funds, local governments must have sufficient applications committing their 2024 LGFF funding, and their MSI capital carry-forward funding at the end of 2023 cannot exceed the 2024 LGFF capital allocation. For example, if a local government's 2024 LGFF allocation is \$250,000 and its 2023 MSI capital carry-forward amount is \$400,000, the local government will not receive its 2024 LGFF allocation unless it notifies Municipal Affairs that it needs the payment. For additional information on this process, please refer to Section 10 (Payments) of the LGFF Capital Program Guidelines.

Unspent MSI Funding

Unspent MSI funding will continue to be administered under the MSI program through the existing MSIO system until it is expended or until the five-year limit to use each year's allocation is reached. I strongly encourage all local governments to utilize their unspent MSI funds within the required time limits to avoid repayment and/or forfeiture of these funds.

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Municipal Affairs program staff will be available to work closely with local government staff to assist in the implementation of the LGFF. Should you have any questions about the new program, please contact a grant advisor toll-free by dialing 310-0000, then 780-422-7125.

Municipal Affairs will also be conducting LGFF orientation webinars, and you will receive an invitation to participate. The webinars are expected to take place in January and/or February, prior to the new LGFF Capital system launch.

I recognize transitioning to the new program after the MSI has been in place for 17 years is a significant change, and I thank you for your work to facilitate this transition.

Sincerely,



Brandy Cox
Deputy Minister

Attachment: LGFF Capital Program Summary

Follow Up: ASVA Briefing Note - LGFF Base Fund Issues

MIKE PASHAK <mike.pashak@shaw.ca>

Mon 1/15/2024 11:16 AM

To: MIKE PASHAK <mike.pashak@shaw.ca>

Cc: Kathy Krawchuk ASVA, Executive Director <execdirector@asva.ca>

📎 1 attachments (45 KB)

ASVA Briefing Note - LGFF Base Fund Issues (14jan24).docx;

Good Morning CAOs,
Hope everyone is staying warm.

As promised in our original email on LGFF Base Funding, the ASVA has put together a briefing note on the issue. Please share with your Councils as it will provide speaking points and additional background on the issue. This could be beneficial if your Councils have an opportunity to interact with their local MLA, Alberta Cabinet Ministers, or other municipal elected officials.

We continue to work with Municipal Affairs to gain better understanding on the LGFF Program guidelines in the following areas:

- Clause 5a - time limits to use allocated funds
- Clause 8g - maximum project commitment limit
- Borrowing Costs
- Section 12 - project eligibility restrictions and, in particular, the two new measures introduced in that section.

Regards,
Mike Pashak
President, ASVA
(403) 620-1543

From: ASVA Exec Director <summervillages@gmail.com>
Sent: Wednesday, January 3, 2024 3:15 PM
To: Kathy Krawchuk (execdirector@asva.ca) <execdirector@asva.ca>
Cc: Mike Pashak <mike.pashak@shaw.ca>
Subject: ASVA response to Minister McIver Re: LGFF Capital Allocation Formula

Good afternoon,

Please see the email message below from ASVA's President, Mike Pashak, thank you.

Dear Members,

Happy New Year. Hope everyone enjoyed their Christmas season and the great winter weather we are having.

Attached you will find a letter to Minister McIver outlining the ASVA's concerns with the LGFF Capital Allocation formula and more specifically Base funding. Please share this information with all of your Council before January 12, which is 5 days before the ABmunis LGFF Town Hall. We will keep you up-to-date on any response we receive from the Minister's office. The ASVA is currently putting together speaking points and background information on the points made in the letter to the Minister for your use as needed. Our goal is to share that information with you in the next week or so.

The LGFF Capital Allocation program also introduced some new rules and changes from the old MSI program. In our initial review of the guidelines, we identified the following areas as possible concerns for Summer Villages:

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- > **Clause 5a. Funds are still able to be carried forward for five years. However, time extensions will no longer be permitted and any unspent amount will be reduced from future LGFF allocations**
- > **Section 6. Although not new this section may become more important as Summer Villages determine how Section 12 - Project Eligibility Restrictions may impact them.**
- > **Section 7 discusses Asset Management planning and the need for a municipality to answer whether they have one or not.**
- > **Clause 8g, Maximum Project Commitment Limit. The ASVA is working with Municipal Affairs to understand how this and borrowing clauses might impact Summer Villages. We will provide updates as the information comes to us.**
- > **Section 12, Project Eligibility Restrictions. Two new measures are introduced that could impact the amount of LGFF received. This section also discusses core infrastructure, asset condition assessment, and asset management plan. It discusses the interplay between those items and eligibility restrictions.**

There is still lots of work to do to fully understand the new LGFF program and the ASVA will continue to help Members through the process. If you have any specific areas that you would like ASVA to focus on, please send them to me and the Executive Director.

Regards,

Mike Pashak
President
Association of Summer Villages of Alberta
(403) 620-1543
mike.pashak@shaw.ca

Kathy Krawchuk
Executive Director
Association of Summer Villages of Alberta
780-236-5456
execdirector@asva.ca
www.asva.ca

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Association of
SUMMER VILLAGES
OF ALBERTA

Speaking Notes – Summer Village issues with LGFF Base Funding

Given all of the following points, it is hard to understand how Base funding as it is structured under the LGFF or the previous MSI formulas can be seen as fair and equitable for Summer Villages. **Summer Villages have seen a 5 percent reduction in Base funding under LGFF and only receive 40 percent of what other municipalities receive.**

Background on Summer Villages

- There are 51 Summer Village municipalities in Alberta,
- **Summer Villages have changed.** That change is driving new demands and needs for infrastructure that is similar to all urban municipalities.
- There are approximately **6000 permanent full-time year-round residents living in Summer Villages.** This permanent year-round population is **equal to the total combined population of the 31 smallest Villages.** Those Villages get 2.5 times more LGFF Base funding than Summer Villages.
- Today, 33 percent of the Summer Villages are larger than the average regular Village and 85 percent are larger than the smallest regular Village (based on the number of residences/dwellings). The largest Summer Village is larger than 90 percent of regular Villages.
- **The term “Summer Village” is a misnomer.** Summer Villages are no longer just seasonal communities. **They are now vibrant year-round communities** that have grown as fast and faster than many of the larger municipalities in Alberta. Based on full-time year-round residents living in Summer Villages, **50% of Summer Villages have grown faster than the average mid-sized city and 25% have grown faster than the top three fastest growing cities in Alberta (Cochrane, Airdrie, Beaumont).**
- That **growth has resulted in demands for more year-round urban type infrastructure** such as roads and bridges, water and wastewater systems, recreational facilities, stormwater drainage systems, municipal buildings and Broadband. **Without sufficient LGFF Base funding, Summer Villages will not meet the demands or needs of their residents.**
- 50 percent of SV could become a Village if they had a similar small urban (<5000) population density (2.22 per residence)
- The ASVA advocacy efforts related to MSI funding for Summer Villages began in 2016 when the members passed a resolution urging the Alberta Government to increase base level funding for Summer Villages to \$120K from \$60K.
- Over the last five years the ASVA has met with various Ministers, MLAs, and Municipal Affairs staff to share how Summer Villages have changed and how that change is driving new demands and needs for infrastructure that is similar to all urban municipalities.



Association of
SUMMER VILLAGES
OF ALBERTA

LGFF Base Funding

- On average, **Base funding provides 80% of the total LGFF funding for Summer Villages** and why it is so important that Summer Villages are treated fairly
- **Under the new LGFF program**, all municipalities were given \$150,000 Base funding except **Summer Villages were only given \$60,000** Base funding.
- While all other municipalities received a 36 percent increase in Base funding, the **Summer Villages saw a 5 percent decrease in their Base funding**.
- Under the **MSI / BMTG program** (The previous funding formula), Base funding for Summer Villages was \$63,000 and **57 percent of what all other municipalities received**.
- Under the new **LGFF program**, Summer Villages receive \$60,000 and only **40 percent of what all other municipalities receive. This is a step backwards!**
- **Overall LGFF allocation to Summer Villages** is 3% less compared to the average of the last 6 years. **45% of SV will have a reduction in total funding** compared to that same time period with some seeing a reduction as high as 28 percent.
- The LGFF Capital Funding Allocation Formula Fact Sheet stated that, "The **LGFF allocation formula** for other non-charter local governments is a **fair and equitable distribution of funding**, in recognition of the varying needs of different local governments. The formula is aimed at supporting all types of local governments, ranging from small summer villages to large cities, urban communities with rapidly growing populations...". **This statement is false for Summer Villages.**
- The LGFF Capital Funding Allocation Formula Fact Sheet stated that, "The base amount was **set at a lower level for summer villages because** they generally tend to provide fewer year-round services and have less infrastructure than similarly-sized villages." **This sentence fails to recognize how Summer Villages have changed and does not reflect the current situation.**
- When **comparing smaller Villages to larger Summer Villages**, the ASVA found that **the two groups are similar in the factors that drive LGFF allocations**. Each group has similar amounts of TCA, TCA Amortization expense, and length of Roads. What is different is that the larger Summer Villages tend to have double the population of those smaller regular Villages. More importantly, **what is different is that these Summer Villages receive \$90,000 less in Base funding** (2.5 times less) even though they are growing faster, have more people to provide services to, and have similar amounts of assets to manage and maintain.
- Having a Base fund for Summer Villages that is so significantly less than regular Villages is **unfair and may impact the viability of Summer Villages**.
- **The title Summer Village no longer reflects the nature of these municipalities**. While Summer Villages are fiercely proud of their history, independence and title, perhaps a title change would act as a catalyst to shift other people's perceptions of Summer Villages.

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ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR113106

Dear Chief Elected Officials:

Since 2022, Municipal Affairs has been working with the Assessment Model Review Stakeholder Steering Committee consisting of industry representatives and municipal partners, such as Alberta Municipalities and Rural Municipalities of Alberta. The committee was tasked with designing an engagement process that will assist in updating the regulated property assessment models in a fair and transparent manner. I am now carefully considering the committee's proposed engagement plan.

As you are aware, in 2020, a number of tax incentives were put in place when Alberta's previous review of regulated property assessment was paused. A three-year property tax holiday on new wells and pipelines was introduced to promote new investment and economic activity in the energy sector. This tax holiday will end, as planned, after the 2024 municipal tax year. The Well Drilling Equipment Tax was also eliminated, and there are no plans to reinstate it.

Two assessment-based measures to support the viability of mature oil and gas assets were also implemented at that time: the continuation of the 35 per cent assessment reduction for shallow gas wells and pipelines (first introduced in 2019), and additional depreciation adjustments for lower-producing wells. These two measures were intended as a bridge to the implementation of new assessment models and will therefore be extended until the Assessment Model Review is completed and the regulated assessment models for wells are updated.

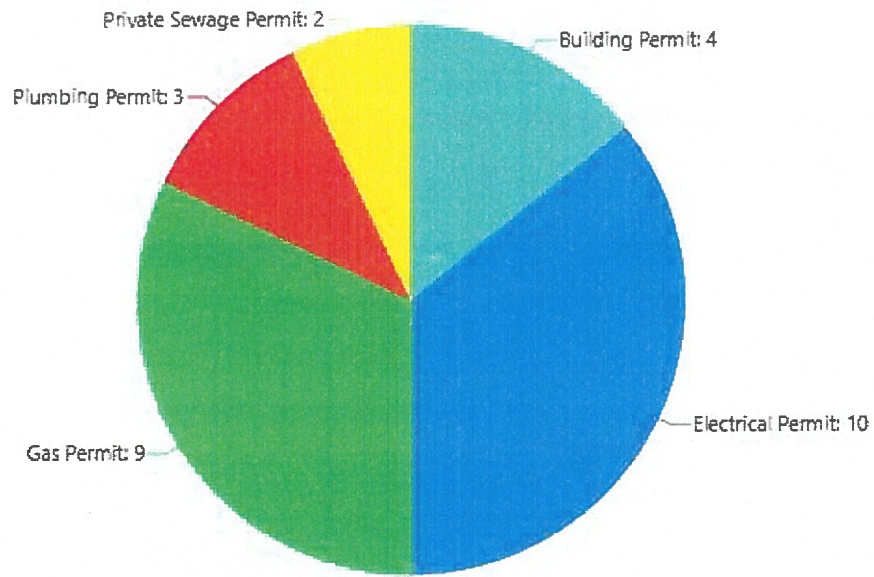
Thank you for continuing to work in partnership with the province. I look forward to sharing more information in early 2024 regarding further engagement on the Assessment Model Review.

Sincerely,

Ric McIver
Minister

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

Summer Village of Silver Sands – 2023 Issued Safety Codes Permits



■ Building Permit - 14.3% ■ Electrical Permit - 35.7% ■ Gas Permit - 32.1%
■ Plumbing Permit - 10.7% ■ Private Sewage Permit - 7.1%

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ONOWAY REGIONAL FIRE SERVICES – (Fire Rescue International)

MEDIA RELEASE:

Ross Haven, AB – Dec 28, 2023

RE: Structure Fire 3rd Street, Ross Haven

At 0528 this morning (Thurs Dec 28rh), Onoway Regional Fire Services responded to a structure fire located at 314 3rd Street, Ross Haven. The first pumper was enroute within 2 minutes of the page out with a second pumper and water tender rolling by 0532.

When crews arrived on the scene smoke was showing from multiple sides of the building and active flames were noted on the main floor. Within 4 minutes of arriving on the scene, firefighters had made entry and put water on the fire. By 0559 the building was all clear and the fire was under control. The fire was seated deeply within the walls and roof - which created a great deal of work for the crews - even after the emergency stage was complete. Great care was taken not only to search for hidden fires but also to salvage and clean as the work continued. In the end, the fire was contained to one room of the home with no extension to the neighboring residence.

There were no injuries to the occupants or any of the responding firefighters. Nine members of Fire Rescue International -O/A Onoway Regional Fire Services a Not-For-Profit Corp fought the fire. Onoway Regional Fire Services would like to thank Alberta Health Services, RCMP, Fortis, and Atco Gas for responding as well as Lac Ste. Anne County for standing by in case another water truck was needed.

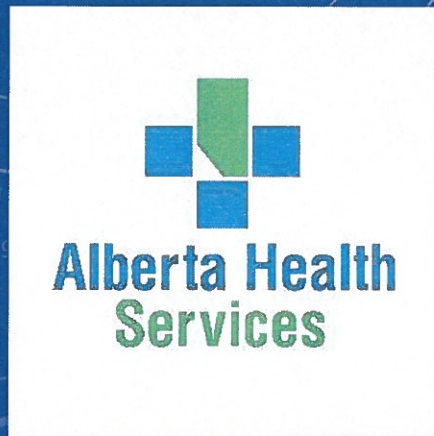
Please take care to make sure you have working smoke detectors on all floors and that your wood-burning appliances are professionally cleaned and serviced annually.

For more information, please contact Fire Chief Ives at 780-777-4688



FIRE RESCUE INTERNATIONAL & ALBERTA HEALTH SERVICES AMBULANCE STATISTICS

FIRST HALF OF 2023
JANUARY 1ST-JUNE 30TH



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OUR ROLE



- Fire Rescue International is a useful tool for AHS before they arrive on scene as they provide basic life support to patients
- Most of FRI firefighters are Licenced Pre-Hospital Care Practitioners Emergency Medical Responder (EMR) Level or Higher
- FRI has been part of the Medical First Response program since it rolled out in 2017 This program is run and operated through AHS-This program offers medically based programs and supports to fire departments all over Alberta. In the end this helps the end user
- We provide critical life-saving interventions as a bridge in care between time of the 911 call and the arrival of a better-equipped ambulance
- Once AHS arrives on scene FRI falls under their command. They are the higher trained agency
- FRI job is to make the service and transition from their care to AHS as seamless as possible

Note: This is a stock photo-not our incident-All photos used in this power point are stock photos

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HOW DO OUR AGENCIES MAKE THINGS SEAMLESS FOR THE PATIENTS?

- FRI trains and has become familiar with local AHS crews and their equipment
- Over the years FRI has worked at having a good working relationship with AHS
- FRI asks AHS what they need while on scene
- FRI has automatic aid with AHS. This has been in place since Fire Rescue International went into service
- FRI attend over 1400 different call types ranging from lift assists to CPR to MVC's (Motor Vehicle Collisions)
- AHS supports FRI by attending structure fire calls to ensure our safety as well as anyone else affected by the call

FACT

- Often the fire department is there ahead of AHS due to many different reasons. This is no fault to the paramedics out there doing their best! One main issue is lack of resources in our health system. For instance: If there's a call at 10:15 am and another one at 10:30am, the ambulance in our area is likely tied up at the hospital with the first patient. There will be a delay for the ambulance in this case.
- Luckily we have an ambulance bay in Alberta Beach where they bring in another ambulance once they get a call. There can be a bit of a lag time in between those times. Best efforts are made and ambulances are called from other areas to fill in those gaps where they can.
- Having the FD there helps a lot as we can do some life saving interventions if needed as well as vitals etc.



6 MONTH STATS 2023 JANUARY 1ST-JUNE 30TH

Average time Fire Rescue International is alone with the Patient Before AHS Arrives: 9.7mins

Longest times FRI has been on scene with a patient without AHS:

- Call #65 April 12 2023 25 mins Hemorrhage
- Call #134 June 20 2023 24 mins Overdose
- Call #123 June 7 2023 22 mins Motor Vehicle Collision
- Call #3 January 3 2023 20 mins Breathing Problems



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Hemorrhage

Case Study

Call #65 April 12 2023 0102(1:02am)

Patient had extreme pain in his abdomen and had been spitting up pink. Patient also had blood in his urine. Crews took vitals and full SAMPLE History, then contacted Alberta Health Services (AHS) on the radio for updates on this patient. The radio updates were important as AHS had an idea of what to expect when coming on scene.

Crews kept patient calm and treated for shock while keeping the patient as comfortable as possible as the patient was in a great deal of pain. Crews monitored patient and took vitals every 5 minutes while waiting for AHS to arrive. This was a 25 minute wait so keeping the patient comfortable was important.

A fresh set of vitals was taken just before AHS arrived and a patch over was performed once paramedics arrived on scene.

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DRUG OVER DOSE CASE STUDY

Call #134 June 20 2023 1911 (7:11pm)

This call originally came in as: Unconscious Fainting (Near)

- The patient had overdosed on Fentanyl
- RCMP were already on scene
- Naloxone was given (nasal spray by RCMP)
- AHS advised they were approx. 20 mins out
- Fire Dept. Arrives on scene
- PT is starting to come around but not responding to first responders
- SP02 (Oxygen Saturation in blood) was at 64% (normal is between 96% & 99%)

Note: 64% SP02 is not sustainable-anything below 70% is life threatening

- FD applied oxygen via non-rebreather
- SP02 improved to 92%
- AHS arrives on scene
- Patient is loaded into ambulance
- All emergency units off scene



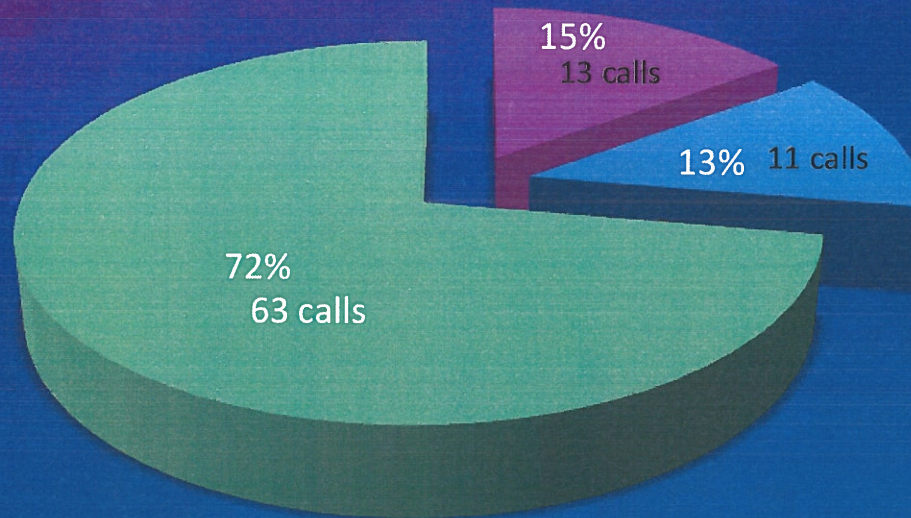
**Between RCMP & Fire Rescue International, this patient had a better outcome with critical life saving interventions
Having emergency services on scene quickly saves lives
AHS does their best but can be stretched at times-this was a 24 minute wait from the time the FD arrived on scene
The Fire Department helps to augment the existing EMS system with fast response and basic life support**

This is a Stock Photo only (istock photos)

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FIRE RESCUE INTERNATIONAL ATTENDED 87 MEDICAL CALLS WITH ALBERTA HEALTH SERVICES THE FIRST 6 MONTHS OF 2023

Calls Attended with AHS



■ AHS First on scene ■ Same Time Arrival ■ ORFS First

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THANK YOU FOR YOUR ATTENTION

- Together with AHS, FRI continues to provide better outcomes for patients
- Minutes and seconds count when having an emergency
- Early intervention is key



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Box 8,
Alberta Beach, AB T0E 0A0
Phone: 780-967-0271
Fax: 780-967-0431
Email:
svsouthview@outlook.com

January 3, 2024

Lac Ste. Anne County
Town of Onoway
Town of Mayerthorpe
Village of Alberta Beach
Summer Villages of Birch Cove, Castle Island, Nakamun Park, Ross Haven, Sandy Beach, Silver Sands,
Sunrise Beach, Sunset Point, Val Quentin, West Cove, and Yellowstone

RE: Summer Village of South View Byelection Results and Organizational Meeting

The Summer Village of South View held a byelection on December 16, 2023 to fill two vacancies on Council. Garth Ward and Colleen Richardson were declared elected and were sworn in on December 21, 2023 at an organizational meeting of Council.

Sandi Benford remains Mayor and Garth Ward has been appointed as Deputy Mayor. Summer Village of South View Council Organization Chart, which includes committee appointments, is attached for your information.

Please don't hesitate to contact me if you require any further information at 780-967-0271 or svsouthview@outlook.com.

Sincerely,

Angela Duncan
Assistant CAO
Summer Village of South View

Encl: Council Organizational Chart

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Summer Village of South View
Council Organizational Chart

Updated Dec 21, 2023

	Rep
	Alternate

	Name	Position	Public Email	Public Phone
	Sandi Benford	Mayor	svsouthview@outlook.com	780-967-0271
	Garth Ward	Deputy Mayor	svsouthview@outlook.com	780-967-0271
	Colleen Richardson	Councillor	svsouthview@outlook.com	780-967-0271
Public Works Supervisor				
Highway 43 East Waste Commission				
Summer Villages of Lac Ste. Anne County East (all of Council to attend - rep to vote)				
Darwell Sewage Lagoon Committee & Darwell Regional Waste Water Line				
Lake Isle Aquatic Management Society				
Yellowhead Regional Library				
Family and Community Support Services (FCSS)				
Regional Emergency Services				
Flowering Rush Abatement Project				

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Development Services
for the

Summer Village of Silver Sands

Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342
Email: pcm1@telusplanet.net

January 7, 2024

File: 24DP01-31



**Re: Development Permit Application No. 24DP01-31
Plan 782 1688, Block 11, Lot 3 : 3 Golf Course Road (the "Lands")
R1A – Residential : Summer Village of Silver Sands**

APPROVAL OF DEVELOPMENT PERMIT

You are hereby notified that your application for a development permit with regard to the following:

CONSTRUCTION OF A DETACHED GARAGE (77.32 SQ. M.).

has been **APPROVED** subject to the following conditions:

- 1- All municipal taxes must be paid.
- 2- The applicant shall provide a certified copy of plan of subdivision to determine all easements and restrictive covenants on the parcel, and 8.5 X 11 copies of site plans of a quality satisfactory to the Development Officer
- 3- The applicant shall display for no less than twenty-one (21) days after the permit is issued the enclosed notice. The notice is to be posted immediately adjacent to the blue Municipal Address sign in such a fashion as to be visible by the public.
- 4- Two (2) Off-Street parking spaces must be provided on site.
- 5- The applicant shall obtain and adhere to the requirements where applicable, from the appropriate authority, permits relating to demolition, building, electricity, plumbing and drainage, and all other permits required in connection with the proposed development.
- 6- **The applicants are required to have a Real Property Report (RPR), prepared and signed by an Alberta Land Surveyor, and submitted to the Development Officer. The RPR is to be completed at foundation stage and prior to commencement of framing of the development, for evaluating the compliance of the development against all Land Use regulations relating to the building(s) that are the subject of this development permit application.**

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- 7- The applicant shall be financially responsible during construction for any damage by the applicant, his servants, his suppliers, agents or contractors, to any public or private property.
- 8- The applicant shall prevent excess soil or debris from being spilled on public streets and lanes; and shall not place soil or any other material on adjacent properties without permission in writing from adjacent property owners.
- 9- **The improvements take place in accordance with the plans and sketch submitted as part of the permit application, INCLUDING:**
 - **Front Yard (Golf Course Road) setback shall be behind the front line of the Principal Building or in the side yard;**
 - **Side Yard setbacks shall be a minimum of 1.0 metres (or greater distance as required under the Alberta Safety Codes Act);**
 - **Rear Yard setback shall be a minimum of 1.0 metres;**
 - **Maximum Height shall be 7.0 metres (average grade to peak).**

Note: Please be reminded that where walls are located within 2.4 metres of the property line they shall be constructed as a fire separation of not less than 45 minutes. (Alberta Fire Code -Article 9.10.15.5).

- 10-Arrangements, satisfactory to the Development Authority, must be in place to provide sanitary facilities for the contractors working on the site.
- 11-All development shall be landscaped and graded in a manner that all surface run-off is either contained on-site, directed into an existing water body (i.e. a lake or stream) or public drainage system (i.e. a municipal ditch).

Where the applicant wishes to drain stormwater to the adjacent Municipal Reserve Lot (R9), contact must be made with the Public Works Supervisor for the Summer Village of Silver Sands at (587) 989-9761 or email: sspublicworks@wildwillowenterprises.com . Any cross-lot drainage shall be the subject of an agreement with the Summer Village, and to the satisfaction of the Summer Village of Silver Sands.

- 12-All improvements shall be completed within twelve (12) months of the effective date of the permit.
- 13-The site and improvements thereon shall be maintained in a clean and tidy condition during construction, free from rubbish and debris. Receptacles for the purpose of disposing of rubbish and debris shall be provided to prevent scatter of debris and rubbish.



Development Services
for the
Summer Village of Silver Sands
Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342
Email: pcm1@telusplanet.net

14- No person shall keep or permit to be kept in any part of a yard any excavation, storage or piling of materials required during the construction stage unless all necessary safety measures are undertaken. The owner of such materials or excavation must assume full responsibility to ensure the situation does not prevail any longer than reasonably necessary to complete a particular stage of construction.

Should you have any questions please contact this office at (780) 718-5479.

Date Application Deemed Complete **January 7, 2024**

Date of Decision **January 7, 2024**

Effective Date of Permit **February 5, 2024**

Signature of Development Officer

Tony Sonleitner, Development Officer, Summer Village of Silver Sands

cc Municipal Administrator, Summer Village of Silver Sands
Assessor - Paul@tanmarconsulting.com

Note: An appeal of any of the conditions of approval may be made to the Subdivision and Development Appeal Board by serving written notice of appeal to the Clerk of the Subdivision and Development Appeal Board. Such an appeal shall be made in writing and shall be delivered either personally or by mail so as to reach the Clerk of the Subdivision and Development Appeal Board no later than twenty-one (21) days after the notice of decision. The appeal should be directed to this office at:

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

and should include a statement of the grounds for the appeal and have attached an Appeal fee in the amount of \$200.00.

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NOTE:

It is strongly recommended that the applicants have a Real Property Report (RPR), prepared and signed by an Alberta Land Surveyor, and submitted to the Development Officer. The RPR should be completed at foundation stage and prior to commencement of framing of the development, for evaluating the compliance of the development against all Land Use regulations relating to the building(s) that are the subject of this development permit application, including the ground floor elevation.

- 1. The issuance of a Development Permit in accordance with the notice of decision is subject to the condition that it does not become effective until twenty-nine (29) days after the date of the order, decisions or development permit is issued.*
- 2. The Land Use Bylaw provides that any person claiming to be affected by a decision of the Development Officer may appeal to the Development Appeal Board by serving written notice of appeal to the Clerk of the Subdivision & Development Appeal Board within twenty-one (21) days after notice of the decision is given.*
- 3. A permit issued in accordance with the notice of the decision is valid for a period of twelve (12) months from the date of issue. If at the expiry of this period, the development has not been commenced or carried out with reasonable diligence, this permit shall be null and void.*

IMPORTANT NOTES

1. Any development proceeded with prior to the expiry of the appeal period is done solely at the risk of the Applicant even though an application for Development has been approved and a Development Permit has been issued. The period allowed for an appeal to be filed is twenty-one (21) days after a development permit is issued.
2. Any person claiming to be affected by a decision regarding an application for a development permit may appeal by serving written notice to the Clerk of the Subdivision & Development Appeal Board within twenty-one (21) days after a development permit or notice of decision was issued.
3. This Development Permit is valid for a period of 12 months from the date it was issued, or the date of an approval order being granted by the Development Appeal Board. If at the expiry of this period, the development has not been commenced or carried out with reasonable diligence, the permit becomes invalid unless an extension has been granted by the Development Officer.

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Development Services
for the

Summer Village of Silver Sands

Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342
Email: pcm1@telusplanet.net

4. The applicant is reminded that compliance with this Permit requires compliance with all conditions affixed thereto.
5. This is not a Building Permit and, where required by any regulation, a Building Permit, and all other permits in connection with this development, shall also be obtained from:

The Inspections Group Inc.
Edmonton Office

12010 - 111 Avenue NW

Edmonton, Alberta T5G 0E6

E-mail: questions@inspectionsgroup.com

Phone: 780 454-5048

Fax: 780 454-5222

Toll Free Ph: 1 866 554-5048

Toll Free Fax: 1 866 454-5222

6. A development permit is an authorization for development under the Land Use Bylaw; but is not an approval under any other regulations that may be applicable.
 - (a) Water and sewage systems are under the jurisdiction of the Inspections Group Inc. (780) 454-5048 or 1-866-554-5048.
 - (b) Development in proximity to gaslines, other pipelines, powerlines, or telephone lines require approvals from: The Gas Protection Branch - Alberta Labour, Alberta Energy Resources Conservation Board, Alberta Utilities and Telecommunications.
 - (c) All plans submitted for the construction or alteration of a commercial or industrial building as specified under the Alberta Architects Act, shall be authorized by a registered architect or a professional engineer.

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Public Notice

DEVELOPMENT APPLICATION NUMBER: 24DP01-31

APPROVAL OF DEVELOPMENT PERMIT

An application for a development permit for this property, Plan 782 1688, Block 11, Lot 3 : 3 Golf Course Road, with regard to the following:

CONSTRUCTION OF A DETACHED GARAGE (77.32 SQ. M.).

has been **CONDITIONALLY APPROVED** by the Development Officer.

Any person who objects to the proposed use of the parcel may deliver to the Clerk of the Subdivision and Development Appeal Board a written statement of their objection to such use indicating the following:


1. His/ her full name and mailing address, for the delivery of any notices to be given with respect of the objection; and
2. The reasons for his/her objection to the proposed use.

The statement must be received by the Clerk of the Subdivision and Development Appeal Board by no later than **4:30 pm on January 28, 2024.**

Statements of concern with regard to this development permit should be addressed to:

Summer Village of Silver Sands
Box 8
Alberta Beach, Alberta, T0E 0A0
Attention: Clerk of the Subdivision and Development Appeal Board

Should you have any questions please contact the Development Officer at (780) 718-5479

Date Application Deemed Complete	January 7, 2024
Date of Decision	January 7, 2024
Effective Date of Permit	February 5, 2024
Signature of Development Officer	

Note: This permit does not come into effect until twenty-nine (29) days after the date of issuance.

Note: Any development undertaken prior to the expiry of the appeal period is done solely at the risk of the applicant. The period allowed for an appeal to be filed is twenty-one (21) days after a development permit has been issued.

Note: This permit is valid for a period of twelve (12) months from the date of issue. If at the expiry date of this period the development has not been commenced and carried out with reasonable diligence, this permit shall be null and void.

THIS IS NOT A BUILDING PERMIT

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FW: Water presentation

Wildwillow Enterprises <angela@wildwillowenterprises.com>

Thu 12/7/2023 10:45 AM

To: wendy wildwillowenterprises.com <wendy@wildwillowenterprises.com>; Dwight Moskalyk <ddm@kronprinzconsulting.ca>;
tori wildwillowenterprises.com <tori@wildwillowenterprises.com>; Summer Village Office
<administration@wildwillowenterprises.com>; West Cove Admin <svwestcove@outlook.com>

📎 1 attachments (1 MB)

2023_11_Drought Management Alberta Environment Presentation.pdf;

Hello all,

At the ABmunis small communities committee yesterday we were discussing water policy, which is a particular point of interest for me. Anyways, we all know that we are having troubles with water levels in our area and our elected officials get a lot of feedback from residents about lake levels. Attached is a presentation from Alberta Environment that fairly clearly outlines the dire situation that Alberta is in. All things considered, we are fairing better than most.

Feel free to pass along to your Councils, if you feel it appropriate.

Have a great day,

Angela

From: Kris Samraj <Kris@abmunis.ca>

Sent: Wednesday, December 6, 2023 11:07 AM

To: Wildwillow Enterprises <angela@wildwillowenterprises.com>

Subject: RE: Water presentation

Hi Angela,

Here is the total presentation we heard last week. Alberta Environment didn't put any restrictions on use of the slides.

Kris.

Kris Samraj | Policy Analyst

D: [780.431.4531](tel:780.431.4531) | E: Kris@abmunis.ca
300, 8616 51 Ave NW Edmonton, AB T6E 6E6

Toll Free: 310-MUNI | 877-421-
6644 | www.abmunis.ca



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We respectfully acknowledge that we live, work, and play on the traditional and ancestral territories of many Indigenous, First Nations, Métis, and Inuit peoples.

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Overview: Drought Risk and Management

One on One Stakeholder Meeting

ADM Stacey Smythe
Alberta Environment and Protected Areas
November 2023



Alberta

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Agenda

1. Importance of Water in Alberta
2. Current Situation
3. Drought Risk
4. Drought Management

Importance of Water in Alberta

Water is essential for:



Municipal water supply

Drinking water supply and wastewater dilution



Agriculture

Farmers and ranchers, agri-business, feedlots



Industrial /Commercial business

Oil and gas, power plants, factories and plants, small businesses that use water, etc...



Aquatic environment

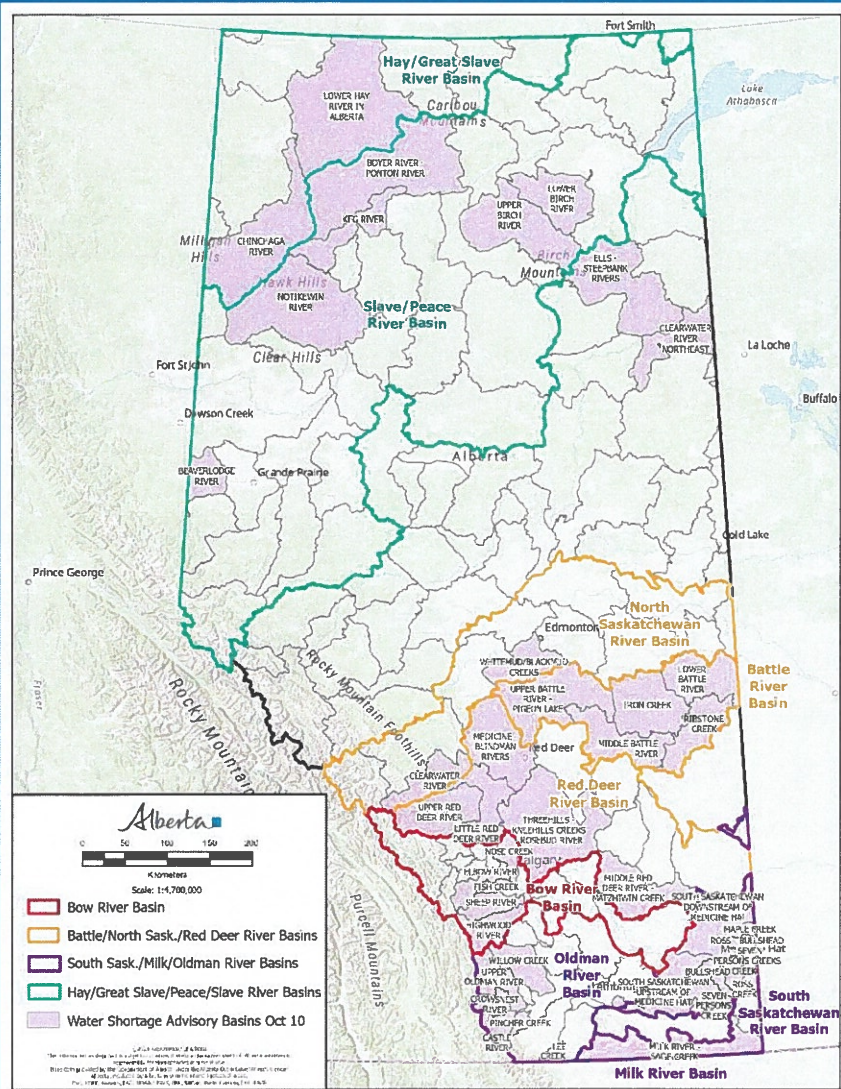
Fish and other aquatic life



Meeting inter-provincial water apportionment obligations

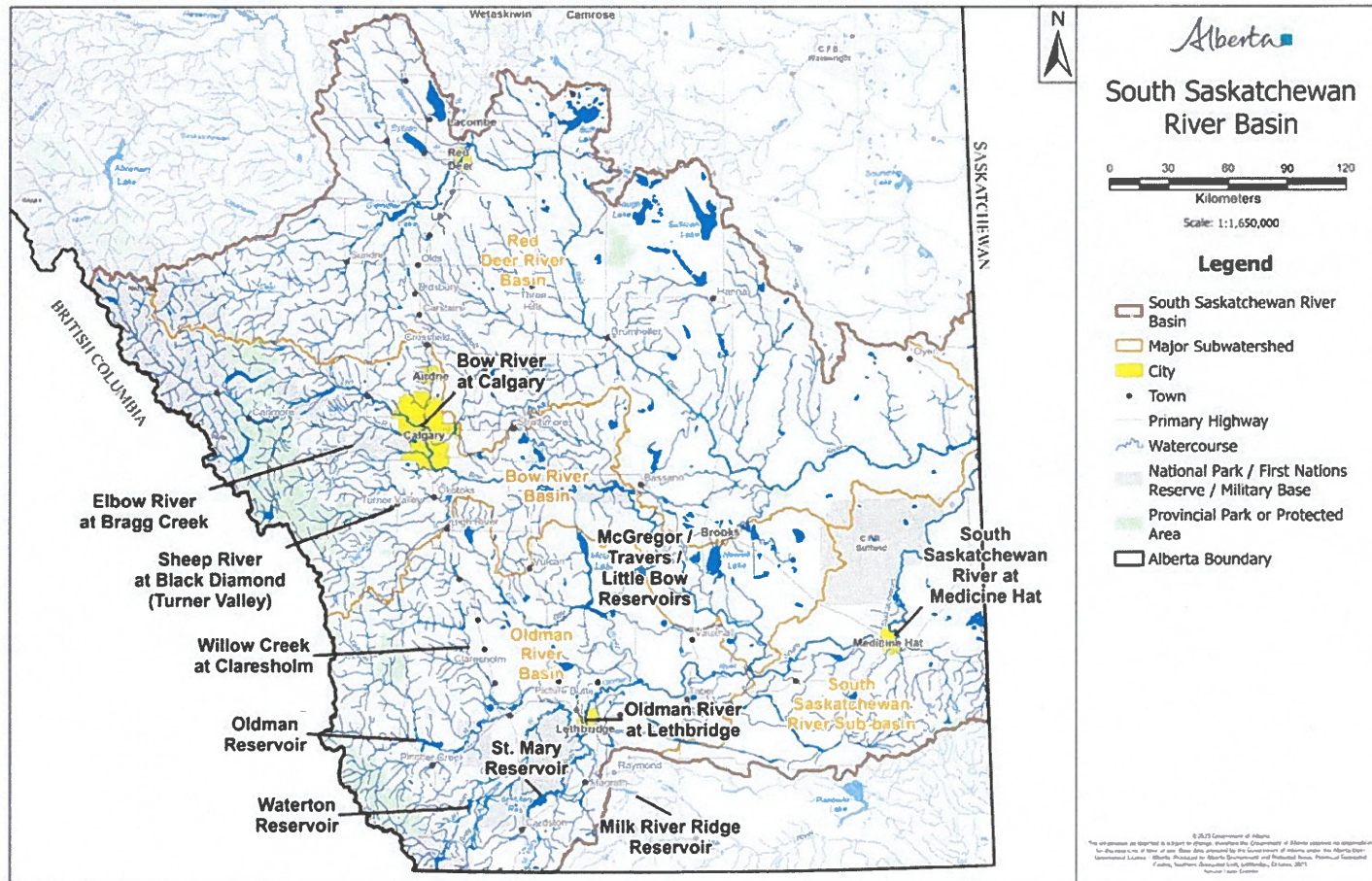
Current Situation

- Basins in critical water shortage condition due to low rainfall and high temperatures (over the summer):
 - Milk River and Oldman River basins.
 - South Saskatchewan River basin.
 - Bow River basin.
 - Red Deer and North Saskatchewan River basins.
 - Tributaries to the Peace, Athabasca, and Hay Rivers.



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South Saskatchewan River Basin



River Flows and Reservoirs: Current vs. Normal

As of November 14, 2023:

- Bow River at Calgary - lowest since 2000.
- Oldman River at Lethbridge - third lowest since 2000.
- South Saskatchewan River at Medicine Hat - second lowest since 2000.
- Water storage at Oldman Reservoir is at 26% and holding.
 - Normal at this time of year is 62-80%.
- Storage at St. Mary Reservoir is at 9.4% and holding.
 - Normal at this time of year is 41-70%.

Oldman Reservoir

Cowley drinking water intakes



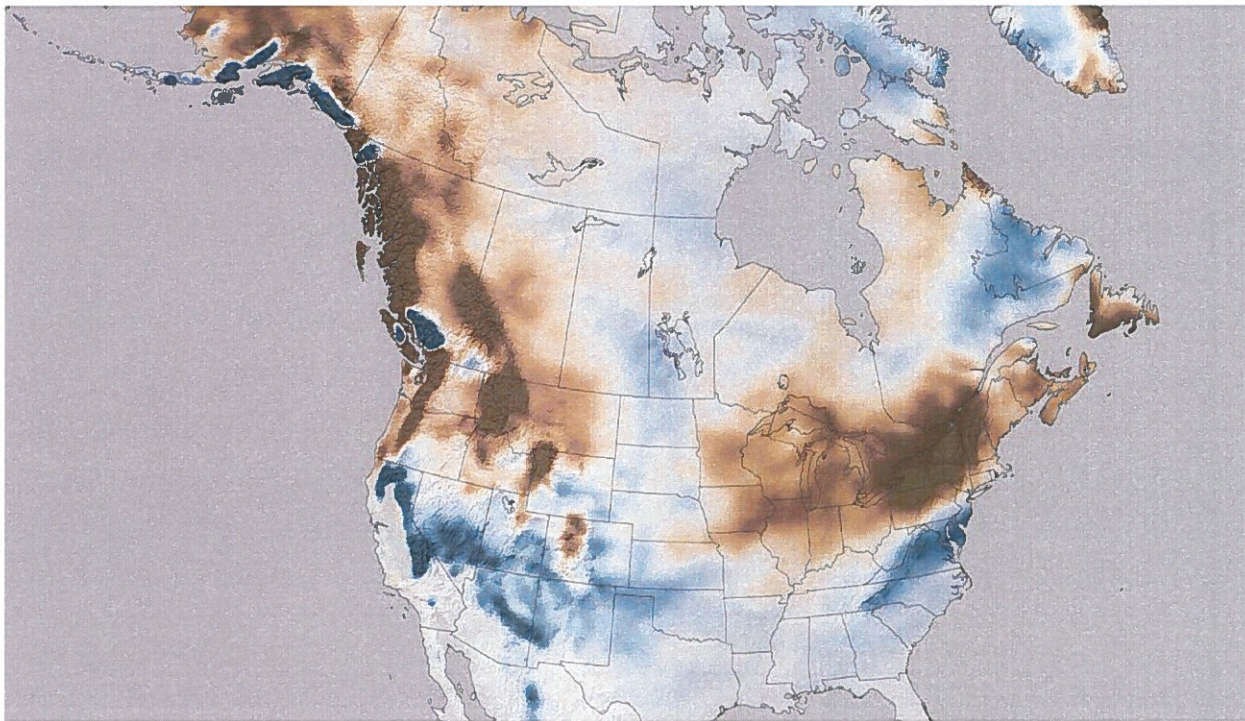
Boat launch at provincial recreation area



Drought Risk: Long Range Forecast

- Oct-Nov-Dec forecast for Alberta (from ECCCC)
 - >70% chance of a strong El Nino winter (warm and dry)
 - 40-60% chance of above normal temperatures
 - Minimal precipitation and snowpack forecast* (*but hard to predict)
- Without significant precipitation, spring water levels are expected to be dire
 - “Insurance” from reservoirs used this year
- **Approach → Plan for extreme drought, hope for snow and rain**

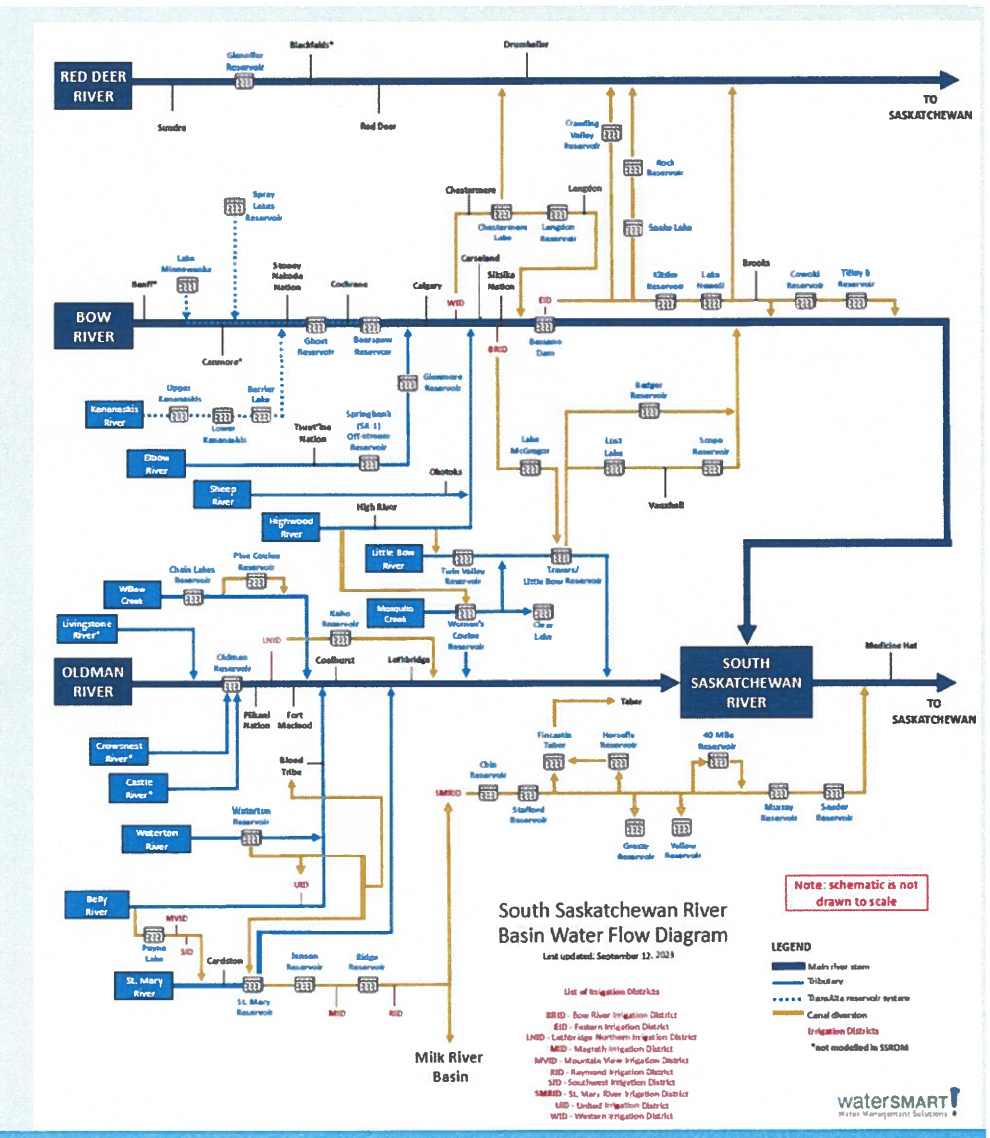
Drought Risk: Predicted El Niño Effects



Snowfall during all stronger El Niño winters (January-March) compared to the 1991-2020 average. Blues indicate more snow than average; browns indicate less snow than average.

Drought Management is Complicated

- Network of interconnected rivers, water reservoirs and canals, intakes and outflows.
- Currently uses a priority system set by licence seniority (First in Time, First in Right).
- FITFIR will not effectively prioritize water based on need in a wide scale drought.
- Provincial agreement to send 50% of natural flow in the SSR to Saskatchewan

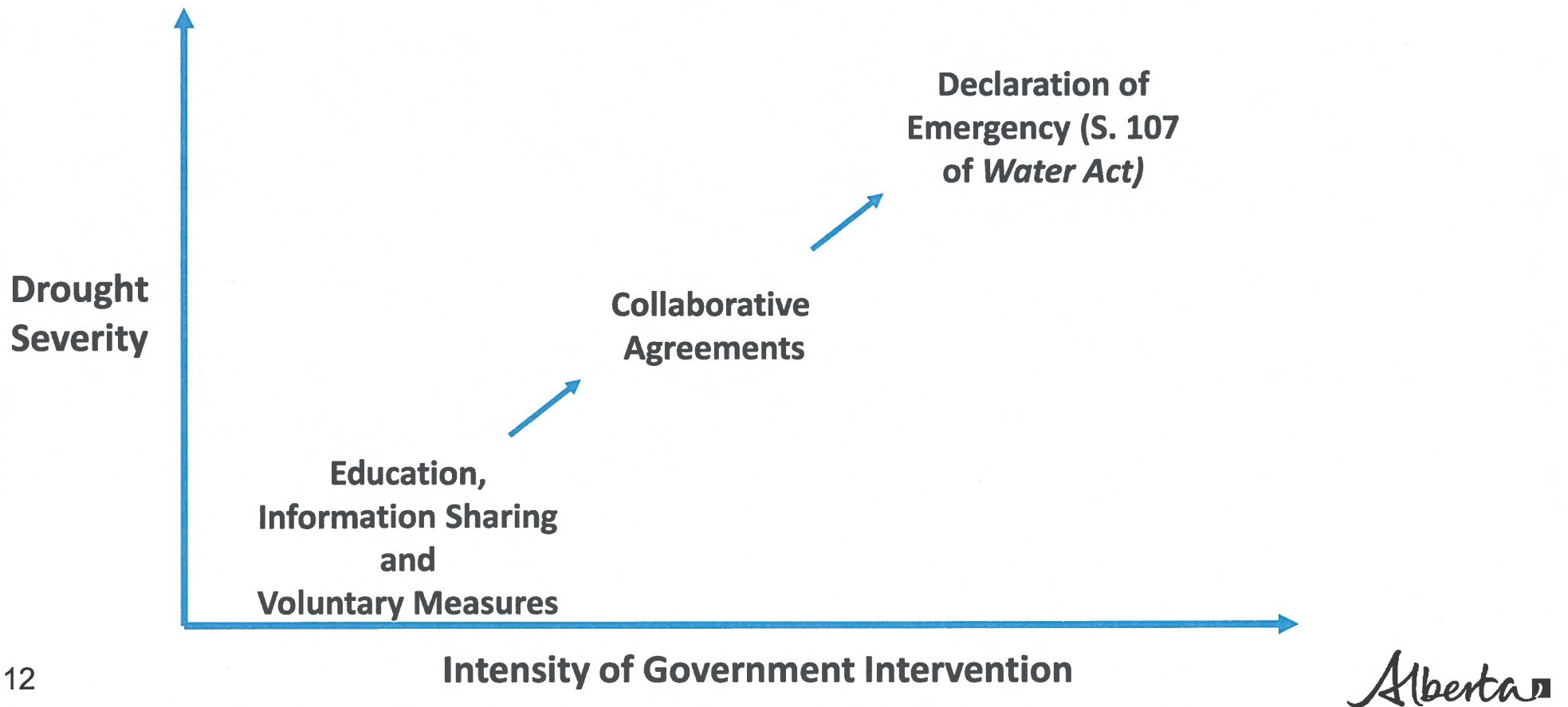


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Impacts

- EPA is actively communicating with licence holders regarding the situation. Many are expressing concerns about the situation into Spring 2024.
- Some licence holders have been asked to stop taking water due to low river levels. EPA is working with these licence holders to find alternative water sources.
 - Examples: Glencoe neighbourhood near Calgary
Canadian Fertilizer near Medicine Hat
Willow Creek farmers and irrigators
- The situation is having **economic and community impacts.**

Drought Management Tools



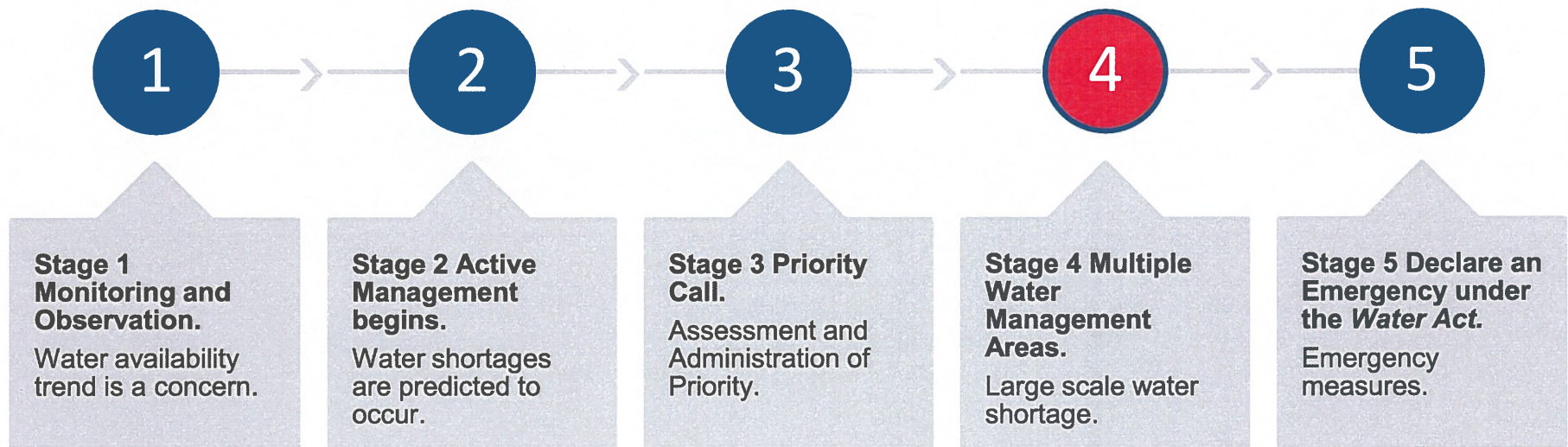
150

Drought – Key Elements and Timeline



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Drought Management



GOA Drought Response Activities

Focused teams have been established to develop:

- Operational preparedness and advanced planning for 2024
- Assessing Alberta's apportionment commitments
- Developing process to enable regulatory drought tools
- Prioritizing monitoring needs to enhance predictive modeling
- Determining the impact that low flows in rivers combined with effluent discharges have on water quality
- Reviewing the provinces Instream Objectives and Water Conservation Objectives

How Can You Help?

- What are the opportunities to work through this together?
- What information, activities, plans do you have underway to manage drought?
- How can we leverage this information?

<https://www.alberta.ca/drought>

Questions/Advice?



Crowsnest River at Hwy 3

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Lac Ste. Anne
Foundation

December 4, 2023

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

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

Attention: Wendy Wildman, Chief Administrative Officer

RE: 2024 Municipal Requisition

Dear Wendy;

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

Please accept this letter as formal communication regarding the approved 2024 Municipal Requisition amounts for your Community.

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

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

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

Your total requisition amount is **\$16,375.75** based on the 2024 Provincial Equalized Assessment Report and will be invoiced for payment July 1, 2024.

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

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

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

Yours truly,

Dena Krysik
Chief Administrative Officer

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

12 447th in 2023

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Town of Mayerthorpe

Report Title : SILVER SANDS TOTAL CONTRACT HRS

Report Range **Start:** 2023/11/01 0000 **End:** 2023/11/30 2359

Man Hour Report by User

TOWN OF MAYERTHORPE

KASAMBA, GERVAIS

Event start: 2023/11/03 1430 **Event end:** 2023/11/03 1600 **Time:** (90) Minutes

Address: SUMMER VILLAGE

Activity Type: GENERAL PATROL

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

Event start: 2023/11/10 1430 **Event end:** 2023/11/10 1600 **Time:** (90) Minutes

Address: SUMMER VILLAGE

Activity Type: GENERAL PATROL

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

Event start: 2023/11/20 1330 **Event end:** 2023/11/20 1500 **Time:** (90) Minutes

Address: SUMMER VILLAGE

Activity Type: GENERAL PATROL

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

Event start: 2023/11/24 1600 **Event end:** 2023/11/24 1730 **Time:** (90) Minutes

Address: SUMMER VILLAGE

Activity Type: GENERAL PATROL

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

Event start: 2023/11/30 1300 **Event end:** 2023/11/30 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

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Town of Mayerthorpe

Report Title : SILVER SANDS TOTAL CONTRACT HRS

Report Range

Start: 2023/11/01 0000

End: 2023/11/30 2359

Man Hour Report by User

All Officers: Total Time On Calls

7 Hours

30 Minutes

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Town of Mayerthorpe

Report Title : SILVER SANDS TOTAL CONTRACT HRS

Report Range Start: 2023/12/01 0000 End: 2023/12/31 2359

Man Hour Report by User

TOWN OF MAYERTHORPE

KASAMBA, GERVAIS

Event start: 2023/12/08 1300 Event end: 2023/12/08 1430 Time: (90) Minutes

Address: SUMMER VILLAGE

Activity Type: GENERAL PATROL

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

Event start: 2023/12/14 1300 Event end: 2023/12/14 1430 Time: (90) Minutes

Address: SUMMER VILLAGE

Activity Type: GENERAL PATROL

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

Event start: 2023/12/21 1000 Event end: 2023/12/21 1130 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 4 Hours 30 Minutes

Total Group Time: 4 Hours 30 Minutes

All Officers: Total Time On Calls 4 Hours 30 Minutes

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