

# SUMMER VILLAGE OF SILVER SANDS

## AGENDA

Friday, September 24<sup>th</sup>, 2021 at 9:00 a.m. via zoom (recent AHS restrictions)

The public may also participate via zoom

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

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1. Call to order
2. Agenda a) Friday, September 24<sup>th</sup>, 2021 Regular Council Meeting
3. Minutes: p 1-3 a) Friday, August 27<sup>th</sup>, 2021 Regular Council Meeting
4. Delegations: a) 9:05 a.m. Jane Dauphinee, Municipal Planning Services to discuss the upcoming Land Use Bylaw review project. *(direction as given by Council at meeting time)*
5. Public Hearings: n/a
6. Bylaws: n/a
7. Business: a) 21DP12-31 – the Summer Village has received a development permit application to develop 4 additional recreational vehicle lots with septic tanks on pt.SW 1-54-5-W5M, Silver Sands Golf Resort, on lands zoned Direct Control. Please refer to the attached Development Officer's report with respect to this permit *(approve permit with conditions, refuse permit with reasons, defer decision pending further information, or some other direction as given by Council at meeting time)*  
  
p 4-20  
  
b) North Saskatchewan Watershed Alliance – please refer to the attached September 1<sup>st</sup>, 2021 letter and 2020-21 Annual Report for the noted group. The 2022 contribution will remain at \$0.50 per capita with a minimum of \$100.00 for those smaller municipalities *(accept September 1<sup>st</sup>, 2021 letter and the 2020-21 Annual Report for information and continue to be a member in 2022 for the annual contribution of \$100.00)*  
  
p 21-47  
  
c) Safety Codes Council Audit Report – please refer to the attached August 26<sup>th</sup>, 2021 email and attached annual report with recommendations noted within this report *(that the Summer Village accept the Safety Codes Council Audit Report for information and continue to strive on improvements to the program as required and within budgetary constraints, or some other direction as given by Council at meeting time)*  
  
p 48-64

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p 65-69

- d) 3-year Operating and 5-year Capital Plan Budgets – This is a living document that is required to be in place and updated annually by municipalities. It was identified in the Summer Village’s Municipal Accountability Program (MAP) Review that the budgets need to include an accumulated surplus/deficit, and these have been revised to include same. *(approve plan as presented or amended)*

e)

f)

g)

- 8. Financial a) Income & Expense Statement – as of August 31, 2021

- 9. Councillors' Reports

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

- 10. Administration Reports

p 70

- a) Public Works Report
- b)

- 11. Information and Correspondence

p 71-73  
p 74-75  
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p 77  
p 78  
p 79  
p 80-82

- a) 21DP13-31 – for construction of a deck at 4 Alder Avenue
- b) Community Peace Officer Reports for August 2021
- c) Onoway Regional Medical Clinic Welcomes New Physician
- d) Alberta Government Statement of Direct Deposit – September 8<sup>th</sup>, 2021 in the amount of \$438.00 representing September FCSS payment
- e) ATB – August 26<sup>th</sup>, 2021 letter on upcoming changes to our Corporate Creditor Service (fee going up)
- f) Summer Village of Sunrise Beach Organizational Meeting Results
- g) Summer Village of Sandy Beach Organizational Meeting Minutes

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12. Open Floor Discussion with Gallery (15 minute time limit)
13. Closed Meeting (if required) n/a
14. Adjournment

#### Next Meetings:

- October 21<sup>st</sup>, 2021 – ASVA Virtual Convention 4 to 7 p.m.
- October 29<sup>th</sup>, 2021 – Regular Council Meeting
- October 30<sup>th</sup>, 2021 – SVLSACE Meeting 9:00 a.m. (CI to host)
- November 17<sup>th</sup> to 19<sup>th</sup>, 2021 – AUMA Convention Edmonton
- November 26<sup>th</sup>, 2021 – Regular Council Meeting

**SUMMER VILLAGE OF SILVER SANDS  
REGULAR COUNCIL MEETING MINUTES  
FRIDAY, AUGUST 27<sup>TH</sup>, 2021 AT FALLIS HALL**

	<b>PRESENT</b>	<p>Mayor: Bernie Poulin Deputy Mayor: Liz Turnbull Councillor: Graeme Horne</p> <p>Administration: Wendy Wildman, Chief Administrative Officer (CAO) Heather Luhtala, Assistant CAO Tony Sonnleitner, Development Officer</p> <p>Public Works: Dustin Uhlman</p> <p>Delegation(s): n/a</p> <p>Public at Large: 18 (in attendance) / 3 (via zoom)</p>
1.	<b>CALL TO ORDER</b>	Mayor Poulin called the meeting to order at 9:00 a.m.
2.	<b>AGENDA</b>	
	172-21	<p><b>MOVED</b> by Deputy Mayor Turnbull that the August 27, 2021 agenda be approved as presented.</p> <p style="text-align: right;"><b>CARRIED</b></p>
3.	<b>MINUTES</b>	
	173-21	<p><b>MOVED</b> by Councillor Horne that the minutes of the July 30<sup>th</sup>, 2021 Regular Council Meeting be approved as presented.</p> <p style="text-align: right;"><b>CARRIED</b></p>
4.	<b>DELEGATION(S)</b>	n/a
5.	<b>PUBLIC HEARING</b>	n/a
6.	<b>BYLAWS</b>	
	174-21	<p>Bylaw 319-2021</p> <p><b>MOVED</b> by Councillor Horne that Bylaw 319-2021 being a bylaw to amend Land Use Bylaw 256-2015 to clarify the provisions for and the use of Recreational Vehicles and Temporary Living Accommodations within the Summer Village of Silver Sands be given second reading.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	175-21	<p><b>MOVED</b> by Deputy Mayor Turnbull that Bylaw 319-2021 be given third and final reading.</p> <p style="text-align: right;"><b>CARRIED</b></p>



**SUMMER VILLAGE OF SILVER SANDS  
REGULAR COUNCIL MEETING MINUTES  
FRIDAY, AUGUST 27<sup>TH</sup>, 2021 AT FALLIS HALL**

<b>7.</b>	<b>BUSINESS</b>	<p>176-21</p> <p><b>MOVED</b> by Councillor Horne that Council approve the Quality Management Plan (version: June 2020 v.14) for the Summer Village of Silver Sands as presented AND THAT Victoria Message be approved as the Quality Management Plan manager.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p>Tony Sonnleitner, Development Officer, left the meeting at 9:23 a.m.</p> <p>177-21</p> <p><b>MOVED</b> by Mayor Poulin that further quotes be obtained for the road rehabilitation projects, that the crack sealing component be approved to go ahead for 2021 AND THAT administration proceed with making an application for grant funding in the total amount of \$50,000 (fifty thousand dollars) for these various road rehabilitation projects.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<b>8.</b>	<b>FINANCIAL</b>	<p>178-21</p> <p><b>MOVED</b> by Deputy Mayor Turnbull that the income and expense report as of July 31<sup>st</sup>, 2021 be accepted for information as presented.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<b>9.</b>	<b>COUNCIL REPORTS</b>	<p>179-21</p> <p><b>MOVED</b> by Deputy Mayor Turnbull that the Council reports be accepted for information as presented.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<b>10.</b>	<b>ADMINISTRATION &amp; PUBLIC WORKS REPORTS</b>	<p>180-21</p> <p><b>MOVED</b> by Deputy Mayor Turnbull that the Administration and the Public Works reports be accepted for information as presented.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<b>11.</b>	<b>CORRESPONDENCE</b>	<p>181-21</p> <p><b>MOVED</b> by Councillor Horne that the following correspondence be accepted for information:</p> <ul style="list-style-type: none"> <li>a) Development Officer's Report</li> <li>b) Public Works Report</li> <li>c) SV Regionalization Project – South View rep representing South View, Silver Sands and Nakamun Park</li> </ul> <p style="text-align: right;"><b>CARRIED</b></p>

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**SUMMER VILLAGE OF SILVER SANDS  
REGULAR COUNCIL MEETING MINUTES  
FRIDAY, AUGUST 27<sup>TH</sup>, 2021 AT FALLIS HALL**

<b>12.</b>	<b>OPEN GALLERY</b>	
	182-21	<b>MOVED</b> by Deputy Mayor Turnbull that Council accept for information the discussion with the open gallery.  <b>CARRIED</b>
	183-21	<b>MOVED</b> by Deputy Mayor Turnbull that Council be authorized to attend the Emergency Management Training for Municipal Elected Officials scheduled for September 18, 2021 at 9:00 a.m. (location to be announced) which is being organized through the Ste. Anne Summer Villages Regional Emergency Partnership Advisory Committee Meeting.  <b>CARRIED</b>
	184-21	<b>MOVED</b> by Mayor Poulin that Council and Administration be authorized to in-person or virtual attendance to the Alberta Urban Municipalities Association 2021 Annual Convention scheduled for November 17 to 19, 2021 in Edmonton, Alberta.  <b>CARRIED</b>
	185-21	<b>MOVED</b> by Councillor Horne that Council and Administration be authorized to attend the virtual Association of Summer Villages of Alberta 2021 AGM & Annual Conference scheduled for October 21, 2021 at 4:00 p.m.  <b>CARRIED</b>
<b>13.</b>	<b>CLOSED MEETING</b>	n/a
<b>14.</b>	<b>NEXT MEETING(S)</b>	The next Regular Council meeting has been scheduled for Friday, September 24 <sup>th</sup> , 2021 at 9:00 a.m. at the Fallis Hall.
<b>15.</b>	<b>ADJOURNMENT</b>	The meeting adjourned at 10:07 a.m.

\_\_\_\_\_  
Mayor, Bernie Poulin

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

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**DEVELOPMENT OFFICER'S REPORT 21DP12-31**

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**APPLICANT:** Ron Roberts

**OWNER:** 1847371 AB Ltd.

**EXISTING USE:** Golf Course

**DISTRICT:** DC – Direct Control

**LEGAL DESCRIPTION:** Short Legal SW 3-54-5-W5M

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**PROPOSAL:**

To construct / develop four (4) Recreational Vehicle sites c/w septic site servicing (sewage holding tanks).

**REGULATIONS:**

Section 3.4                    DEVELOPMENT PERMIT APPLICATIONS  
Section 3.18                Recreational Vehicles and Temporary Living Accommodations  
Section 5.12                DC – Direct Control District

**DEVELOPMENT  
PERMIT**

21DP12-31, with previous permit for three (3) RV Stalls being  
15DP07-31

**COMMENTS:**

The applicant has applied for Development Authority approval for the construction of four (4) Recreational Vehicle sites c/w site servicing by septic holding tank. These four sites are in addition to the three (3) sites approved in 2015 under Development Permit 15DP07-31.

The subject Lands are districted DC – Direct Control. The purpose of these additional sites is to accommodate friends and family to enjoy recreational vehicle living. Section 3.18 Recreational Vehicles and Temporary Living Accommodations is silent on the use of Recreational Vehicles within the Direct Control District.

As the Development Authority within the DC – Direct Control District, Council is afforded considerable discretion as to approval, and conditions attached to any approval. The Lands have a unique character; where the proposed use could certainly be seen as an interim use which would not preclude or significantly increase the cost

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for development, conversion, or redevelopment in terms of existing or future urban infrastructure.

## **RECOMMENDATIONS**

Where the proposed development does not conflict with the provisions of the Land Use Bylaw, and the use would not restrict future or further development of the Lands, it is the recommendation of the Development Officer that Development Permit Application 21DP12-31 be approved subject to the following conditions:

- 1- Approval of any plans or installation standards for the on-parcel sewage collection systems by an approved Plumbing Inspector.
- 2- The on-site sewage disposal systems shall comply with the Private Sewage Systems Standard of Practice - 2015 as adopted by legislation for use in the Province of Alberta.
- 3- All municipal taxes must be paid.
- 4- The applicant 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.
- 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. Contact: Superior Safety Codes Inc. 1-866-999-4777.
- 6- 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.
- 7- 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.
- 8- The improvements take place in accordance with the sketch submitted as part of the permit application.**
- 9- Access construction and location shall be to the satisfaction of the Public Works Supervisor for the Summer Village of Silver Sands. Please contact the Public Works Supervisor or his designate through the Municipal Office at (587) 873-5765 prior to undertaking any works upon the municipal roadway.**
- 10- All improvements shall be completed within twelve (12) months of the effective date of the permit.
- 11- 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.





12- 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.

13- Applicant is responsible for grading the site of the proposed development to ensure that surface runoff water does not discharge from the site to an adjacent property.

### **3.4 DEVELOPMENT PERMIT APPLICATIONS**

1. An application for a development permit shall be made to the Development Authority in writing:

(a) on the form prescribed by Council and may be accompanied by:

(i) a scaled parcel plan in duplicate showing the legal description, the front, rear, and side yards and provision for off-street loading and vehicle parking,

(ii) a scaled floor plans, elevations and sections in duplicate,

(iii) a statement of existing and proposed uses,

(iv) a statement of registered ownership of land and interest of the applicant therein together with a copy of the Certificate of Title indicating ownership and encumbrances,

(v) the estimated commencement and completion dates,

(vi) the estimated cost of the project or contract price, and

(vii) such other plans and information as the Development Authority may consider necessary to properly evaluate the proposed development;

(b) the Development Authority may refuse to accept an application for a development permit where the information required by Section 3.4.1(a) has not been supplied or where, in the opinion of the Development Authority, the quality of the material supplied is inadequate to properly evaluate the application; and

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- (c) the Development Authority may review an application and make a decision without all of the information required by Section 3.4.1(a), if it is the opinion of the Development Authority that a decision on the application can be properly made without such information.
2. A non-refundable processing fee, the amount of which being determined by Council from time to time, shall accompany each application for a development permit. Where the development has initiated prior to the Development Permit being issued, the fee for the said permit is double the normal rate.
  3. The municipality may register a caveat pursuant to the provisions of the Land Titles Act and the Municipal Government Act in respect of the development agreement against the Certificate of Title for the land that is the subject of the development, with the said caveat being discharged when the agreement has been complied with.
  4. In the case where an application for a development has been refused by the Development Authority or ultimately after appeal pursuant to Part 3 of this Bylaw, the submission of another application for development by the same applicant or any other applicant,
    - (a) On the same parcel, and
    - (b) For the same or similar use;may not be made for at least six (6) months after the date of refusal.

### **3.18 RECREATIONAL VEHICLES AND TEMPORARY LIVING ACCOMMODATIONS**

- (1) A maximum of one (1) Recreation vehicle, holiday trailer, motor home, camper or tent trailer may be situated and occupied on a residential parcel provided that it:
  - (a) is located within a required parking stall or on the site in a manner satisfactory to the Development Officer, and
  - (b) is occupied for no longer than 90 days during a calendar year where on-site access to an approved sewage collection system is present; and

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- (2) At no time are recreation vehicles to be used as a permanent place of residence.
- (3) Notwithstanding the foregoing, a recreation vehicle may be maintained on a site during periods of dwelling construction for a maximum of one (1) year, where approved by the Development Authority.
- (4) A maximum of one (1) unoccupied recreational vehicle may be kept on a developed parcel for storage purposes where the same is kept in a neat and tidy condition and in a location that respects the privacy and appearance of neighbouring properties.
- (5) At no time may a person store any derelict recreation vehicle on a property. Dereliction may be assessed by inoperability, immobility, excessive rust, decay or damage, fluid leaks, abandonment, lack of registration, or any or all of these.

## 5.12 DC – DIRECT CONTROL

### (1) General Purpose of District:

To enable land use and development to occur in areas of unique character or circumstance. Interim uses and development may be allowed if they do not preclude or significantly increase cost for development, conversion, or redevelopment in terms of the existing and future urban infrastructure. Proposed developments are subject to the regulations presented below and such rules with respect to land generally or specifically as the Council may make from time to time, and as described within policies of the Municipal Development Plan. All proposals will be reviewed and decided upon by Council.

### (2) Permitted Uses:

- **As allowed by Council**

### Discretionary Uses:

- **As allowed by Council**

### (3) Development Regulations:

- (a) All parcel regulations shall be at the discretion of Council. The design, siting, landscaping, scenery and buffering shall minimize and compensate for any objectionable aspects or potential incompatibility with development in the district or abutting districts.
- (b) In evaluating a proposed land use or a development, Council shall have regard for, but not be limited to:

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- (i) existing use of the land;
- (ii) uses, regulations and development criteria specified in the land use district superseded by this district;
- (iii) the General Provision and Special Land Use Regulations as contained in this Bylaw;
- (iv) the Land Use Regulations of abutting Land Use Districts; and
- (v) shall conform to the Act, Subdivision Regulations and any Statutory Plan in effect.

**(4) Development Permit Information Requirements:**

Pertaining to information required for processing and review of a proposal pursuant to this Bylaw, Council will consider and require the applicant to submit any or all of the following for the purpose of relating any proposal to the growth of the entire Summer Village:

- (a) An explanation of the intent of the project;
- (b) The features of the project which make it desirable to the general public and the Summer Village. This is to include an evaluation of how the project will relate to the present and projected needs of the Summer Village as a whole;
- (c) An economic analysis of the proposal's anticipated impact on the local community and the Summer Village; and
- (d) A detailed development scheme containing the following information:
  - (i) Location of all proposed buildings,
  - (ii) Elevation and architectural treatment of all buildings and associated structures,
  - (iii) Proposed servicing scheme and its relationship to the Summer Village's existing and/or proposed servicing plans,
  - (iv) All yard setbacks, parcel coverage, parcel areas, floor areas, sizes of lots, number of parking stalls,
  - (v) Anticipated scheduling and sequence of development,
  - (vi) Mechanisms by which conformance to the plan are submitted will be ensured, such as normally achieved through a combination of caveats, easements, service agreements and performance bonds,

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- (vii) Such additional requirements as are deemed necessary having regard to the nature of the proposed development and the surrounding use which may be affected, and
- (viii) Council may request an applicant to prepare a detailed submission, as outlined above.

(5) Land Use Agreement:

- (a) An applicant may be required to enter into a legal Land Use Agreement with the Municipality to ensure that the use and development of land and buildings on a parcel complies with the approved comprehensive plan of development as a condition of approval of a development permit issued pursuant to the Direct Control District.
- (b) The Land Use Agreement shall run as a restrictive covenant against the title of the parcel created and serve to restrict the development of land in accordance with the approved comprehensive plan of development.

July 7, 2015

File: 15DP07-31

Silver Sands Golf Resort

**Re: Development Permit Application No. 15DP07-31  
SW 3-54-5-W5M (the "Lands")  
DC – Direct Control District : Summer Village of Silver Sands**

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**Preamble: The Council for the Summer Village of Silver Sands, at their regular meeting of June 26, 2015, conditionally approved Development Permit Application 15DP07-31. The approval provides for the construction / development of three (3) partially serviced recreational vehicle sites, installation of three (3) sewage holding tanks, and construction of a roadway and access to service the sites.**

APPROVAL OF DEVELOPMENT PERMIT

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

**CONSTRUCTION / DEVELOPMENT OF THREE (3)  
RECREATIONAL VEHICLE SITES AND INSTALLATION  
OF THREE (3) SEWAGE HOLDING TANKS**

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

- 14- Approval of any plans or installation standards for the on-parcel sewage collection systems by an approved Plumbing Inspector.

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- 15- The on-site sewage disposal systems shall comply with the Private Sewage Systems Standard of Practice - 2009 as adopted by legislation for use in the Province of Alberta.
- 16- All municipal taxes must be paid.
- 17- The applicant 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.
- 18- 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. Contact: Superior Safety Codes Inc. 1-866-999-4777.
- 19- 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.
- 20- 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.
- 21- **The improvements take place in accordance with the sketch submitted as part of the permit application.**
- 22- **Access construction and location shall be to the satisfaction of the Public Works Supervisor for the Summer Village of Silver Sands. Please contact the Public Works Supervisor or his designate through the Municipal Office at (587) 873-5765 prior to undertaking any works upon the municipal roadway.**
- 23- All improvements shall be completed within twelve (12) months of the effective date of the permit.
- 24- 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.
- 25- 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.
- 26- Applicant is responsible for grading the site of the proposed development to ensure that surface runoff water does not discharge from the site to an adjacent property.

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

Date of Decision July 7, 2015  
Date of Issue of July 7, 2015  
Development Permit July 7, 2015  
Effective Date of July 29, 2015  
Permit  
Signature of Development T. S. H.  
Officer

Tony Sonnleitner, Development Officer, Summer Village of Silver Sands

cc Municipal Administrator, Summer Village of Silver Sands  
cc Superior Safety Codes Inc.

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# DEVELOPMENT PERMIT APPLICATION



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

Application Number: \_\_\_\_\_  
 Application Received Date: \_\_\_\_\_  
 Application Deemed Complete: \_\_\_\_\_

### PROJECT LOCATION - REQUIRED

Suite: \_\_\_\_\_ Street Address: \_\_\_\_\_ Street Name: \_\_\_\_\_

Legal Description: Unit / Lot / Block / Plan or Quarter / Section / Township / Range / Meridian

5-5-54-3 SW 1 1 1

### TYPE OF USE - REQUIRED

- New Construction
  - Addition
  - Fence
  - Garage
  - Well / Cistern Septic System
  - Temporary Business
  - Accessory Building / Shed
  - Change of Occupancy or Use
  - Variance
  - Accessory Structure / Deck
  - Secondary Suite
  - Sign
  - Other
- Friends + Family Additional Lots*

### PROJECT DESCRIPTION - REQUIRED

### COST OF PROJECT - REQUIRED \$

Develop 4 Additional Lots with septic tanks  
 same as original 3

### NEW CONSTRUCTION - REQUIRED

- Residential
    - Single Detached
    - Semi Detached
  - Multi-family Dwelling
  - Commercial
  - Industrial
  - Institutional
- Number of units: \_\_\_\_\_ Total Area: \_\_\_\_\_ m<sup>2</sup>

### GARAGES/ACCESSORY BUILDINGS/ADDITIONS/ STRUCTURES /DECKS / FENCES - REQUIRED

Total Area (m<sup>2</sup>): \_\_\_\_\_ Height (if applicable): \_\_\_\_\_

Residential  Commercial  Industrial  Institutional

### CHANGE OF OCCUPANCY OR USE - COMPLETE ONLY IF APPLYING FOR CHANGE OF USE OR OCCUPANCY OR FAMILY DAY HOME

Total Area (m<sup>2</sup>): \_\_\_\_\_

### FAMILY DAY HOME - COMPLETE ONLY IF APPLYING FOR A FAMILY DAY HOME

Are room alterations involved:  YES  NO If yes - Number of Rooms: \_\_\_\_\_ List Rooms: \_\_\_\_\_  
 Describe alterations: \_\_\_\_\_

Provide a detailed description of materials, equipment and/or vehicles including utility trailer(s) that will be used and where they will be stored:

Number of resident employees: (employees that reside in the home): \_\_\_\_\_ Number of children (including children under the age of 5 who are otherwise permanent residents of the dwelling): \_\_\_\_\_  
 Hours of Operation: \_\_\_\_\_ Number of daily business visits to the property: \_\_\_\_\_  
 Number of household vehicles: \_\_\_\_\_ Number of onsite parking stalls: \_\_\_\_\_

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# DEVELOPMENT PERMIT APPLICATION



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

### SIGNS - COMPLETE ONLY IF APPLYING FOR A SIGN PERMIT

Temporary:	<input type="checkbox"/> Balloon <input type="checkbox"/> Billboard <input type="checkbox"/> Portable - # of 30 day periods _____ <input type="checkbox"/> Developer Marketing <input type="checkbox"/> Development Directional <input type="checkbox"/> Other	Permanent:	<input type="checkbox"/> Freestanding <input type="checkbox"/> Fascia / Wall / Projecting / Roof / Canopy <input type="checkbox"/> Changeable Copy <input type="checkbox"/> Other
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### SECONDARY SUITE - COMPLETE ONLY IF APPLYING FOR A SECONDARY SUITE

The proposed secondary suite is located within:	Floor area of the secondary suite (m <sup>2</sup> ):	Number of bedrooms in the secondary suite:
<input type="checkbox"/> The principal dwelling unit <input type="checkbox"/> The second story of a detached garage <input type="checkbox"/> An accessory building <input type="checkbox"/> Other (describe): _____	Floor area of the principal dwelling unit (m <sup>2</sup> ):	
	Number of parking stalls available on site:	

### OWNER OR REPRESENTATIVE - REQUIRED

<input checked="" type="checkbox"/> I am the registered owner of the land described above	<input type="checkbox"/> I have been designated as the representative of the owner (written consent attached)
Owner Name:	Agent Name:
Signature: <i>RON ROBERTS</i>	Signature:

### MAILING ADDRESS (OWNER) - REQUIRED

Mailing address:	City:	Province:	Postal Code:
Phone no.:	Builders License #		
Email Address:			

### APPLICANT SAME AS OWNER/REPRESENTATIVE - REQUIRED

Applicant Name:	Phone no.:	Builders License no.:
Company Name:	Email Address:	
Mailing address:	City:	Province:
		Postal Code:

I acknowledge that if the development permit application is approved it is subject to an appeal period pursuant to Section 678 of the Municipal Government Act, RSA 2000, Chapter M-26 and that the decision may be ultimately overturned or amended. I accept that if I commence development prior to the appeal expiry date, I am doing so with the appropriate development and building permits issued and at my own risk accepting all legal responsibilities.

*[Signature]*  
 Applicant's signature

June 8/21  
 Date

14

# ELECTRONIC COMMUNICATION

MUNICIPAL GOVERNMENT ACT, R.S.A. 2000, Chapter M-26



## Summer Village of Silver Sands

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

Owner(s) consent to communicate with the Summer Village of Silver Sands and its applicable contractors through electronic means.

Section 608(1) of the Municipal Government Act, R.S.A. 2000, Chapter M-26 provides that:

608(1) Where this Act or a regulation or bylaw made under this Act requires a document to be sent to a person, the document may be sent by electronic means if

(a) the recipient has consented to receive documents from the sender by those electronic means and has provided an e-mail address, website or other electronic address to the sender for that purpose, and

(b) it is possible to make a copy of the document from the electronic transmission.

I/We being the registered owner(s) or Agents for the lands described below, for the purpose of Development Permit Approval, desire to enter into an agreement with the Summer Village of Silver Sands and its applicable contractors to communicate through electronic means:  
Email Address:

Legal Land Description ~~5~~ 5-5-54-3 SW  
Registered Owners Name 184 7371 ALBERTA LTD  
as Per Certificate of Title  
Name of Signing Authority Row Roberts  
(If owner is a numbered  
company)  
Property Address \_\_\_\_\_  
  
[Signature] \_\_\_\_\_ Row Roberts \_\_\_\_\_ June 8/21  
Signature Print Date

This information is being collected under the authority of section 33(c) the Freedom of Information and Protection of Privacy (FOIP) Act. It will be used to administer a development permit. The personal information provided will be protected in accordance with Part 2 of the Act. If you have any questions regarding the collection, use and disclosure of personal information, please contact the FOIP Coordinator at (587) 873-5765.

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# RIGHT OF ENTRY AUTHORIZATION

MUNICIPAL GOVERNMENT ACT, R.S.A. 2000, c.M-26



## Summer Village of Silver Sands

Development Services

Box 2945, Stony Plain, Alberta T7Z 1Y4

Phone: 1-780-718-5479 Fax: 1-866-363-3342

Email: pcm1@telusplanet.net

Owner(s) consent to the Right of Entry by an authorized person of the Summer Village of Silver Sands for the purpose of a land site inspection relative to a proposed development permit application or Land Use Bylaw amendment.

Section 542 of the Municipal Government Act, R.S.A. 2000, Chapter M-26 stipulates that:

542(1) If this or any other enactment or a bylaw authorizes or requires anything to be inspected, remedied, enforced or done by a municipality, a designated officer of the municipality may, after giving reasonable notice to the owner or occupier of land or the structure to be entered to carry out the inspection, remedy, enforcement or action,

(a) enter on that land or structure at any reasonable time, and carry out the inspection, enforcement or action authorized or required by the enactment or bylaw,

(b) request anything to be produced to assist in the inspection, remedy, enforcement or action, and

(c) make copies of anything related to the inspection, remedy, enforcement or action.

(1.1) A consent signed under section 653 is deemed to be a reasonable notice for the purposes of subsection (1).

(2) The designated officer must display or produce on request identification showing that the person is authorized to make the entry. (3) In an emergency or in extraordinary circumstances, the designated officer need not give reasonable notice or enter at a reasonable hour and may do the things in subsection (1)(a) and (c) without the consent of the owner or occupant.

In accordance with the above Section and the Summer Village of Silver Sands Land Use Bylaw requirements, it is necessary that this form be completed and returned with your application submission in order that an authorized person from the Summer Village may be able to do a site inspection if required on the property.

I/We grant consent for an authorized person of the Summer Village of Silver Sands to enter upon the subject land for a site inspection.

Legal Land Description

5-5-54-3 SW

Registered Owners Name as  
Per Certificate of Title

Ron Roberts 184 7371 ALBERTA LTD

Name of Signing Authority  
(If owner is a numbered  
company)

Ron Roberts

Property Address

Signature

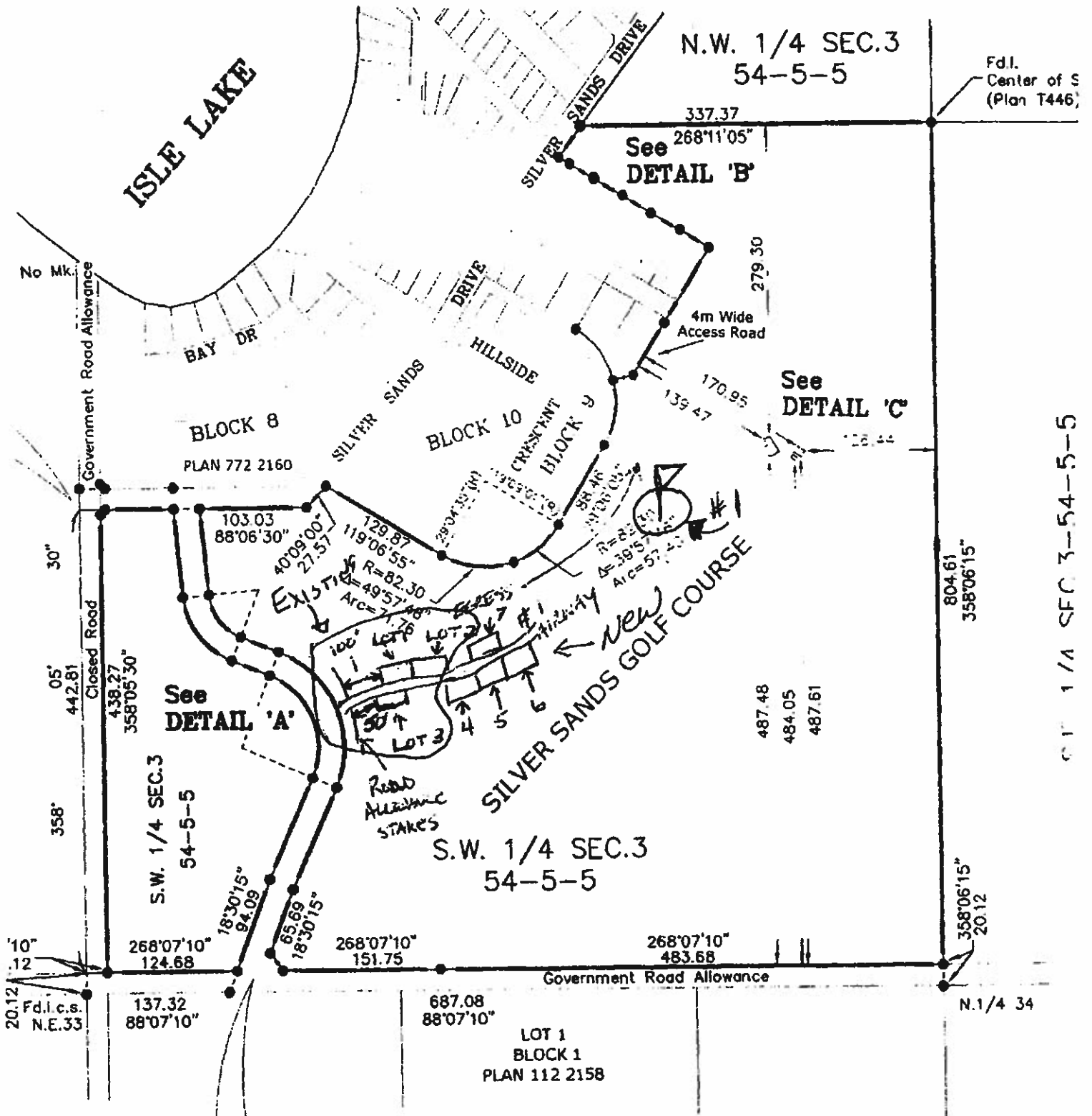
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Date

This information is being collected under the authority of section 33(c) the Freedom of Information and Protection of Privacy (FOIP) Act. It will be used to administer a development permit. The personal information provided will be protected in accordance with Part 2 of the Act. If you have any questions regarding the collection, use and disclosure of personal information, please contact the FOIP Coordinator at (587) 873-5765.

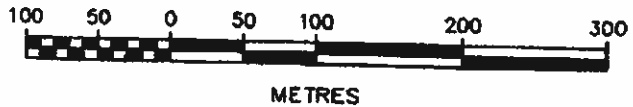
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NOT TO SCALE



S.W. 1/4 SEC.3-54-5-5

SCALE = 1 : 5000



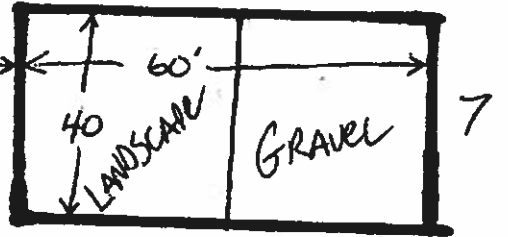
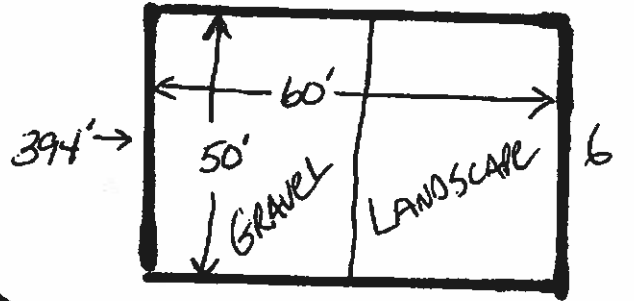
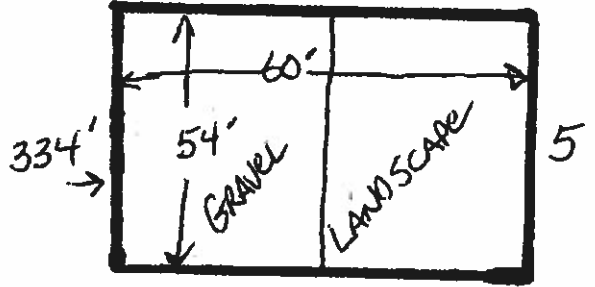
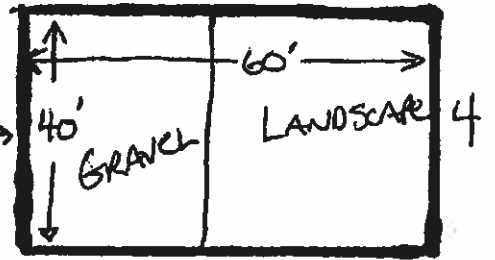
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APRON AS STAKED BY George



EXISTING

FROM STAKES  
APRON 262'

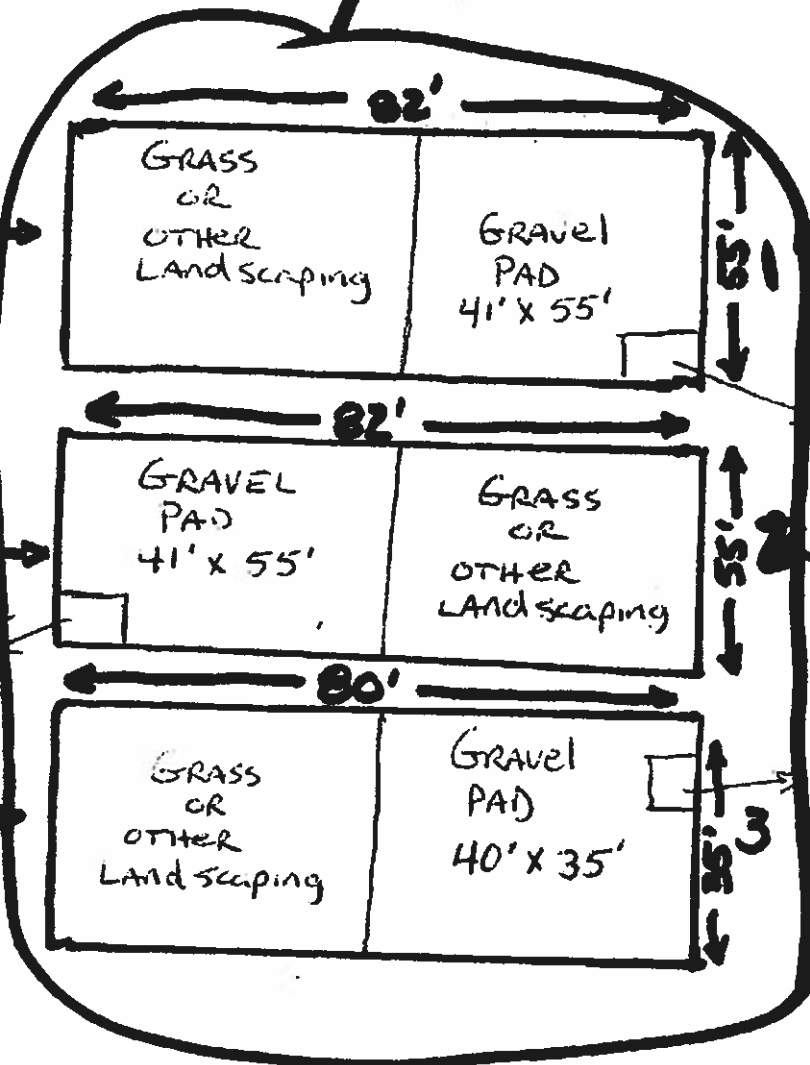


SEPTIC TANK SHARED

New

SEPTIC TANK

APRON STAKES  
APRON STAKES  
APRON STAKES



RECEIVED  
SEP 07-2021



202, 9440 49 Street, Edmonton, AB T6B 2M9 NSW.AB.CA

September 1, 2021

Mayor Bernie Poulin  
S.V. of Silver Sands  
PO Box 8  
Alberta Beach AB T0E 0A0

**RE: Municipal Contribution to NSWA**

I am pleased to provide a copy of the North Saskatchewan Watershed Alliance (NSWA) 2020-21 Annual Report, which summarizes the projects and collaborative partnerships that NSWA has conducted in your watershed during the past year. **This important work was accomplished thanks to the generous support of over 40 municipalities in our shared watershed.** We would again appreciate positive consideration by your Council for a \$0.50 per capita contribution to NSWA for 2021.

**How your financial contribution benefits your community**

Now more than ever municipalities must rely on partnerships to help provide key services to their communities. NSWA has successfully applied for **over \$3.0 million worth of provincial and federal grants to support municipalities and local stewardship groups in the last five years.** See the attached summary table and information sheet for how NSWA can help your municipality.

NSWA is helping to address many local watershed management issues including:

- Riparian and wetland habitat conservation and restoration
- River and creek hydrology studies
- Natural areas and groundwater recharge areas protection
- Fisheries habitat and aquatic health assessments, including invasive species issues
- Long term impacts of land use changes on watershed health
- Best management practices and planning policies related to riparian, wetland and natural area protection, stormwater management and flood protection and water conservation.

In addition to financial contributions from individual municipalities, our non-profit alliance depends on an annual operating grant from the Government of Alberta and contributions from EPCOR. More information about the NSWA, our bylaws, finances and projects can be found online at [www.nswa.ab.ca](http://www.nswa.ab.ca).

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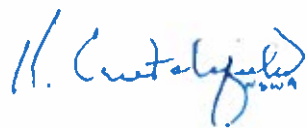
In 2005, the Government of Alberta appointed NSWA as the Watershed Planning and Advisory Council for the North Saskatchewan River (NSR) basin under *Water for Life: Alberta's Strategy for Sustainability*. NSWA has made significant progress under this mandate, and in 2012 released an Integrated Watershed Management Plan (IWMP) for the North Saskatchewan River basin. This major undertaking provides advice and direction to protect the long-term supply and quality of water resources for future generations. IWMP implementation is now underway through strategic watershed partnerships with local municipalities and stewardship groups.

NSWA partners with individual municipalities and three sub-watershed alliances to assess local watershed conditions and issues, coordinate inter-municipal projects, and develop harmonized land policies to support long-term sustainability of watershed resources. NSWA also provides technical expertise, grant application support, consultant coordination and facilitation services for meetings and workshops.

NSWA is also involved in many major intergovernmental projects such as the North Saskatchewan Regional Land Use Framework, Edmonton Metro Region Growth Plan, Industrial Heartland Water Management Framework and EPCOR's Drinking Water Protection Plan. This involvement, plus its close working relationship with many Alberta government agencies, allows NSWA to connect municipalities such as yours with the best resources to address watershed issues.

**NSWA would be pleased to discuss any watershed issues of concern to your municipality and to provide a briefing if requested by your Council or Administration.** Please feel free to contact NSWA's Executive Director, Ms. Leah Kongsrude at 587-525-6827 or [leah.kongsrude@nswa.ab.ca](mailto:leah.kongsrude@nswa.ab.ca) in this regard. Ms. Kongsrude has over 30 years of environmental experience, including ten years in municipal government, and appreciates the challenges and opportunities that municipalities face with local watershed management issues.

Thank you for your consideration. We have taken the liberty of enclosing an invoice.



Mr. Ken Crutchfield, President  
North Saskatchewan Watershed Alliance Society

Cc: Chief Administrative Officer

Attachments: NSWA Coordinated Sub-Watershed Project and Grant Summary  
NSWA Annual Report 2020-2021  
How can NSWA help your Municipality with Watershed Issues?



**NSWA Coordinated Sub-Watershed Project and Grant Summary**

SUB-WATERSHED	MAJOR WATERBODIES	MUNICIPALITIES	PROJECTS
<b>HEADWATERS</b>	North Saskatchewan River Cline River Clearwater River Ram River Brazeau River Modeste Creek Strawberry Creek Wabamun Lake	Clearwater County Brazeau County Parkland County Ledue County Wetaskiwin County Town of Drayton Valley Town of Rocky Mountain House Town of Devon Town of Thorsby Village of Wabamun	<ul style="list-style-type: none"> <li>• \$130,000 Alberta Water Resiliency and Restoration Program grant used to create an online web portal for data on the health of riparian areas in the Modeste, Strawberry and Surgeon subwatersheds. This data will be used to conserve or restore high priority riparian areas that will provide greater flood/drought resistance, improve water quality, and enhance wildlife habitat. The Riparian Web Portal is being expanded to include new data for the Beaverhill, White Earth, Vermilion, Frog and Monnery subwatersheds in 2021.</li> <li>• The Wabamun Lake Watershed Management Plan was finalized in 2020 with involvement of local municipalities and lake stewardship groups</li> </ul>
<b>STURGEON RIVER</b>	Sturgeon River Isle Lake Lac St. Anne Birch Lake Matchayaw Lake Sandy Lake Kilini Creek Riviere Qu'Barre Atim Creek Carrot Creek	Lac St. Anne County Parkland County Sturgeon County City of Edmonton City of St. Albert City of Spruce Grove Town of Stony Plain Town of Onoway Town of Morinville Town of Gibbons Summer Villages of Lac Ste. Anne County East	<ul style="list-style-type: none"> <li>• \$512,000 from three provincial and federal grants was used to summarize information on:                         <ul style="list-style-type: none"> <li>○ surface water and groundwater hydrology</li> <li>○ wetland and natural areas</li> <li>○ water quality</li> <li>○ fisheries habitat and aquatic life</li> <li>○ riparian intactness</li> <li>○ policy and planning tools for watershed protection</li> </ul> </li> <li>• This information was used to complete a Sturgeon River Watershed Management Plan (2020) which provides guidance and actions to protect the watershed.</li> </ul>

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			<ul style="list-style-type: none"> <li>A \$200,000 Alberta Community Partnership Grant was received to implement priority action items from the Sturgeon River Watershed Management Plan in 2020- 2023.</li> </ul>
<b>VERMILLION RIVER</b>	<p>Vermilion River Waskwei Creek Cotton Creek Birch Creek Campbell Creek Deer Creek Stretton Creek</p>	<p>County of Vermillion River County of Minburn Beaver County County of Two Hills County of St. Paul Town of Vermillion Town of Vegreville Town of Two Hills Town of St. Paul Town of Elk Point Town of Bruderheim Village of Holden Village of Innisfree Village of Myrnam</p>	<ul style="list-style-type: none"> <li>A four-year, \$1.4 million Water Resiliency and Restoration Program grant to promote riparian and wetland restoration projects in the watershed. To date over 100 ha of wetlands and riparian areas have been enhanced or restored through this project.</li> <li>A shared \$75,000 Water Resiliency and Restoration Program grant with Sturgeon River Watershed Alliance was used to assess long term land use changes in the watershed and its effect on the hydrology of the basin. This study uses ALCES, a cumulative assessment simulation assessment tool, to show the impacts of land use decisions. This tool has also been used by the Edmonton Metro Regional Board to support its planning discussions and policy.</li> </ul>
<b>BEAVERHILL</b>	<p>North Saskatchewan River Beaverhill Creek Astotin Creek Beaverhill Lake Cooking Lake Hastings Lake Antler Lake</p>	<p>Strathcona County Lamont County Beaver County City of Fort Saskatchewan Town of Bruderheim Town of Tofield Town of Ryley</p>	<ul style="list-style-type: none"> <li>A \$500,000 Canadian Agriculture Partnership Grant is being used to expand data on riparian health for the Beaverhill, White Earth, Vermilion, Frog and Monnery subwatersheds.</li> <li>A Land Stewardship grant was used to complete a lake management plan for Antler Lake.</li> </ul>

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# NSWA

NORTH SASKATCHEWAN  
WATERSHED ALLIANCE

## Invoice

Date	Invoice #
01/10/2021	2022.115

202 - 9440 49 Street NW  
Edmonton, Alberta  
T6B 2M9

<b>Phone #</b>	587.525.6827
<b>E-mail</b>	ellen.cust@nswa.ab.ca
<b>Web Site</b>	www.nswa.ab.ca

# COPY

<b>Invoice To</b>
Summer Village of Silver Sands Mayor Bernie Poulin PO Box 8 Alberta Beach, Alberta T0E 0A0

Description	Qty	P.O. No.	Amount
		Rate	
Summer Village Contribution January 1 to December 31, 2022 - Funding Request	1	100.00	100.00
Thank you for your support		<b>Total</b>	\$100.00

GST/HST No. 890443419

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# Connecting You to Watershed Resources

## How can NSWA help your municipality with watershed issues?



- Growing concerns from residents related to local water issues
- Complex environmental regulations or guidelines
- Development pressures on local lakes, rivers, or creeks
- Poor lake or river water quality
- Loss of wetlands and other environmentally sensitive areas

### COLLABORATIVE PARTNERSHIPS



*We facilitate inter-municipal partnerships that address watershed issues*

- Three municipally-led subwatershed groups: Headwaters, Sturgeon and Vermilion
- 40+ municipal partners both rural and urban
- Work closely with federal and provincial governments on watershed related issues

### GRANT SUPPORT



*NSWA has coordinated over \$3 million in grant funds for municipalities*

- For every \$1 municipalities contribute, NSWA has been able to secure \$4.50 in grant funds
- Studies of water quality, riparian areas, and aquatic health issues
- Helping local landowners protect or restore wetland and riparian areas

### EXPERTISE & PROJECT MANAGEMENT



*NSWA staff have knowledge of municipal watershed issues*

- Completed over 50 technical studies and management plans
- Contribute to provincial policy development
- Guided by the North Saskatchewan River Watershed Integrated Watershed Management Plan (2012)

### EDUCATION & AWARENESS



*We provide resources to help residents and council understand watershed issues*

- Monthly newsletters highlighting watershed activities and resources
- Free Educational Forums held twice a year on key watershed topics
- Website with links to watershed information, presentations, and reports

## Local Solutions for Local Issues

The North Saskatchewan Watershed Alliance is a non-profit organization designated by the Province of Alberta as a Watershed and Planning Advisory Council for the North Saskatchewan River watershed.

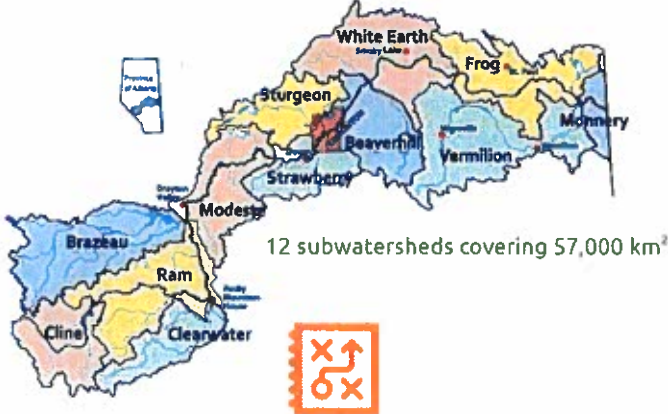
Learn more by visiting our website [nswa.ab.ca](http://nswa.ab.ca)







**NORTH SASKATCHEWAN RIVER WATERSHED**



**WE PLAN**

**WE WORK WITH OTHERS TO FIND WAYS TO INTEGRATE LAND AND WATER PLANNING TO IMPROVE WATERSHED FUNCTION**



**WE ADVOCATE**

**WE ADVOCATE FOR THE PROTECTION OF WATER QUALITY, WATER SUPPLIES AND ECOSYSTEM HEALTH THROUGH WATERSHED MANAGEMENT**



**WE SHARE**

**WE PROVIDE INFORMATION ABOUT THE WATERSHED AND CREATE FORUMS FOR SHARING THAT INFORMATION**

**WORKING TOGETHER FOR A HEALTHY AND RESILIENT WATERSHED**

**VISION**

*People working together for a healthy and functioning North Saskatchewan River watershed – today and tomorrow.*



The NSW Board consists of 18 representatives from municipal, provincial government, industry, agriculture, non-governmental organizations and members at large.

**MISSION**

*To protect and improve water quality, water quantity (instream flow) and the health of our watershed by: seeking, developing and sharing knowledge; facilitating partnerships and collaborative planning; and working in an adaptive management process.*


**NSWA**  
 NORTH SASKATCHEWAN WATERSHED ALLIANCE

[water@nswa.ab.ca](mailto:water@nswa.ab.ca) | 587.525.6820  
 Follow us on social media  
 @NorthSaskRiver

*(e)*

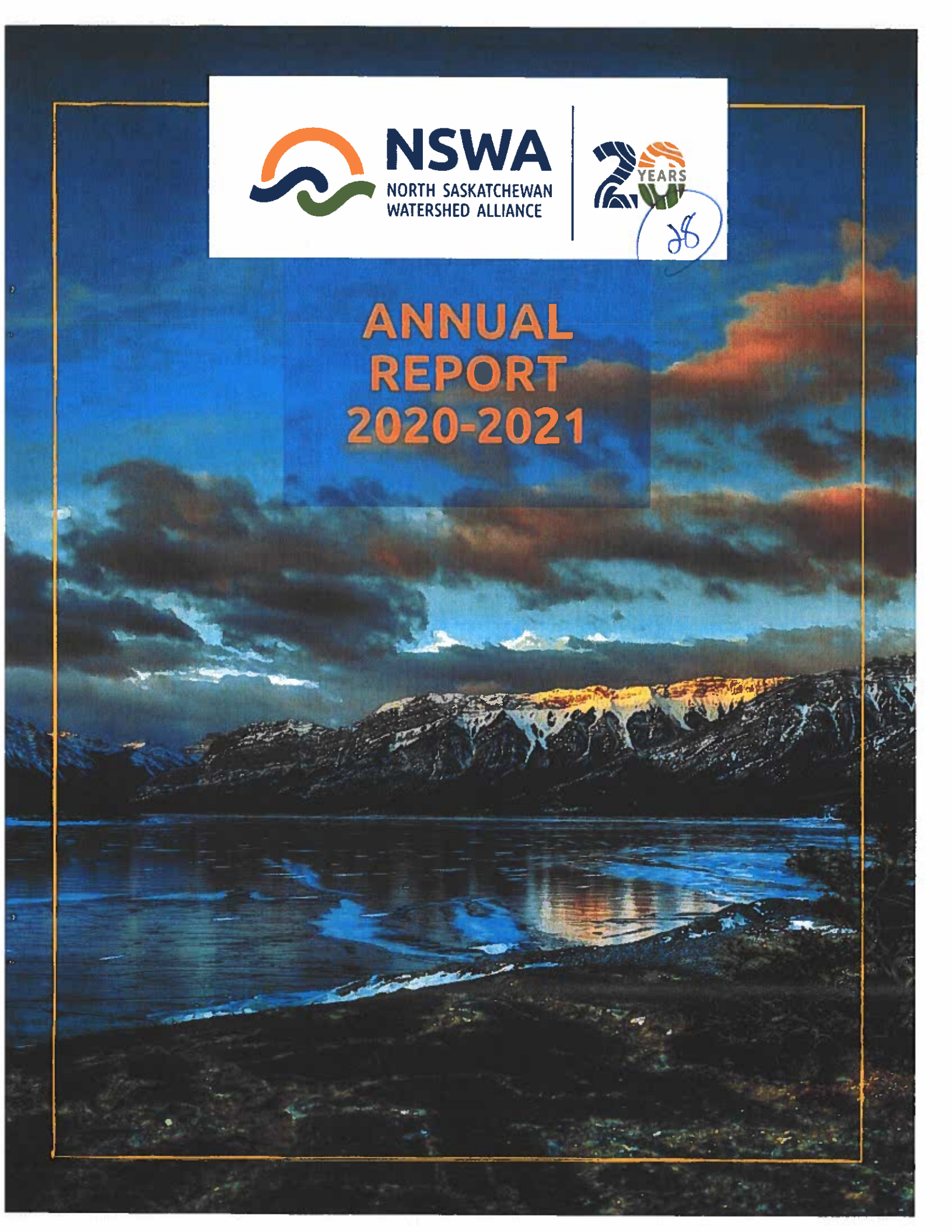




**NSWA**  
NORTH SASKATCHEWAN  
WATERSHED ALLIANCE



# ANNUAL REPORT 2020-2021





# OUR APPRECIATION

We are grateful to the many supporters of the North Saskatchewan Watershed Alliance (NSWA). We would not be able to facilitate partnerships, complete studies or share knowledge in our watershed without the time and resources provided by our contributors.

We acknowledge the **Government of Alberta** for providing a multi-year operational grant and important contributions from **EPCOR** and many **municipalities** in our watershed. Our partners contributed \$715,000 of financial support and over \$445,000 of in-kind support to NSWA in 2020-2021.



Counties	Cities and Towns	Villages and Summer Villages
Beaver County Brazeau County Clearwater County Lac Ste. Anne County Lamont County Leduc County Parkland County St. Paul County Strathcona County Sturgeon County County of Minburn County of Two Hills County of Vermilion River	<p><b>Cities:</b>                      Edmonton                      Fort Saskatchewan                      St. Albert</p> <p><b>Towns:</b>                      Bruderheim                      Devon                      Drayton Valley                      Elk Point                      Gibbons                      Onoway                      Rocky Mountain                      House                      St. Paul                      Smoky Lake                      Vegreville                      Vermilion</p>	<p><b>Villages:</b>                      Holden                      Innisfree                      Ryley                      Spring Lake</p> <p><b>Summer Villages:</b>                      Betula Beach                      Horseshoe                      Kapasiwin                      Lakeview                      Seba Beach                      Silver Sands                      South View                      Sunrise Beach                      Sunset Point                      West Cove                      Yellowstone</p>

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# MESSAGE FROM THE EXECUTIVE DIRECTOR

*"It is not the strongest that thrives but the one most adaptable to change".*

One of my favourite ecological quotes was the theme for the last year for many of us. We all had to adapt to the changes that came with COVID including the NSWA. From working remotely to hosting our 2020 AGM online for the first time, NSWA continued to thrive and move our vision forward. Some highlights of the last year include:

- Approved updated [NSWA Society Bylaws](#) which now provide more opportunities for a diversity of stakeholders to be represented on the Board.
- Hosted new online speaker series: '[Knowledge in Know-venber](#)' in 2020 and '[Watershed Wednesdays](#)' in 2021.
- Are finalists in two categories at the 2021 Alberta Emerald Awards for the [Vermilion River Watershed Restoration and Enhancement Project](#) and the [WaterSHED North Saskatchewan River Water Quality Monitoring Project](#).

A special thank you to all our stakeholders, key partners, subwatershed alliances, board members and funders for helping NSWA adapt and thrive for another year!

*Leah Kongsrude, Executive Director*

## NSWA STAFF



### NSWA Zoom Staff Meeting 2021

Top row, left to right:

**Elisa Brose**, Administrative and Key Stakeholder Coordinator

**Billie Milholland**, Communications Coordinator

**Leah Kongsrude**, Executive Director

Middle row, left to right:

**Rachel Bootsma**, Watershed Planning Assistant

**Brad Tyssen**, GIS Specialist

**Michelle Gordy**, Watershed Planning Coordinator

Bottom Row:

**Mary Ellen Shain**, Watershed Planning Coordinator



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# NSWA BOARD OF DIRECTORS

The NSWA is a multi-stakeholder watershed partnership incorporated as a non-profit society in 2000 and designated as a Water Planning and Advisory Council by the Government of Alberta in 2005.

The work of NSWA is guided by an 18 member multi-stakeholder Board that provides strategic direction and advice to the organization to achieve its vision and mission. We appreciate our Board members ongoing dedication and support.

## DIRECTORS 2020-2021

### Agriculture

Bill Fox, *Alberta Beef Producers*

### Forestry

Bob Winship, *Weyerhaeuser*

### Industry

Dr. Laurie Danielson, *NCIA*

### Member-at Large

John Thompson

### Federal Government

*vacant*

### Municipal

Al Corbett, *Alberta Drainage Council*

Jim Duncan, *Clearwater County*

Bart Guyon, *Brazeau County*

Jacquie Hansen, *City of St. Albert*

John McNab, *Parkland County*

### NGO

Ken Crutchfield, *Alberta Chapter  
Wildlife Society*

Leah Hamonic, *Antler Lake  
Stewardship Committee*

### Provincial Government

Jamie Bruha, *Alberta Environment and  
Parks*

Tony LeMay, *Alberta Energy Regulator*

### Utility

Dr. Stephen Craik, *EPCOR*

Aleta Corbett, *TransAlta*

### Advisory

Jatinder Tiwana, *City of Edmonton*



Back row, left to right: *Al Corbett, John McNab, Bill Fox, Jason Wilkins, Tony LeMay, Bob Winship, John Thompson*

Front row, left to right: *Ken Crutchfield, Leah Hamonic, Bart Guyon, Jim Duncan, Laurie Danielson, Steve Craik, Jamie Bruha, Jacquie Hansen*

Missing: *Aleta Corbett, Jatinder Tiwana*

*Photo taken at 2019 AGM.*

**Board Directors volunteered over 610 hours  
for an in-kind contribution of over \$50,000  
in 2020-2021**

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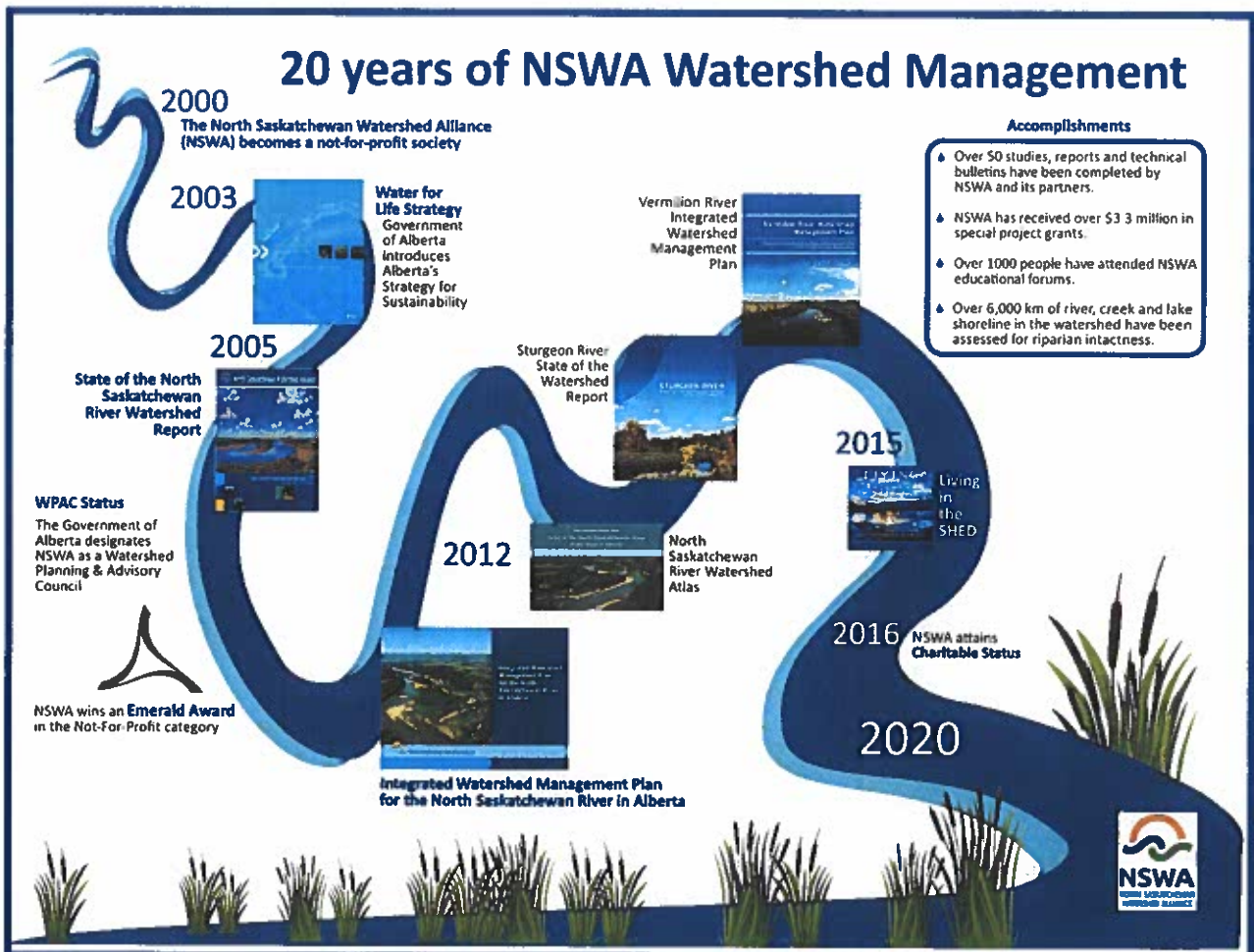
# A BRIEF HISTORY OF NSWA 2000 TO 2021

In the late 1990's, EPCOR, TransAlta, Trout Unlimited, Agriculture and Agrifood Canada and the City of Edmonton were all working on initiatives related to the health of the North Saskatchewan River. In 1997 they amalgamated to form the **North Saskatchewan Watershed Alliance**. In 2000 NSWA became a registered non-profit society.

The NSWA became the designated Watershed Planning and Advisory Council for the North Saskatchewan River (NSR) in 2005, two years after the Alberta ***Water for Life Strategy*** was adopted by the province.

The NSWA produced the ***State of the Watershed*** report in 2005 and the ***Integrated Watershed Management Plan*** in 2012. In total, NSWA has completed over 60 studies and published the ***North Saskatchewan River Watershed Atlas*** and the book ***Living in the Shed***.

NSWA has provided a forum for sharing knowledge and collaborating on issues affecting the North Saskatchewan River watershed in Alberta for over 20 years.



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# NSWA STRATEGIC PLAN 2019-2021

The NSWA Board has a 3-Year Strategic Plan that has **four goals to achieve the vision and mission** of the North Saskatchewan Watershed Alliance. The goals also align with the mandate of Watershed Planning and Advisory Councils set out by Alberta Environment and Parks.

## STRATEGIC GOALS

**Goal 1:** *The NSWA supports Collaborative Watershed Planning*

**Goal 2:** *The NSWA provides Leadership in Watershed Management*

**Goal 3:** *The NSWA promotes Watershed Knowledge Sharing*

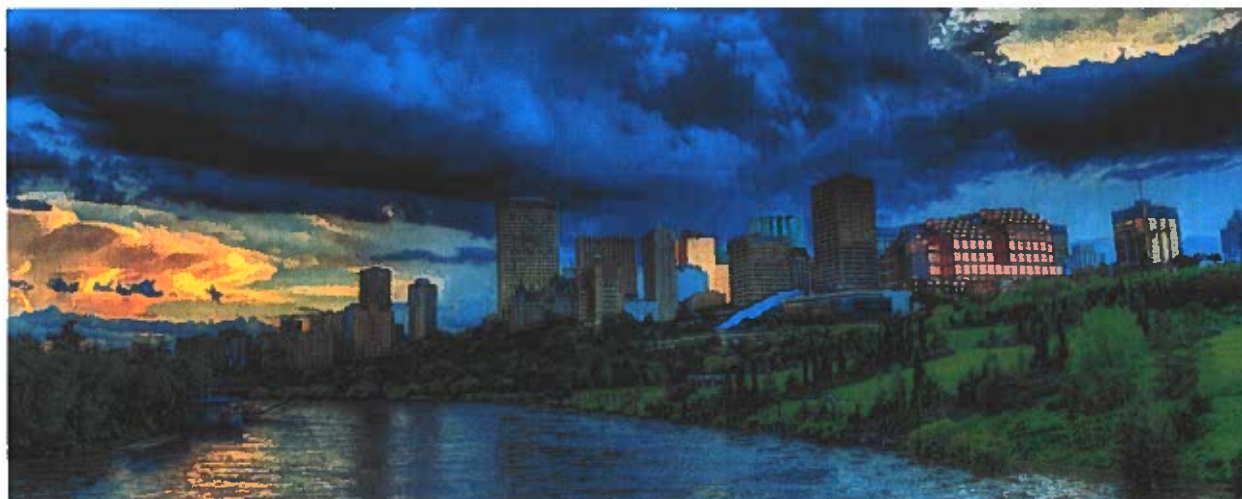
**Goal 4:** *The NSWA remains a Functional and Sustainable Organization*

The four goals are further defined by key objectives and actions which direct the work of the NSWA organization.

The Strategic Plan is reviewed annually by the NSWA Board to adjust for new opportunities and challenges and to assess the progress of the Plan.

**In 2020, the Board approved three key short term strategic directions:**

- *Concentrate Outreach and Collaboration on Key Watershed Stakeholders*
- *Focus Efforts and Resources on Subwatershed groups*
- *Identify ways to Measure the Success of the NSWA*





Collaborative partnerships are the core to successful watershed planning for the NSWA. Our strong relationships with **government agencies, municipalities, industry, non-governmental organizations and watershed stewardship groups** provide us with the ability to align our work with our key stakeholder's watershed issues and projects.

## COLLABORATIVE PARTNERSHIPS

HEADWATERS ALLIANCE	STURGEON RIVER WATERSHED ALLIANCE	VERMILION RIVER WATERSHED ALLIANCE	LAKE PARTNERSHIPS
<ul style="list-style-type: none"> <li>• Brazeau County</li> <li>• Clearwater County</li> <li>• Leduc County</li> <li>• Parkland County</li> <li>• Wetaskiwin County</li> <li>• Town of Devon</li> <li>• Town of Drayton Valley</li> <li>• Town of Rocky Mountain House</li> <li>• EPCOR</li> </ul>	<ul style="list-style-type: none"> <li>• Lac Ste Anne County</li> <li>• Parkland County</li> <li>• Sturgeon County</li> <li>• City of Edmonton</li> <li>• City of St. Albert</li> <li>• City of Spruce Grove</li> <li>• Town of Gibbons</li> <li>• Town of Morinville</li> <li>• Town of Onoway</li> <li>• Town of Stony Plain</li> <li>• Village of Alberta Beach</li> <li>• Summer Villages of Lac Ste Anne &amp; County East</li> <li>• Alexander First Nation</li> <li>• Alexis Nakota Sioux Nation</li> <li>• Metis Nation of Alberta</li> <li>• Big Lake Environmental Support Society</li> <li>• Alberta Conservation Association</li> <li>• Wagner Natural Area Society</li> <li>• Alberta Environment and Parks</li> </ul>	<ul style="list-style-type: none"> <li>• Beaver County</li> <li>• Lamont County</li> <li>• County of Minburn</li> <li>• County of Two Hills</li> <li>• County of Vermilion River</li> <li>• Town of Two Hills</li> <li>• Town of Vegreville</li> <li>• Town of Vermilion</li> <li>• Village of Holden</li> <li>• Village of Marwayne</li> <li>• Agriculture and Agri-Food Canada</li> <li>• Alberta Environment and Parks</li> <li>• Alberta Drainage Council</li> <li>• Alternative Land Use Services Canada</li> <li>• Ducks Unlimited Canada</li> <li>• Holden Drainage District</li> <li>• Lakeland College</li> </ul>	<ul style="list-style-type: none"> <li>• Parkland County</li> <li>• Strathcona County</li> <li>• Antler Lake Stewardship Committee</li> <li>• Hubbles Lake Stewardship Society</li> <li>• Jackfish Lake Management Association</li> <li>• Lake Isle Lac Ste Anne Stewardship Association</li> <li>• Maytan Lake Management Association</li> <li>• Wabamun Watershed Management Council</li> <li>• Wizard Lake Watershed and Lake Stewardship Organization</li> <li>• Lakes of Parkland County Group</li> <li>• Alberta Lake Management Society (ALMS)</li> <li>• Alberta Environment and Parks</li> </ul>

### SUBWATERSHED ALLIANCES:

33 Municipalities  
 11 Non-governmental Groups  
 5 Government Agencies

PROVIDED  
 OVER 1000  
 IN-KIND  
 HOURS

31

# HEADWATERS ALLIANCE

The **Headwaters Alliance** is a municipally-led watershed stewardship group that works in partnership with the North Saskatchewan Watershed Alliance (NSWA). The Headwaters Alliance was formed in 2014 and is guided by a Steering Committee of elected officials and a Technical Advisory Committee of technical staff and volunteers.

In 2020, the Headwaters Alliance created a shared vision for the future, a set of common principles and their strategic plan for the next three years.

## RIPARIAN HEALTH ACTION PLAN (RHAP)

The RHAP continues to be the top priority for the Headwaters Alliance. The three phases of the RHAP project include:

**Phase 1:** Assess the overall **condition of riparian health** in the Modeste and Strawberry and subwatersheds - now complete.

**Phase 2:** Develop a **Riparian Health Strategic Plan** which will set objectives and actions for conserving and restoring priority riparian areas.

**Phase 3:** Development of the **Riparian Web-portal** which will provide riparian condition data as well as resources and tools for our stakeholders. The first "train-the-trainer session", ensuring that all the members of the Headwaters Alliance are trained as web-portal ambassadors was held in February 2021.

Over 6,000 kilometers of river, creek and lake shorelines were assessed for riparian intactness in the Modeste, Strawberry and Sturgeon subwatersheds.



Strategic Goals of the Headwaters Alliance

## NATURAL INFRASTRUCTURE PROJECT

The Headwaters Alliance continues to be a partners in the **Modeste Natural Infrastructure Project** along with:

- ALUS Canada
- Innotech Alberta
- Parkland County
- University of Guelph

In February 2020, members of the Technical Advisory Committee were asked to participate in a stakeholder session, where municipalities identified opportunities to incorporate natural assets into municipal financial management systems.

Ongoing research includes creating a natural assets framework document, and assessing the benefits of retaining natural assets using a modelling program developed by the University of Guelph (IMWEBS).

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### VRWA ACTIVITIES

The focus of the VRWA for this year was to work on communication, education, and strategy action items and to complete as much on-the-ground work as possible, while keeping landowners, staff, and the community safe.

### EDUCATION and OUTREACH

A celebration of the 38 **VRWA Restoration and Enhancement Projects** completed between 2016-2019 were highlighted in a project summary booklet and a **Stories of Stewardship** online GIS Story Map.

The VRWA also shared information on their website through **monthly blog posts**. Topics included:

- Speaking of health... *Vermilion River Aquatic Ecosystem Health Assessment*
- Buffering our impact: *How Eco-buffers can help reduce our impact on the river and provide ecosystem services*
- "Do Fence Me In!" *Fencing with water and wildlife in mind*
- *Living with Beavers: How to co-exist with nature's Eco Engineer*
- *Watershed Resilience: what strategies work best?*
- *Morecambe Structure and the Two Hills Floodplain*
- *Invasive vs. Native Plants: Knowing & Growing Your Riparian Area*
- Graphic Summary - *Vermilion River Water Quality Study*
- Partner Series: Getting to Know Cows and Fish's Riparian Specialist, *Tonya Lwiwski*
- Partner Series: Getting to Know *Chris Elder*, Coordinator for ALUS Canada – Vermilion River



Rebekah Adams of AWES (right), Terry Stefiuk of Town of Two Hills (left) and other town and County staff laying the mulch blanket for the Eco-Buffer.

### RESTORATION and ENHANCEMENT

In June 2020, VRWA partnered with the **Alberta Woodlot Extension Society (AWES)**, the Town of Two Hills, and the County of Two Hills to plant an Eco-Buffer demonstration site at Geleta Park in Two Hills, right along the Vermilion River.

In partnership with **Cows and Fish**, VRWA assessed the riparian health of seven landowner projects that had been completed in 2016 or 2017 (now 3-4 years post-completion).



3 years



30+ landowners



20 km riparian areas



150+ hectares

30



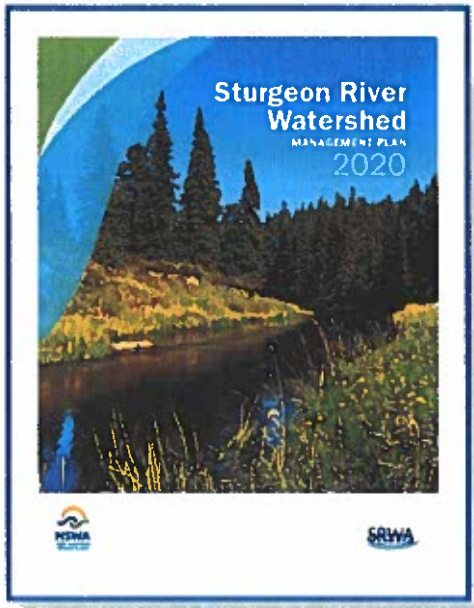
The Sturgeon River Watershed Alliance (**SRWA**) includes a Steering Committee of elected officials and a Technical Advisory Committee of municipal staff, non-governmental organizations and technical experts.

### WATERSHED MANAGEMENT PLAN

The **Sturgeon River Watershed Management Plan** was completed in 2020 and endorsed by the 12 participating municipalities of the SRWA. The watershed management plan includes **six outcomes**:

1. **Policies and Plans** are well-informed and align to support a healthy watershed.
2. All residents have access to **safe, secure drinking water supplies**, whether they are on public or private systems or draw from surface or groundwater.
3. **Aquatic Ecosystems**, including our rivers, lakes, wetlands and other water bodies, are healthy.
4. The importance of water quantity is recognized and **reliable, quality water supplies** are available for people, livestock and a sustainable economy.
5. **Wise land use** ensures the cumulative effects of growth and development are mitigated, the land is resilient to climate change and individuals and communities are well prepared for flood and drought events.
6. **Residents and stakeholders** support the Sturgeon River Watershed Management Plan and are willing to participate in local and regional initiatives to improve watershed health.

*The SRWA received a \$200,000 Alberta Community Partnership Grant for implementation of the Watershed Management Plan.*



### SRWA ACTION ITEMS 2020-2023

The SRWA will be focusing on several key action items for the next three years:

- **Riparian Health Strategy** using riparian intactness data from **Riparian Assessment** data
- **Wetland Strategy** using provincial and SRWA resources
- **Planning Alignment** for key areas identified by the Technical Advisory Committee such as Environmental Reserve, riparian and wetland conservation and environmental sensitive/risk areas.
- **Planning Overlay Maps** such as flood and groundwater hazard areas and riparian setback
- **Water Quality Monitoring Program**
- **Communications** such as educational forums, SRWA webpage and promotional materials.

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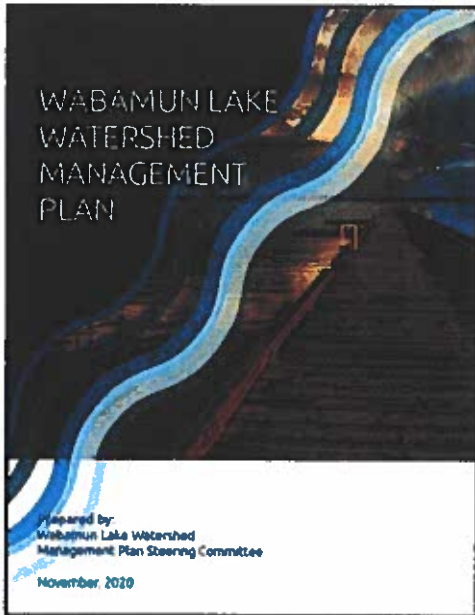
The important partnerships the NSWA has with Watershed Stewardship Groups under the *Water for Life Strategy* is reflected in our work with many lake groups.

### LAKE MANAGEMENT STUDIES

NSWA along with many partners finalized the development of the Wabamun Lake Watershed Management Plan with a Steering Committee consisting of:

- Local Lake Stewardship groups
- Municipalities
- NSWA
- Alberta Environment and Parks

More information can be found on the Wabamun Watershed Management Council website.



There are over 680 named lakes in the NSR Watershed

### LAKE STEWARDSHIP RESOURCES

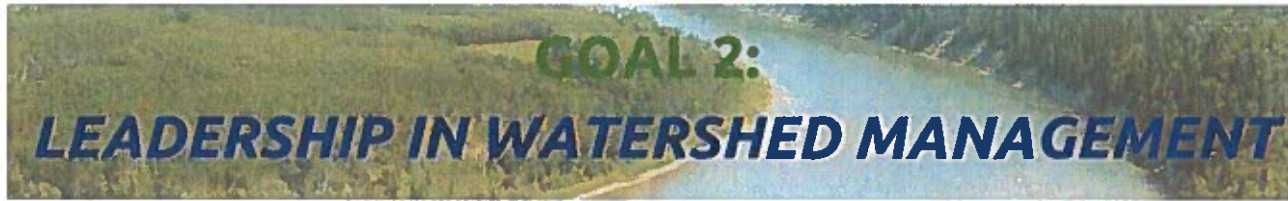
NSWA works with Alberta Environment and Parks, ALMS and the Land Stewardship Centre to share lake stewardship information and support.

NSWA has also developed lake watershed report summaries for local watershed stewardship groups to use for their communications and education programs.



NSWA staff members and summer students visited 18 lakes in the summer of 2020, taking water and aquatic plant samples to support ALMS projects

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## GOAL 2: LEADERSHIP IN WATERSHED MANAGEMENT

The NSWA reviews and prioritizes watershed management projects to maximize partnership opportunities and use of resources. In addition to the three subwatershed Alliances, this includes providing advice on Government of Alberta policy, framework and guidelines projects.

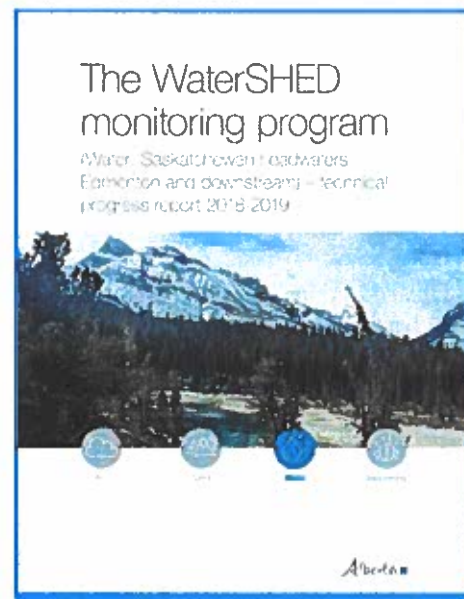
### NORTH SASKATCHEWAN RIVER WATERSHED MONITORING PROGRAM

The WaterSHED Monitoring Program is a unique partnership between:

- Alberta Environment and Parks
- EPCOR
- North Saskatchewan Watershed Alliance
- City of Edmonton

By combining and coordinating resources this collaborative partnership has created the North Saskatchewan River's most comprehensive river monitoring program.

The first Technical Progress Report for the program was published in 2020. The WaterSHED North Saskatchewan River Water Quality Monitoring Project is a finalist in the Alberta Emerald Awards.



Check out the DAILY PHOTOS from the 19 WaterSHED water quality monitoring stations.

### INDUSTRIAL HEARTLAND/CAPITAL REGION WATER QUALITY MANAGEMENT FRAMEWORK



NSWA participates in Alberta Environment and Parks Implementation Advisory Committee for the Water Quality Management Framework for the Industrial Heartland and Capital Region.

The Water Management Framework for the Industrial Heartland and Capital Region presents a **collaborative, cumulative effects management approach** to protect the reach of the North Saskatchewan River, from Devon to Pakan, which is directly impacted by municipal and industrial effluent discharge.

The Framework has been under development since 2007 and the will be added into the provincial North Saskatchewan Regional Plan.

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## NORTH SASKATCHEWAN EXPANDED RIPARIAN ASSESSMENT PROJECT

Between 2016-2018, a **new riparian assessment method**, piloted in the Modeste, Strawberry and Sturgeon subwatersheds, provided a detailed review of over **6,000 kilometers** of shorelines. This assessment provides a high level overview of the intactness and pressure on riparian systems for large areas.

In 2020 the NSWA received a \$500,000 grant from the Canadian Agricultural Partnership program to expand the riparian assessment of the watershed into an **additional five subwatersheds** which will add another **11,300 kilometers** to the total areas assessed:

- *Beaverhill*
- *White Earth*
- *Vermilion*
- *Frog*
- *Monnery*

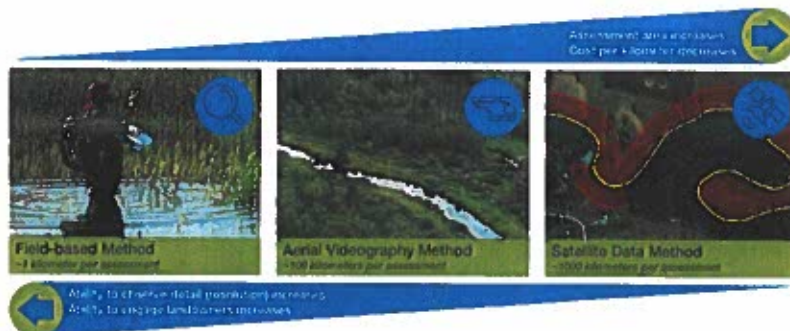
Over 17,000 kilometers of shoreline in 8 subwatersheds will be assessed for riparian intactness by 2021

### RIPARIAN WEB PORTAL

The riparian intactness data will be shared through a publicly accessible Riparian Web Portal. The Web Portal will also contain resources for different landowners about why riparian areas are important and who they can contact for local stewardship support. In February 2021, key stakeholders were invited to training sessions for the Web-portal - more sessions to come.

Riparian intactness data will be available from the North Saskatchewan watershed as well as four other Alberta watersheds:

- Athabasca
- Battle
- Beaver
- Red Deer



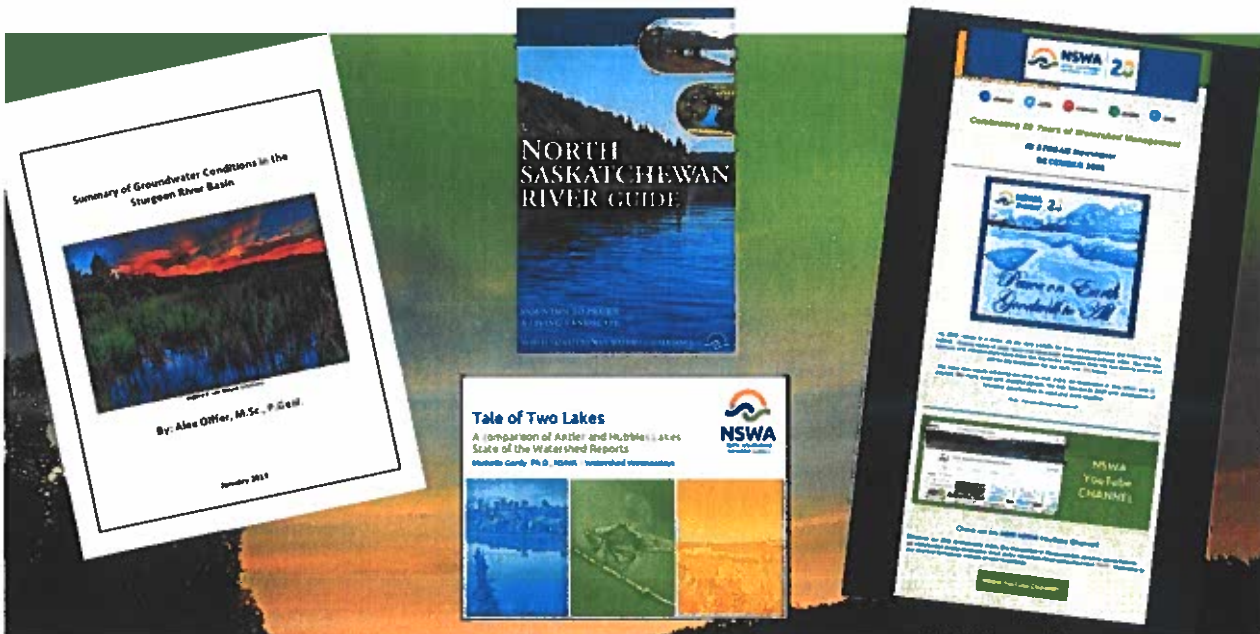
40



The NSWA has a **RESOURCES** web page dedicated to sharing not only over 60 **technical reports and management plans** but you can also find:

- **Presentations** from our **Educational Forums** and **Annual General Meetings**
- **Past Newsletters**
- **Maps** including the 62 page **NSWA Atlas**
- **Discovers page** which includes **watershed educational resources**

The **North Saskatchewan River Guide** (2002) is one of NSWA's oldest publications



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The NSWA is a key resource for watershed information on the North Saskatchewan River watershed and focuses its communications efforts on strategic issues with its key stakeholders. We align and compliment the communications efforts of Alberta Environment and Parks, and other watershed organizations to reinforce watershed knowledge and stewardship messages.

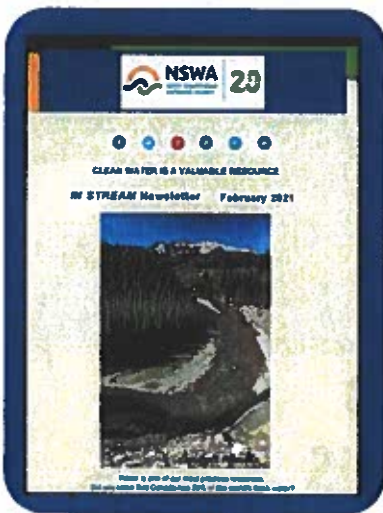
### NSWA WEBSITE



The NSWA website averages 800 visits per month

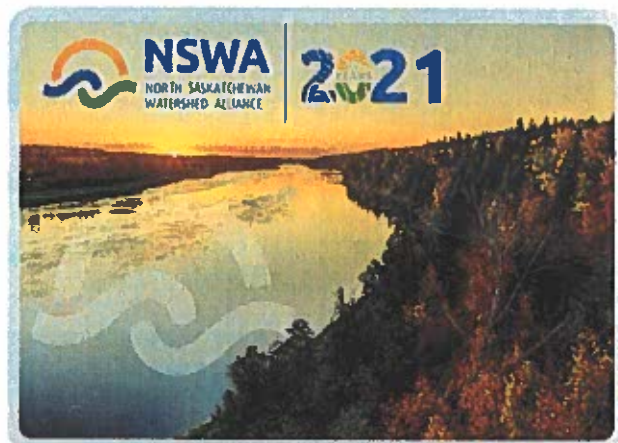
### MONTHLY NEWSLETTERS

Our newsletters keep over 900 subscribers informed of watershed news and upcoming events.



### 2021 NSWA CALENDAR

NSWA published a 2021 calendar with **watershed photos and information**, and distributed it to municipal leaders, MLAs and other partners in the watershed.



### SOCIAL MEDIA

Twitter: 2674 followers  
Facebook: 921 followers  
Linked In: 610 connections  
Instagram: 392 followers

### 2020 COMMUNICATIONS SURVEY

NSWA received **high ratings on a satisfaction survey** with our membership on our communications (website, newsletters, social media, educational forums).

The feedback from the survey was used to update the **NSWA Communications Plan** with the Board Communication and Engagement Committee.

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**SUMMER STUDENTS**

**18** LAKES

**9** SUBWATERSHEDS

**6** SUMMER VILLAGES

**3** FARMER'S MARKETS

**2** STEWARDSHIP GROUPS



**6 ONLINE FORUMS**

**17 SPEAKERS**

**300+**

Participants



**12**

NEWSLETTERS

**3600 +**

Social Media Followers

**1**

YOUTUBE CHANNEL

**3** PLAYLISTS

**13** VIDEOS

**900**

SUBSCRIBERS



**NSWA**  
NORTH SASKATCHEWAN  
WATERSHED ALLIANCE

**2020 - 2021**

**100 +**



Meetings

WITH WATERSHED LEADERS

**\$75,000 Grant**

**5** Watershed Videos

**11** Watershed Planning and Advisory Councils



**60 +**

Watershed Reports on NSWA Website



**2**

**ALBERTA EMERALD AWARD NOMINATIONS**



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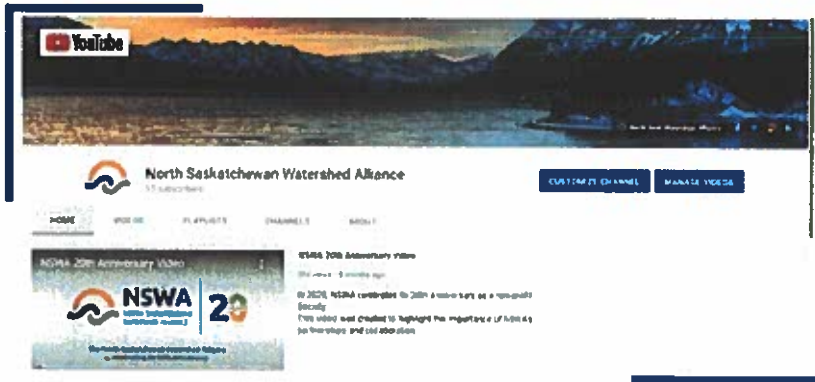


## EDUCATIONAL FORUMS

In 2020-2021, NSWA transitioned to online educational forums due to COVID:

- **Knowledge in November webinar series - four Wednesdays in November**
- **Watershed Wednesdays - a series of webinars - February and March 2021**

**Over 1100 people have attended NSWA Forums since 2013**



## NSWA YouTube Channel

You can find recordings of our online forums and our 20th Anniversary video on our new [YouTube Channel](#).

## WATERSHED EVENTS

In 2020-2021, many of NSWA's usual events were postponed due to COVID. We were able to adapt some of our plans to transition to online formats.

As well, with the help of two summer students, Rachel and Jillian, NSWA visited Farmers Markets and helped some Watershed Stewardship Groups in distributing pamphlets.

They also assisted the Alberta Lake Management Society (ALMS) in some water sampling work in the watershed.



Farmer's Market -NSWA Outreach Tent

## ALBERTA WATERSHED VIDEO SERIES

NSWA received a multi-year \$75,000 Community Investment (CARE) grant from [Plains Midstream Canada](#) to create a series of five videos on watershed planning in Alberta. The project is a collaborative effort including:

- 11 Watershed Planning and Advisory Councils
- Alberta Environment and Parks
- Alberta Lake Management Society
- Alberta Council for Environmental Education



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# GOAL 4: FUNCTIONAL AND SUSTAINABLE ORGANIZATION

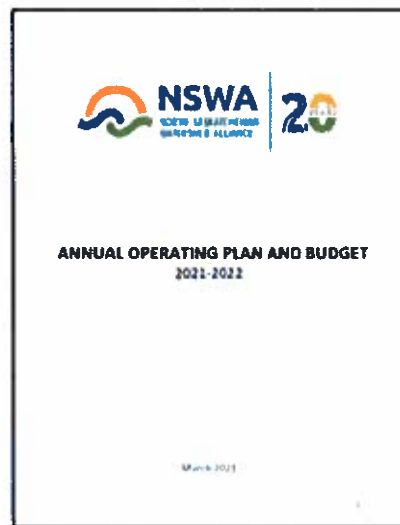
The NSWA is a registered non-profit society guided by an 18-member multi-stakeholder board and currently has five full time staff. We rely on funding from Alberta Environment and Parks, EPCOR and municipal contributions to fund our core operations. Watershed management specific project work is funded through separate federal and provincial grants, and municipal and watershed stewardship group contributions.

## BOARD GOVERNANCE

The Board continued to work on key strategic directions of the organization through the work of five standing committees:

- *Executive*
- *Communications and Engagement*
- *Finance*
- *Governance*
- *Strategic Planning and Priorities*

A major accomplishment for the Board was the in depth review and rewrite of the **NSWA Bylaws** which were last updated in 2009. This included an in depth review of the sectors represented on the board. The new Bylaws were approved at the June 2020 AGM, and accepted by Service Alberta in the fall.



## OPERATIONAL FUNDING

The NSWA receives **core funding** from:

- *An operating grant from the Government of Alberta*
- *A contribution from EPCOR Water Services Canada*
- *Municipal contributions equivalent to \$0.50 per capita*

*For every \$1.00 NSWA receives in operational funding we have generated over \$3.00 in grant funding.*

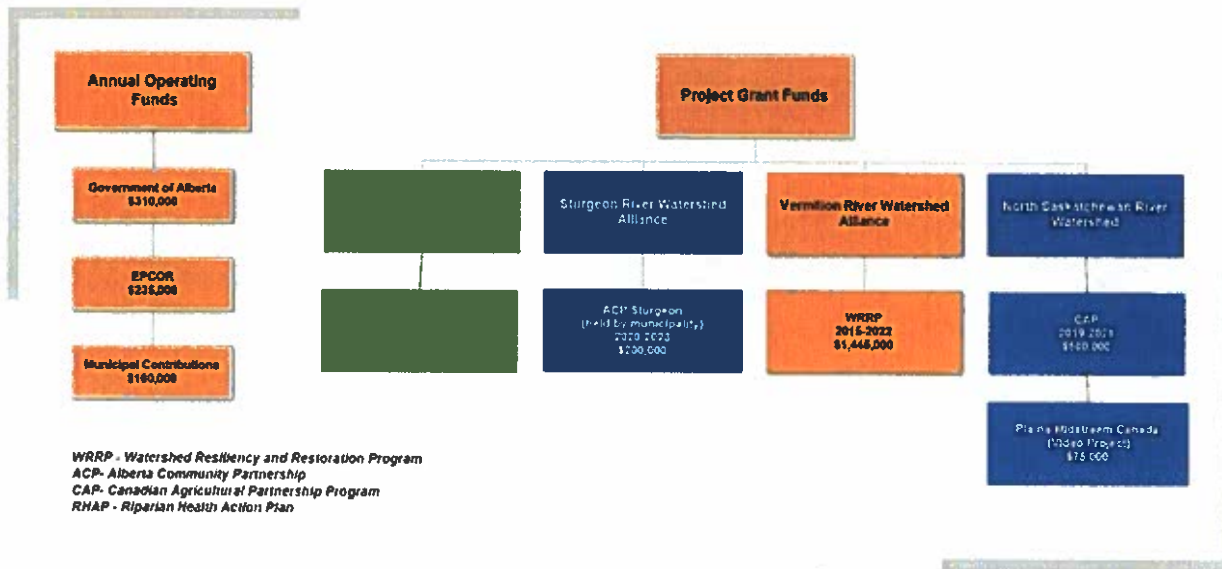


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## FUNDING SOURCES

The NSWA applies for grants from **Federal and Provincial government programs** for watershed project specific work such as technical studies and on-the-ground restoration projects. Over **\$3.0 million** worth of grants have been awarded to the NSWA in the last five years.

You can find a full copy of the NSWA 2020-2021 Audited Financial Statement on our website under [Our Society](#)



### PHOTO CREDITS:

Cover Page: *Abraham Lake*, Bill Trout, Images Alberta  
 Pages 7, 12, 15, 18 : Airscapes  
 Page 6: *Flooding in Edmonton*, Bill Trout, Images Alberta  
 Page 9: *River bend*, Bill Trout, Images Alberta  
 Page 10: *Sturgeon bridge*, Karen Albert, Images Alberta  
 Page 11: *Lac Ste Anne sunset*, Bill Trout, Images Alberta

Page 14: *Aurora over Chickakoo*, Bruce T. Smith, Images Alberta  
 Page 19: *Clifford E. Lee sunset*, Bill Trout, Images Alberta  
 Back Cover: *Sunrise near Waskatenau*, Steve Ricketts, Images Alberta  
 Other photos: NSWA

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# NSWA

NORTH SASKATCHEWAN  
WATERSHED ALLIANCE

## OUR MISSION

*To protect and improve water quality, water quantity (instream flow) and the health of our watershed by:*

- *Seeking, developing and sharing knowledge;*
- *Facilitating partnerships and collaborative planning; and,*
- *Working in an adaptive management process.*

## OUR VISION

*People working together for a healthy and functioning North Saskatchewan River watershed – today and tomorrow.*



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## Keep in Touch!

[water@nswa.ab.ca](mailto:water@nswa.ab.ca)

[www.nswa.ab.ca](http://www.nswa.ab.ca)

587 525 6820

FACEBOOK: NorthSaskRiver

LINKED IN: North Saskatchewan Watershed Alliance

TWITTER: @NorthSaskRiver

INSTAGRAM: @north\_sask\_river



cao@onoway.ca

---

**From:** administration@wildwillowenterprises.com  
**Sent:** August 26, 2021 3:24 PM  
**To:** Wendy Wildman  
**Subject:** FWD: Safety Codes Council: Silver Sands, SV - Audit Report (BEPG) 2021  
**Attachments:** Silver Sands, SV - Audit Report (BEPG) 2021 - Mailed 2021-08-26.pdf

Wendy, find attached Silver Sands' audit report.

Thanks,

Heather Luhtala,  
Asst. CAO  
S.V. of South View ([Sign Up for South View Connect Today!](#))  
S.V. of Silver Sands ([Sign Up for Silver Sands Connect Today!](#))  
S.V. of Yellowstone ([Sign Up for Yellowstone Connect Today!](#))  
Phone: 587-873-5765  
Fax: 780-967-0431  
Website: [www.wildwillowenterprises.com](http://www.wildwillowenterprises.com)  
Email: administration@wildwillowenterprises.com

----- Original Message -----

**Subject:** Safety Codes Council: Silver Sands, SV - Audit Report (BEPG) 2021  
**From:** "Line Joyal" <Line.Joyal@safetycodes.ab.ca>  
**Date:** 8/26/21 9:49 am  
**To:** "administration@wildwillowenterprises.com" <administration@wildwillowenterprises.com>, "tori@wildwillowenterprises.com" <tori@wildwillowenterprises.com>

Good morning Mrs. Message,

Please find attached the Safety Codes Council audit report for the Summer Village of Silver Sands' building, electrical, plumbing, and gas disciplines. Also please note that a copy of this report has been posted to the municipality's [Council Connect](#) account.

Should you have any questions regarding the audit report, please contact **Cristian Nadeau** at 780-392-1371 or [Cristian.Nadeau@safetycodes.ab.ca](mailto:Cristian.Nadeau@safetycodes.ab.ca).

Thank you.

Line Joyal

Audit Associate

Safety Codes Council | [www.safetycodes.ab.ca](http://www.safetycodes.ab.ca)

desk 780.392.1370 | toll-free 1.888.413.0099

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# Safety Codes Council

August 25, 2021

Mrs. Victoria Message  
QMP Manager  
SUMMER VILLAGE OF SILVER SANDS  
P.O. Box 8  
Alberta Beach, AB T0E 0A0

Dear Mrs. Message:

RE: Safety Codes Council Audit of the Building, Electrical, Plumbing, and Gas Disciplines for the Period of May 1, 2020 to April 30, 2021

As you are aware, the Safety Codes Council (the "Council") conducted an audit of the Summer Village of Silver Sands' permitting and inspection services in the building, electrical, plumbing, and gas disciplines on July 26 and 27, 2021. The audit has been completed and filed with the Council. An executive summary of the audit, along with a copy of the report, is included for your reference and use.

We would appreciate receiving your comments and plans to address the observations and recommendations included in the executive summary by **November 23, 2021**.

On behalf of the Council, I thank the Summer Village of Silver Sands and staff for their cooperation. Should you have any questions, please feel free to contact me.

Sincerely,

  
Cristian Nadeau  
Audit Manager

Direct: 780.392.1371  
Email: Cristian.Nadeau@safetycodes.ab.ca

Enclosures

cc: Peter Thomas, Administrator of Accreditation, Safety Codes Council



## EXECUTIVE SUMMARY

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August 2021

Summer Village of Silver Sands (BEPG)

The Safety Codes Council (the "Council"), in administering its responsibilities and duties under the *Safety Codes Act*, audits the provision of permitting and inspection services by accredited municipalities. Audits assess the administration and delivery of these services to ensure they are consistent with the terms and conditions of the municipality's Quality Management Plan, the *Safety Codes Act*, and *Act's* regulations.

The process is intended to assist accredited municipalities with meeting the requirements of their accreditation and enhancing or refining the services provided to Albertans. Overall, the audits help provide an objective and unbiased assessment of performance, effectiveness, and risk associated with the broader provincial safety codes system.

The Council audit process takes the following into consideration:

- overall quality management of accredited municipalities;
- administration of permitting and inspection services provided by accredited municipalities under their approved Quality Management Plan;
- certification and practices of safety codes officers and permit issuers;
- processes supporting the issuance of orders or variances and the delivery of other safety codes services; and
- administration of safety codes fees and levies.

This audit was conducted on July 26 and 27, 2021, focusing on the Summer Village of Silver Sands' (the "Municipality") accreditation in the building, electrical, plumbing, and gas disciplines for the period of May 1, 2020 to April 30, 2021. The audit took the following into consideration:

- previous review of the Municipality's building, electrical, plumbing, and gas accreditations;
- open and closed safety codes permits available under this audit; and
- roles and responsibilities of those who provide services in these disciplines.

The auditors found some items requiring corrections which recommendations for implementation are included in this report.

Please note, recommendations of the auditor and/or Council's representative are to be implemented by the municipality as defined by the Quality Management Plan. Where recommendations are made, actions are required. Suggestions, however, provide guidance from the auditor to improve current processes, documents, etc.



Following is a summary of the observations from the audit:

**1. PERFORMANCE**

The Municipality utilizes the accredited agency to monitor the effectiveness and timeliness of safety codes services. As part of its monitoring program, the Municipality and its contracted agency use eSITE to issue permits, record inspections, track permits progress, and retain the compliance monitoring documents. The Municipality contacts the agency when there are questions or concerns about the permits.

Of the files reviewed, the auditors found cases where the time between or since the last inspection or correspondence has exceeded the terms of the Permit Regulation without documented monitoring to determine if the work was suspended or abandoned, or an extension requested or granted. As a result, the Municipality may not be aware of the permit status until completion.

*Recommendation:* The Municipality will enhance its permit monitoring process to regularly review the open permit files with the agency and identify permits that have reached their expiration date or exceeded a reasonable timeframe of the work since last activity, so that an action is initiated to extend, expire, or determine the status of the work as per the permit conditions and Permit Regulation.

**2. CONSTRUCTION DOCUMENTS**

A construction document review is required as per section 4.1 of the Quality Management Plan.

This review was always completed within 15 days of permit issuance; however, there was one case in the building discipline where the torque report for the screwed pilings was not submitted or documented in the permit file.

*Recommendation:* The Municipality will ensure that all required documents, including any reports supporting partial professional involvement, are collected and documented prior to closing the file.

**3. SITE INSPECTIONS AND REPORTS**


The auditors found the inspection process in the building, electrical, plumbing, and gas disciplines to be generally meeting the Quality Management Plan's requirements; however, there were two private sewage permits where inspections were not conducted prior to covering and the safety codes officer concluded that work complied with regulation without complete documentation to support that conclusion.

*Recommendation:* The Municipality will ensure that inspections are completed at the correct stages as indicated in the Quality Management Plan. The Municipality will also ensure that all findings are supported with a timely and first hand observation of the safety codes officer for the installation of the system or supporting documentation that is acceptable to the authority having jurisdiction.

The auditors concluded that the Municipality, its staff, and contracted accredited agency are working towards providing sufficient services in meeting with the intent of the *Safety Codes Act* and the approved Quality Management Plan; however, some improvements are required to meet legislated requirements and the Municipality's terms of accreditation.

The Municipality indicated support from management and elected officials towards safety codes operations and its commitment to improvements. We thank the Summer Village of Silver Sands for its commitment to safety and its involvement and support in conducting this audit. We look forward to working with you in the future.

## **SAFETY CODES COUNCIL**



---

Cristian Nadeau  
Audit Manager



**Safety  
Codes  
Council**

500, 10405 Jasper Avenue  
Edmonton, AB T5J 3N4  
(780) 413-0099

Safety Codes Council  
Audit

# Summer Village of Silver Sands

Respecting the administration of the *Safety Codes Act*  
under Accreditation Orders 1293, 1294, 1296, and 1295  
for building, electrical, plumbing, and gas disciplines.

— AUDIT PERIOD: May 1, 2020 to April 30, 2021 —

Audit Date:

July 26 and 27, 2021

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# SAFETY CODES COUNCIL AUDIT

## Overview

### ORGANIZATION INFORMATION

The Summer Village of Silver Sands (the "Municipality") is a community of over 160 people, encompassing an area of 235.0 hectares, and located approximately 80 kilometres west of the City of Edmonton.

### AUDIT TEAM

Audit Lead: Len Ranch  
Auditor(s): Mark Brodgesell

### AUDIT HISTORY

The previous municipal review was conducted by Alberta Municipal Affairs on November 16, 2011, for the period of August 1, 2010 to July 31, 2011.

### FILE SELECTION PARAMETERS

The Safety Codes Council (the "Council") selected the following number of files for the period under audit:

STATUS	FILE TYPE	NUMBER OF FILES AVAILABLE	NUMBER OF FILES SELECTED
Open	Permits - Building	4	1
	Permits - Electrical	4	1
	Permits - Plumbing	3	1
	Permits - Gas	3	1
	Permits - Private Sewage	0	0
	<i>TOTAL</i>	14	4
Closed	Permits - Building	2	2
	Permits - Electrical	26	6
	Permits - Plumbing	0	0
	Permits - Gas	2	1
	Permits - Private Sewage	4	3
	<i>TOTAL</i>	34	12
--	Orders - BEPG	0	0
--	Variances - BEPG	0	0

# Quality Management Plan Review

## SCHEDULE A – SCOPE AND ADMINISTRATION

### A.1 SCOPE OF ACCREDITATION

The Municipality holds accreditation to administer the *Safety Codes Act* in the building, electrical, plumbing, and gas disciplines. The Municipality's service delivery matches the scope of accreditation as per the approved Quality Management Plan that was in place for the period being audited.

### A.2 ADHERENCE TO THE QUALITY MANAGEMENT PLAN

The Municipality demonstrated an understanding of its responsibilities for ensuring compliance with the Quality Management Plan as an accredited organization.

The Municipality has a one-year signed contract with the accredited agency The Inspections Group Inc. on file. The contract was effective on May 1, 2021 and will be automatically renewed on April 30th of each year up to a maximum number of six one-year term renewals. The contract does include a transition clause. The contract does address the return of all municipal files upon its termination and the ownership of records related to the services provided under the *Safety Codes Act*.

The Municipality's Quality Management Plan Manager assisted with the audit. The auditors were assured the Municipality does maintain an atmosphere of safety codes officer objectivity, free of undue influence.

### A.3 POLICY FOR PERSONNEL TRAINING

The Municipality's representative provided assurance that all safety codes officers have attended the required seminars and renewed their certification as required. This was further confirmed through reviewing the Council's records.

### A.4 FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

The Municipality's representative is aware that all information collected under the *Safety Codes Act* is subject to the *Freedom of Information and Protection of Privacy Act*.

### A.5 RECORDS RETENTION AND RETRIEVAL

Through interviewing the Municipality's representative, the auditors determined that files are retained for a minimum period of three years as indicated in the Quality Management Plan, then permanently archived to the property file.

Completed permit files are returned from the accredited agency to the municipality on a monthly basis. The records retention and retrieval process employed by the Municipality meets the intent of the Quality Management Plan.

### A.6 DECLARATION OF STATUS

Based on the files reviewed, the auditors found no evidence of conflict of interest with the agency's safety codes officers in respect to the services provided under the Quality Management Plan, including being the owner, contractor or designer of projects where they also provided compliance monitoring.

## **A.7 ANNUAL INTERNAL REVIEW**

The Quality Management Plan requires accredited municipalities to conduct an annual internal review of their program and provide the Council with a summary of findings and action plans to be implemented.

The Municipality has conducted an internal review of its Quality Management Plan program with a summary of findings and action plans submitted to the Council for year 2020.

## **A.8 REVISIONS**

The Quality Management Plan was updated in August 2017 with acceptance by the Administrator of Accreditation and an effective date of October 16, 2017. No changes or updates have been submitted to the Administrator of Accreditation since.

## **A.9 REVISION CONTROL SYSTEM**

The Municipality does ensure that all staff, safety codes officers, permit issuers, contracted personnel and contracted accredited agencies performing duties under the Quality Management Plan have access to a copy of the plan. The Municipality does maintain a registry of those that have been provided with a copy of the Quality Management Plan and approved revisions.

## **SCHEDULE B – SERVICE DELIVERY STANDARDS**

### **B.1 SCOPE OF SERVICES**

The Municipality is aware of its responsibilities for providing compliance monitoring services under the *Safety Codes Act* and the Quality Management Plan.

### **B.2 PERFORMANCE**

The Municipality utilizes the accredited agency to monitor the effectiveness and timeliness of safety codes services. As part of its monitoring program, the Municipality and its contracted agency use eSITE to issue permits, record inspections, track permits progress, and retain the compliance monitoring documents. The Municipality contacts the agency when there are questions or concerns about the permits.

Of the files reviewed, the auditors found cases where the time between or since the last inspection or correspondence has exceeded the terms of the Permit Regulation without documented monitoring to determine if the work was suspended or abandoned, or an extension requested or granted. As a result, the Municipality may not be aware of the permit status until completion.

*Recommendation: The Municipality will enhance its permit monitoring process to regularly review the open permit files with the agency and identify permits that have reached their expiration date or exceeded a reasonable timeframe of the work since last activity, so that an action is initiated to extend, expire, or determine the status of the work as per the permit conditions and Permit Regulation.*

### **B.3 PERSONNEL**

The Municipality does maintain a registry of all contracted safety codes officers with their level(s) of certification and designation of powers. Based on the permits reviewed, the agency's safety codes officers are designated and certified to the correct level for the work completed.

#### **B.4 QUALITY MANAGEMENT PLAN TRAINING**

The auditors found training records related to the administration of the Quality Management Plan for the contracted agency and municipal staff. This training allows safety codes officers and other involved staff to understand their roles and responsibilities when administering the *Safety Codes Act*.

#### **B.5 RECORDS**

The Municipality does maintain a file system for all records associated with permitting and inspection services and does ensure that all files returned by the agency are complete. The agency uses eSITE to administer the progress of permitting and inspection activities. The auditors confirm that all permitting activities (issued/open/closed permits), occurred during the period under audit, were recorded completely.

#### **B.6 COUNCIL LEVY**

The Municipality's Quality Management Plan states that the Municipality will collect the Council levy for each permit issued under the *Safety Codes Act*, and remit those levies to the Council.

The accredited agency collects all applicable Council levies and submits them to the Council, on behalf of the municipality, on a monthly basis. The Council records matched the levy submitted by the Agency.

#### **B.7 ORDERS AND VARIANCES**

The Municipality has safety codes officers at the appropriate level through its contracted agency who may issue orders and variances in accordance with the *Safety Codes Act*.

The Municipality reported that no orders of compliance or variances/alternative solutions were issued for the period under audit.

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## **Compliance Monitoring**

The Municipality will monitor compliance through a program of permit issuance, plans examination (when applicable), site inspection, follow-up inspections or verification of compliance, and file closure. Certified and designated safety codes officers will provide compliance monitoring in accordance with the *Safety Codes Act*.

### **INFORMATION COLLECTION - PERMITS**

The Quality Management Plan requires that certain information be collected as part of the permitting process such as the applicant's, owner's, and contractor's contact information; description of the work to be undertaken; the permit issuer's name, signature, and designation number; and an advisory respecting the collection/use of this information and compliance with the *Freedom of Information and Protection of Privacy Act*.

Based on the permit applications and issued permits reviewed, the information requested or collected as part of the permitting process is regularly captured and provided.

### **CONSTRUCTION DOCUMENT REVIEW**

A construction document review is required as per section 4.1 of the Quality Management Plan.

This review was always completed within 15 days of permit issuance; however, there was one case in the building discipline where the torque report for the screwed pilings was not submitted or documented in the permit file.

*Recommendation:* The Municipality will ensure that all required documents, including any reports supporting partial professional involvement, are collected and documented prior to closing the file.

### **PLANS REVIEW REPORT**

The auditors found the plans review report in the building discipline meets the Quality Management Plan's requirements.

### **SITE INSPECTIONS AND REPORTS**

Under its Quality Management Plan, the Municipality is required to carry out periodic inspections of construction activity regulated by the *Safety Codes Act*. These inspections are conducted by a safety codes officer who then submits a report of his/her observations to the owner or other appropriate party who can ensure deficiencies are corrected as needed.

These reports are required to contain information that clearly ties permit services to the property and parties responsible. These must also include observations and direction to achieving safety codes compliance.

The type of information required on inspection reports is identified in the Municipality's Quality Management Plan. Equally important to the inspection process is the follow-up to ensure that deficiencies or unsafe conditions have been addressed.



The auditors found the inspection process in the building, electrical, plumbing, and gas disciplines to be generally meeting the Quality Management Plan's requirements; however, there were two private sewage permits where inspections were not conducted prior to covering and the safety codes officer concluded that work complied with regulation without complete documentation to support that conclusion.

*Recommendation: The Municipality will ensure that inspections are completed at the correct stages as indicated in the Quality Management Plan. The Municipality will also ensure that all findings are supported with a timely and first hand observation of the safety codes officer for the installation of the system or supporting documentation that is acceptable to the authority having jurisdiction.*

**VERIFICATION OF COMPLIANCE**

All required verifications of compliance were found on file. Based on the audit, the verification of compliance process meets the intent of the *Safety Codes Act* and Quality Management Plan.

**NO-ENTRY POLICY**

The Municipality has a no-entry policy as required by the Quality Management Plan. No concerns were found.

**PERMIT SERVICES REPORT**

The Permit Services Report is the last step in the permitting process that allows closure of the permit file. This document is issued to the owner by the municipality when all required inspections are completed to the satisfaction of the safety codes officer. The document provides the owner with the final accounting of the safety codes services provided, including any outstanding non-compliance issues that may remain.

The auditors found that all Permit Services Reports were issued within 30 days of completing the compliance monitoring services. Based on the audit, the process meets the intent of the *Safety Codes Act* and Quality Management Plan.

**FILES REVIEW**

**1.0 Open Permits**

**1.1 BUILDING: Total number of files: 4 Number of files required for the audit: 1**

PERMIT #	OBSERVATIONS
283TIG-21-B0001	No concerns.

**1.2 ELECTRICAL: Total number of files: 4 Number of files required for the audit: 1**

PERMIT #	OBSERVATIONS
283TIG-21-E0002	No concerns.

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**1.3 PLUMBING: Total number of files: 3 Number of files required for the audit: 1**

PERMIT #	OBSERVATIONS
283TIG-20-P0001	<b>Permit Monitoring:</b> The progress of the permit has exceeded the terms and conditions of section 25 of the Permit Regulation without monitoring documented and/or an extension requested and granted.

**1.4 GAS: Total number of files: 3 Number of files required for the audit: 1**

PERMIT #	OBSERVATIONS
283TIG-20-G0002	<b>Permit Monitoring:</b> The progress of the permit has exceeded the terms and conditions of section 25 of the Permit Regulation without monitoring documented and/or an extension requested and granted.

**2.0 Closed Permits**

**2.1 BUILDING: Total number of files: 2 Number of files required for the audit: 2**

PERMIT #	OBSERVATIONS
283TIG-20-B0001	<b>Permit:</b> Missing reference to the plans review report. <b>Professional Involvement:</b> No documentation of the required screw pile torque report in the permit file.
283TIG-20-B0004	No concerns.

**2.2 ELECTRICAL: Total number of files: 26 Number of files required for the audit: 6**

PERMIT #	OBSERVATIONS
283TIG-19-E0005	<b>Permit Monitoring:</b> The progress of the permit has exceeded the terms and conditions of section 25 of the Permit Regulation without monitoring documented and/or an extension requested and granted.
283TIG-20-E0013 283TIG-20-E0014 283TIG-20-E0015 283TIG-20-E0025 283TIG-21-E0001	No concerns.

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**2.3 GAS: Total number of files: 2 Number of files required for the audit: 1**

PERMIT #	OBSERVATIONS
283TIG-21-G0001	No concerns.

**2.4 PRIVATE SEWAGE: Total number of files: 4 Number of files required for the audit: 3**

PERMIT #	OBSERVATIONS
283TIG-19-S0003 283TIG-20-S0001	<b>Site Inspection:</b> No inspections were conducted prior to covering. The safety codes officer concluded that work complied with regulation without documentation to support that conclusion.
283TIG-20-S0002	No concerns.

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## Silver Sands Five Year Capital Plan

Capital Revenue						
Revenue Source for Capital	Opening (Ending 2020)	2021	2022	2023	2024	2025
Carry forward from previous year		\$ (7,509)	\$ 24,902	\$ 64,731	\$ 19,560	\$ 33,712
MSI - Capital	\$ (11,954)	\$ 113,677	\$ 113,677	\$ 113,677	\$ -	\$ -
Gas Tax Fund	\$ 4,445	\$ 28,734	\$ 14,152	\$ 14,152	\$ 14,152	\$ -
Other Grants (Active Transport)			\$ 40,000			
Debentures						
Reserve Transfers						
<b>Sub-Total</b>	<b>\$ (7,509)</b>	<b>\$ 134,902</b>	<b>\$ 192,731</b>	<b>\$ 192,560</b>	<b>\$ 33,712</b>	<b>\$ 33,712</b>

Capital Expenses						
Capital Projects	Opening	2021	2022	2023	2024	2025
Currently Active/Open Capital						
n/a		\$ -	\$ -	\$ -	\$ -	\$ -
<b>Sub-Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Proposed Capital</b>						
Road Projects		\$ 50,000				
Drainage Project		\$ 60,000	\$ 88,000			
Equipment Purchase						
WILD Water (join) (143K+30k)				\$ 173,000		
Speed Indicator						
Boat Launch Maintenance						
Water Tanks						
Multi Sport Rec Area						
Walking Trails Upgrades			\$ 40,000			
<b>Sub-Total</b>	<b>\$ -</b>	<b>\$ 110,000</b>	<b>\$ 128,000</b>	<b>\$ 173,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Expenses/Commitments</b>	<b>\$ -</b>	<b>\$ 110,000</b>	<b>\$ 128,000</b>	<b>\$ 173,000</b>	<b>\$ -</b>	<b>\$ -</b>

<b>Net Capital Budget 2020-2024</b>	<b>\$ (7,509)</b>	<b>\$ 24,902</b>	<b>\$ 64,731</b>	<b>\$ 19,560</b>	<b>\$ 33,712</b>	<b>\$ 33,712</b>
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<b>Deferred Revenue (Carry forward to next year's funding)</b>	<b>\$ (7,509)</b>	<b>\$ 24,902</b>	<b>\$ 64,731</b>	<b>\$ 19,560</b>	<b>\$ 33,712</b>	<b>\$ 33,712</b>
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Special Projects						
Special Projects (Annual)	Revenue Source	Revenue	2021 Expenses			
Flowering Rush	ACP Grant	\$ 90,000	\$ 90,000			
Sturgeon Watershed	ACP Grant	\$ 200,000	\$ 200,000			
Land Use Bylaw Amendments (MPS)	Reserves	\$ 30,000	\$ 30,000			
<b>Total</b>		<b>\$ 320,000</b>	<b>\$ 320,000</b>			

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## Silver Sands - Operating Budgets

(Operating Expenses - Projection Including 4-Year Forecast)

Code A	Standard	1.05	Code C	Contract 3%	1.03	Code E	Contract 5%	1.05	Code G	Fuel/Energy	1.07	
Code B	Contract 2%		1.02	Code D	Contract 4%	1.04	Code F	Adm. Est	n/a	Code H	Per Policy/Agreem	Calc.

Function	2020 Budget	2020 Actual	Difference	% Δ
<b>Council</b>			B - A	
Council Meeting Fees	\$ 8,500	\$ 7,488	\$ 1,013	12%
Council Monthly (\$75 \ Month)	\$ 2,700	\$ 2,700	\$ -	0%
Council Travel \ Subsistence	\$ 5,000	\$ 2,173	\$ 2,827	57%
Council SVLSACE	\$ 1,558	\$ 1,557	\$ 1	0%
Council Development	\$ 3,000	\$ 863	\$ 2,137	71%
<b>Sub Total</b>	<b>\$ 20,758</b>	<b>\$ 14,780</b>	<b>\$ 5,978</b>	<b>29%</b>
<b>Administration</b>				
Administrator (2%)	\$ 73,179	\$ 73,179	\$ -	0%
W.C.B.	\$ 1,200	\$ 1,554	\$ (454)	-41%
Travel & Subsistence	\$ 4,000	\$ 2,616	\$ 1,384	35%
Postage \ Phone \ Storage	\$ 4,800	\$ 4,898	\$ (98)	-2%
Memberships	\$ 3,000	\$ 2,555	\$ 445	15%
Stationery & Printing	\$ 3,300	\$ 3,102	\$ 198	6%
Advertising	\$ 500	\$ 550	\$ (50)	0%
Auditor	\$ 4,225	\$ 4,250	\$ (25)	-1%
Assessment	\$ 7,000	\$ 7,018	\$ (18)	0%
Assessment LARB \ CARB	\$ 100	\$ 250	\$ (150)	-150%
Legal	\$ 2,000	\$ 5,658	\$ (3,658)	-183%
Integrity Commissioner/Safety Codes	\$ 2,000	\$ 2,000	\$ -	0%
Insurance	\$ 6,500	\$ 6,889	\$ (389)	0%
Computer Support \ Website	\$ 1,750	\$ 2,120	\$ (370)	-21%
Meeting Room Fees - Hall Rent	\$ 1,000	\$ 1,240	\$ (240)	-24%
General Appreciation	\$ 250	\$ -	\$ 250	100%
Tax Rebates & Discounts	\$ -	\$ -	\$ -	0%
Bank Charges \ Penalties	\$ -	\$ 15	\$ (15)	0%
Land Title Charges	\$ 200	\$ (9)	\$ 209	0%
Annual Info Mtg \ Planning	\$ -	\$ -	\$ -	0%
Bad Debts	\$ -	\$ 13,328	\$ (13,328)	0%
Donation To Other Agency	\$ 1,000	\$ 750	\$ 250	0%
<b>Total</b>	<b>\$ 115,904</b>	<b>\$ 131,963</b>	<b>\$ (16,059)</b>	<b>-14%</b>
<b>Election</b>				
Salaries & Wages	\$ -	\$ -	\$ -	#DIV/0!
Advertising	\$ -	\$ -	\$ -	#DIV/0!
Goods & Supplies	\$ -	\$ -	\$ -	#DIV/0!
Census Costs	\$ -	\$ -	\$ -	#DIV/0!
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>
<b>Medical</b>				
Medical Clinic (LSA)	\$ -	\$ -	\$ -	#DIV/0!
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>

2021 Budget
\$ 8,500
\$ 2,700
\$ 4,000
\$ 1,558
\$ 2,000
<b>\$ 18,758</b>
\$ 73,000
\$ 1,500
\$ 3,000
\$ 6,000
\$ 3,000
\$ 3,300
\$ 500
\$ 4,300
\$ 7,050
\$ 1,000
\$ 2,000
\$ 3,000
\$ 7,000
\$ 2,000
\$ 1,000
\$ 250
\$ -
\$ -
\$ 200
\$ -
\$ -
\$ 1,000
<b>\$ 119,100</b>
\$ 3,500
\$ 750
\$ 750
<b>\$ 5,000</b>
\$ 900
<b>\$ 900</b>

Code	Rate	2021	2022	2023	2024	2025
H	1.00	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500
H	1.00	\$ 2,700	\$ 2,700	\$ 2,700	\$ 2,700	\$ 2,700
H	1.00	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
A	1.05	\$ 1,558	\$ 1,636	\$ 1,718	\$ 1,804	\$ 1,894
A	1.05	\$ 2,000	\$ 2,100	\$ 2,205	\$ 2,315	\$ 2,431
		<b>\$ 18,758</b>	<b>\$ 18,936</b>	<b>\$ 19,123</b>	<b>\$ 19,319</b>	<b>\$ 19,525</b>
B	1.02	\$ 73,000	\$ 74,460	\$ 75,949	\$ 77,468	\$ 79,018
B	1.02	\$ 1,500	\$ 1,530	\$ 1,561	\$ 1,592	\$ 1,624
A	1.05	\$ 3,000	\$ 3,150	\$ 3,308	\$ 3,473	\$ 3,647
A	1.05	\$ 6,000	\$ 6,300	\$ 6,615	\$ 6,946	\$ 7,293
A	1.05	\$ 3,000	\$ 3,150	\$ 3,308	\$ 3,473	\$ 3,647
A	1.05	\$ 3,300	\$ 3,465	\$ 3,638	\$ 3,820	\$ 4,011
A	1.05	\$ 500	\$ 525	\$ 551	\$ 579	\$ 608
F	1.01	\$ 4,300	\$ 4,343	\$ 4,386	\$ 4,430	\$ 4,475
C	1.03	\$ 7,050	\$ 7,262	\$ 7,479	\$ 7,704	\$ 7,935
A	1.05	\$ 1,000	\$ 1,050	\$ 1,103	\$ 1,158	\$ 1,216
A	1.05	\$ 2,000	\$ 2,100	\$ 2,205	\$ 2,315	\$ 2,431
A	1.05	\$ 3,000	\$ 3,150	\$ 3,308	\$ 3,473	\$ 3,647
F	1.01	\$ 7,000	\$ 7,070	\$ 7,141	\$ 7,212	\$ 7,284
A	1.05	\$ 2,000	\$ 2,100	\$ 2,205	\$ 2,315	\$ 2,431
F	1.00	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
F	1.00	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250
F		\$ -	\$ -	\$ -	\$ -	\$ -
F		\$ -	\$ -	\$ -	\$ -	\$ -
F	1.00	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200
F		\$ -	\$ -	\$ -	\$ -	\$ -
F		\$ -	\$ -	\$ -	\$ -	\$ -
F	1.00	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
		<b>\$ 119,100</b>	<b>\$ 122,105</b>	<b>\$ 125,206</b>	<b>\$ 128,408</b>	<b>\$ 131,714</b>
F		\$ 3,500	\$ -	\$ -	\$ -	\$ 3,500
F		\$ 750	\$ -	\$ -	\$ -	\$ 750
F		\$ 750	\$ -	\$ -	\$ -	\$ 750
F		\$ -	\$ -	\$ -	\$ -	\$ -
		<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000</b>
H	1	\$ 900	\$ 900	\$ 900	\$ 900	\$ 900
		<b>\$ 900</b>	<b>\$ 900</b>	<b>\$ 900</b>	<b>\$ 900</b>	<b>\$ 900</b>

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## Silver Sands - Operating Budgets

(Operating Expenses - Projection Including 4-Year Forecast)

Code A	Standard	1.05 Code C	Contract 3%	1.03 Code E	Contract 5%	1.05 Code G	Fuel/Energy	1.07
Code B	Contract 2%	1.02 Code D	Contract 4%	1.04 Code F	Adm. Est	n/a Code H	Per Policy/Agreem	Calc.

Function	2020 Budget	2020 Actual	Difference	% Δ
<b>Common Services</b>				
Salaries \ Wages (PW & STEP)	\$ 77,000	\$ 74,988	\$ 2,012	3%
Payroll Deductions	\$ 4,500	\$ 4,295	\$ 206	5%
Payroll Vacation Accrual	\$ -	\$ -	\$ -	#DIV/0!
Public Works Consultant	\$ -	\$ -	\$ -	0%
Phone Reimburse (PWM)	\$ 1,200	\$ 1,200	\$ -	0%
Shop Security	\$ 500	\$ 618	\$ (118)	-24%
Snow Removal \ Grading	\$ 6,000	\$ 1,890	\$ 4,110	68%
Gravel & Rehabilitation	\$ 8,000	\$ 6,836	\$ 1,164	15%
General Services	\$ 250	\$ 190	\$ 60	24%
Signs	\$ 600	\$ 707	\$ (107)	-18%
Parts, Supplies, Fuel, Equip Repair	\$ 14,000	\$ 23,596	\$ (9,596)	-69%
Shop Improvements	\$ 2,500	\$ 517	\$ 1,983	79%
Electrical	\$ 17,500	\$ 16,936	\$ 564	3%
Natural Gas	\$ 1,250	\$ 1,264	\$ (14)	-1%
<b>Total</b>	<b>\$ 133,300</b>	<b>\$ 133,036</b>	<b>\$ 264</b>	<b>0%</b>
<b>Storm Water / Drainage</b>				
General Supply - Culverts	\$ 1,000	\$ 3,993	\$ (2,993)	
Storm Water Drainage Study	\$ -	\$ -	\$ -	
<b>Total</b>	<b>\$ 1,000</b>	<b>\$ 3,993</b>	<b>\$ (2,993)</b>	
<b>Lagoon / Sewer</b>				
Lagoon/Sewer Capital	\$ -	\$ -	\$ -	
Lagoon/Sewer Operating	\$ -	\$ -	\$ -	
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Waste Collection</b>				
Waste	\$ 28,900	\$ 29,266	\$ (366)	-1%
Recycle	\$ 5,100	\$ 6,821	\$ (1,721)	
Large Bin Clean Up	\$ 7,000	\$ 6,023	\$ 977	14%
Waste Commission (Hwy 43)	\$ 4,700	\$ 5,813	\$ (1,113)	-24%
<b>Total</b>	<b>\$ 45,700</b>	<b>\$ 47,922</b>	<b>\$ (2,222)</b>	<b>-5%</b>
<b>Municipal Planning</b>				
Development Officer	\$ 3,600	\$ 3,600	\$ -	0%
Development Permit Fees	\$ 1,000	\$ 2,284	\$ (1,284)	-128%
Development Enforcement	\$ 4,000	\$ 4,143	\$ (143)	-4%
Planning - LU# Amendments	\$ 2,000	\$ 9,740	\$ (7,740)	-387%
Municipal Planning Services	\$ 3,000	\$ 1,795	\$ 1,205	40%
SDAB	\$ 300	\$ 300	\$ -	
<b>Total</b>	<b>\$ 13,900</b>	<b>\$ 21,863</b>	<b>\$ (7,963)</b>	<b>-57%</b>

2021 Budget
\$ 88,000
\$ 5,000
\$ -
\$ 1,200
\$ 650
\$ 5,000
\$ 8,000
\$ 250
\$ 600
\$ 14,000
\$ 1,000
\$ 17,500
\$ 1,250
<b>\$ 142,450</b>

Code	Rate	2021	2022	2023	2024	2025
B	1.02	\$ 88,000	\$ 89,760	\$ 91,555	\$ 93,386	\$ 95,254
B	1.02	\$ 5,000	\$ 5,100	\$ 5,202	\$ 5,306	\$ 5,412
		\$ -	\$ -	\$ -	\$ -	\$ -
F	1.00	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200
F	1.00	\$ 650	\$ 650	\$ 650	\$ 650	\$ 650
A	1.05	\$ 5,000	\$ 5,250	\$ 5,513	\$ 5,788	\$ 6,078
A	1.05	\$ 8,000	\$ 8,400	\$ 8,820	\$ 9,261	\$ 9,724
F	1.00	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250
F	1.00	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600
A	1.05	\$ 14,000	\$ 14,700	\$ 15,435	\$ 16,207	\$ 17,017
A	1.05	\$ 1,000	\$ 1,050	\$ 1,103	\$ 1,158	\$ 1,216
G	1.07	\$ 17,500	\$ 18,725	\$ 20,036	\$ 21,438	\$ 22,939
G	1.07	\$ 1,250	\$ 1,338	\$ 1,431	\$ 1,531	\$ 1,638
		<b>\$ 142,450</b>	<b>\$ 147,023</b>	<b>\$ 151,794</b>	<b>\$ 156,775</b>	<b>\$ 161,978</b>
F	1.00	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
F	1.00	\$ -	\$ -	\$ -	\$ -	\$ -
		<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>
F		\$ -	\$ -	\$ -	\$ -	\$ -
F		\$ -	\$ -	\$ -	\$ -	\$ -
		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
A	1.05	\$ 20,000.00	\$ 21,000	\$ 22,050	\$ 23,153	\$ 24,310
F	1.05	\$ 6,330.00	\$ 6,647	\$ 6,979	\$ 7,328	\$ 7,694
F	1.00	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
F	1.02	\$ 6,000	\$ 6,120	\$ 6,242	\$ 6,367	\$ 6,495
		<b>\$ 38,330</b>	<b>\$ 39,767</b>	<b>\$ 41,271</b>	<b>\$ 42,848</b>	<b>\$ 44,499</b>
F	1.00	\$ 3,600	\$ 3,600	\$ 3,600	\$ 3,600	\$ 3,600
F	1.00	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
F	1.05	\$ 4,000	\$ 4,200	\$ 4,410	\$ 4,631	\$ 4,862
F	1.00	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
F	1.00	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
F	1.00	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300
		<b>\$ 14,900</b>	<b>\$ 15,100</b>	<b>\$ 15,310</b>	<b>\$ 15,531</b>	<b>\$ 15,762</b>

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## Silver Sands - Operating Budgets

(Operating Expenses - Projection Including 4-Year Forecast)

Code A	Standard	1.05 Code C	Contract 3%	1.03 Code E	Contract 5%	1.05 Code G	Fuel/Energy	1.07
Code B	Contract 2%	1.02 Code D	Contract 4%	1.04 Code F	Adm. Est	n/a Code H	Per Policy/Agreem.	Calc.

Function	2020 Budget	2020 Actual	Difference	% Δ	2021 Budget	Code	Rate	2021	2022	2023	2024	2025
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(Operating Income - Projection Including 4-Year Forecast)

Function	2020 Budget	2020 Actual	Difference	2021 Budget	2021	2022	2023	2024	2025
<b>Income</b>									
Municipal Taxation	\$ 369,640	\$ 372,570	\$ 2,930	\$ 375,311	\$ 375,311	\$ 400,567	\$ 413,251	\$ 435,025	\$ 451,291
Operating Grants (MSI-O/STEP OR CSJ/CANADA DAY)	\$ 9,757	\$ 9,757	\$ -	\$ 9,161	\$ 9,161	\$ 9,161	\$ 9,161	\$ 600	\$ 600
Election Grant	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -
MOST Grant	\$ -	\$ 13,449	\$ 13,449	\$ 7,752	\$ 7,752	\$ -	\$ -	\$ -	\$ -
Bank/GIC Income	\$ 11,000	\$ 4,521	\$ (6,479)	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
Penalty Income	\$ 16,000	\$ 16,086	\$ 86	\$ 16,822	\$ 16,822	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Admin Income	\$ 600	\$ 860	\$ 260	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600
Bylaw Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utility Franchise Income	\$ 4,500	\$ 4,570	\$ 70	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500
Public Works Income	\$ 750	\$ 416	\$ (334)	\$ 6,500	\$ 6,500	\$ 500	\$ 500	\$ 500	\$ 500
Planning & Development	\$ 3,000	\$ 5,875	\$ 2,875	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500
Parks & Recreation Grants	\$ 6,564	\$ 11,355	\$ 4,791	\$ 5,264	\$ 5,264	\$ 5,264	\$ 5,264	\$ 5,264	\$ 5,264
Weed Harvesting	\$ -	\$ -	\$ -	\$ 4,150	\$ 4,150	\$ 4,150	\$ 4,150	\$ 4,150	\$ 4,150
Reserves (Election/Medical/FI Rush/Entrance Signs)	\$ -	\$ -	\$ -	\$ 7,500	\$ 7,500	\$ 2,000	\$ 2,000	\$ 2,000	\$ 4,500
Other incl DIP	\$ -	\$ 451	\$ 451	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Amortization	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Deferred Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 423,811</b>	<b>\$ 439,911</b>	<b>\$ 18,100</b>	<b>\$ 449,060</b>	<b>\$ 449,060</b>	<b>\$ 452,242</b>	<b>\$ 464,926</b>	<b>\$ 478,139</b>	<b>\$ 496,905</b>

Increase/Decrease from Prior Year				\$ 27,249	\$ 27,249	\$ 3,182	\$ 12,685	\$ 13,212	\$ 18,766
Annual Surplus/Deficit	\$ -	\$ (82,511)	\$ (82,511)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Audit Transfers (reserve contributions)	\$ -	\$ 163,162	\$ 163,162	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Accumulated Surplus/Deficit	\$ -	\$ 80,652	\$ 80,652	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Balance of Accumulated Surplus/Deficit End of Year									
plus Budgeted Reserve Contributions		\$ 2,263,930	\$ 2,263,930	\$ 2,290,642	\$ 2,290,642	\$ 2,317,824	\$ 2,345,485	\$ 2,373,636	\$ 2,402,285

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## Public Works Report

SVSS Council Meeting September 24, 2021

### Update from August 27, 2021 Council Meeting

1. Received a quote from St Albert Parking Lot Maintenance Ltd for crack sealing
2. Aspen Drainage: Met with Jared from Rock Hill Construction discussing options for the drainage project. We have come up with a solution that should correct the water issues without having to add large ditches down one side of the street. This plan will fix and modify the existing drainage. This option has been discussed with Trent, who agrees this is a viable solution and he is drawing up new plans.

### New Items

1. New welder was purchased for the shop for maintenance of equipment, and is working well.
2. Requested Cottage Care to quote removal of several problem trees on Hillside.
3. Cottage Care will be taking care of any emergency trees that possibly happen in the village while I am away September 20 to October 4. They will be collecting Blue Bags while I am away also.
4. We passed our Annual Playground Inspection, with only small, easily correctable issues.
5. Met with Valard, who are doing the power poles and trenching power into Ron's property for a site inspection. I moved the Sand box on SS Drive, and cut out one tree and a shrub out of the way for the new transformer.
6. Spoke with Ron about his culvert extensions and gave him information on the materials needed for the steam lines in the culverts.
7. Paige finished for the year on September 1. It was a good summer and she worked very well, and I would be happy to have her back next season.

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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](mailto:pcm1@telusplanet.net)

August 27, 2021

File: 21DP13-31

**Re: Development Permit Application No. 21DP13-31  
Plan 223 MC, Block 1, Lot 4 : 4 Alder Avenue (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 DECK (23.4 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- 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.
- 5- 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.
- 6- 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.
- 7- **The improvements take place in accordance with the plans and sketch submitted as part of the permit application.**







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](mailto:pcm1@telusplanet.net)

**NOTE:**

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.
4. The applicant is reminded that compliance with this Permit requires compliance with all conditions affixed thereto.
  - a. 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:

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## Public Notice

DEVELOPMENT APPLICATION NUMBER: 21DP13-31

### APPROVAL OF DEVELOPMENT PERMIT

An application for a development permit for this property, Plan 223 MC, Block 1, Lot 4 : 4 Alder Avenue, with regard to the following:

## ***CONSTRUCTION OF A DECK (23.4 SQ. M.)***

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

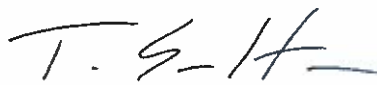
Any person who objects to the proposed use of the parcel may deliver to the Clerk of the Subdivision and Development Appeal Board a written statement of their objection to such use indicating the following:

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 September 17, 2021**.

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	August 27, 2021
Date of Decision	August 27, 2021
Effective Date of Permit	September 25, 2021
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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# Town of Mayerthorpe

**Report Title :** SILVER SANDS DAILY EVENTS  
**Report Range** 8/1/2021 12:00 am to 8/31/2021 11:59 pm

## Daily Event Log Report

**Date:** 2021/08/05

**Group:** TOWN OF MAYERTHORPE

**Officer:** DAWN, DWIGHT  
**Backup Officer:**  
**Group:** TOWN OF MAYERTHORPE  
**Event Start:** 2021/08/05 1145  
**Event:** GENERAL PATROL  
**Location:** SILVER SANDS  
**Specific Location:** SUMMER VILLAGE

RECEIVED  
Sep 14 2021

**Event End:** 2021/08/05 1330

**Notes:** PATROLLED ROADWAYS AND CHECKING ON RESIDENCES, RADAR ON BOTH SECTIONS OF VILLAGE, BUT MINIMAL TRAFFIC THIS MORNING, NO ONE SPEEDING NO LOOSE ANIMALS OUT OR BARKING

**Total Group Events:** 1 **Total Time on Events:** 0 Days 2 Hours 45 Minutes

**Total Events By Date:** 1

**Date:** 2021/08/14

**Group:** TOWN OF MAYERTHORPE

**Officer:** DAWN, DWIGHT  
**Backup Officer:**  
**Group:** TOWN OF MAYERTHORPE  
**Event Start:** 2021/08/14 1700  
**Event:** GENERAL PATROL  
**Location:** SILVER SANDS  
**Specific Location:** SUMMER VILLAGE

**Event End:** 2021/08/14 1830

**Notes:** MOSTLY PATROLLED VILLAGE CHECKING RESIDENCES ALONG WITH RADAR AT BOTH SECTIONS, BUT NOT A VERY BUSY DAY AS HEAVY SMOKE FROM FIRES TODAY, VERY LITTLE TRAFFIC.

**Total Group Events:** 1 **Total Time on Events:** 0 Days 2 Hours 30 Minutes

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**Total Events By Date:** 1

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**Date:** 2021/08/18

**Group:** TOWN OF MAYERTHORPE

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**Officer:** DAWN, DWIGHT

**Backup Officer:**

**Group:** TOWN OF MAYERTHORPE

**Event Start:** 2021/08/18 1430

**Event End:** 2021/08/18 1600

**Event:** GENERAL PATROL

**Location:** SILVER SANDS

**Specific Location:** SUMMER VILLAGE

**Notes:** PATROLLED SUMMER VILLAGE, RADAR ON MAIN ROAD, BUT SPEEDS ARE REALLY GOOD AS THEY KNOW I WILL SIT THERE, GOING TO START DOING LASER SO I CAN HIDE BETTER

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**Total Group Events:** 1

**Total Time on Events:**

0 Days 2 Hours 30 Minutes

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**Total Events By Date:** 1

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**Total Report Events:** 3

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# Onoway Regional Medical Clinic Welcomes New Physician

*Onoway Regional Medical Clinic is pleased to welcome its newest physician, Dr. Debbie Tindall, M.D., CCFP, to its ranks. Dr. Tindall specializes in family medicine, and brings a wealth and diversity of medical expertise to the Lac Ste. Anne community.*

Officially assuming her duties at the clinic on Tuesday, September 21, Dr. Tindall replaces departing Dr. Richard Kozakiewicz, who retired at the end of June. Dr. Tindall looks forward to meeting both regular clients and clinic newcomers in the weeks ahead.

Moving from Saskatchewan to Edmonton at the age of five, Dr. Tindall considers herself a lifelong Albertan at heart. In October of 2020 she moved to Alberta Beach in pursuit of a more pastoral lifestyle than urban centers allow.

Dr. Tindall received her medical degree and completed her family medicine residency at the University of Alberta. Her lengthy career in medicine includes five years as a Registered Nurse, and nearly two decades as a Family Physician in Edmonton. In parallel to working in a family medical practice for most of her career, she has dedicated years of service to geriatric rehabilitation and assisted living facilities, and a clinic at an inner-city long-term shelter. Dr. Tindall has an enduring commitment to community-focused healthcare, a passion for teaching and mentoring medical students, and an extensive depth and breadth of family medicine knowledge.

Please join us in extending a warm welcome to Dr. Debbie Tindall and her family. The County also sends its sincere thanks to the Onoway Regional Medical Clinic staff and physicians for their tireless dedication to the clinic and the communities it serves. Last but certainly not least, the County wishes Dr. Kozakiewicz all the best in his well-earned retirement.

## An Intermunicipal Investment in the Community

Onoway Regional Medical Clinic is owned and operated by Lac Ste. Anne County in partnership with the Town of Onoway and the Summer Villages of Silver Sands, West Cove, Ross Haven and Val Quentin. The County acknowledges its municipal partners for their continued vision, collaboration and investment in this vital community health facility.




ONOWAY REGIONAL  
MEDICAL CLINIC

#2 - 4927 Lac Ste. Anne Trail Onoway, AB 780 967 6477

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VENDOR		VENDOR ID	DATE ISSUED	
SUMMER VILLAGE OF SILVER SANDS			08-Sep-2021	
DEPOSITED AT BANK: 021908989		DEPOSIT NO	DATE	AMOUNT
BRANCH:	ACCOUNT:		08-Sep-2021	\$438.00
			TOTAL	\$438.00

DEPOSIT NO: 2001370715		DEPOSIT DATE: 08-Sep-2021		
VOUCHER	DESCRIPTION/REASON FOR PAYMENT	INVOICE/CREDIT NOTE	AMOUNT	SUB-TOTAL
1901631613	FCSS SEPTEMBER PAYMENT	095261304FCS0921	\$438.00	
	Total Payment From C&SS For Inquiries Call 826 468 4314			\$438.00
				
			DEPOSIT TOTAL \$438.00	

JCA6840805 E D

03396

SUMMER VILLAGE OF SILVER SANDS  
PO BOX 8  
ALBERTA BEACH, AB  
T0E 0A0



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JCA6840805-0006791-03396-0001-0001-00-

August 26, 2021

01 0 0000123\*

SUMMER VILLAGE OF SILVER SANDS  
BOX 8  
ALBERTA BEACH AB T0E 0A0

RECEIVED  
SEP 0-9-2021

## We're making changes to our Corporate Creditor Service.

In a few months, we are making changes to Corporate Creditor fees. Attached you'll find a summary of these changes, which outlines the future pricing.

We're committed to continuing to evolve our offerings—timely, helpful advice, products that help you meet your goals, and simple, secure digital services so you can bank the way you want—to meet your expectations today and down the road.

If you have questions or need advice, we're here to help. Please contact your relationship manager, Karen, at 780-719-5478 or [KSchneberger@atb.com](mailto:KSchneberger@atb.com).

**Your friends at ATB.**

**Brian Ford**  
**Vice President**  
**ATB Business Solutions**

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**Summer Village of Sunrise Beach  
Council Organizational Chart**

Updated Sept 2, 2021

	Rep
	Alternate

	Jon Ethier	Mike Benson	Everett Steenbergen
Name	Jon Ethier	Mike Benson	Everett Steenbergen
Position	Mayor	Deputy Mayor	Councillor
Email	jon@riderside.com	mikeforcouncil21@gmail.com	audsteen@hotmail.com
Phone	780-982-6929	780-278-2373	780-994-0136
Highway 43 East Waste Commission			
West Inter-Lake District (WILD) Regional Water Commission			
Ste. Anne Emergency Management Agency -Regional Emergency Services			
Summer Villages of Lac Ste. Anne County East (all of Council to attend - rep to vote)			
Family and Community Support Services (FCSS)			
Joint Lagoon Committee Sandy/Sunrise			
Regional Sewer Line (all of Council)			
Municipal Planning Commission			
Lac Ste. Anne East End Bus Society			

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**Minutes of the Organizational Meeting of the Summer Village of Sandy Beach held Thursday,  
August 26<sup>th</sup>, 2021 at Myrna Noyes Community Hall 63 Lakeshore Drive at 7 pm.**

		<p>Larysa Luciw took Oath of Office for the position of Deputy Mayor.</p> <p>Michael Harney took Oath of Office for the position of Councillor.</p>
4.	<p><b>Motion # 126-21</b></p>	<p><b><u>COMMITTEE APPOINTMENTS</u></b>  <b>MOVED</b> by Deputy Mayor Larysa Luciw that Council approve the following Committee appointments:</p> <ul style="list-style-type: none"> <li>• <b><u>Highway 43 East Waste Commission</u></b> - Michael Harney/alt Larysa Luciw.</li> <li>• <b><u>West Inter Lake District (WILD) Water Commission</u></b> - Michael Harney/alt Denise Lambert.</li> <li>• <b><u>Sandy Beach/Sunrise Beach Lagoon Committee</u></b> - all of Council.</li> <li>• <b><u>Summer Villages of Lac Ste. Anne County East</u></b> - all of Council to attend with one member to vote being Denise Lambert.</li> <li>• <b><u>Sun and Sand Recreation League</u></b> – Larysa Luciw</li> <li>• <b><u>Emergency Management/Disaster Services</u></b> – Denise Lambert/alt. Michael Harney</li> <li>• <b><u>Summer Village of Sandy Beach Family &amp; Community Support Services</u></b> – Larysa Luciw.</li> <li>• <b><u>Subdivision &amp; Development Appeal Board</u></b> - Denise Lambert.</li> <li>• <b><u>Community Planning Committee</u></b> – all of Council.</li> <li>• <b><u>Drainage Study</u></b> – Michael Harney.</li> <li>• <b><u>Fire Smart</u></b> – Michael Harney</li> </ul> <p align="right"><b>CARRIED</b></p>
5.	<p><b>Motion #127-21</b></p>	<p><b><u>FINANCIAL</u></b>  <b>MOVED</b> by Councillor Michael Harney that the following be approved:</p> <ul style="list-style-type: none"> <li>• Signing Authority – All of Council with 2 signatures required – 1 elected/1 administration (CAO or Assistant CAO) (Council – Denise Lambert, Larysa Luciw, Michael Harney) (Administration – Rudolf Liebenberg).</li> </ul> <p align="right"><b>CARRIED</b></p>
	<p><b>Motion #128-21</b></p>	<p><b>MOVED</b> by Councillor Michael Harney that the following be approved:</p> <ul style="list-style-type: none"> <li>• Council Remuneration (\$361.11.00/month plus mileage @.59/km, expenses to include hotels, parking and sundries as per receipts (breakfast \$10.30, lunch \$14.50 and supper \$22.50)</li> </ul> <p align="right"><b>CARRIED</b></p>

**Minutes of the Organizational Meeting of the Summer Village of Sandy Beach held Thursday,  
August 26<sup>th</sup>, 2021 at Myrna Noyes Community Hall 63 Lakeshore Drive at 7 pm.**

	<p>Motion #129-21</p>	<p><b>MOVED</b> by Councillor Michael Harney that the Council remuneration and rates of pay or per diem payments for meetings be assessed by Administration and brought back to a later regular Council meeting. <b>CARRIED</b></p>
<p>6.</p>	<p>Motion #130-21</p>	<p><b>AUDITOR</b> <b>MOVED</b> by Deputy Mayor Larysa Luciw that Metrix Group LLP be appointed Auditor for the Summer Village of Sandy Beach for the 2021 financial year. <b>CARRIED</b></p>
<p>7.</p>	<p>Motion #131-21</p>	<p><b>ASSESSOR</b> <b>MOVED</b> by Deputy Mayor Larysa Luciw that the Municipal Assessment Services Group Inc. be appointed Assessor for the Summer Village of Sandy Beach. <b>CARRIED</b></p>
<p>8.</p>	<p>Motion #132-21</p>	<p><b>MEETING DATES</b> <b>MOVED</b> by Councillor Michael Harney that the following be approved:</p> <ul style="list-style-type: none"> <li>• Meetings will be the 3<sup>rd</sup> Thursday of each month.</li> <li>• Meetings will commence at 7 p.m.</li> <li>• Meetings will be held at the Myrna Noyes Community Hall, 63 Lakeshore Drive, Highway 642.</li> <li>• Meeting notice will be posted in the Administration office, the website under Council/Meeting Dates and Times exclusively and on the Village sign near/across from the hall and the new Village sign on the hall property. <b>CARRIED</b></li> </ul>
<p>9.</p>		<p><b>ADJOURNMENT</b> As all matters on the agenda have been addressed, Mayor Denise Lambert declared the meeting adjourned at 7.13 pm.</p> <div style="text-align: right; margin-right: 100px;">  </div> <hr style="width: 20%; margin-left: 0;"/> <p>Mayor</p> <hr style="width: 20%; margin-left: 0;"/> <p>Recording Secretary</p> <div style="text-align: right; margin-right: 100px;"> <p>26<sup>th</sup> August 2021</p> <hr style="width: 20%; margin-left: 0;"/> <p>Date</p> </div>

*(Handwritten signature/initials)*