

SUMMER VILLAGE OF SILVER SANDS

AGENDA

Friday, April 29th, 2022 at 9:00 a.m. at Onoway Council Chambers and via zoom
As per bylaw 286-2018 Council and/or Council Committee meetings may not be filmed or voice recorded.

p 42-48

- c) Lac Ste. Anne County Community Services Department – further to previous discussions attached is additional information from the County on their home support programs that are funded through FCSS funds. There is an opportunity for the Summer Village to participate in this program with the County to include:
1. Home Support
 2. Preventative Counselling Subsidy Program
 3. Community Volunteer Income Tax Program

(direction as given by Council at meeting time)

p49-61

- d) Municipal Planning Commission (Council – we have received a development permit application for construction of a detached garage with variance to siting requirements on 3 Golf Course Road. Please refer to the Development Officer's submission with respect to this application. As this proposed development does not currently meet the requirements within our existing Land Use Bylaw, the recommendation is to refuse same.

(that 22DP03-31, for construction of a detached garage with variance to siting requirements on 3 Golf Course Road be refused)

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

p62

- e) SANG Annual Kids with Cancer Golf Tournament – save the date notice for their annual event scheduled for Thursday, July 21st, 2022 at Trestle Creek Golf Course – cost of \$150.00/registrant.

(authorize attendance or accept for information)

- f) Discussion on Annual Events (date/time/details):
- 1) Large Bins Cleanup *(last year, this event was scheduled for Friday, August 20th 1-5 & Saturday, August 21st 9-3)*
 - 2) Canada Day Activities *(last year we had a fireworks show – this year July 1st falls on the Friday)*

SUMMER VILLAGE OF SILVER SANDS

AGENDA

Friday, April 29th, 2022 at 9:00 a.m. at Onoway Council Chambers and via zoom
As per bylaw 286-2018 Council and/or Council Committee meetings may not be filmed or voice recorded.

3) Picnic Activities *(last year, this event was scheduled for Saturday, July 24th)*

(direction as given by Council at meeting time)

p 63-64

g) Summer Village of Val Quentin – invite to Burton Park Basketball Court Grand Opening on Saturday May 28th, 2022 from 1:00 p.m. to 3:00 p.m.

(authorize attendance)

separate

h) Draft 2022 Operating and Capital Budget – further to previous discussions and direction of Council, the final budget is here for Council approve with a 3.1% increase in municipal tax dollars collected.

(approve the 2022 Operating and Capital Budget as presented)

p 65-67

Once the Budget is approved, then Council can give consideration to the required tax rate bylaw.

*(give 1st reading to Bylaw 326-2022 as is or as amended)
(give 2nd reading to Bylaw 326-2022 as is or as amended)
(give unanimous consent to consider 3rd reading as is or as amended)
(give 3rd and final reading to Bylaw 326-2022)*

i)

j)

k)

8. Financial

a) Income & Expense Statement – n/a

SUMMER VILLAGE OF SILVER SANDS

AGENDA

Friday, April 29th, 2022 at 9:00 a.m. at Onoway Council Chambers and via zoom
As per bylaw 286-2018 Council and/or Council Committee meetings may not be filmed or voice recorded.

9. Councillors' Reports

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

10. Administration Reports

- p68-69 a) Public Works Report (discuss capital projects)
- 69(b) b) Development Officer's Report
- p70-73 c) Silver Sands Golf Course Development Agreement
- d) Treaty 6 Flag & Pole
- p74-75 e) Emergency Preparedness Brochure
- p76-78 f) ASVA Forest Health Management Project
- p79 g) Silver Sands Municipal Reserves – Request for Resident Input
- h) Traffic Service Liaison – update on crashed quad initiative

11. Information and Correspondence

- p80-82 a) Community Peace Officer Reports for March
- p83 b) Statement of Direct Deposit – April 12th, 2022 \$1,316.00 representing 2nd quarter FCSS funding
- p84-89 c) 22DP02-31 – for construction of a single detached dwelling, installation of a water supply and a septic system at 20 Poppy Place
- d) Alberta Municipal Affairs – April 11th, 2022 letter on Municipal Accountability Program (MAP) report noted all items have been completed.
- e) Alberta Beach – April 21st, 2022 letter on Organizational Meeting Results after By-Election
- f)

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

13. Closed Meeting (if required) n/a

14. Adjournment

SUMMER VILLAGE OF SILVER SANDS

AGENDA

**Friday, April 29th, 2022 at 9:00 a.m. at Onoway Council Chambers and via zoom
As per bylaw 286-2018 Council and/or Council Committee meetings may not be filmed or voice
recorded.**

Next Meetings:

- May – No Council Meeting per Motion 130-21
- June 24th, 2022 - Regular Council Meeting
- July 29th, 2022 - Regular Council Meeting
- August 26th, 2022 - Regular Council Meeting
- September 30th, 2022 - Regular Council Meeting.
- October 28th, 2022 - Regular Council Meeting
- November 25th, 2022 - Regular Council Meeting
- December – No Council Meeting per Motion 130-21

SUMMER VILLAGE OF SILVER SANDS
REGULAR COUNCIL MEETING MINUTES

FRIDAY, MARCH 25, 2022

HELD IN THE TOWN OF ONOWAY COUNCIL CHAMBERS AND VIA ZOOM

	PRESENT	<p>Mayor: Bernie Poulin Deputy Mayor: Liz Turnbull – via zoom Councillor: Graeme Horne – via zoom</p> <p>Administration: Wendy Wildman, Chief Administrative Officer (CAO) Heather Luhtala, Assistant CAO – via zoom</p> <p>Public Works: Dustin Uhlman</p> <p>Delegation(s): 9:07 a.m. Seniuk & Co. to present 2021 Draft Audited Financial Statements – via zoom</p> <p>Public at Large: 2</p>
1.	CALL TO ORDER	Mayor Poulin called the meeting to order at 9:00 a.m.
2.	AGENDA	
	36-22	<p>MOVED by Deputy Mayor Turnbull that the March 25, 2022 Regular Council Meeting agenda be approved with the following addition:</p> <p>Under Business: (f) Discussion with respect to Sewage Bylaw 159 and Sewage Bylaw amendment 182</p> <p align="right">CARRIED</p>
3.	MINUTES	
	37-22	<p>MOVED by Councillor Horne that the minutes of the February 25, 2022 Regular Council Meeting be approved as presented.</p> <p align="right">CARRIED</p>
	38-22	<p>MOVED by Deputy Mayor Turnbull that the minutes of the March 17, 2022 Special Council Meeting be approved as presented.</p> <p align="right">CARRIED</p>
4.	DELEGATION	Seniuk & Co. to present 2021 Draft Audited Financial Statements Deferred to later in meeting.
5.	PUBLIC HEARING	n/a

1

SUMMER VILLAGE OF SILVER SANDS
REGULAR COUNCIL MEETING MINUTES
FRIDAY, MARCH 25, 2022
HELD IN THE TOWN OF ONOWAY COUNCIL CHAMBERS AND VIA ZOOM

6.	BYLAWS	<p>Bylaw 324-2022</p> <p>MOVED by Deputy Mayor Turnbull that Bylaw 324-2022 being a Bylaw for the purpose of setting the assessment subclasses for residential and non-residential property for the Summer Village of Silver Sands, be given 1st reading.</p> <p style="text-align: right;">CARRIED</p> <p>40-22</p> <p>MOVED by Mayor Poulin that Bylaw 324-2022 be given second reading.</p> <p style="text-align: right;">CARRIED</p> <p>41-22</p> <p>MOVED by Councillor Horne that Bylaw 324-2022 be considered for third reading.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p> <p>42-22</p> <p>MOVED by Councillor Horne that Bylaw 324-2022 be given third and final reading.</p> <p style="text-align: right;">CARRIED</p> <p style="text-align: center;">DELEGATION</p> <p>9:07 a.m. Seniuk & Co. to present 2021 Draft Audited Financial Statements</p> <p>43-22</p> <p>MOVED by Deputy Mayor Turnbull that the 2021 Draft Audited Financial Statements as presented by Auditor, Laura Marcato, of Seniuk & Co., be approved.</p> <p style="text-align: right;">CARRIED</p> <p>Laura Marcato exited the meeting at 9:27 a.m.</p> <p style="text-align: center;">BYLAWS</p> <p>44-22</p> <p>MOVED by Deputy Mayor Turnbull that a policy be drafted respecting the Summer Village's position on the use of fertilizer on residential properties within the municipality (based on sample bylaws presented at the meeting).</p> <p style="text-align: right;">CARRIED</p>
7.	BUSINESS	<p>45-22</p> <p>MOVED by Deputy Mayor Turnbull that the Summer Village of Silver Sands participate in discussions with Lac Ste. Anne County and fellow Summer Villages on the potential reinstatement of the former Municipal Services Package AND THAT Mayor Poulin be authorized to attend upcoming meeting(s) regarding this matter.</p> <p style="text-align: right;">CARRIED</p>

②

SUMMER VILLAGE OF SILVER SANDS
REGULAR COUNCIL MEETING MINUTES
FRIDAY, MARCH 25, 2022

HELD IN THE TOWN OF ONOWAY COUNCIL CHAMBERS AND VIA ZOOM

	<p>46-22</p> <p>47-22</p> <p>48-22</p> <p>49-22</p> <p>50-22</p>	<p>MOVED by Deputy Mayor Turnbull that the 2021 Annual Internal Review of the Summer Village of Silver Sands' accreditation status as completed by the Safety Codes Council be accepted as information.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Mayor Poulin that the February 2022 Draft Regionalization Framework documents of the Lac Ste. Anne Summer Village Regionalization Study be accepted for information.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Turnbull that the Land Use Bylaw review meetings hosted by Municipal Planning Services be recorded AND THAT these recordings be available to view on the dedicated Land Use Bylaw project website to allow the community an opportunity to listen to the conversation.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Turnbull that the discussion on the Draft 2022 Operating and Capital Budget be accepted for information, THAT Administration make any changes to this draft budget as directed by Council, THAT this draft budget be brought back to the April Council meeting as the final budget, THAT the applicable tax rate bylaw be prepared accordingly, AND THAT the minimum municipal tax payable be set at \$1,000 per lot.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Horne that in conjunction with the Land Use Bylaw review project, discussions with respect to sewage disposal including existing field systems, a clause for mandatory tie-in for new builds if and when a collection line becomes available, and the Summer Village's current Sewage Bylaws 159 & 182 be part of this review process.</p> <p style="text-align: right;">CARRIED</p>
<p>8.</p>	<p>51-22</p> <p style="text-align: center;">FINANCIAL</p>	<p>MOVED by Deputy Mayor Turnbull that the income and expense report as of February 28, 2022 be accepted for information as presented.</p> <p style="text-align: right;">CARRIED</p>
<p>9.</p>	<p>52-22</p> <p style="text-align: center;">COUNCIL REPORTS</p>	<p>MOVED by Councillor Horne that the Council reports be accepted for information as presented.</p> <p style="text-align: right;">CARRIED</p>

③

SUMMER VILLAGE OF SILVER SANDS
REGULAR COUNCIL MEETING MINUTES
FRIDAY, MARCH 25, 2022

HELD IN THE TOWN OF ONOWAY COUNCIL CHAMBERS AND VIA ZOOM

10.	ADMINISTRATION & PUBLIC WORKS REPORTS	
	53-22	MOVED by Mayor Poulin that the Summer Village proceed with the purchase of a new pole and treaty 6 flag in the estimated amount of \$568.81, funds to come from reserves if the costs can not be absorbed through the 2022 budget. CARRIED
	54-22	MOVED by Councillor Horne that the Administration and the Public Works reports be accepted for information as presented. CARRIED
11.	CORRESPONDENCE	
	55-22	MOVED by Deputy Mayor Turnbull that the following correspondence be accepted for information: a) Community Peace Officer Reports for January and February b) Alberta Beach – February 16 th , 2022 letter on new Mayor (Angela Duncan) and new Deputy Mayor (Debbie Durocher) c) Dept of Canadian Heritage – February 22 nd , 2022 letter on \$600.00 funding for Canada Day d) Alberta Transportation – letters dated January 12 th , 2022 (received March 3, 2022) to Mayor Poulin, Deputy Mayor Turnbull and Councillor Horne from Minister Rajan Sawhney congratulating you on your successful election and how the Dept. looks forward to working with the Summer Village e) Alberta Municipal Affairs – February 24 th , 2022 letter from Minister Ric McIver on Budget 2022 f) ATB – February 10 th , 2022 letter on new business bank coming soon CARRIED
12.	OPEN GALLERY	
	56-22	MOVED by Deputy Mayor Turnbull that the discussion with the gallery be accepted for information. CARRIED
13.	CLOSED MEETING	n/a
14.	NEXT MEETING(S)	The next Council meeting is scheduled for Friday, April 29, 2022 at 9:00 a.m.

4

SUMMER VILLAGE OF SILVER SANDS
REGULAR COUNCIL MEETING MINUTES
FRIDAY, MARCH 25, 2022
HELD IN THE TOWN OF ONOWAY COUNCIL CHAMBERS AND VIA ZOOM

15.	ADJOURNMENT	The meeting adjourned at 11:02 a.m.
-----	--------------------	-------------------------------------

Mayor, Bernie Poulin

Chief Administrative Officer, Wendy Wildman

UNAPPROVED

⑤

[Print](#) | [Close Window](#)

Subject: Council Meeting - Emergency Management info
From: Dennis Woolsey <dwoolsey@svrem.ca>
Date: Wed, Apr 13, 2022 4:42 pm
To: Bernie Poulin <berniepoulin@me.com>, Liz Turnbull <lizturnbull@telusmail.net>, Graeme Horne <graemehorne@mail.com>
Cc: Rick Wagner <rick.wagner@svrem.ca>, Wendy Wildman <administration@wildwillowenterprises.com>
Attach: SVREM Agency Terms of Reference.docx
SV Silver Sands Resource List.docx
SV of SS EVACUATION PLAN.docx
Summer Village ESS Plan 3.docx
Copy of Bylaw 258-17 Emergency Management .pdf

Council:

Attached are the materials Rick and I would like to address with Council at the council meeting on April 29th.

The first document is the Terms of Reference recently drafted for each SV to adopt as a participant and an agency member in the SVREMP.

The second document is the resource list that we attach to all of our documents as it lists the contact information for all emergency management initiatives/activities.

The third and fourth documents are the Evacuation Plan and ESS plan respectively. They describe the steps we follow after it has been determined that a State of Local Emergency (SOLE) exists and what we are going to do to implement an evacuation and/or emergency services actions to meet the needs of our local residents.

The last document is the bylaw that is required to be signed as a participating member of the SVEM partnership. We have talked about it before and the main question or issue we saw in the bylaw was what was to be done in situations where Council was not available to establish a SOLE. The revised Article 11 addresses this action and the role/authority of the regional group to establish a SOLE when Council is not available to do so. This wording is now more clear and direct in how such an action is to be handled. It fairly states that all SV's, as members of the SVREMP, are responsible for empowering their fellow members to create SOLEs on their behalf, when situations call for it.

All documents except the first one we have spoken to in previous meetings. The first one, the agency terms of reference is very straight forward and a nice description of how we will work together with our fellow SV members in establishing and working within the agency setting.

The resource list is constantly being updated to keep all contact information current so it can be used in any EM situation that may arise.

The 3rd & 4th documents, the plans, are basic templates of how we will implement actions in an emergency situation. Again, they are very fluid and will evolve through time as we experience emergency situations. They are both a great starting point for us to follow should an event occur and I fully expect they will become more or less detailed through time and as experiences dictate.

Both the bylaw and the agency terms of reference are requirements for Council to approve as a member of the partnership. As your emergency management (DEM/DDEM) we recommend you approve these documents.

For the resource list, Evacuation Plan and ESS Plan we recommend you approve these documents as working plans for use by the emergency management team in managing an emergency. The emergency management team is typically made up of the local DEM/DDEM, regional DEM/DDEM, SVREM members and all other resources that are appointed to meet the requirements of an emergency, such as provincial AEMA members and first responders. By approving these plans they become official as working documents for us to use and follow.

If you have any questions before the meeting please give me a call by return email or by phone 780-975-8489.

Dennis



Terms of Reference

Ste. Anne Summer Villages Regional Emergency Management Agency

1. ORGANIZATION NAME

The Ste. Anne Summer Villages Regional Emergency Management Agency; hereinafter referred to as the "Emergency Management Agency".

2. AUTHORITY

The Emergency Management Agency is established pursuant to the Emergency Management Act, RSA 2000, and Chapter E-6.8 Section 11.2(4).

3. PURPOSE/MANDATE

The purpose/mandate of the Emergency Management Agency is to maintain and update the Ste. Anne Summer Villages Regional Emergency Management Program on an annual basis, as set out in each community Bylaw 2016-R001, as follows;

0. a) be responsible for ensuring emergency planning documents and programs are accurate and reviewed annually;
1. b) ensure appropriate training is available to staff and other personnel of the Summer Villages;
2. c) ensure regional training records are kept;
3. d) plan and execute exercises to validate the Ste. Anne Summer Villages Regional Emergency Management Plan;
4. e) conduct reviews of all exercises;
5. f) review the impact of incidents on the system;
6. g) publish information, as necessary, on the Ste. Anne Summer Villages Regional Emergency Management Plan;
7. h) liaise with external agencies and surrounding municipalities who have a role in emergency response at regional facilities; and
8. i) ensure the Summer Villages have appropriate resources and equipment available.

1. EMERGENCY MANAGEMENT AGENCY MEMBERSHIP

Emergency Management Agency membership shall consist of one voting member from each of the designated representatives for the Summer Villages. The voting member shall be comprised of one of the following:

7

- (a) a Director of Emergency from each partner Summer Village; or
- (b) a Deputy Director of Emergency Management; or
- (c) in the event neither a or b available the Chief Administration Officer

2. CHAIRPERSON

At the first meeting of the Emergency Management Agency, the members will elect from the membership, a Chairperson and Vice-Chairperson.

The Chairperson and Vice-Chairperson of the Emergency Management Agency will attend the annual meeting of the Ste. Anne Summer Villages Emergency Advisory Committee, in a non-voting capacity, to advise/update the Committee on the actions and/or recommendations of the Emergency Management Agency.

3. QUORUM & MEETINGS

Each of the 12(11) partner municipalities has a vote through their designated representative, however, all representative members or an alternate must be present for a quorum. All decisions are a majority vote.

The Emergency Management Agency will meet a minimum of two times per year, normally during the months of February or March and the beginning of September, but may meet more frequently at the call of the Chairperson or by a majority of Emergency Management Agency members.

Minutes will be taken at each meeting and reported to the Ste. Anne Summer Villages Regional Emergency Advisory Committee at the annual meeting of the Advisory Committee.

4. BUDGETS & STAFF/ADMINISTRATIVE SUPPORT

Annually the Emergency Management Agency shall prepare a work plan and budget for the upcoming year which shall be submitted to the Ste. Anne Summer Villages Regional Emergency Advisory Committee for approval no later than August 31st.

Prior to year end the Emergency Management Agency will submit a report to the Advisory Committee of the current year's activities.

5. COMMUNICATION WITH THE EMERGENCY MANAGEMENT AGENCY

All communications will be through the Chairperson of the Emergency Management Agency.

1. TERMS OF REFERENCE AMENDMENTS

The Terms of Reference may be amended from time to time. Proposed changes shall be prepared by the Emergency Management Agency and submitted to the



Ste. Anne Summer Villages Regional Emergency Advisory Committee for approval at a subsequent or ad hoc Regional Emergency Advisory Committee meeting.

2. APPROVAL/ADOPTION DATE

The Ste. Anne Summer Villages Regional Emergency Management Agency Terms



of Reference approved this ____ day of _____, 20XX.

Summer Village of Silver Sands Resource List

Rolls & Responsibilities	Phone	Cell	Email	
Council				
Mayor Bernie Poulin		780-938-1197	berniepoulin@me.com	
Councillor Liz Turnbull		780-991-4052	lizturnbull@telusmail.net	
Councillor Graeme Horne		780-484-3719	graemehorne@mail.com	
CAO Wendy Wildman	587-873-5765	780-819-3681	cao@onoway.ca	
A/CAO Heather Luhtala	587-873-5765		administration@wildwillowenterprises.com	
Public Works Manager				
Dustin Uhlman	780-797-2207	780-989-9761	sspublicworks@wildwillowenterprises.com d.uhlman@hotmail.ca	
DEM Dennis Woolsey	780-963-5301	780-975-8489	dww0421@gmail.com	
DDEM Rick Wagner		780-695-8366	rwagner@rwcommunications.ca	
RDEM Janice Christianson	780-719-9473	780-924-3195	jan.al.christianson@gmail.com	
RDDEM Marlene Walsh		780-668-3182	marlenehwalsh@gmail.com	
FIRST Responders				
RCMP/Fire/Rescue/EMS	911			
RCMP, Evansburg detach.	780-727-3654			
RCMP, Spruce Grove/ Stony Plain detachment	780-960-6500			
Northwest Fire	911			
Stars Ambulance	911			
Alberta Health Services	780-976-4440			
AEMA field officers	Emerg. #			
Mark Pickford	780-999-3812	1-866-618-2362		
John Swist	780-289-3874	1-866-618-2362		
Firesmart (FRIAA) training				
Silver Sands Agency - Best Meeting Times	Council Monthly mtgs			
Business Continuity Plan completed, DEM/DDEM position descriptions	Next council meeting - June			
E.M. Kits/Plan/List Reviewed	May 27/21			

10

SVREM Plan & Activities Reviewed (at Advisory)				
Natural Gas- St. Anne Gas Coop	780-967-2246	1-800-290-5491	www.stannegas.com	
Power - EPCOR	310-4300	1-800-667-2345		
Garbage - Stanstone	780-967-4450			
Water/Sewer	None			
Infrastructure				
Roads - East	One access			
Roads - West	Two accesses			
Internet	Telus Tower	Xplornet	Starlink	
Radios (2 way)				
Muster Point				
Village – Public Works Quonset				
Outside Village – Fallis Hall				
Communications				
SV Website				
Allnet	169 members			
Newsletter (twice/yr.)				
Signboards				
Fire ban Process	Lac. St. Anne fire service	Alert S.V. CAO	Establishes ban/rescinds ban	
			Council has authority to override CAO decision on fire bans	
S.V. population	335 lots	260 residences		
Permanent				
Part-time				
Summer				
Winter				
RV Park	Ron Roberts	780-222-1535	Currently 7 units	
Carl Schnell	780-797-3873		Trucking, grading, etc.	

Dennis to get in touch with Heather to update population information. 27/5/2021

11

EVACUATION PLAN

DRAFT - 11-25-2021

The primary purpose of the Evacuation Plan is to protect the citizens of the Summer Village of Silver Sands in an emergency situation. The plan outlines a process to provide a prompt and coordinated response/recovery to emergencies within the geographical boundaries of the Summer Village and make arrangements for extraordinary measures to protect its people, property, environment and economy.

Disasters or large scale emergencies can happen suddenly, causing normal functioning of a community to become overwhelmed. To prepare for such a potential event the Summer Village of Silver Sands has established emergency response procedures to provide guidelines for an effective response.

Comprehensive and integrated emergency management is a shared responsibility between all levels of government (municipal, provincial and federal), the private sector, non-governmental organizations and individual citizens.

EVACUATION STAGES:

STAGE 1 - EVACUATION ALERT: The purpose of the Evacuation Alert is to inform the community of a potential or current threat which could lead to an Evacuation Order. An Evacuation Alert allows for the affected population to begin preparations to evacuate (fueling vehicles, gathering documents, preparing food and water, gathering pets/supplies) whilst providing them with information regarding the evacuation. This may be an appropriate time to consider implementing the evacuation process of vulnerable populations.

The alert should be structured to provide timely and accurate information; an Evacuation Alert should contain the following as a minimum:

- The issuing authority (Director of Emergency Manager/Regional Director of Emergency Management in consultation with the Incident Commander and Mayor/Council.
- The reason for the Alert, including a description of the hazard
- Anticipated duration of the Evacuation
- The areas under Alert, with as much detail as possible (the use of street and highway names with geographic references can provide clarity EG: All residences located in East SS north of Golf Course Road)
- Recommended evacuation routes and identification of all closed routes
- Location of reception centres
- What personal belongings to prepare and take (identification (with street address - not just mailing address, medication, etc.) and limitation on luggage, etc.
- Where to get additional information (websites, radio, etc.)

STAGE 2 - EVACUATION ORDER: When an Evacuation Order is issued, the impacted population must leave the specified area immediately. An Evacuation Order will provide the same information as the Evacuation Alert and will include the fact that this is a mandatory

12

Evacuation Order. The Evacuation Order should be structured to provide timely and accurate information and consist of the same minimum items as an Alert as well as:

Plan in place to conduct a sweep of the evacuation area to ensure that all those at risk are aware of the need to evacuate. (door to door campaign)

STAGE 3 - EVACUATION RESCIND: The decision to rescind an Evacuation Alert or Order should occur when the Director of Emergency Management, in consultation with the Incident Commander and member of Council, determines it is safe to return (emergency no longer exists, public services are all operating and in place). Conflict may occur between the evacuees' desire to return to their homes as soon as possible and the emergency management agency's need to delay the return until the evacuated area is declared safe and can adequately support the returning population.

The rescind message will provide the similar level of detail as the Evacuation Alert and Order, but as a minimum will include:

- The issuing authority
- The areas under Rescind with as much detail as possible (the use of street and highway names with geographic references can provide clarity)
- Specific timings for return
- Details of a phased return, if applicable
- Recommended return routes and identification of closed routes
- Where to get additional information (websites, radio, etc)
- Information Officer communicates Evacuation Order Rescind to residents (by same methods of issuing order)

DECISION TO EVACUATE:

The order to evacuate a community is recognised as one of the most difficult decisions a local authority is likely to face. It occurs when the Director of Emergency Management or the Regional Director of Emergency Management, in consultation with the Incident Commander and local council, decides that the risk to the community is high or the community can no longer provide the necessities of life. (food, water, shelter) The decision should be based on an assessment of the threat to life and the impact (or anticipated impact) of an event. Determining whether an evacuation is both necessary and possible involves a comprehensive effort to identify and consider both the hazard and community circumstances. It may require officials to balance potentially costly, hazardous, or unnecessary evacuation against possibility of loss of life due to delayed order.

An important planning consideration when making the decision to evacuate, is the early identification of indicators and triggers. Indicators are information based on intelligence and predictions (predicted rainfall or snow melt). Triggers are predetermined decision points that may be related to the hazard, or other measurable indicators (such as water levels during a flood). Some of the considerations that need to be addressed when determining whether or not an evacuation is necessary reflect the main planning considerations and include, but are not limited to:

13

Areas/facilities are at risk and require evacuation ❖ Where will the communities be evacuated to

Population size and demographics

Evacuation route(s) availability and capacity

The availability of transportation resources

The time of year, day of the week, and time of day (night?)

Time to physically evacuate.

A simple formula can help to identify pre-determined triggers:

Time required to notify the community (drafting, confirmation)

PLUS Time required to mobilize the community (prep/vulnerable population)

PLUS Time required to physically conduct the evacuation (phased/routes)

PLUS 120 MINUTES

EQUALS Trigger point for evacuation

COMMUNICATION PROCESS:

Director of Emergency Management receives information of an emergency event (this may be from First Responders, residents, social media, etc)

DEM assesses the level of the event and if it is felt that the risk to the community is high or the community can no longer provide the necessities of life, discusses with the Incident Commander and Council the need for an Evacuation Alert or Order.

If Evacuation process is required, DEM will contact the Regional Director of Emergency Management to advise and update situation

DEM/R-DEM contacts AEMA Field Officers **Mark Pickford 780-999-3812 John Swist 780-289-3874**

EVACUATION ALERT: DEM/R-DEM will work with Information Officer to issue Evacuation Alert, the Information Officer in conjunction with DEM/R-DEM prepares the following:

Submit messaging to Alberta Emergency Alert

**Alberta.emergency.Alert@gov.ab.ca mark.pickford@gov.ab.ca
john.swist@gov.ab.ca**

14

Submit messaging thru Allnet
Submit messaging thru Facebook
Submit messaging thru Website
DEM-R-DEM communicates to Command Staff and Mutual Aid Partners to be on standby

Mayor Bernie Poulin 780 938-1197, CAO 780 819-3681 Wendy/Heather, Dennis 780-975-8489, Rick 780 695-8366, Janice 780 924-3195, Marlene 780 668-3182

EVACUATION ORDER:

DEM/R-DEM contacts Mayor (or 2 council members in their absence) to Declare a State of Local Emergency

Information Officer works with DEM to complete SOLE/have appropriately signed/submit to AEMA mark.pickford@gov.ab.ca john.swist@gov.ab.ca

Information Officer in conjunction with DEM-R-DEM prepares the following: Submit messaging to Alberta Emergency Alert and field officers

Submit messaging thru Allnet Submit messaging thru Facebook Submit messaging thru Website

**Alberta.emergency.Alert@gov.ab.ca mark.pickford@gov.ab.ca
john.swist@gov.ab.ca**

Mayor Bernie Poulin 780 938-1197, CAO 780 819-3681 Wendy/Heather, Dennis 780-975-8489, Rick 780 695-8366, Janice 780 924-3195, Marlene 780 668-3182

NOTE: IF MEDIA CONTACTS THE SUMMER VILLAGE ALL COMMUNICATIONS ARE GIVEN BY THE MAYOR (IN CONSULTATION WITH THE INFORMATION OFFICER)

DEM/R-DEM activates public works/volunteers to report to stations DEM/R-DEM activates applicable Command Staff

DEM/R-DEM activates Operations Chief to contact Emergency Social Services and Reception Centre Staff to inform public works/volunteers to report to designated stations
DEM/R-DEM contacts Mutual Aid Partners to update, and discuss potential of standby support for mutual aid

15

MUSTER POINTS:

Assembly points are short-term locations where people can assemble for registration, family reunifications and/or transportation to another location. This can also be a point to ensure that people do not return to the evacuated area.

Pandemic precautions (if applicable) must be maintained whenever possible. Alberta Health Service and Alberta Government mandates and protocols must be followed (Mask, Sanitizer, Family Bubbles, Physical Distancing, Vaccinated vs unvaccinated)

LOCATIONS:

Silver Sands Public Works Quonset (local)

Dustin Uhlman 780 989-9761

Fallis Hall (Off-site)

ON-SITE COORDINATOR:

Volunteers who will stay at the designated Muster Point to offer assistance, keep people calm and informed and manage transportation. If possible start the registration process for evacuees and pets to speed up the process at the Reception Centre.

_____ NAME

_____ NAME

RECEPTION CENTRES:

LOCAL SITE:

Silver Sands Public Works Quonset

5012 49 Av, Silver Sands,

Email:

OFF-SITE

Fallis Hall

_____ EMERGENCY PHONE NUMBER

_____ EMERGENCY PHONE NUMBER

16

Plan for details/requirements once evacuees reach the Reception Centre.

EVACUATION ROUTES:

The majority of evacuee movements will take place on roadways and highways, in both personal vehicles and transit vehicles; however consideration should also be given to alternative methods (boat/snowmobile), especially in locations with a single or limited exit route.

Silver Sands Quonset

Silver Sands East – Each street/avenue to Silver Sands Drive, south to Quonset

Silver Sands West - Each street/avenue to Silver Sands Drive, east to Twp Rd 540, continue east to Silver Sands(SS) Road, North on SS Road to Silver Sands Drive, West to Quonset.

Fallis Hall

Silver Sands East - Each street/avenue to Silver Sands Drive– South on Silver Sands Drive to Silver Sands Road, South on Silver Sands Road to Twp Rd 540, Est to Range Road 52, South on Range Road 52 to Fallis Hall.

Silver Sands East – Each street/avenue to Silver Sands Drive – 2 ways out of subdivision - may go West on SS Drive to Range Road 54, or East to Twp Rd 540. If west to Range Road 54 , south from Range Road 54 Twp Road 543, each to Range Road 52, South on Range Road 52 to Fallis Hall.

It is imperative to keep designated routes free and clear for both Emergency vehicles and evacuee evacuation.

CONSTRUCTION ASSISTANCE (road clearing/chainsaws/roadblock supplies/etc)

COMPANY

Carl Schnell 780 797-3873

COMPANY

7

DOOR TO DOOR CAMPAIGN/SECURITY:
COORDINATOR: _____ **PH:**

17

When a Mandatory Evacuation Order is issued, the impacted residents should leave the area immediately. For most emergency events the first responders (Fire/RCMP/local police) will be involved with managing the incident, therefore will **NOT** be available to assist in a door to door campaign to ensure that those at risk are aware of the need to evacuate and assist as required and to ensure that residents are evacuating their premises.

Pandemic precautions (when applicable) must be maintained whenever possible. Alberta Health Service and Alberta Government mandates and protocols must be followed (Mask, Sanitizer, Family Bubbles, Physical Distancing, Vaccinated vs unvaccinated)

Green painters tape should be placed across the door of each residence that has been confirmed as being evacuated to prevent duplication of services.

Yellow painters tape will be put on each door with instructions to contact the Coordinator at the phone number above for assistance when the residence has been inspected during the sweep and **NO ONE was found at home at the time.**

HINT: when recruiting volunteers to assist in this process, keep in mind service groups such as Cadets, Church Groups, Lions Club, etc.

_____	NAME
_____	NAME
_____	NAME
_____	NAME
_____	NAME
_____	NAME
_____	PHONE NUMBER
_____	PHONE NUMBER
_____	PHONE NUMBER
_____	PHONE NUMBER
_____	PHONE NUMBER
_____	PHONE NUMBER

18

_____ GROUP

_____ GROUP

TRANSPORTATION:

Transportation considerations may be required to transport residents from Muster Points to Reception Centres. There may also be a requirement for transportation from the Reception Centre to Hotel accommodations in the event of a longer evacuation period. Once the Evacuation Order has been rescinded, residents will need to be returned to their homes.

Pandemic precautions (if applicable) must be maintained whenever possible. Alberta Health Service and Alberta Government mandates and protocols must be followed (Mask, Sanitizer, Family Bubbles, Physical Distancing, Vaccinated vs unvaccinated)

Transportation Services

School Buses

Winter/Summer – Boats/Snowmobiles

Muster Point Traffic Management:

_____ NAME

_____ NAME

Volunteers (cars/boats/etc)

_____ NAME

_____ NAME

780-905-3934

780-714-9473

_____ PHONE NUMBER

_____ PHONE NUMBER

_____ PHONE NUMBER

_____ PHONE NUMBER

19

_____ NAME

EMERGENCY CONTACT INFORMATION

_____ PHONE NUMBER

SERVICE

DEM
Deputy DEM R-DEM
R-Deputy DEM AEMA Field Officer AEMA Field Officer Mayor
Deputy Mayor Councillor
CAO

Utilities:

Alberta Energy Regulator Alberta First
Electric
Energy & Environmental Gas

Internet
National Energy Board Porta Potties
Propane
Public Works
Sewer
Solid Waste Removal Sour Gas
Waste Water
Well Services

PROVIDER

SV-REMP SV-REMP AEMA AEMA

CONTACT NAME

JANICE CHRISTENSEN MARLENE WALSH MARK PICKFORD JOHN SWIST

PHONE NUMBER

Underground Utilities

HSE Integrated Service

20

Summer Village of Silver Sands

Emergency Social Services

Emergency Social Services (ESS) oversees the human impact of emergency response. Specifically, ESS is responsible for securing the essential needs of food, shelter and clothing for evacuees and response workers in an emergency. ESS may also be involved as needed to provide or assist in the delivery additional services such as the evacuation, re-entry and recovery phases of a disaster.

ESS Plan

The ESS Plan clearly defines roles, responsibilities, guidelines and procedures to follow in the event of an emergency impacting the S.V. Specifically, the plan details:

- Activation, deactivation, and post-deactivation procedures for the ESS Plan including different response stages according to the magnitude of the emergency;
- Procedures for evacuation, re-entry and recovery (Evacuation Plan is normally a separate detailed plan for evacuating summer village residents in an emergency);
- Guidelines for reception centres and volunteer centres, including designated and back-up locations;
- The provision of primary services to affected individuals, including emergency food, lodging, and clothing;
- The provision of specialized services to affected individuals, including transportation, personal services, and other services;
- Procedures for managing volunteers;
- Communication procedures for establishing and maintaining the flow of information within the agency and to everyone involved;
- An organizational structure that combines both the S.V.'s leadership role in ESS response and the integral role of assisting agencies;
- The roles, responsibilities, and job descriptions of ESS personnel and assisting agencies; and
- Protocols for ensuring that the ESS Plan remains up-to-date.

Appendices

The appendices are a toolkit of resources invaluable in an emergency. The appendices contain:

- ESS personnel and assisting agency contact lists including after-hours contact information;
- Lists of designated and back-up ESS facilities with facility contacts;
- Lists of ESS logistical resources for the Summer Village, assisting agencies, and commercial suppliers.



Introducing the ESS Plan

The Emergency Social Services Plan derives its authority from the Summer Village Municipal Emergency Management Plan.

Under the Alberta Emergency Management Act, local authorities are responsible for their own emergency response unless the provincial government assumes control. Local authorities are required to prepare their own emergency plans. They must also establish and maintain a municipal emergency management agency charged with responding to emergencies.

Part of an overarching regional plan

A serious emergency could strike at any time and any place. Such an emergency would significantly impact the Region in many ways. To mitigate these effects, the Director of Emergency Management or designate would initiate an emergency response according to the guidelines set out in the Municipal Emergency Management Plan.

Understanding Emergency Social Services

Emergency social services are those services provided on a short-term basis to preserve the emotional and physical well-being of evacuees and response workers in emergency situations. ESS provides for essential needs such as emergency food, lodging, clothing, transportation, and personal services. ESS may also coordinate volunteers in an emergency response through the Volunteer/Staff Management Unit Coordinator.

When emergency social services are called for, the Summer Village moves quickly to mobilize its resources and will be operational in a matter of hours. In the event of a large disaster response, however, response time might be longer. Individuals and organizations should be prepared to be self-sufficient for 72 hours or more. ESS is generally available for a maximum of 72 hours. During these first 72 hours evacuees should immediately plan their next steps by contacting their insurance agents, families, and friends or accessing other possible resources. Should further assistance be required, only under extenuating circumstances, a request by the Incident Commander or DEM is sent through the local Emergency Operations Centre (EOC) to the provincial or territorial ESS organization (in Alberta it's Alberta Emergency Management Agency) authorizing an extension of the services. For this reason, it is critical that individuals and organizations prepare their own emergency response plans.

ESS Response

Emergency Social Services are provided to both evacuees and response workers.

Stage 1 Reception Centre (centre location is: Primary – Summer Village Quonset)

Secondary – Fallis Hall

23

A temporary shelter where evacuees receive referrals to service providers and services such as first aid, comfort food, and family reunification.

May allow for limited temporary lodging until more permanent lodging can be secured.

Also, provides as a Volunteer Centre for securing, training and hosting volunteer resources.

ESS coordinates with assisting agencies and local businesses for delivery of the following temporary services to affected residents:

- Family Reunification
- Food
- Clothing
- Lodging
- Transportation
- Personal services: example: Medical

Activating the ESS Plan

4.1 Activation Stages

Depending on the magnitude of the emergency, the ESS Plan may be activated.

No Activation

The ESS Plan will not be activated if the Director of Emergency Management (DEM) sees no need to call on ESS. This would occur when individuals can address their own personal needs by relying on family, friends, insurance providers, or community organizations. In such cases, emergency responders, the individuals concerned, and/or community organizations can respond to the event without further support.

ESS Activation Responsibilities

ESS provides short-term temporary services for individuals and families affected by disasters so they can begin to plan their next steps following a disaster. Services may be provided on a site for small-scale events, or at a Reception Centre facility for a larger response and may include:

- Food
- Family Reunification
- Referrals
- Pet Care Assistance
- Evacuation
- Clothing
- Child Care

24

- Recovery
- Lodging/Housing
- Emotional Support
- Volunteer Services
- Recreation
- Re-entry
- Translation Services
- Transportation

Post-Deactivation

Recovery Stage

The ESS Plan provides for the temporary needs of people during the response stage to an emergency. During the ensuing recovery stage, ESS personnel may continue to attend to the ongoing needs of individuals. These ongoing needs may include shelter and clothing for displaced persons. The Long-Term accommodations, when activated by the ESS Incident Commander, will assist with most of those needs during the recovery stage. The ESS Incident Commander must ensure the continuity of services as the service provider shifts from ESS to regional agencies.

In addition, volunteers will often continue to be invaluable during the recovery stage and cleanup of a disaster. For this reason, the volunteer management component of ESS can continue after the plan has been deactivated.

ESS Structure and Services

Overview

Depending on the emergency and the level of assistance required, ESS will:

- Utilize an Incident Command Structure
- Prepare for and assist in an area evacuation
- Activate the necessary facilities, including reception centers and volunteer centers
- Provide primary services including emergency food, clothing, and lodging
- Provide specialized services including transportation, mental health support, pet care, and other services, as necessary
- Maintain the flow of information to all individuals involved
- Work with the EOC Operations Section Chief to coordinate and deliver Re-entry and Recovery Phases if required.

Evacuation Procedures (follow Evacuation Plan if adopted by Council)

25

Step 1: Evacuation preparations

- The ESS Incident Commander consults with the appropriate Director in the planning and implementation of an order to evacuate an area or region.
- The ESS Incident Commander will determine which facility will be used as the reception centre.
- The ESS Incident Commander will then follow the procedures for activating a reception centre.

Step 2: Evacuation

- Once the reception centre facility is identified, the EOC will communicate the order to evacuate.
- The Police Service and/or volunteers will communicate the evacuation notice to residents in the area, if necessary.
- Evacuation notices will be distributed to all residents in the affected areas.
- All personnel/volunteers assigned to notify residents of evacuation or impending evacuation will be given an orientation and training by the Volunteer/Staff Management Unit Coordinator on how and what to communicate with evacuated residents.
- Personnel/volunteers delivering evacuation notices will identify those homes/individuals who may require assistance to evacuate, or who have special circumstances to consider while evacuating (e.g., functional limitations, illness/medical needs, pet care needs, etc.)
- The appropriate Branch Director will coordinate/provide transportation to those who do not have a means of transport to the reception centre.

Step 3: Registration at Reception Centre

Evacuees who arrive at the reception centre will need to be registered by the Volunteers. The reception centre is a service site where ESS will assist the evacuees with their essential needs.

ESS Facilities

ESS facilities will be activated, as needed, to coordinate and deliver emergency social services.

1. Reception Centre(s)

A reception centre is any safe gathering place where individuals may obtain information and receive assistance. All evacuated citizens should register at the reception centre. Reception

ab

Step 1: Evacuation preparations

- The ESS Incident Commander consults with the appropriate Director in the planning and implementation of an order to evacuate an area or region.
- The ESS Incident Commander will determine which facility will be used as the reception centre.
- The ESS Incident Commander will then follow the procedures for activating a reception centre.

Step 2: Evacuation

- Once the reception centre facility is identified, the EOC will communicate the order to evacuate.
- The Police Service and/or volunteers will communicate the evacuation notice to residents in the area, if necessary.
- Evacuation notices will be distributed to all residents in the affected areas.
- All personnel/volunteers assigned to notify residents of evacuation or impending evacuation will be given an orientation and training by the Volunteer/Staff Management Unit Coordinator on how and what to communicate with evacuated residents.
- Personnel/volunteers delivering evacuation notices will identify those homes/individuals who may require assistance to evacuate, or who have special circumstances to consider while evacuating (e.g., functional limitations, illness/medical needs, pet care needs, etc.)
- The appropriate Branch Director will coordinate/provide transportation to those who do not have a means of transport to the reception centre.

Step 3: Registration at Reception Centre

Evacuees who arrive at the reception centre will need to be registered by the Volunteers. The reception centre is a service site where ESS will assist the evacuees with their essential needs.

ESS Facilities

ESS facilities will be activated, as needed, to coordinate and deliver emergency social services.

1. Reception Centre(s)

A reception centre is any safe gathering place where individuals may obtain information and receive assistance. All evacuated citizens should register at the reception centre. Reception

26

centres may offer all primary and specialized services. Typically, individuals will receive referrals to obtain services, such as meals and lodging, from commercial suppliers.

Reception centres must also include a quiet, private area for reception centre staff. In this room, staff and volunteers can receive up-to-date information, food, refreshments, and respite.

It is very important that ESS responders each have a personal preparedness plan. When the ESS plan and team have been activated, it is necessary to activate one's personal preparedness plan to ensure needs are addressed, such as those related to family, pets, home, work, etc. Once your personal response plan for you and your family has been activated and your needs have been taken care of, you can feel confident that you can report to the Reception Centre and focus on the disaster response and the tasks at hand.

ESS Structure and Services

Reception Centre Activation

The Incident Commander/Logistics Chief will contact the facility contact person to arrange to open the facility and will ensure that any necessary start-up supplies are delivered to the facility.

Once you have been called out, there are a number of things you need to do before proceeding to the Reception Centre:

- Communicate with your family and employer — tell them that the ESS plan has been activated and how you will maintain contact with them
- Dress casual and in layers— wear appropriate clothes for the job, season, and work
- Take your grab and go bag
- Take a cell or smart phone if you have one, wall/vehicle charger, and contact lists
- Bring ID — vest, hat, t-shirt, jacket, name tag, photo ID card (local and provincial or territorial).
- Bring DEM Kit (also Logistic Chief Kit or kit provided for your SVEMA discipline).

Reception Centre Set-Up

Depending on many variables, including the size of the disaster and response expected, the entire facility may or may not need to be set-up. The ESS Incident Commander along with the Planning Section Chief will determine clear actions for the first operational period such as the services and set-up required. The ESS leadership team identifies services to be provided, equipment, supplies, and a floor plan suitable for the response. Each coordinator or supervisor is responsible for ensuring the set-up of his or her required workstations.

One-Stop Reception Centre

When evacuees come to a Reception Centre, they are greeted by a Meeter and Greeter who will assess their needs and send them to the appropriate station in the Reception Centre.

27

If an evacuee or family requires registration and referrals (food, lodging, and/or clothing), a Meeter and Greeter will send them to Registration and Referrals, who will register them on the ESS File — Registration and Services Record and complete the appropriate ESS Referral Forms as needed. One responder, for Registration and Referrals, completes both the Registration and Referrals functions at one station or one stop.

If the evacuee or family does not require any assistance with food, lodging, and/or clothing, and only needs to register, then the Meeter and Greeter may send them to the Registration Only station. Registration is an express line, which can fast-track evacuees who only need to register.

BRANCH DIRECTOR **** Read This Entire Checklist Before Taking Action

Reports to: ESS Operations Section Chief (Reception Centre Manager)

Responsibilities:

1. Ensure that the following specialized services are arranged for and carried out at the Reception Centre as required:
 - Child Care
 - Multicultural and Translation
 - Pet Care
 - Recreation
 - Transportation
 - Search & Reply
 - Psychological First Aid/ Emotional Support
2. Oversee the functioning of Services.

Activation Phase:

- o Check in with Volunteer/Staff. Obtain identification.
- o Determine resource needs, such as people, computers, phones, checklist copies, and other reference documents.
- o Obtain equipment, supplies and required forms.
- o Establish and maintain ESS Position Log to list the actions taken during the shift.
- o Ensure workers are given a checklist for their respective functions.

Operational Phase:

- o Maintain communication with assigned supervisor.
- o Ensure that all Volunteer/Staff sign Registration Form and understand the daily sign-in/ sign-out procedures.
- o Brief next shift and identify outstanding action items or issues.

Deactivation Phase:

28

- Complete all required forms, reports, and other documentation.
- Submit required list of borrowed equipment, personnel and hours worked

29

Bylaw No. 258-17 DRAFT**A BYLAW OF THE SUMMER VILLAGE OF SILVER SANDS IN THE PROVINCE OF ALBERTA TO ESTABLISH THE FOLLOWING: A REGIONAL EMERGENCY ADVISORY COMMITTEE AND A REGIONAL EMERGENCY MANAGEMENT AGENCY TO PROVIDE FOR EMERGENCY MANAGEMENT FOR THE SILVER SANDS SUMMER VILLAGE AND SUMMER VILLAGES THAT ARE PARTNER OF THIS BYLAW.**

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

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

AND WHEREAS the Ste. Anne Summer Villages Councils wish to enter into a regional emergency management partnership with each other for the purpose of integrated emergency management planning and operations;

NOW THEREFORE, the Councils of the Ste. Anne Summer Villages, in the province of Alberta, duly assembled enacts as follows:

1. This Bylaw may be cited as the Ste. Anne Summer Villages Regional Emergency Management Bylaw.
2. In this Bylaw:
 - (a) "Act" means the *Emergency Management Act, Revised Statutes of Alberta 2000, Chapter E-6.8*.
 - (b) AEMA Field Officers - the role of Field Officers is to assist municipalities to mitigate, prepare for, respond to, and recover from large emergencies and disasters by:
 - facilitating Disaster Recovery Program and Municipal Wildfire Assistance Program applications;
 - assisting in developing/reviewing Community Emergency Management Plans and Programs;
 - assisting in exercises;
 - providing support during disasters and emergencies;
 - acting as a liaison between the Province and Communities;
 - delivering training programs in region;
 - facilitating training on grants and regional emergency management partnerships.
 - (c) "Councils" means the Council of all participating Ste. Anne Summer Villages.
 - (d) "Municipality" means Silver Sands as referenced in this Bylaw.



- (e) "Municipalities" means Summer Villages as referenced in this Bylaw.
- (f) "Disaster" means an event that may result in serious harm to the safety, health or welfare of people or widespread damage to property.
- (g) "Emergency" means an event that requires prompt coordination of action or special regulation of persons or property to protect the safety, health or welfare of people or to minimize damage to property.
- (h) "Director of Emergency Management" means an individual appointed by resolution of Council responsible for the preparation and coordination of emergency plans and programs for the Municipality.
- (i) "Deputy Director of Emergency Management" means an individual appointed by resolution of Council responsible for assisting with the preparation and coordination of emergency plans and programs for the Municipality. The DDEM provides support to and in the absence of the Director of Emergency Management.
- (j) "Ste. Anne Summer Villages" refers to the following municipalities:
 - i. Summer Village of Birch Cove
 - ii. Summer Village of Nakamun
 - iii. Summer Village of Ross Haven
 - iv. Summer Village of Sandy Beach
 - v. Summer Village of Silver Sands
 - vi. Summer Village of South View
 - vii. Summer Village of Sunrise Beach
 - viii. Summer Village of Sunset Point
 - ix. Summer Village of Val Quentin
 - x. Summer Village of West Cove
 - xi. Summer Village of Yellowstone
- (k) "Ste. Anne Summer Villages Regional Emergency Advisory Committee" means the committee established under this Bylaw and comprised of a member of Council from each of the partnering municipalities of the Ste. Anne Summer Villages Regional Emergency Management Partnership.
- (l) "Ste. Anne Summer Villages Regional Emergency Management Agency" means the agency established under this Bylaw and comprised of the Directors/Deputy Directors of Emergency Management, from each of the partnering municipalities of the Ste. Anne Summer Villages Regional Emergency Management Partnership.
- (m) "Ste. Anne Summer Villages Regional Emergency Management Partnership" means those municipalities who have entered into a joint agreement for the purpose of organizing integrated emergency planning, training, assistance and emergency operations programs in compliance with (LEAMR) Local

Authority Emergency Management Regulation.

- (n) "Ste. Anne Summer Villages Regional Emergency Management Plan" means the integrated emergency management plan prepared by the Ste. Anne Summer Villages Regional Emergency Management Partnership to coordinate response to an emergency or disaster within the combined geographic boundaries of the Summer Villages that are partners of this Bylaw.
 - (o) "Minister" means the Minister responsible for the Emergency Management Act.
3. There is hereby established a Ste. Anne Summer Village Regional Emergency Advisory Committee to advise the Council of the Summer Village of Val Quentin on the development of emergency plans and programs.
 4. There is hereby established a Ste. Anne Summer Village Regional Emergency Management Agency to act as the agent of the Council of the Summer Village of Val Quentin to carry out its statutory powers and obligations under the Act.
 5. The Council of the Summer Village of Val Quentin shall:
 - (a) by resolution, appoint one (1) of its Council members to serve on the Ste. Anne Summer Village Regional Emergency Advisory Committee;
 - (b) provide for the payment of expenses of the Summer Village of Val Quentin partner in the Ste. Anne Summer Village Regional Emergency Advisory Committee;
 - (c) by resolution, on the recommendation of the Ste. Anne Summer Village Regional Emergency Advisory Committee, appoint a Director of Emergency Management and a Deputy Director of Emergency Management for the Summer Village of Val Quentin;
 - (d) ensure that emergency plans and programs are prepared to address potential emergencies or disasters within the geographical regions of the partners of this Bylaw;
 - (e) endorse Ste. Anne Summer Village's emergency plans and programs that are approved by the Ste. Anne Summer Village Regional Emergency Advisory Committee; and
 - (f) review the status of the Ste. Anne Summer Villages Regional Emergency Management Plan and related plans and programs by the end of October annually (in preparation for January Audit).

32

6. Each partner Summer Village Council may:
 - (a) by Bylaw borrow, levy, expropriate and expend, without the consent of the electors, all sums required for the operation of the Ste. Anne Summer Village Regional Emergency Management Agency; and
 - (b) enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs, including mutual aid plans and programs.

7. The Ste. Anne Summer Village Regional Emergency Advisory Committee shall:
 - (a) adopt policies as required for the effective and efficient operation of the Regional Emergency Management Agency
 - (b) at the first meeting of the year, elect from the committee a chairperson, vice-chairperson and treasurer.
 - (c) establish a quorum of a minimum of 9 voting partnership members and a majority vote for all decisions
 - (d) schedule a minimum of one meeting per year or more frequently at the call of the chairperson or a majority of the committee members.
 - (e) review the Ste. Anne Summer Villages Regional Emergency Management Plan and related plans and programs by the end of October annually in preparation for the January audit.
 - (f) advise each partner Summer Village Council on the status of the Ste. Anne Summer Villages Regional Emergency Management Plan and related plans and programs by the end of October annually. Kits and plans will be reviewed and adopted and returned to the SVREMP team.
 - (g) review and approve the workplan and budget submitted by the Regional Emergency Management agency; the workplan and budget shall then be forwarded to each municipality for approval. Each municipality is required to have access to pre-approved contingency funds in the event of an emergency.
 - (h) maintain reserve funds at 10% per year up to a maximum of \$10,000
 - (i) participate in annual Risk Assessments for Hazard Identification

8. The Ste. Anne Summer Villages Regional Emergency Management Agency shall be comprised of the following representatives from each Summer Village as designated by the partnership for representation:
 - (a) a Director of Emergency Management

33

- (b) a Deputy Director of Emergency Management
 - (c) in the absence of the Director and Deputy Director, the Chief Administration Officer is required to fulfill the role
9. In addition, the following public and private organizations may be invited to provide representative(s) to the Ste. Anne Summer Villages Regional Emergency Management Agency:
- (a) Communications Officer/Information Officer or designate
 - (b) Planning and Development Officer/Operations Department Officer or designate;
 - (c) Emergency Response Personnel
 - (d) School Division Superintendent or designate
 - (e) Alberta Health Services designates
 - (f) Mutual Aid Partners
 - (g) representative(s) from local industry and industrial associations
 - (h) representative(s) from Alberta Municipal Affairs, Alberta Emergency Management Agency
 - (i) any other Non-Governmental Organization (NGO), agency or organization that, in the opinion of the Ste. Anne Regional Emergency Management Agency, may assist in the preparation or implementation of the Ste. Anne Summer Villages Regional Emergency Management Plan.
10. The Ste. Anne Regional Emergency Management Agency shall:
- (a) establish a quorum of a minimum of 9 voting members and a majority vote for all discussions
 - i. each Summer Village partner holds the power of 1 vote
 - ii. in the event that 1 member represents more than one partner, they will have one vote per municipality
 - (b) act on behalf of the partnership to carry out the statutory powers and obligations under Section 11.2 (2) and Section 24 (1) of the Emergency Management Act and the Local Authority Emergency Management Regulation; this does not include the authority to declare, renew or terminate the (SOLE) State of Local Emergency.
 - (c) assist in the preparation and coordination of the Ste. Anne Summer Villages Regional Emergency Management Plan and prepare and coordinate related plans and programs for the Partnership;

31

- (d) report on the Agency workplan activity status to the Regional Advisory Committee at a minimum of once per year, including an update on the review of the Regional Emergency Management plan
 - (e) ensure that a Regional Director of Emergency Management and a Regional Deputy Director of Emergency Management is designated by Councils under the Ste. Anne Summer Villages Regional Emergency Management Plan to act, on behalf of the Ste. Anne Summer Villages Regional Emergency Management Agency;
 - (f) implement the concept and principles of the Incident Command System
 - (g) coordinate all emergency services and other resources used in an emergency; and/or
11. The Summer Village of Silver Sand's power to declare, terminate or renew a State of Local Emergency (SOLE) at the local level. Under the Act, the powers specified in Section 13 of this Bylaw, and the requirements specified in Section 16 of this Bylaw, are hereby delegated to the Ste. Anne Summer Village Regional Emergency Advisory Committee Executive

In the event that the local level Council is unavailable, the DEM and/or DDEM, for the impacted village will assist with the decision to declare a SOLE by the Ste. Anne Summer Village Regional Emergency Advisory Committee (minimum two representatives) may, at any time when it is satisfied that an emergency exists or may exist, by resolution, make a declaration of a SOLE within the geographic boundaries of the partners in this Bylaw.

SOLE

12. When a SOLE is declared, the person or persons making the declaration shall:
- (a) ensure that the declaration identifies the nature of the emergency and the area of the Ste. Anne Summer Villages in which it exists;
 - (b) the Information Officer will ensure the details of the declaration are published immediately by such means of communication considered most likely to notify the population of the area affected; (Alberta Emergency Alert; Social Media; ALL-NET)
 - (c) the Information Officer forwards a copy of the declaration to the AEMA Field Officers.
 - (d) the Mayor and/or Advisory Committee Chairperson forwards a copy to the Minister forthwith.

35

13. Subject to Section 14, when a **SOLE** is declared, the person or persons making the declaration may:
- (a) cause the Ste. Anne Summer Villages Regional Emergency Management Plan or any related plans or programs to be put into operation;
 - (b) acquire or utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of an emergency or disaster;
 - (c) control or prohibit travel to or from any area within the Municipality;
 - (d) authorize the evacuation of persons and the removal of livestock and personal property from any area of the Municipality that is or may be affected by a disaster and make arrangements for the adequate care and protection of those persons or livestock and of the personal property;
 - (e) authorize the entry into any building or on any land, without warrant, by any authorized person in the course of implementing an emergency plan or program;
 - (f) authorize the demolition or removal of any trees, structures or crops if the demolition or removal is necessary or appropriate in order to reach the scene of a disaster, or to attempt to forestall its occurrence or to combat its progress;
 - (g) procure or fix prices for food, clothing, fuel, equipment, medical supplies, or other essential supplies and the use of any property, services, resources or equipment within Ste. Anne Summer Villages for the duration of the SOLE;
 - (h) authorize the conscription of persons needed to meet an emergency; and
 - (i) authorize any persons at any time to exercise in the operation of the Ste. Anne Summer Villages Regional Emergency Management Plan and related plans or programs, any power specified in Paragraphs (b) through (j) in relation to any part of the municipality affected by a declaration of a SOLE.
14. A declaration of a SOLE is considered terminated and ceases to be of any force or effect when:
- (a) at the local level, a resolution is passed by the Mayor and/or Council
 - (b) at the regional level, a resolution is passed by the Ste. Anne Summer Village Regional Emergency Advisory Committee
 - (c) a period of seven days has lapsed since it was declared, or 28 days during a pandemic, unless it is renewed by resolution;

36

- (d) the Lieutenant Governor in Council makes an order for a state of emergency under the Act, relating to the same area; or
 - (e) the Minister cancels the SOLE.
15. When a declaration of a SOLE has been terminated, the person or persons who made the declaration shall cause the details of the termination to be published immediately by such means of communication considered most likely to notify the population of the area affected.
 16. No action lies against the Municipality or a person acting under the Municipality's direction or authorization for anything done or omitted to be done in good faith while carrying out a power under the Emergency Management Act or the regulations during a SOLE.
 17. This amended Bylaw shall take effect on the day of final passing thereof.

Introduced and given first reading on this day of

Given second reading on this day of

Given third and final reading on this day of

37



Summer Village of Silver Sands

Administrative Policy

Number	Title		
A-ENV-FER-1	Fertilizer Use on Residential Property		
Approval	Approved		Last Revised
(CAO initials)	Resolution No:		Resolution No:
	Date:		Date:

POLICY STATEMENT

Lake stewardship and maintaining the health of the lakes is the responsibility of everyone. In an effort to help protect the lake, it is the desire of the Summer Village of Silver Sands to restrict the use of chemical lawn fertilizers on residential properties.

PURPOSE

This purpose of this policy is to provide for the Summer Village's position on the use of fertilizer on residential properties located within the municipality.

REGULATIONS AND RESPONSIBILITIES

1. Maintaining the health of Alberta's lakes is everyone's responsibility.
2. The use of lawn fertilizers adds excess nutrients to the lakes that feed nuisance algae, promotes unsightly algae blooms and aquatic weed growth, lowers dissolved oxygen levels in the water, and may release ammonia which is toxic to fish.
3. The use of fertilizers other than natural compost or organic-based fertilizer on residential lawns is prohibited within the Summer Village of Silver Sands.
4. All chemical herbicides are prohibited within the Summer Village of Silver Sands except for the control of noxious and prohibited noxious weeds as defined in the Weed Control Act.

REVISIONS

Resolution Number	MM/DD/YY

BLANK

39



Summer Village of Silver Sands

Council Policy

Number	Title			
C-COU-REM-1	Council Remuneration and Expense Reimbursement			
Approval	Approved		Last Revised	
(CAO initials)	Resolution No:	25-22	Resolution No:	219-21
	Effective Date:	February 25, 2022	Effective Date:	January 1, 2022

Purpose

To ensure Council Members receive fair compensation for their time and expenses incurred while on Summer Village business.

Policy Statement

Council Members shall be provided with remuneration for their time and reimbursement for the expenses incurred in fulfilling their duties on Summer Village Council.

Standards

1. Remuneration is intended to compensate for official business conducted on behalf of the Council as a whole to benefit the Summer Village of Silver Sands.
2. Remuneration is not intended to match or replace employment or professional rates that the Councillors or Mayor may expect in their job or profession.
3. Remuneration rates will be adjusted from time to time based upon comparisons, inflation rates and any other considerations deemed appropriate in a manner agreed upon by Council.
4. Cost of living adjustment will be reviewed by Council on an annual basis and may or may not be applied to Council base pay and/or meeting rates at the discretion of Council.
5. Remuneration, travel and meals shall be paid in accordance with the amounts and rates approved at the annual organizational meeting or as amended by Council motion from time to time and as shown in Schedule "A".
6. Other Items – actual receipted cost. May include incidentals such as parking, use of public transportation, etc.
7. Monthly Incurred Expense Reimbursements – shall be provided with a monthly communications allowance to cover expenses related to personal communications (telephone, internet, smart phone, etc.) as shown in Schedule "A".
8. Reimbursement amounts shall be reviewed annually.

40



Summer Village of Silver Sands Council Policy

Schedule "A"

Honorariums

1. Council Meetings (in-person or virtual)	\$125.00
2. Committee Meetings as appointed (1/2 day)	\$125.00
3. Full Day Meetings/Conferences/Seminars (4-hour minimum)	\$200.00
4. Monthly Stipend (for time spent dealing with residents on municipal business)	\$150.00
5. Conference Call Meetings	\$ 75.00 - 1 st hour / plus \$25.00 each additional hour or part thereof to a maximum amount of \$200.00

Meal Expenses

When travelling on Summer Village business a claim can be made for meal allowances as per receipts provided to a maximum of:

\$ 15.00 for breakfast

\$ 20.00 for lunch

\$ 30.00 for dinner

Mileage Expenses

When employees or elected officials use their own vehicles for approved municipal business, the reimbursement rate shall be:

(to align with CRA Mileage Rates)

Accommodation Expense

When travelling on Summer Village business the actual cost of the accommodation may be claimed upon receipts being provided.

Incidental Expenses

Other incidentals such as telephone calls and parking will be paid upon receipts being provided.

41

From: Trista Court <tcourt@lsac.ca>
Sent: April 13, 2022 11:40 AM
To: Wendy Wildman (cao@onoway.ca); Village of Alberta Beach; Karen St. Martin, CAO - Town of Mayerthorpe; Summer Village of Castle Island; Summer Village of Nakamun Park; Summer Village of Ross Haven; Summer Village of Sandy Beach; Summer Village of Silver Sands; SV of Birch Cove; Summer Village of Sunrise Beach; SV of Sunset Point; SV of Val Quentin; Summer Village of West Cove; SV of Yellowstone; Summer Village of Silver Sands
Cc: Donna Kerr; Taryn Monteith
Subject: FCSS Program Proposal - Lac Ste. Anne County
Attachments: FCSS Program Expansion with Neighbours Proposal.pdf

The Town of Onoway Administration hosted a meeting with Lac Ste. Anne County Community Services Department and several representatives from neighbouring municipalities, with the intent of learning more about existing County FCSS programs and the potential for expansion of these services into more communities. The meeting focussed on three main programs:

1. Home Support Preventative,
2. Counselling Subsidy Program Community, and
3. Volunteer Income Tax Program.

Following that meeting, the interest from the attendees to look further into partnership opportunities was apparent. And so, the County has prepared the attached proposal. For those of you who remain interested, please connect with either Donna Kerr, Community Services Manager or myself – and then further discussions on the details of rolling out the program(s) can be determined.

(For Summer Villages – although the Municipal Services Package (MSP) is looming, this could be a preliminary arrangement).

Trista Court

General Manager of Community & Protective Services, Lac Ste. Anne County

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

PHONE: 780.785.3411 | TOLL-FREE: 1.866.880.5722 | FAX: 780.785.2985 | CELL: 780.284.1538 lsac.ca

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

42

Preventative Counselling Subsidy Program

Lac Ste. Anne County's Existing Program

To prevent crisis, individuals and communities need support, guidance, education, encouragement, opportunities and intervention strategies. The cost of counselling can pose a barrier for many, but the County works to minimize this barrier by offsetting the cost of preventative counselling services.

Lac Ste. Anne County provides a subsidy to eligible individuals, couples or families in the region who find themselves struggling to afford the cost of short-term preventative counselling services. County residents who meet specific income thresholds may be eligible for the subsidy. Through this program, the County contracts a local counselling agency to provide the counselling services. The program subsidizes a maximum of six (6) sessions per year. Counselling sessions must be preventative in nature.

Currently Lac Ste. Anne County offers this program through FCSS. The following parameters have been established:

- Client must be Lac Ste. Anne County resident.
- Client must not have access to an employee or health benefit plan that covers the cost of counselling.
- Client must have a family income of less than \$95,000 per year. (Some exceptions on a case-by-case basis are considered – not advertised).
- Subsidy range:
 - Income up to \$50,000/year Subsidy: \$120 per session; Client \$0 per session
 - Income \$50,001 to \$65,000/year Subsidy: \$100 per session; Client \$20 per session
 - Income \$65,001 to \$80,000/year Subsidy: \$80 per session; Client \$40 per session
 - Income \$80,001 to \$95,000/year Subsidy: \$60 per session; Client \$60 per session
 - Over \$95,001 per year Subsidy: \$0 per session; Client \$120 per session

Proposal

Discussions have occurred with some of the neighbouring municipalities within the County's borders and Northern Gateway Public Schools who inquired about expanding the Preventative Counselling Subsidy Program into their communities. In order to expand the program, the following proposal is shared for your consideration.

Lac Ste. Anne County proposes to be the lead in a partnership and administer the program on behalf of all other partners. A municipality may become a partner by agreeing to cost-share in the program at up to \$120.00 plus 15% administration fee per client session. This fee will be inclusive of the full subsidy (in accordance with the income threshold), advertising, administration and coordination.

Further discussions with interested partners will be scheduled to assist with developing a consistent delivery model throughout the region (e.g. client eligibility).

44



Community Volunteer Income Tax Program

Lac Ste. Anne County's Existing Program

Each tax season, the County provides tax preparation assistance via its Community Volunteer Income Tax Program (CVITP). This annual program is a partnership between the Canada Revenue Agency and community organizations that host tax preparation clinics and arrange for volunteers to prepare income tax and benefit returns for eligible residents, review those results with the client, and with the client's approval, e-file the return

Under the Community Volunteer Income Tax Program (CVITP), volunteers assist qualified candidates in preparing their Income Tax Returns between March 1 and April 15 of each year.

Currently Lac Ste. Anne County offers this program through FCSS. The following parameters have been established:

- Currently available to all residents in Lac Ste. Anne County and surrounding municipalities
- Although the program is targeted within the timeframe above, it is available year-round, as required.
- Tax preparation is not limited to the current year, although e-file is only available for the current year.
- Canada Revenue Agency establishes eligibility criteria including income thresholds. In 2022 the income thresholds are:

Family Size	Household Income
1 person	\$35,000
2 persons	\$45,000
3 persons	\$47,500
4 persons	\$50,000
5 persons	\$52,500
More than 5 persons	\$52,500 plus \$2,500 for each additional person

- Lac Ste. Anne County provides this service with County staff and currently does not use community volunteers.

Proposal

Discussions have occurred with some of the neighbouring municipalities within the County's borders who inquired about CVITP. In 2021 over 120 Income Tax Returns were completed, with the program growing annually. Lac Ste. Anne County has a capacity limit so in order to meet anticipated future needs of the program, the following proposal is shared for your consideration.

Lac Ste. Anne County is encouraging each municipality to participate in this program through either of the proposed options below:

Option 1

By registering as a Host Organization to offer this service. In doing so, you would be required to have a Coordinator (Main Contact) and volunteers. 'Volunteers' can be a staff member(s) within your municipality and/or community members. All training is provided through Canada Revenue Agency. There is no cost to the municipality other than advertising and incidental costs such as paper, ink, memory stick, etc.. The volunteer(s) will require computer, printer and internet access – so this may be a consideration.

45



Community Volunteer Income Tax Program (Cont'd)

Option 2

Lac Ste. Anne County could be the lead in a partnership acting as the Host Organization and assuming the administration and coordination role, on behalf of all other partners. Partner municipalities would be required to provide volunteers. 'Volunteers' can be a staff member(s) within your municipality and/or community members. Partner municipalities would also be required to host clinics or provide services within applicable communities (these can be done within regular operational hours).

There is no cost to the municipality other than advertising and incidental costs such as paper, ink, memory stick, etc.. The volunteer(s) will require computer, printer and internet access – so this may be a consideration.

Further discussions with interested partners will be scheduled to assist with developing a consistent delivery model throughout the region (e.g. options for clinic delivery).

From: Donna Kerr <dkerr@lsac.ca>
Sent: April 13, 2022 11:43 AM
To: Trista Court; Wendy Wildman (cao@onoway.ca); Village of Alberta Beach; Karen St. Martin, CAO - Town of Mayerthorpe; Summer Village of Castle Island; Summer Village of Nakamun Park; Summer Village of Ross Haven; Summer Village of Sandy Beach; Summer Village of Silver Sands; SV of Birch Cove; Summer Village of Sunrise Beach; SV of Sunset Point; SV of Val Quentin; Summer Village of West Cove; SV of Yellowstone; Summer Village of Silver Sands
Cc: Taryn Monteith
Subject: RE: FCSS Program Proposal - Lac Ste. Anne County

Just to clarify, for some reason the list re-arranged itself...it should read:

1. Home Support
2. Preventative Counselling Subsidy Program, and
3. Community Volunteer Income Tax Program.

Donna Kerr

Community Services Manager, Lac Ste. Anne County

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

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

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

From: Trista Court <tcourt@lsac.ca>
Sent: April 13, 2022 11:40 AM
To: Wendy Wildman (cao@onoway.ca) <cao@onoway.ca>; Village of Alberta Beach <aboffice@albertabeach.com>; Karen St. Martin, CAO - Town of Mayerthorpe <cao@mayerthorpe.ca>; Summer Village of Castle Island <svcastle@telus.net>; Summer Village of Nakamun Park <cao@svnakamun.com>; Summer Village of Ross Haven <cao@rosshaven.ca>; Summer Village of Sandy Beach <svsandyb@xplornet.ca>; Summer Village of Silver Sands <administration@wildwillowenterprises.com>; SV of Birch Cove <d.evans@birchcove.ca>; Summer Village of Sunrise Beach <svsunrisebeach@wildwillowenterprises.com>; SV of Sunset Point <office@sunsetpoint.ca>; SV of Val Quentin <d.evans@valquentin.ca>; Summer Village of West Cove <svwestcove@outlook.com>; SV of Yellowstone <office.svyellowstone@gmail.com>; Summer Village of Silver Sands <administration@wildwillowenterprises.com>
Cc: Donna Kerr <dkerr@lsac.ca>; Taryn Monteith <tmonteith@lsac.ca>
Subject: FCSS Program Proposal - Lac Ste. Anne County

The Town of Onoway Administration hosted a meeting with Lac Ste. Anne County Community Services Department and several representatives from neighbouring municipalities, with the intent of learning more about existing County FCSS programs and the potential for expansion of these services into more communities. The meeting focussed on three main programs:

1. Home Support Preventative,
2. Counselling Subsidy Program Community, and

47

3. Volunteer Income Tax Program.

Following that meeting, the interest from the attendees to look further into partnership opportunities was apparent. And so, the County has prepared the attached proposal. For those of you who remain interested, please connect with either Donna Kerr, Community Services Manager or myself – and then further discussions on the details of rolling out the program(s) can be determined.

(For Summer Villages – although the Municipal Services Package (MSP) is looming, this could be a preliminary arrangement).

Trista Court

General Manager of Community & Protective Services, Lac Ste. Anne County

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

PHONE: 780.785.3411 | TOLL-FREE: 1.866.880.5722 | FAX: 780.785.2985 | CELL: 780.284.1538 lsac.ca

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

48

Summer Village of Silver Sands

Report to Municipal Planning Commission

SV of Silver Sands

Existing / Proposed Use: Residential

Location: Plan 782 1688, Block 11, Lot 3 : 3 Golf Course Road

Applicant / Landowner: Matthew Greenwood

Proposed Development: Construction of a Detached Garage 77.32 sq. m.), with variance to the siting requirements specified in the Summer Village of Silver Sands Land Use Bylaw 256-2015 (the "LUB") (Front Yard).

Application Date: April 24, 2022

Application Deemed Complete: April 25, 2022

Deemed Refusal Date: June 4, 2022

Use of Recreational Vehicles upon Residential parcels within the Summer Village of Betula Beach

Land Use District: R1A – Residential – Single Family Class "A"

Site Dimensions: Depth = 53.22 m (174.59 ft), Width = 32.75 m (107.45 ft), Area = 1742.83 sq. m (18759.69 sq. ft)

Site Description: The Lands are currently developed with a Single Detached Dwelling and site servicing components (as depicted in the attached site plan.

Proposal: Construction of a Detached Garage, 7.92 m X 9.75 m, within the front yard of the Lands (as depicted in the attached site plan and elevation drawings).

Issue: The proposed development does not conform the siting requirements specified in the LUB and the requested variance exceeds the granting authority of the Development Officer, which is set at a maximum 20% of a stated regulation. Consequently, this application is being referred to the Municipal Planning Commission for the Summer Village of Silver Sands.

LUB, Section 3.6(2) of the Land Use Bylaw states:

49

DEVELOPMENT PERMIT APPLICATION \$131.25



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: 22DP03-31
 Application Received Date: Apr. 24, 2022
 Application Deemed Complete: Apr. 25, 2022

PROJECT LOCATION – REQUIRED MPC Meeting: April 29, 2022

Suite: _____ Street Address: _____ Street Name: **3 Golf Course Road**

Legal Description: Unit / Lot / Block / Plan or Quarter / Section / Township / Range / Meridian
782 1688 / 11 / 3 /

TYPE OF USE – REQUIRED

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

PROJECT DESCRIPTION - REQUIRED COST OF PROJECT - REQUIRED \$ **\$28,000**

Construct 26ft x 32ft detached garage
 Proposed location in front yard does not conform to LUB requirements

NEW CONSTRUCTION – REQUIRED

- Residential
 - Single Detached
 - Semi Detached
- Multi-family Dwelling

Number of units: _____
- Commercial
- Industrial
- Institutional

Total Area: _____ m²

GARAGES/ACCESSORY BUILDINGS/ADDITIONS/ STRUCTURES /DECKS / FENCES – REQUIRED

Total Area (m²): 77.32 m² Height (if applicable): 5.14
 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 (m²):

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: _____

52

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

22DP03-31

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
--	--

SECONDARY SUITE – COMPLETE ONLY IF APPLYING FOR A SECONDARY SUITE

The proposed secondary suite is located within: <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 secondary suite (m ²): _____ Floor area of the principal dwelling unit (m ²): _____ Number of parking stalls available on site: _____	Number of bedrooms in the secondary suite: _____
--	---	--

OWNER OR REPRESENTATIVE – REQUIRED

<input checked="" type="radio"/> I am the registered owner of the land described above Owner Name: Matt Greenwood Signature:	<input type="radio"/> I have been designated as the representative of the owner (written consent attached) Agent Name: _____ Signature: _____
---	---

MAILING ADDRESS (OWNER) – REQUIRED

Mailing address: 811 Wheeler Road NW	City: Edmonton	Province: Alberta	Postal Code: T6M 2E5
Phone no.: 780-203-1858	Builders License #		
Email Address: greenwoodmatt146@gmail.com			

APPLICANT SAME AS OWNER/REPRESENTATIVE – REQUIRED

Applicant Name:	Phone no.: 780-203-1858	Builders License no.:
Company Name:		Email Address:
Mailing address: 811 Wheeler Road NW	City: Edmonton	Province: Alberta
		Postal Code: T6M 2E5

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.

April 17, 2022

Applicant's signature

Date

53

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 Plan 782 1688, Block 11, Lot 3 : 3 Golf Course Rd

Registered Owners Name as Per Certificate of Title Matthew Greenwood

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

Property Address 3 Golf Course Rd

Signature

Matthew Greenwood

Print

April 17, 2022

Date

54

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.

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: greenwoodmatt146@gmail.com

Legal Land Description	Plan 782 1688, Block 11, Lot 3 : 3 Golf Course Rd
Registered Owners Name as Per Certificate of Title	Matthew Greenwood
Name of Signing Authority (If owner is a numbered company)	
Property Address	3 Golf Course Rd
Signature	Matthew Greenwood
Print	
Date	April 17, 2022

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.

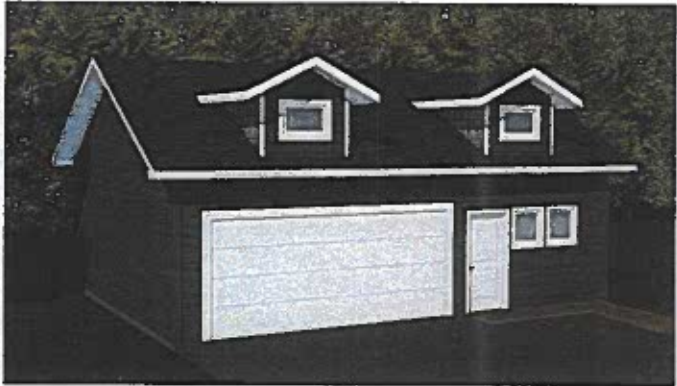
55

GREENWOOD GARAGE

DWG # 4551

April 24, 2022

22DP03-31

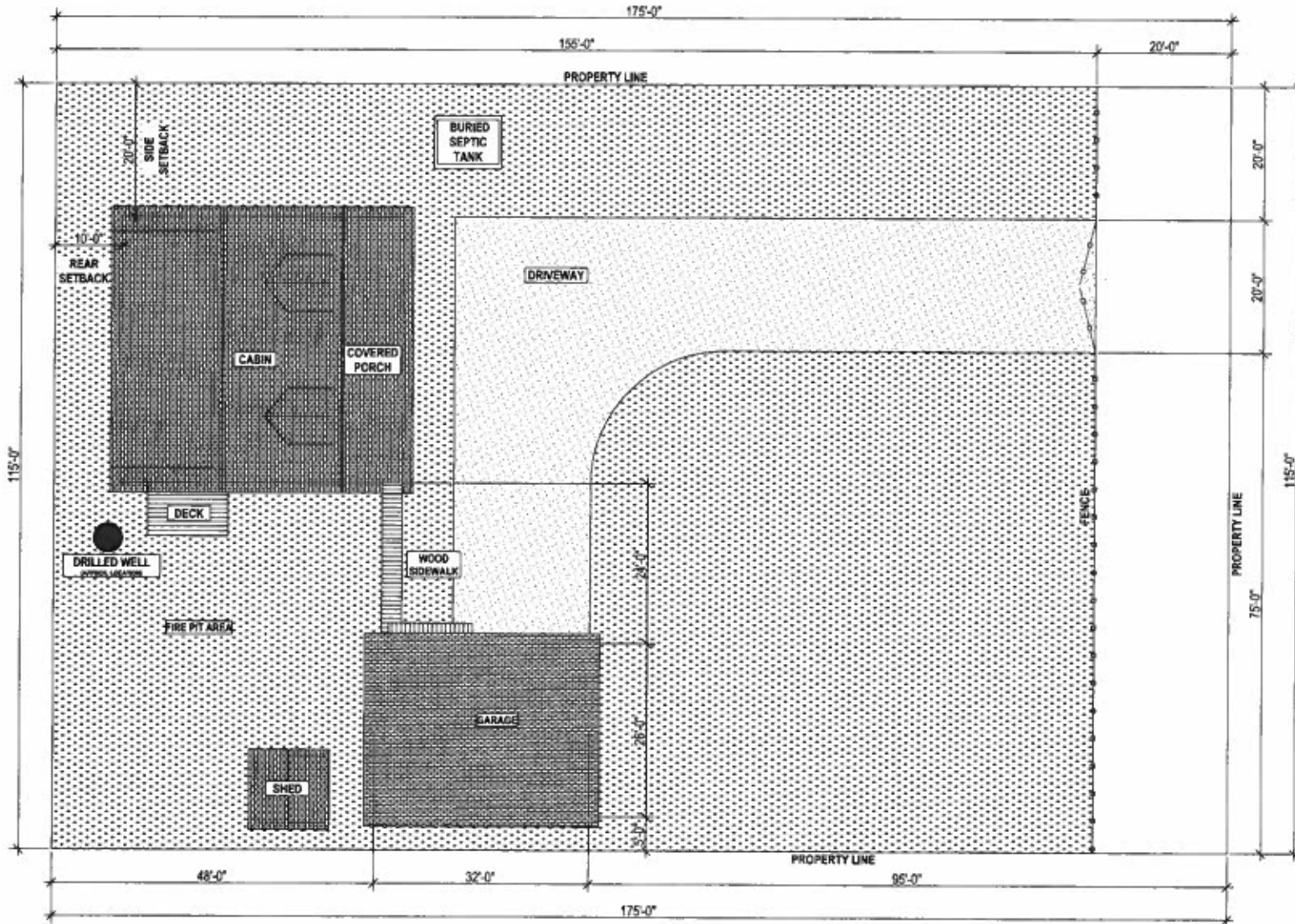


SG design & drafting

CEL: (780) 932-7745
EMAIL: sgtezerm@telus.net
www.sgdesignanddrafting.com

56

22DP03-31



SG Design and Drafting Inc. will not:
 Assume any liability for the structural integrity of the design should there be any variances from the structural drawings or specification notes.
 Be responsible for any on-site conditions such as soil bearing capacity, depth of frost line, water tables, buried structures, or grades.
 All drawings, details, dimensions and notes are to be reviewed by the applicable contractor and sub-contractor prior to any construction.
 SG Design and Drafting Inc. reserves the right to make changes without client acknowledgement. There may be changes in dimensions from working drawings to finished product.

CLIENT:	
GREENWOOD GARAGE	
SITE ADDRESS:	
LAKE ISLE ALBERTA	
AREA	AS SHOWN
LOT	#Lot
BLOCK	#Block
PLAN #	#Plan #
SCALE	AS SHOWN
DRAWN BY	S. GLAZERMAN
LAST UPDATED:	2022-04-24

SG design & drafting

CEL: (780) 932-7745
 EMAIL: sglazerm@telus.net

THIS DRAWING IS THE PROPERTY OF "SG DESIGN AND DRAFTING INC" AND IS INTENDED FOR THE SOLE USE OF THE CLIENT NAMED. THE INTENT OF THIS DRAWING IS TO SHOW LOCATIONS OF COMPONENTS ONLY. SOME ON SITE MODIFICATIONS MAY BE NECESSARY TO COMPLETE THE PROJECT.

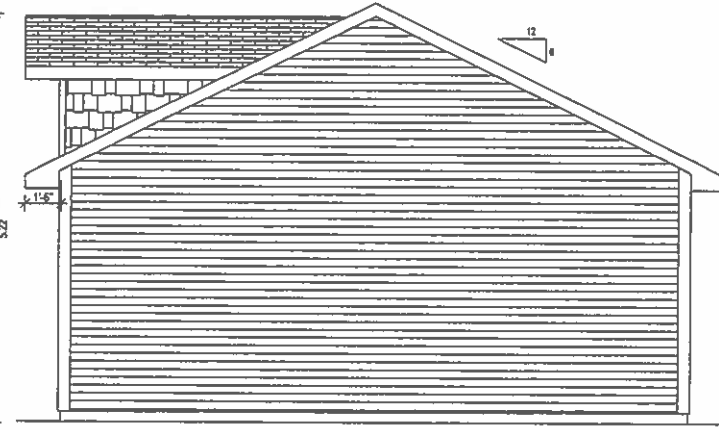
SITE PLAN W/GARAGE

DWG # : 4551

SHEET NO.	1 / 4
-----------	-------

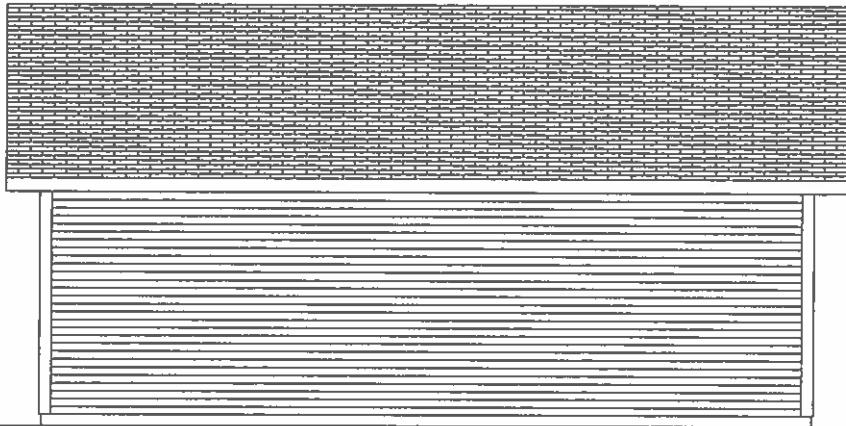
1 SITE PLAN
 SCALE: 1/16" = 1'-0"

57

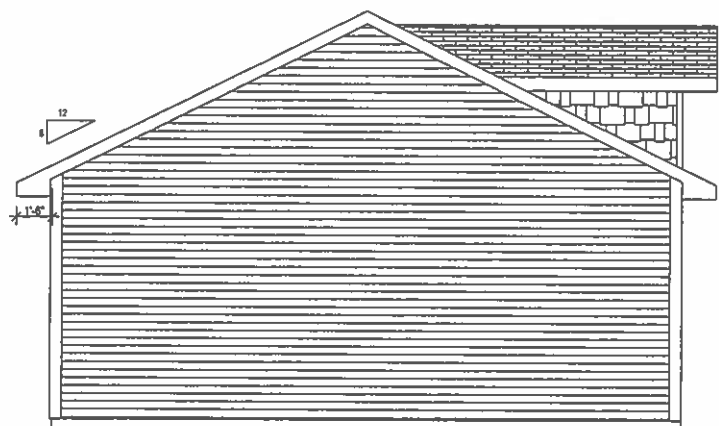


1 GARAGE FRONT ELEVATION
SCALE: 3/16" = 1'-0"

2 GARAGE RIGHT ELEVATION
SCALE: 3/16" = 1'-0"



3 GARAGE REAR ELEVATION
SCALE: 3/16" = 1'-0"



4 GARAGE LEFT ELEVATION
SCALE: 3/16" = 1'-0"

SG Design and Drafting Inc. will not assume any liability for the structural integrity of the design should there be any variances from the structural drawings or specification notes. Be responsible for any on site conditions such as soil bearing capacity, depth of frost line, water tables, buried structures, or grades.

All drawings, details, dimensions and notes are to be reviewed by the applicable contractor and sub-contractor prior to any construction.

SG Design and Drafting Inc. reserves the right to make changes without client acknowledgment. There may be changes in dimensions from working drawings to finished product.

CLIENT: GREENWOOD GARAGE	
SITE ADDRESS: LAKE ISLE ALBERTA	
AREA	AS SHOWN
LOT	#Lot
BLOCK	#Block
PLAN #	#Plan #
SCALE	AS SHOWN
DRAWN BY	S. GLAZERMAN
LAST UPDATED:	2022-04-24

SG design & drafting

CEL: (780) 932-7745
EMAIL: sgjazerm@telus.net

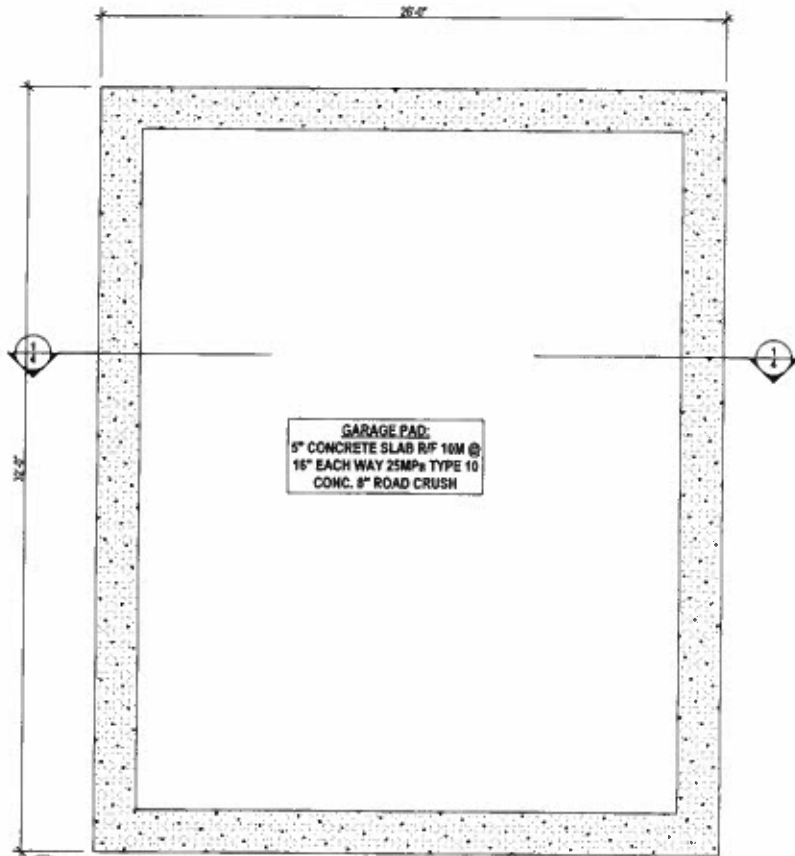
THIS DRAWING IS THE PROPERTY OF "SG DESIGN AND DRAFTING INC" AND IS INTENDED FOR THE SOLE USE OF THE CLIENT NAMED. THE INTENT OF THIS DRAWING IS TO SHOW LOCATIONS OF COMPONENTS ONLY. SOME ON SITE MODIFICATIONS MAY BE NECESSARY TO COMPLETE THE PROJECT.

GARAGE ELEVATIONS

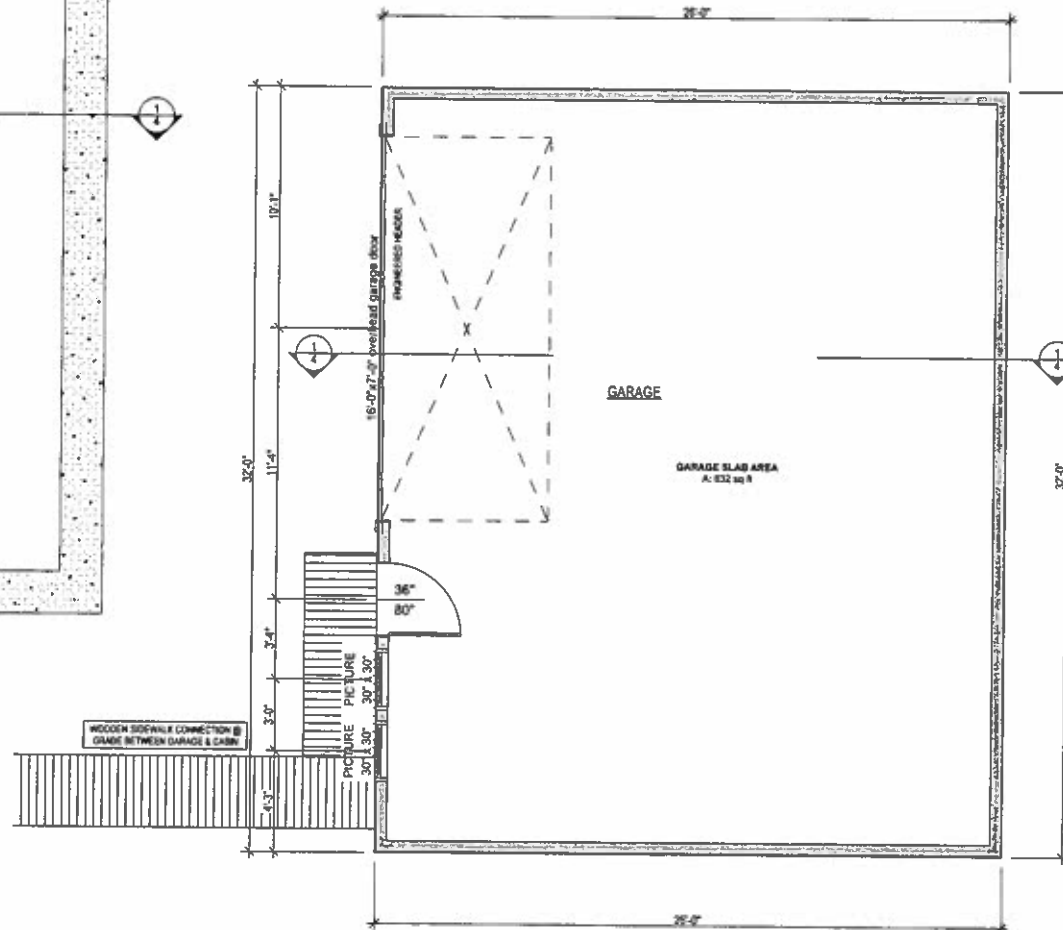
DWG # : 4551	
SHEET NO.	2
	4

58

22DP03-31



1 THICKENED SLAB PLAN
SCALE: 3/16" = 1'-0"



2 GARAGE MAIN FLOOR PLAN
SCALE: 3/16" = 1'-0"

SG Design and Drafting Inc. will not assume any liability for the structural integrity of the design should there be any variances from the structural drawings or specification notes. Be responsible for any on site conditions such as soil bearing capacity, depth of frost line, water tables, buried structures, or grades.

All drawings, details, dimensions and notes are to be reviewed by the applicable contractor and sub-contractor prior to any construction.

SG Design and Drafting Inc. reserves the right to make changes without client acknowledgment. There may be changes in dimensions from working drawings to finished product.

CLIENT: GREENWOOD GARAGE	
SITE ADDRESS: LAKE ISLE ALBERTA	
AREA	AS SHOWN
LOT	#Lot
BLOCK	#Block
PLAN #	#Plan #
SCALE	AS SHOWN
DRAWN BY	S. GLAZERMAN
LAST UPDATED:	2022-04-24

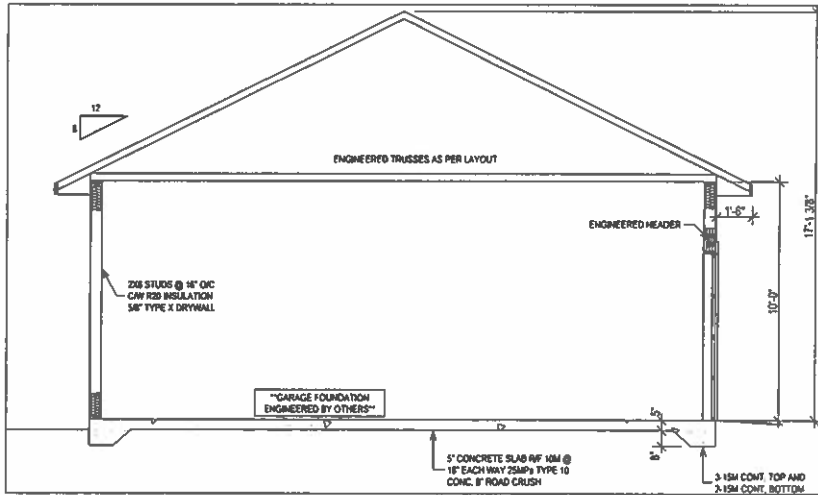


CEL: (780) 932-7745
EMAIL: sglazerm@telus.net

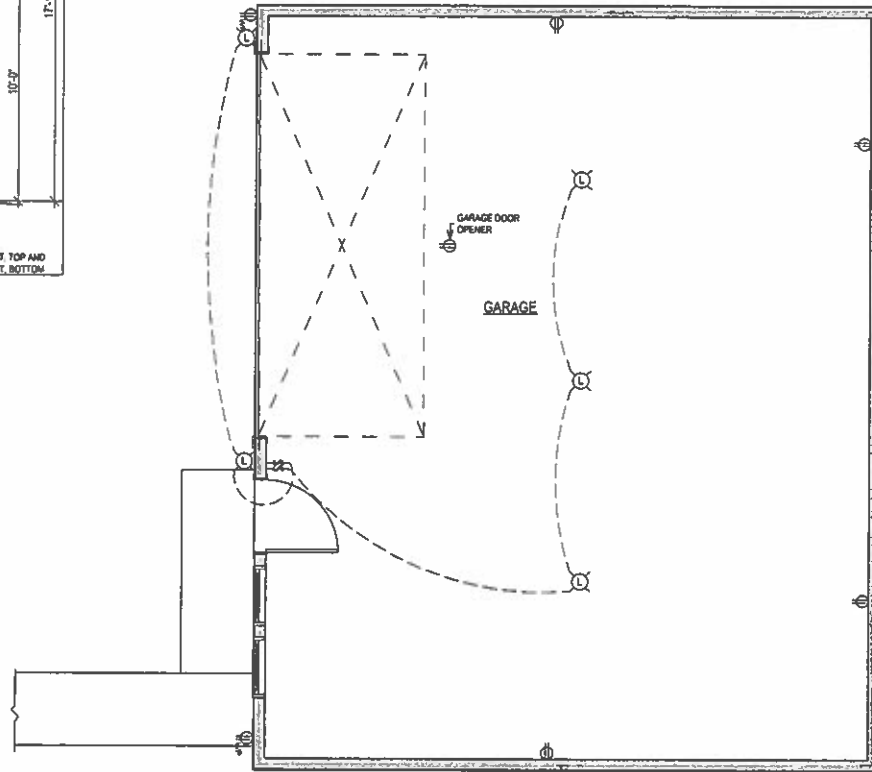
THIS DRAWING IS THE PROPERTY OF "SG DESIGN AND DRAFTING INC" AND IS INTENDED FOR THE SOLE USE OF THE CLIENT NAMED. THE INTENT OF THIS DRAWING IS TO SHOW LOCATIONS OF COMPONENTS ONLY. SOME ON SITE MODIFICATIONS MAY BE NECESSARY TO COMPLETE THE PROJECT.

GARAGE FLOOR PLANS	
DWG # : 4551	
SHEET NO.	3
	4

59



1 GARAGE SECTION
SCALE: 3/16" = 1'-0"



2 GARAGE ELECTRICAL PLAN
SCALE: 3/16" = 1'-0"

SG Design and Drafting Inc. will not assume any liability for the structural integrity of the design should there be any variances from the structural drawings or specification notes. Be responsible for any on site conditions such as soil bearing capacity, depth of frost line, water tables, buried structures, or grades.

All drawings, details, dimensions and notes are to be reviewed by the applicable contractor and sub-contractor prior to any construction.

SG Design and Drafting Inc. reserves the right to make changes without client acknowledgement. There may be changes in dimensions from working drawings to finished product.

CLIENT: GREENWOOD GARAGE	
SITE ADDRESS: LAKE ISLE ALBERTA	
AREA	AS SHOWN
LOT	#Lot
BLOCK	#Block
PLAN #	#Plan #
SCALE	AS SHOWN
DRAWN BY	S. GLAZERMAN
LAST UPDATED:	2022-04-24



CELL: (780) 932-7745
EMAIL: sglazerm@telus.net

THIS DRAWING IS THE PROPERTY OF "SG DESIGN AND DRAFTING INC" AND IS INTENDED FOR THE SOLE USE OF THE CLIENT NAMED. THE INTENT OF THIS DRAWING IS TO SHOW LOCATIONS OF COMPONENTS ONLY. SOME ON SITE MODIFICATIONS MAY BE NECESSARY TO COMPLETE THE PROJECT.

GARAGE ELECTRICAL PLAN & SECTION

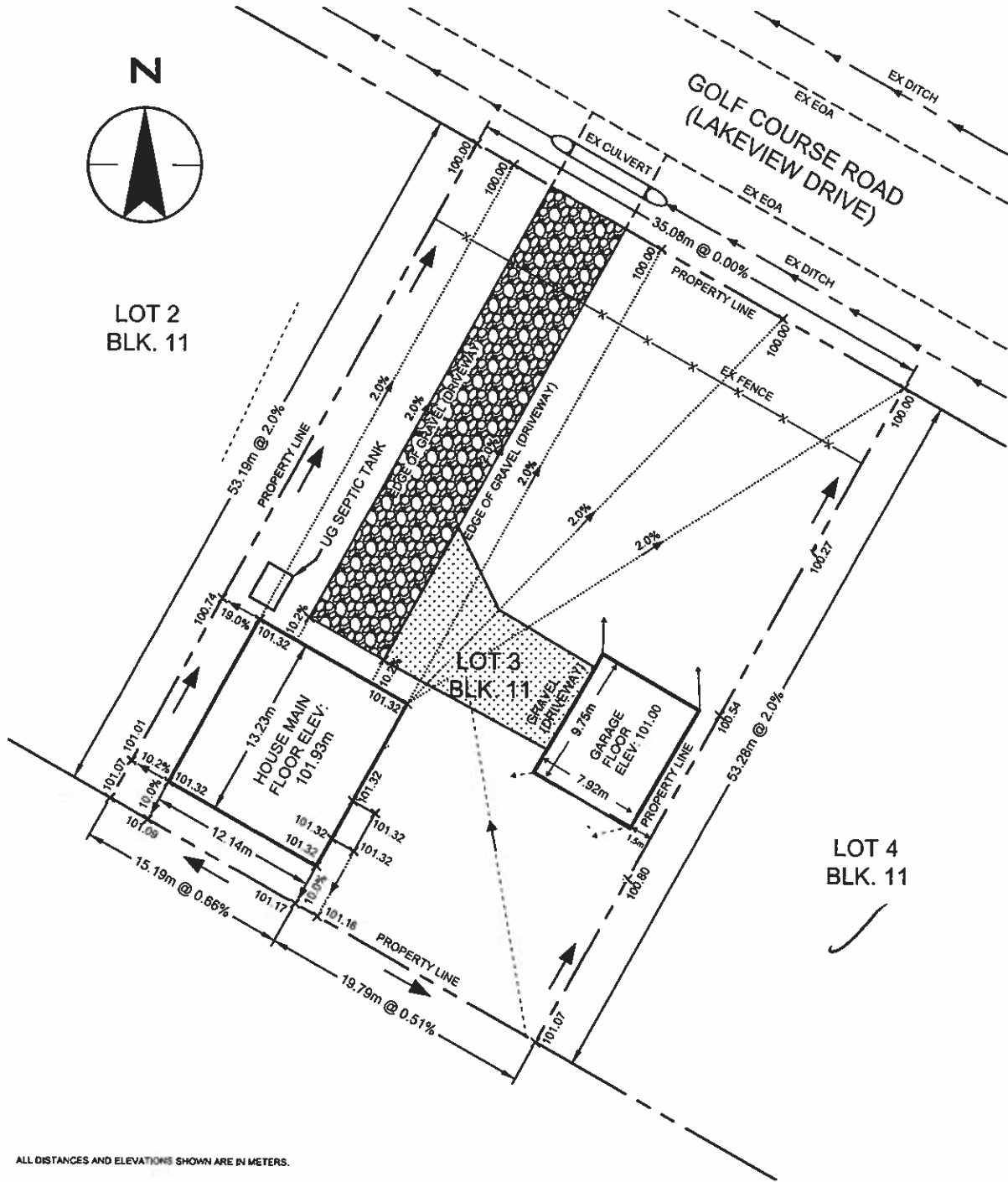
DWG # : 4551

SHEET NO.	4
	4

60



LOT 2
BLK. 11



ALL DISTANCES AND ELEVATIONS SHOWN ARE IN METERS.

LOT AREA: 1864m²
 HOUSE AREA: 166m²
 HOUSE COVERAGE: 9.00%



61

SCALE: 1:400

DATE DRAWN: FEBRUARY 2019

APPROVAL STAMP

SITE GRADING PLAN

SANG 8th Annual Kids with Cancer Society Golf Tournament

Thursday, July 21, 2022

REGISTER NOW

DONATE

CHECK-IN

EVENT DESCRIPTION



Let's swing for a cause and invest in local kids.

Hosted by Ste. Anne Natural Gas Co-op and Trestle Creek Golf Resort on their world-class course, Kids with Cancer Charity Golf Tournament attracts over 150 golfers from across Alberta interested in taking part in a few swings for a great cause. Registrants will enjoy 18 holes of golf, breakfast, lunch and dinner, along with incredible prizes!

OUR SUPPORTERS



By participating in this event, you are assisting children and their families from our communities to gain access to necessary resources through the Kids with Cancer Society of Edmonton. Every penny of your donation stays local and goes directly to support families in need.

If your company is interested in donating an item or volunteering at our event, please contact Val Leifso at 780-937-7940 or vlleifso@steannegas.com.



EVENT DETAILS

Course Name

[Trestle Creek Golf Resort](#)
7011 Township Rd 532
Entwistle Alberta T0E 0S0

[Get Directions](#)

Event Contact

Valere Leifso
Email: vlleifso@steannegas.com
Phone: 780-937-7940

Event Times

Thursday, July 21, 2022
4:00 PM - Dinner Start Time
6:00 PM - Live Auction Start Time
8:30 AM - Registration and
Breakfast Start Time
10:00 AM - Tee Off Start Time

62



**Burton
Park**

**Basketball Court
Grand Opening**

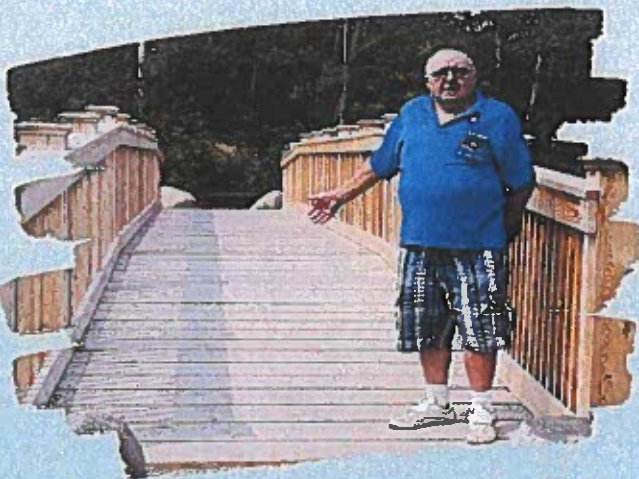
Saturday, May 28 , 2022

Time: 1:00 PM - 3:00 PM

Community Basketball Game

Ribbon Cutting - 1:30 PM

Light Refreshments



**Please join us as we celebrate
with Bob Lehman - and
thank him for his service to
our Community!**

63

[Print](#) | [Close Window](#)

Subject: Grand Opening of the Basketball Court SV Val Quentin May 28

From: Kathy Dion <k.dion@valquentin.ca>

Date: Mon, Apr 18, 2022 8:44 am

To: Dennis Evans <d.evans@xplornet.com>, svcastle@telus.net, cao@rosshaven.ca, svsandyb@xplornet.ca, administration@wildwillowenterprises.com, svsunrisebeach@wildwillowenterprises.com, office@sunsetpoint.ca, svwestcove@outlook.com, office.svyellowstone@gmail.com, cao@svnakamun.com

Attach: Val Quentin Basketball Court Opening May 28, 2022.pdf

Good morning SVLASCE,

The Summer Village of Val Quentin Council invites the SVLSACE Councils members to join us at the Grand Opening of the Basketball Court at Burton Park and recognition of Bob Lehman's years of service to our community on Saturday, May 28, 2022 1-3pm. Official ribbon cutting with dignitaries and residents of our community will be at 1:30pm.

We have also invited other community partners, including Northwest Fire Services and representatives from our surrounding municipalities! We do anticipate photo ops for publication in the local newspapers and social media.

We look forward to hearing from you.

Thank you

Kathy Dion
Summer Village of Val Quentin
Deputy Mayor
k.dion@valquentin.ca
403-923-8694

Copyright © 2003-2022. All rights reserved.

64

Municipal Government Act RSA 2000 Chapter M-26
 Part 10 Division 2 Property Tax

BYLAW OF THE SUMMER VILLAGE OF SILVER SANDS, IN THE PROVINCE OF ALBERTA, TO AUTHORIZE THE SEVERAL RATES OF TAXATION IMPOSED FOR ALL PURPOSES FOR THE YEAR 2022.

WHEREAS the total requirements of the Summer Village of Silver Sands in the Province of Alberta as shown in the budget estimates are as follows:

Municipal General	\$ 271,645.14
Minimum Municipal	\$ 115,396.86
Lac Ste. Anne Foundation Requisition	\$ 11,968.07
ASFF Residential School Requisition	\$ 139,605.00
ASFF Non-Residential School Requisition	\$ 3,950.00
Designated Industrial Property Tax Requisition	\$ 20.27
Total:	\$ 542,585.34

WHEREAS the total taxable assessment of land, buildings and improvements amounts to:

Assessment Description	Total
RESIDENTIAL VACANT	3,072,600
RESIDENTIAL IMPROVED	51,487,000
FARMLAND	4,100
NON-RESIDENTIAL	772,000
OTHER NON-RESIDENTIAL (<i>LINEAR</i>)	264,680
EXEMPT (<i>MUNICIPAL</i>)	2,041,100
Total:	57,641,480

WHEREAS, the estimated municipal expenditures and transfers set out in the budget for the Summer Village of Silver Sands for 2022 total \$720,901.00 and

WHEREAS, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$333,859.00 and \$115,396.86 from "Minimum Municipal Tax" and the balance of \$271,645.14 is to be raised by general municipal taxation; and

WHEREAS the rates hereinafter set out are deemed necessary to provide the amounts required for municipal school and other purposes, after making due allowance for the amount of taxes which may reasonably be expected to remain unpaid;

WHEREAS, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the *Municipal Government Act* RSA 2000 Chapter M-26 Part 10 Division 2; and

65

Municipal Government Act RSA 2000 Chapter M-26
 Part 10 Division 2 Property Tax

1. The Municipal Administrator is hereby authorized and required to levy the following rates of taxation on the assessed value of all land, buildings and improvements as shown on the assessment and tax roll:

	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE</u>
General Municipal			
Residential/Farmland	263,352.82	54,563,700	4.8265204
Non-residential	3,726.07	772,000	4.8265204
Other Non-residential	4,566.26	264,680	17.2520000
TOTAL	271,645.15	55,600,380	

	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE</u>
Alberta School Foundation Fund (ASFF)			
Residential/Farmland	139,605.00	54,563,700	2.558569
Non-residential/Other Non-Residential	3,950.00	1,036,680	3.810240
TOTAL	143,555.00	55,600,380	

	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE</u>
Lac Ste. Anne Seniors Foundation			
Residential/Farmland	11,744.92	54,563,700	0.21525159
Non-residential	223.15	1,036,680	0.21525159
TOTAL	11,968.07	55,600,380	

	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE</u>
Designated Industrial Property			
Non-Residential – Linear Vacant	20.27	264,680	0.0766
TOTAL	20.27	264,680	

66

BYLAW NO. 326-2022

**Municipal Government Act RSA 2000 Chapter M-26
Part 10 Division 2 Property Tax**

2. The minimum amount payable as property tax for general municipal purposes shall be:

	<u>TAX RATE</u>	<u>TAX LEVY</u>
Residential Vacant	\$ 1,000.00	68,170.03
Residential Improved	\$ 1,000.00	45,810.63
Farm	\$ 1,000.00	997.59
Non-Residential	\$ 1,000.00	0.00
Other Non-Residential	\$ 1,000.00	418.61
TOTAL		\$115,396.86

3. THAT this BYLAW shall come into force and effective for 2022 taxation on the date of the third and final reading.

Read a first time on this 29th day of April, 2022.

Read a second time on this 29th day of April, 2022.

Unanimous Consent to proceed to third reading on this 29th day of April, 2022.

Read a third and final time on this 29th day of April, 2022.

Signed this 29th day of April, 2022.

Mayor, Bernie Poulin

Chief Administrative Officer, Wendy Wildman

67

From: sspublicworks <ssppublicworks@wildwillowenterprises.com>
Sent: April 14, 2022 8:23 AM
To: Svss Heather Admin Assist; Wendy Wildman
Subject: FW: Miscellaneous Streets (Silver Sands)

Hi Heather and Wendy

I met with Trent and we went over the proposed drainage projects on fir, hazel, Ash and I added Alder to the list as there is a drainage problem on the corner which will be made alot worse as lots 24&25 are being developed and will be directing water to this area I have attached Trents email with his prices.

Thanks Dustin
Sent from my Galaxy

----- Original message -----

From: Trent Thompson <tthompson@bolson.ca>
Date: 2022-04-13 8:06 a.m. (GMT-07:00)
To: Dan Golka <ssppublicworks@wildwillowenterprises.com>
Subject: Miscellaneous Streets (Silver Sands)

Dustin,

Further to our meeting/walkthrough last week, here is a summary of the work and budgets for each of the roadways we reviewed:

1. Fir Avenue - Improve drainage on NW discharge to lake. Scope of work:

- a) Survey and Design = \$3,500 + GST
- b) Regrade swale, install one 300mm culvert = \$10,000 + GST (budget)

2. Hazel Avenue - Improve Drainage on NE discharge to lake. Scope of work:

- a) Survey and Design = \$3,500 + GST
- b) Regrade swale, cut down bank = \$8,000 + GST (budget)

3. Ash Avenue - Improve drainage at North end of road. Scope of work:

- a) Survey and Design = \$7,000 + GST
- b) New culverts, cut ditches, regrade = \$40,000 + GST (budget)

4. Alder Ave - Confirm drainage in front of Lot 23/24. Scope of work:

- a) Survey to confirm grades, etc = \$2,500 + GST
- b) Propose design/budget after reviewing survey

68

Let me know your thoughts and if you have any questions regarding the above. If we can get the go ahead to do this work, I can arrange for all the survey ASAP so we don't have delays to do the work once the weather is cooperating.

Any questions please let me know.

Regards,

Trent Thompson, P. Eng.
General Manager of Engineering
Bolson Engineering and Environmental Services
Tel: (780) 668-8571
www.bolson.ca

BT

Summer Village of Silver Sands

Report to Council

Meeting: April 29, 2022 - Regular Council Meeting

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

Development Permits:

22DP02-31 Plan 074 0530, Block 6, Lot 20 : 20 Poppy Place (the "Lands")

CONSTRUCTION OF A SINGLE DETACHED DWELLING (97.2 SQ. M.),
INSTALLATION OF A WATER SUPPLY AND SEPTIC SYSTEM

Letters of Compliance:

22COMP10-31 Plan 2941 MC, Block 2, Lot 9 : 9 Hazel Avenue

Regards,

Tony Sonnleitner, Development Officer

b9(b)

BOLSON

ENGINEERING
AND
ENVIRONMENTAL SERVICES

April 13th, 2022

SV of Silver Sands
Box 8
Alberta Beach, AB
T0E 0A0

Attn: Wendy Wildman

RE: Silver Sands Golf Resort Site Inspection (Spring 2022)

Bolson Engineering completed a site inspection of the ongoing work at the Silver Sands Golf Resort on April 8th, 2022. The focus of the inspection was on the existing municipal improvements, and in particular the 2 approaches into the property. Select photographs are appended for reference.

The results of our inspection are outlined below:

- Both main accesses/approaches to the property from Golf Course Road are substantially complete
- Conduit has been installed in both culverts to allow for steam thawing
- Culvert and ditch drainage appears to be adequate
- Existing storm water management facilities appear to be substantially complete
- Onsite work appears to be substantially complete

The following recommendations and comments are advised:

- Culvert Rip-Rap as per the detail drawings to be installed at all culvert ends along Golf Course road. Rip-rap was not visible at the time of the inspection at the culvert ends.
(Approximate value to complete = \$1,500.00)
- When Stage 1A work is fully complete final as-built plans to be provided.
(Approximate value to complete including survey and plans = \$3,000.00)

We trust that this is the information that you require. If you have any questions or require further information, please feel free to contact me by email at tthompson@bolson.ca.

Sincerely,



Trent Thompson, P.Eng.



BOLSON

ENGINEERING
AND
ENVIRONMENTAL SERVICES



71

BOLSON

ENGINEERING
AND
ENVIRONMENTAL SERVICES



72

BOLSON

ENGINEERING
AND
ENVIRONMENTAL SERVICES



73

Emergency Preparedness

Preparedness is a challenge for us all!

There are things we all can do to make readiness a part of our routine.

With planning, we can all be ready to respond! If an emergency happens in our community, it may take emergency workers some time to get to us.

Let's be prepared to take care of ourselves and our family for a minimum of 72 hours. By taking a few simple steps today, we will be better prepared to face a range of emergencies – anytime, anywhere.

For more information check out the [AEMA website](#).



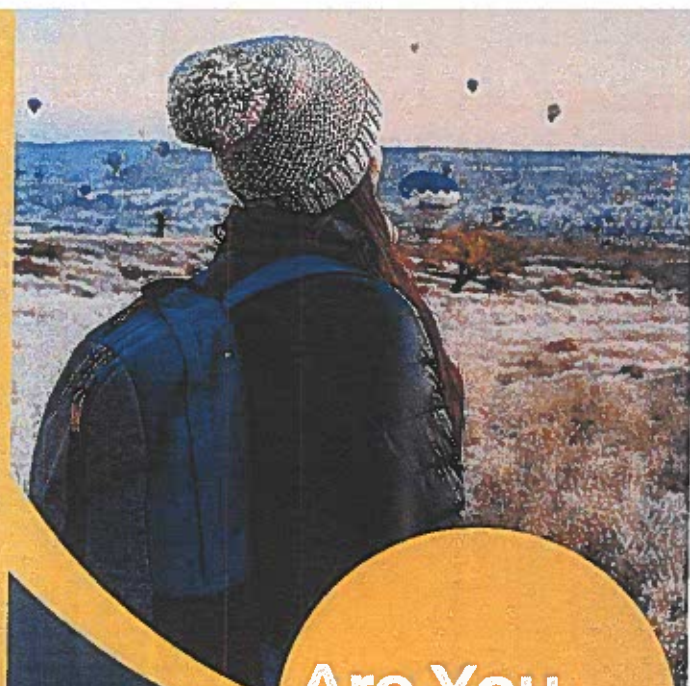
Create a Network of Support to Help You In Case of an EMERGENCY

- Create an emergency plan for you and your family
- Plan how you will communicate if you have a communication disability
- Plan for your transportation if you need help evacuating
- Plan for how you will evacuate with assistive devices



Alberta Emergency Alerts are issued by the communities where emergency is occurring. Download the app and sign up to receive this information directly.

<https://emergencyalert.alberta.ca>



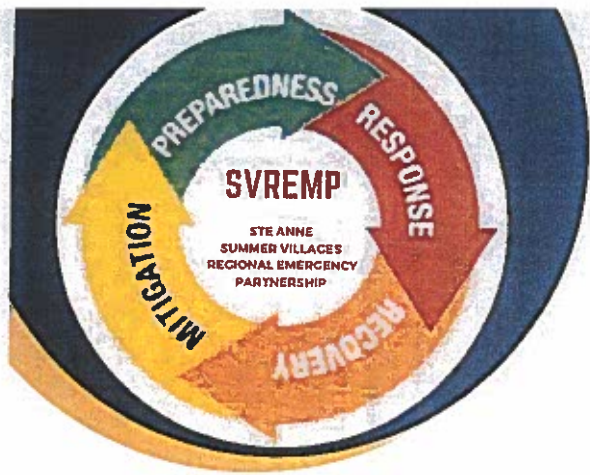
Are You Prepared...

.... for an Emergency?

Ste Anne Summer Villages Regional Emergency Management Partnership

svlsace.ca

74



About us...

SVREMP was formed through Ministerial Order A017/20 to provide Emergency Management Services for eleven member Summer Villages in Lac Ste Anne County as legislated by Emergency Management Act R.S.A. 2000, c E6.8.

Each municipality has appointed a local Director of Emergency Management (DEM) and a Deputy Director of Emergency Management (DDEM).

- Regional Framework for Emergency Management
- Municipalities focus on regional collaboration
- Gain efficiencies in preparedness, mitigation, response and recovery
- Coordinated response to an emergency or disaster Training program for stakeholders and partners

Speak to your local or regional Director of Emergency Management for more information

Community Events

Get Involved..
Stay Connected

Muster Point

Know where to
evacuate to



Insurance

Know your
policy

Disaster Recovery Program

Familiarize yourself
with this program



ALL-NET

Register to stay
current on
community
updates

Community Events

Get Involved..
Stay Connected



summervillage.remp@gmail.com

What to include in your Emergency Preparedness Kit ...

Contact Information

- Important contacts and care providers

Medications

- A list of medications, dosage instructions and any allergies

Medical and Assistive Devices

- A list of styles and serial numbers of all devices

Contact Information

- A list of first responders and others who may need to assist you

Prepare for a Power Outage if you use electric medical devices

- Talk to Health Care Provider
- Identify alternative power sources
- Inform emergency contacts of the plan

- ✓ Food, water and essentials for you and your pets or service animals
- ✓ Medicines, medical supplies, batteries and chargers
- ✓ Copies of Medical Information and other Insurance information

75

[Print](#) | [Close Window](#)

Subject: Name Submission for ASVA Forest Health Management Project

From: "Summer Village Office" <administration@wildwillowenterprises.com>

Date: Fri, Apr 08, 2022 10:34 am

To: "execdirector@asva.ca" <execdirector@asva.ca>

Cc: "Joseph Poulin" <berniepoulin@icloud.com>, "Wendy Wildman" <wendy@wildwillowenterprises.com>, "Graeme Horne" <graemehorne@mail.com>, "Liz Turnbull" <lizturnbull@telusmail.net>

Attach: Image.png

Attn: Sherry Poole, Executive Director

Hello Sherry, we would like to submit the Summer Village of Silver Sands to be considered for the ASVA Forest Health Management Project. If successful, we would like have the assessment performed with a designated "buddy" - the contact information is below:

Bernie Poulin, Mayor

email: berniepoulin@icloud.com

phone: 780-938-1197

Thank you in advance for the opportunity to participate!

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!](#))

Phone: 587-873-5765

Fax: 780-967-0431

Website: www.wildwillowenterprises.com

Email: administration@wildwillowenterprises.com

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

Subject: Deadline: April 14, 2022 to register for ASVA Forest Health Mgmt Project

From: ASVA Exec Director <summervillages@gmail.com>

Date: Tue, April 05, 2022 8:25 pm

To: undisclosed-recipients;

76



Association of
SUMMER VILLAGES
OF ALBERTA

Re: ASVA Forest Health Management Project

To the attention of Summer Villages CAO's and Mayors,

ASVA is reaching out to you with a timely reminder that in summer 2021 the association was successful in receiving award of grant funds from the Alberta Real Estate Fund (AREF) to complete the proposed Forest Health Management Pilot Project. There is urgency in the timelines being met for completing the engagement / field portion of this project noting that the AREF grant funds are set to expire June 16, 2022.

The project will have no financial impact to Summer Villages. All that is required in helping us to coordinate on behalf of your summer villages is to respond in request of participating so we can secure your spot. The Forest Management Expert, Toso Bozic P. Ag. will require a Boundary Map to be supplied by your Summer Village and he is prepared to perform the forest field assessments independently or with accompaniment of a designated staff member or emergency planning person if designated by you. *ASVA can coordinate the logistics on your behalf all that is required is for you to provide a name & contact if you would like to designate a "buddy"*; noting that the additional benefit received will be invaluable knowledge sharing and discovery based on recognizing the health of the forest surrounding your summer village. Regardless of which method is preferred, as part of the project deliverables a roll-up report will be provided to each of the (10) participant summer villages cataloguing forest health information specific to your summer village.

As noted in details below our consultant has provided dates of his availability to perform the 10 field assessments (noting each assessment requires 1-3 hours to complete):

April 19 – 22

May 2 - 6

May 10 - 13

*Please forward your reply prior to April 14, 2022 to register your Summer Village. In your response please advise if you will be providing a Boundary Map to have the consultant perform the assessment independently or if you will be providing the name & contact of a designated "buddy" for us to coordinate accompaniment.

To the attention of:

ASVA

Sherry Poole, Executive Director

Via email: summervillages@gmail.ca



Association of
SUMMER VILLAGES
OF ALBERTA

Project Information:

Trees are a crucial element and fabric of every summer village and greatly contribute to environmental, social, and economic values of these communities. The summer villages are built around lakes, where natural native forest settings are a dominant forest cover. Most of trees in summer villages are dominated by native aspen/poplar and mixed wood of white spruce, pine, or larch forest with these two species. On private properties there are several non-native species such as variety of cherries, shrubs and few tree species like elm, linden, and others. The majority of forests in summer villages are mature or entering a maturity stage which can create some problems **such as an increase in potential of fire, insect and disease outbreaks or the introduction of non-native trees and shrubs in their natural areas.**

ASVA's purpose is to provide direct education and professional support to Summer Village's about value and management of trees/forest land in a community setting. ASVA obtained a grant from Alberta Real Estate Foundation to provide following professional tree/forestry advice and assistance to Summer Village representatives (a total of 10 Summer Villages).

- This advice will entail topics or areas of interest such as:
 - Natural forest management principles,
 - Forest health,
 - Increase awareness of potential fire hazard in your community,
 - Criteria for choosing tree selection and planting.

Trees/forest in your summer village provide many tangible benefits to community populations including:

- reducing summer heat (cooling effects)
- protecting from cold winter winds (heating effects),
- enhancing cultural and spiritual experience,
- increasing property values by up to 20 %,
- improving well-being through stress reduction and increased comfort,
- helping storm water management,
- providing a place to play and relax,
- reducing noise and dust effects
- providing a home to many wildlife species

78

Silver Sands Municipal Reserves – Request for Resident Input

Historically, the Summer Village's municipal reserve areas were intended to provide active or passive park and recreation areas and to provide walking trails and enjoyment of the natural plant and wildlife for residents and their guests.

The reserves areas were **NOT** to be "annexed" into properties adjacent to them, cleared unless Council determined that areas need to be cleared of dangerous undergrowth or decayed trees, used for the purpose of placing buildings or structures or extra storage of material or disposal of refuse, used for the storage of boat lifts or boat docks or for camping or recreational fires of any kind.

Over the years, we have been seeing more use of the reserve areas by way of storage and mobilization of mooring structures, off-highway vehicles travelling through pathways or creating their own and the cutting & mowing of the natural vegetation. The current bylaw in place (282-2018 - *Use of Public Lands*) considers these types of actions as unauthorized uses and strictly prohibits them.

The Summer Village values and wishes to protect these precious reserve areas. While it is clear that the more the reserve areas are used by residents and visitors, the more their natural states are destroyed. The challenge we currently face is in finding the balance between protecting this precious asset and accommodating the use of them. We, as Council, are asking for input by Summer Village residents to help in finding a solution.

How do you think the challenge of finding a balance to both preserving the municipal reserve areas in addition to accommodating use of them can be best managed while retaining their integrity?

Please input your suggested solutions, ideas, comments below:

(survey would show a text box)

19

Town of Mayerthorpe

Report Title : SILVER SANDS DAILY EVENTS
Report Range 3/1/2022 12:00 am to 3/31/2022 11:59 pm

Daily Event Log Report

Date: 2022/03/01

Group: TOWN OF MAYERTHORPE

Officer: DAWN, DWIGHT

Backup Officer:

Group: TOWN OF MAYERTHORPE

Event Start: 2022/03/01 1300

Event End: 2022/03/01 1430

Event: GENERAL PATROL

Location: SILVER SANDS

Specific Location: SUMMER VILLAGE

Notes: PATROLLED FIRST PART OF VILLAGE THEN RADAR OF MAIN ROAD WITH HANDHELD RADAR FROM SIDE ROAD, ONLY ONE VEHICLE THROUGH, DID SAME THING ON THE SECOND SECTION, A FEW VEHICLES PASSED THROUGH, NO SPEEDERS

Total Group Events: 1

Total Time on Events: 0 Days 2 Hours 30 Minutes

Total Events By Date: 1

Date: 2022/03/12

Group: TOWN OF MAYERTHORPE

Officer: DAWN, DWIGHT

Backup Officer:

Group: TOWN OF MAYERTHORPE

Event Start: 2022/03/12 1445

Event End: 2022/03/12 1600

Event: GENERAL PATROL

Location: SILVER SANDS

Specific Location: SUMMER VILLAGE

Notes: PATROLLED BOTH SECTIONS OF SUMMER VILLAGE, BEAUTIFUL SUNNY WARM DAY LOTS OF FOLKS OUT, MOSTLY ON THE ICE, CHECKED SECURITY OF HOMES, RADAR IN BOTH SECTIONS BUT NO SPEEDERS TODAY.

Total Group Events: 1

Total Time on Events: 0 Days 2 Hours 15 Minutes

RECEIVED
APR 12 2022

80

Total Events By Date: 1

Date: 2022/03/17

Group: TOWN OF MAYERTHORPE

Officer: DAWN, DWIGHT

Backup Officer:

Group: TOWN OF MAYERTHORPE

Event Start: 2022/03/17 0930 **Event End:** 2022/03/17 1045

Event: GENERAL PATROL

Location: SILVER SANDS

Specific Location: SUMMER VILLAGE

Notes: PATROLLED SUMMER VILLAGE ROADS, CHECKING SECURITY OF HOMES, SPOKE WITH OUR PUBLIC WORKS GUY, HE WAS BUSY UNTHAWING CULVERTS AND MAKING WATER FLOW. DID RADAR IN BOTH SECTIONS BUT ONLY HALF A DOZEN VEHICLES THROUGH

Total Group Events: 1 **Total Time on Events:** 0 Days 2 Hours 15 Minutes

Total Events By Date: 1

Date: 2022/03/26

Group: TOWN OF MAYERTHORPE

Officer: DAWN, DWIGHT

Backup Officer:

Group: TOWN OF MAYERTHORPE

Event Start: 2022/03/26 1845 **Event End:** 2022/03/26 2000

Event: GENERAL PATROL

Location: SILVER SANDS

Specific Location: SUMMER VILLAGE

Notes: PATROLLED FAR SECTION OF VILLAGE FIRST CHECKING SECURITY OF HOMES THEN RADAR FOR 15 MINS, AND PATROLLED CLOSER SECTION OF VILLAGE CHECKING SECURITY OF HOMES. QUIET EVENING IN THE VILLAGE TODAY

Total Group Events: 1 **Total Time on Events:** 0 Days 2 Hours 15 Minutes

Total Events By Date: 1

81

Date: 2022/03/30

Group:

TOWN OF MAYERTHORPE

Officer: DAWN, DWIGHT

Backup Officer:

Group: TOWN OF MAYERTHORPE

Event Start: 2022/03/30 0945

Event End: 2022/03/30 1100

Event: GENERAL PATROL

Location: SILVER SANDS

Specific Location: SUMMER VILLAGE

Notes: PATROLLED BOTH SECTIONS OF VILLAGE FIRST CHECKING ON THE SECURITY OF THE HOMES WHILE ALSO DOING RADAR IN BOTH SECTIONS, GREAT SUNNY WEATHER THIS MORNING, A FEW VEHICLES IN AND OUT TODAY

Total Group Events: 1

Total Time on Events: 0 Days 2 Hours 15 Minutes

Total Events By Date: 1

Total Report Events: 5

82

VENDOR		VENDOR ID	DATE ISSUED	
SUMMER VILLAGE OF SILVER SANDS			12-Apr-2022	
DEPOSITED AT BANK		DEPOSIT NO	DATE	AMOUNT
BRANCH:	ACCOUNT:		2022	\$1,316.00
TOTAL				\$1,316.00

DEPOSIT NO: 2000025942		DEPOSIT DATE: 12-Apr-2022		
VOUCHER	DESCRIPTION/REASON FOR PAYMENT	INVOICE/CREDIT NOTE	AMOUNT	SUB-TOTAL
1900022832	FCSS Funding April/May/June 2022	FCPAY0031008	\$1,316.00	
	Total Payment From C&SS For Inquiries Call 825 468 4314			\$1,316.00
DEPOSIT TOTAL			\$1,316.00	

RECEIVED
APR 14 2022

JCA7499025-0005429-02715-0001-0001-00-

JCA7499025 E D

02715

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

83



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

April 1, 2022

File: 22DP02-31



**Re: Development Permit Application No. 22DP02-31
Plan 074 0530, Block 6, Lot 20 : 20 Poppy Place (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 SINGLE DETACHED DWELLING (97.2 SQ. M.), INSTALLATION OF A WATER SUPPLY AND A SEPTIC SYSTEM

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

1- Confirmation from the Land Titles Office for Alberta North that the Applicant has ownership of the Lands prior to the coming into force of the Development Permit or other arrangements satisfactory to the Development Authority.

2- All municipal taxes must be paid.

3- SEPTIC SYSTEM:

Approval of any plans or installation standards for an on-parcel sewage collection system by an approved Plumbing Inspector. The on-site sewage disposal system shall comply with the Private Sewage Systems Standard of Practice - 2015 as adopted by legislation for use in the Province of Alberta.

4- WATER SUPPLY:

If by Cistern, the cistern shall be excavated and installed in conformance with the Safety Codes Act or as amended and all such other regulations which may apply to their construction.

If by Well, the Well shall be drilled in conformance with Alberta's Water Act (the Act) and Water (Ministerial) Regulations (the "Regulations") that regulate water well drilling activities in the Province of Alberta and / or certification provided by a professional engineer or certified hydrologist or certified plumbing inspector attesting an adequate flow of water of potable quality.

84



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

- 5- 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
- 6- 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.
- 7- Two (2) Off-Street parking spaces must be provided on site.
- 8- 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.
- 9- 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.
- 10- 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.
- 11- **The improvements take place in accordance with the plans and sketch submitted as part of the permit application, INCLUDING:**
 - **Minimum ground floor elevation shall be 730.5 m ASL.**
 - **Front Yard setback shall be a minimum of 8.0 metres;**
 - **Side Yard setbacks shall be a minimum of 1.5 metres (or greater distance as required under the Alberta Safety Codes Act;**
 - **Rear Yard setback shall be a minimum of 1.5 metres;**
 - **Maximum Height shall be 9.0 metres (average grade to peak).**
 - **Foundation of the building shall be enclosed skirted and parged.**
- 12- All improvements shall be completed within twelve (12) months of the effective date of the permit.
- 13- The site and improvements thereon shall be maintained in a clean and tidy condition during construction, free from rubbish and debris. Receptacles for the purpose of disposing of rubbish and debris shall be provided to prevent scatter of debris and rubbish.
- 14- No person shall keep or permit to be kept in any part of a yard any excavation, storage or piling of materials required during the construction stage unless all necessary safety measures are undertaken. The owner of such materials or excavation must assume full responsibility to ensure the situation does not prevail any longer than reasonably necessary to complete a particular stage of construction.

65



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

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

Date Application Deemed Complete **April 1, 2022**

Date of Decision **April 1, 2022**

Effective Date of Permit **April 30, 2022**

Signature of Development Officer

Tony Sonnleitner, Development Officer, Summer Village of Silver Sands

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

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

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

and should include a statement of the grounds for the appeal and have attached an Appeal fee in the amount of \$150.00.



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

NOTE:

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

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

IMPORTANT NOTES

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

57



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: pcr1@telusplanet.net

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:

The Inspections Group Inc.
Edmonton Office

12010 - 111 Avenue NW

Edmonton, Alberta T5G 0E6

E-mail: questions@inspectionsgroup.com

Phone: 780 454-5048

Fax: 780 454-5222

Toll Free Ph: 1 866 554-5048

Toll Free Fax: 1 866 454-5222

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

48



Public Notice

DEVELOPMENT APPLICATION NUMBER: 22DP02-31

APPROVAL OF DEVELOPMENT PERMIT

An application for a development permit for this property, Plan 074 0530, Block 6, Lot 20 : 20 Poppy Place, with regard to the following:

***CONSTRUCTION OF A SINGLE DETACHED DWELLING
(97.2 SQ. M.), INSTALLATION OF A WATER SUPPLY AND A
SEPTIC SYSTEM***

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 April 22, 2022**.

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	April 1, 2022
Date of Decision	_____
Effective Date of Permit	April 1, 2022
Signature of Development Officer	April 30, 2022
	

- 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

(89)

AR104895

April 11, 2022

Ms. Wendy Wildman
Chief Administrative Officer
Summer Village of Silver Sands
PO Box 8
Alberta Beach, Alberta T0E 0A0

Dear Ms. Wildman:

Thank you for your letter of March 28 2022, regarding the completion of all non-compliant items identified in the 2021 Municipal Accountability Program (MAP) report for the Summer Village of Silver Sands.

I commend the summer village for moving forward and addressing these items and I am pleased to advise you the Summer Village of Silver Sands 2021 MAP review has been completed to the satisfaction of the Minister.

On behalf of Municipal Affairs, I wish the summer village all the best for the future.

Yours truly,



Gary Sandberg
Assistant Deputy Minister

cc: Ric McIver, Minister of Municipal Affairs
Brandy Cox, Deputy Minister, Municipal Affairs
Kylie Rude, Municipal Accountability Advisor, Municipal Affairs

90



Alberta Beach

Box 278 • Alberta Beach • Alberta • T0E 0A0
Telephone: 780-924-3181 • Fax: 780-924-3313

April 21, 2022

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

Re: Alberta Beach Council – By-Election Results

Further to a By-Election held on April 4th, 2022, Mr. Kelly Muir was elected as Councillor for Alberta Beach and at the Regular Council meeting held on April 19th, 2022 he was sworn into office of Councillor.

Alberta Beach Council members are as follows;

Mayor..... Angela Duncan
Deputy Mayor..... Debbie Durocher
Councillor..... Tara Elwood
Councillor..... Kelly Muir
Councillor..... Daryl Weber

Please do not hesitate to contact the undersigned at 780-924-3181 if you require any further information.

Sincerely,

A handwritten signature in blue ink that reads 'Kathy Skwarchuk'.

Kathy Skwarchuk,
C.A.O.

91