

SUMMER VILLAGE OF SILVER SANDS

AGENDA

Friday, September 30, 2022 at Fallis Community Hall and Via Zoom

Commencing at 9:00 a.m.

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

1. Call to order

2. Agenda a) Friday, September 30th, 2022 Regular Council Meeting
*(approve agenda as is, or with amendments additions
or deletions)*

3. Minutes: a) Friday, August 26th, 2022 Regular Council Meeting
(approve minutes as is, or with amendments)

1-5

4. Delegations: n/a

5. Public Hearings: n/a

6. Bylaws: n/a

7. Business: a) Draft Policy for the Storage of Boat Lifts and Piers on
Municipal Reserves – A-ADM-MR-1 – further to the direction
of Council at the August Council meeting, attached is draft
policy which provides direction for the ongoing management
of Summer Village Reserve lands respecting the storage of
boat lifts and pier sections on these lands. Also included is
a copy of the Summer Village's current Bylaw 282-2018 Use
of Public Lands which addresses Consent to Use as
provided for in the draft policy.

6-15

*(approve the draft policy, approve the draft policy with
changes, or some other direction as given by Council at
meeting time)*

b) Community Peace Officer Services – an updated draft
contract from the Town of Mayerthorpe is attached. The
Town is in a position to continue to provide service, at this
time we have not heard anything back from the County on
a potential service provision from them. This agreement
has a 60-day termination clause, so we could enter into an
agreement to ensure we have the service and then
reconsider should a proposal be received from the County.

16-27

SUMMER VILLAGE OF SILVER SANDS

AGENDA

Friday, September 30, 2022 at Fallis Community Hall and Via Zoom

Commencing at 9:00 a.m.

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

(that the Summer Village enter into an agreement with the Town of Mayerthorpe for the provision of Community Peace Officer services as provided, and that the Summer Village continue its recruitment for community peace officer/bylaw enforcement services from other providers or some other direction as given by Council at meeting time)

- 28-29
- c) EOEP Session on Council's Role in Strategic Planning – This course will be offered using a virtual delivery, including independent reading required by participants, as well as four virtual sessions. This will allow participants to review material on their own as well as participate in group discussions and ask questions during virtual sessions. The course will be offered with the following schedule: Oct. 5, Oct. 12, Oct. 19, Oct. 26. The cost of the Course is \$295.00 plus GST.

(authorize Council and Administration to attend or some other direction as given by Council at meeting time)

- 30
- d) Justice & Solicitor General – stakeholder engagement will be starting on how a Community Justice Centre (CJC) could improve access to justice and address the root causes of crime in our communities. These conversations will occur between September 2022 and November 2022 and will be open to First Nations and Metis community leaders (elected and technicians) and community-based organizations that support Indigenous peoples as well as representatives from law enforcement, organizations representing municipalities, non-governmental organizations, social service agencies, legal groups, and community groups representing cultural and ethnic diversity.

(authorize Council and Administration to attend engagement sessions or some other direction as given by Council at meeting time)

**SUMMER VILLAGE OF SILVER SANDS
AGENDA**

**Friday, September 30, 2022 at Fallis Community Hall and Via Zoom
Commencing at 9:00 a.m.**

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

- e) The Inspections Group Draft Fee Schedule – included is a draft fee schedule for Silver Sands which adds an Extension fee and a Variance fee.

31-38

(approve the draft fee schedule as presented, approve the draft fee schedule with changes, or some other direction as given by Council at meeting time)

- f) Lac Ste. Anne County – Joint Use Infrastructure Capital and Maintenance Cost Share Request – Letter dated September 22, 2022 from Greg Edwards, General Manager of Infrastructure and Planning - Lac Ste. Anne County is currently in the process of updating and planning their ongoing maintenance and capital improvement plans and wishes to engage in conversations with Silver Sands on the possibilities of cost sharing works and projects as there is infrastructure that is shared/utilized and enjoyed by both municipalities. While the Council currently does have any capital improvement project suggestion for Silver Sands, they are inquiring if the Summer Village has any suggestions and to bring them forward for their consideration. The County is also reaching out to see if any of their other services can be of use to the Summer Village.

39-41

(direction as given by Council at meeting time)

- g) Silver Sands Boat Launch Graveling – The boat launch had 4" of gravel applied to it while the drainage contractors were in the Summer Village working on the drainage project. The final cost for the boat launch road came in at \$6,541 which is less than half what we had originally been quoted. As this project was done outside of the 2022 Budget, Administration is requesting a motion approving the work and authorizing funding through reserves if required.

42-43

(that the boat launch graveling project be approved and funding for the project in the amount of \$6,541.00 be authorized from the capital road reserve if the amount can not be absorbed within the 2022 budget or some other direction as given by Council)

SUMMER VILLAGE OF SILVER SANDS

AGENDA

Friday, September 30, 2022 at Fallis Community Hall and Via Zoom

Commencing at 9:00 a.m.

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

h)

i)

8. Financial a) Income & Expense Statement – as of August 31, 2022
Separate (note the addition of reserve balances to statement)
(accept for information)

9. Councillors' Reports
a) Mayor
b) Deputy Mayor
c) Councillor

10. Administration Reports
Separate a) Public Works Report
44 b) Development Officer's Report
c) Land Use Bylaw Review update
d)

11. Information and Correspondence
a)
b)
c)
d)

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, September 30, 2022 at Fallis Community Hall and Via Zoom

Commencing at 9:00 a.m.

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

Next Meetings:

- October 20 & 21, 2022 – Association of Summer Village of Alberta Conference in Nisku
- October 24, 2022 – Regional Municipalities Meeting in Alberta Beach
- 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, AUGUST 26, 2022
HELD IN PERSON AT FALLIS HALL AND VIRTUALLY VIA ZOOM

	PRESENT	<p>Mayor: Bernie Poulin Deputy Mayor: Liz Turnbull Councillor: Graeme Horne</p> <p>Administration: Wendy Wildman, Chief Administrative Officer (CAO) (via zoom) Heather Luhtala, Assistant CAO</p> <p>Public Works: Dustin Uhlman, Public Works Supervisor</p> <p>Delegation(s): Dave Ives, Fire Chief, Onoway Regional Fire Services</p> <p>Public at Large: 1 (via zoom), 2 (in person)</p>
1.	CALL TO ORDER	Mayor Poulin called the meeting to order at 9:00 a.m.
2.	AGENDA	
	146-22	<p>MOVED by Deputy Mayor Turnbull that the August 26, 2022 Regular Council Meeting agenda be approved with the following addition:</p> <p>Under 4. Delegation(s) -Dave Ives, Fire Chief, Onoway Regional Fire Services</p> <p style="text-align: right;">CARRIED</p>
3.	MINUTES	
	147-22	<p>MOVED by Councillor Horne that the minutes of the July 29, 2022 Organizational Council Meeting be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
	148-22	<p>MOVED by Deputy Mayor Turnbull that the minutes of the July 29, 2022 Regular Council Meeting be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
4.	DELEGATION(S)	
	149-22	<p><u>9:02 a.m. - Dave Ives, Fire Chief, Onoway Regional Fire Services</u> MOVED by Councillor Horne that Council accept for information the discussion with Dave Ives, Fire Chief, Onoway Regional Fire Services.</p> <p style="text-align: right;">CARRIED</p>
5.	PUBLIC HEARING	n/a

SUMMER VILLAGE OF SILVER SANDS
REGULAR COUNCIL MEETING MINUTES
FRIDAY, AUGUST 26, 2022
HELD IN PERSON AT FALLIS HALL AND VIRTUALLY VIA ZOOM

6.	BYLAWS	n/a
7.	BUSINESS	
	150-22	<p>MOVED by Deputy Mayor Turnbull that Administration prepare a policy for the storage of boat lifts and docks by backlot owners on existing cleared spaces within municipal reserve lands for the period September 1 to May 31, policy to be brought back to September meeting for Council consideration.</p> <p style="text-align: right;">CARRIED</p>
	151-22	<p>MOVED by Councillor Horne that in accordance with section 419(b) of the Municipal Government Act that the terms of the sale of property (Lot 4, Block 1, Plan 2941MC) for the Public Auction be set as follows:</p> <ol style="list-style-type: none"> 1. Any parcel of land offered for sale may be redeemed by payment of all arrears, penalties and costs by guaranteed funds at any time until the property is declared sold. 2. Each parcel of land offered for sale will be subject to a reserve bid and title will be subject to the reservations and conditions contained in the existing certificate of title. 3. The lands are being offered for sale on an "as is, where is" basis, and the municipality makes no representation and gives no warranty whatsoever as to the state of the parcel nor its suitability for any intended use by the successful bidder. 4. The auctioneer, Councillors, the chief administrative officer and the designated officers and employees of the municipality must not bid or buy any parcel of land offered for sale, unless directed by the municipality to do so on behalf of the municipality. 5. The purchaser of the property will be responsible for property taxes and utilities for the current year. There will be no adjustment to the date of sale. 6. The purchaser will be required to execute a sale agreement in form and substance provided by the municipality. 7. The successful purchaser must, at the time of sale, make payment in cash, certified cheque or bank draft payable to the municipality as follows: <ol style="list-style-type: none"> a) The full purchase price if it is \$10,000 or less; <li style="text-align: center;">OR b) If the purchase price is greater than \$10,000, the purchaser must provide a non- refundable deposit in the amount of \$10,000 and the balance of the purchase price must be paid within 20 days of the sale. <p>(if the certified cheque or bank draft exceeds the final purchase price, the excess will be refunded within a reasonable time)</p> 8. GST will be collected on all properties subject to GST. 9. The risk of the property lies with the purchaser immediately following the auction.

SUMMER VILLAGE OF SILVER SANDS
REGULAR COUNCIL MEETING MINUTES
FRIDAY, AUGUST 26, 2022
HELD IN PERSON AT FALLIS HALL AND VIRTUALLY VIA ZOOM

		<p>10. The purchaser is responsible for obtaining vacant possession.</p> <p>11. The purchaser will be responsible for registration of the transfer including registration fees.</p> <p>12. If no offer is received on a property or if the reserve bid is not met, the property cannot be sold at the public auction.</p> <p>13. The municipality may, after the public auction, become the owner of any parcel of land that is not sold at the public auction.</p> <p>14. Once the property is declared sold at public auction, the previous owner has no further right to pay the tax arrears.</p> <p style="text-align: right;">CARRIED</p>
152-22		<p>MOVED by Deputy Mayor Turnbull that in accordance with the Municipal Government Act and with respect to the Recovery of taxes Related to Land that the date for the Public Auction of Lot 4, Block 1, Plan 2941MC be scheduled for Monday, November 14, 2022 at 2:00 p.m. at the Fallis Community Hall located at Range Road 52 and Highway 16.</p> <p style="text-align: right;">CARRIED</p>
153-22		<p>MOVED by Councillor Horne that in accordance with section 419(a) of the Municipal Government Act that the reserve bid for the property to be sold at the Public Auction being Lot 4, Block 1, Plan 2941MC, be set at the current assessed value of \$94,500.</p> <p style="text-align: right;">CARRIED</p>
154-22		<p>MOVED by Deputy Mayor Turnbull that the Summer Village continue its recruitment for community peace officer/bylaw enforcement services and arrange an in-person meeting with Town of Mayerthorpe personnel to discuss same.</p> <p style="text-align: right;">CARRIED</p>
155-22		<p>MOVED by Mayor Poulin that Council and Administration be authorized to attend the Regional Municipalities Meeting hosted by Lac Ste. Anne County scheduled for October 24, 2022 at the Alberta Beach Seniors Centre.</p> <p style="text-align: right;">CARRIED</p>
8.	FINANCIAL	
156-22		<p>MOVED by Deputy Mayor Turnbull that Council accept for information the Income and Expense Statement as of July 31, 2022 as presented.</p> <p style="text-align: right;">CARRIED</p>
9.	COUNCIL REPORTS	
157-22		<p>MOVED by Councillor Horne that the Council reports be accepted for information as presented.</p> <p style="text-align: right;">CARRIED</p>

**SUMMER VILLAGE OF SILVER SANDS
REGULAR COUNCIL MEETING MINUTES
FRIDAY, AUGUST 26, 2022
HELD IN PERSON AT FALLIS HALL AND VIRTUALLY VIA ZOOM**

10.	ADMINISTRATION & PUBLIC WORKS REPORTS	
	158-22	MOVED by Councillor Horne that the Administration and the Public Works reports be accepted for information as presented. CARRIED
	159-22	MOVED by Mayor Poulin that the Summer Village draft a letter to Canada Post objecting to any future placement of super box mailboxes on the south side of highway 16 as the sole location as this poses a safety concern to all those users on the north side of the highway. CARRIED
	160-22	MOVED by Deputy Mayor Turnbull that Council be authorized to attend the Oneway Regional Medical Clinic (ORMC) grand opening event scheduled for Friday September 16th from noon until 2:00 p.m. at the ORMC parking lot. CARRIED
11.	CORRESPONDENCE	
	161-22	MOVED by Councillor Horne that the following correspondence be accepted for information: a) Yellowhead Regional Library 2021 Annual Report and 2023-2025 Strategic Plan CARRIED
12.	OPEN GALLERY	
	162-22	MOVED by Deputy Mayor Turnbull that Council accept for information the discussion with the open gallery. CARRIED
13.	CLOSED MEETING	n/a
14.	NEXT MEETING(S)	The next regular Council meeting is scheduled for Friday, September 30, 2022 at 9:00 a.m. at Fallis Hall.
15.	ADJOURNMENT	The meeting adjourned at 10:38 a.m.

④

SUMMER VILLAGE OF SILVER SANDS
REGULAR COUNCIL MEETING MINUTES
FRIDAY, AUGUST 26, 2022
HELD IN PERSON AT FALLIS HALL AND VIRTUALLY VIA ZOOM

Mayor, Bernie Poulin

Chief Administrative Officer, Wendy Wildman

UNAPPROVED



Summer Village of Silver Sands

Administrative Policy

Number	Title		
A-ADM-MR-1	Municipal Reserve Use for Storage of Boat Lifts and Pier Sections		
Approval	Approved		Last Revised
(CAO initials)	Resolution No:		Resolution No:
	Date:	Sept 30, 2022	Date:

POLICY STATEMENT

The purpose of this policy is to provide direction for the ongoing management of Summer Village Municipal Reserve lands respecting the storage of boat lifts and pier sections on these lands.

PURPOSE

The Summer Village of Silver Sands has deemed it necessary to put a policy in place with respect to the use of municipal reserves for the winter storage of boat lifts and pier sections in order to provide continued management of the reserve areas, to provide residents with strict guidance for use, to address liability and safety concerns, and to continue to utilize the reserve areas as they are intended which is to provide active or passive park and recreation areas and to provide walking trails and enjoyment of the natural plant and wild life for residents and their guests

REGULATIONS

1. The Summer Village, ANNUALLY, upon written request, will review and consider residential use of Municipal Reserve areas for the storage of boat lift and pier sections during the period of September 1 to May 31 of each year. Upon approval from the Summer Village, a letter of permission and a tag will be issued. It is important to note that the Summer Village may not be able to accommodate all request that are received.
2. Areas within the Municipal Reserve lands that are already cleared of vegetation and that are available for the winter storage of boat lifts and pier sections must already exist as there will be no further infringements allowed and no cutting of trees or vegetation will be authorized to accommodate additional space.

6

Summer Village of Silver Sands

Administrative Policy

RESPONSIBILITIES

1. It will be the responsibility of the owner of the boat lift or pier section to ensure they have made a request to the municipality and have received written permission and a municipal tag prior to utilizing the Municipal Reserve lands between the period of September 1 and May 31 of each year. Any unauthorized use will result in the tagging and removal of any item(s).
2. It will be the responsibility of the owner of the boat lift or pier section to ensure removal of their item(s) from the Municipal Reserve land is completed prior to June 1st. The Summer Village will tag and remove all boat lifts or pier sections remaining on the Municipal Reserve lands between June 1 and September 1 of each year.
3. Any approval under this policy is in no way an authorization that may be required through the various Provincial and Federal agencies for the placement of mooring structures in or near Alberta Waters. Residents must refer to current Provincial legislation under Alberta Environment and Parks respecting the Disturbance Standard for Temporary Seasonal Docks and other Mooring Structures for Personal Recreational Purposes and Federal legislation under the Department of Fisheries and Oceans Canada.

REVISIONS

Resolution Number	MM/DD/YY

7

**A BYLAW OF THE SUMMER VILLAGE OF SILVER SANDS, IN THE
PROVINCE OF ALBERTA, FOR MATTERS RELATED TO THE
“USE OF PUBLIC LANDS”**

WHEREAS under the Authority of the *Municipal Government Act* RSA 2000 Chapter M-26, section 7 (a)(b) and (i), and 8 (a) authorizes the Council of a municipality to pass bylaws for municipal purposes respecting the safety, health and welfare of people, the protection of people and property and other matters including but not limited to regulating or prohibiting the use of public land:

AND WHEREAS the Council of Silver Sands deems it advisable to pass a bylaw regulating the use of public lands to be compatible with the normal activities of urban life while recognizing the recreational nature of the municipality and providing for penalties for the unauthorized use of public lands;

NOW, THEREFORE, the Council of Silver Sands in the Province of Alberta duly assembled, enacts as follows:

1. SHORT-TITLE

1.1 This bylaw may be cited as “Use of Public Lands”.

2. DEFINITIONS

In this Bylaw:

- 2.1 "Act" or "said Act" shall mean the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, 2000, and amendments thereto;
- 2.2 Any word, expression or term used in this Bylaw shall have the same meaning as in the said Act;
- 2.3 "Council" means the Council of the Summer Village of Silver Sands;
- 2.4 "Easement" means a right-of-way intended for services access usually with a surface of grass and not hard topped or graveled, and not intended for the passage of vehicles;
- 2.5 "Municipality" means all lands within the Corporate Boundary limits of the in the Province of Alberta;
- 2.6 "Municipal Tag" means a ticket for any violation of this bylaw in the form of a numbered “Notice of Violation” and contains provisions for either a “warning”, or a “voluntary payment” payable to the Summer Village of Silver Sands with or without discount provisions;

- 2.7 "Peace Officer" means a member of the Royal Canadian Mounted Police, a Peace Officer appointed pursuant to the Alberta Peace Officer Act, or a Municipal Bylaw Enforcement Officer appointed by the Summer Village of Silver Sands;
- 2.8 "Pedestrian" means any person on a highway on foot either standing or walking, or a person in or on a mobility aid;
- 2.9 "Person" includes any person, individual, owner, public body, body corporate, society, firm or partnership;
- 2.10 "Public Land" means:
- (a) Public Utility Lots and Storm Water Management Facilities;
 - (b) Public Utility Lots and Storm Water Management Facilities;
 - (c) Municipal Reserves and School Reserves;
 - (d) Environmental Reserves and Natural Areas; and
 - (e) Any land subject to the direction, management or control including but not limited to:
 - i. Land titled to the Summer Village of Silver Sands;
 - ii. Developed or undeveloped Road Right-of-Ways and Statutory Road Allowances;
 - iii. All easements in favors of the Summer Village of Silver Sands;
 - iv. All utility Right-of-Ways.
- 2.11 "Chief Administrative Officer (CAO)" means a person appointed by Council under a bylaw by the Summer Village of Silver Sands in the Province of Alberta, or that person's designate acting lawfully as CAO in any absence;
- 2.12 "Unauthorized Use" means a person accessing on or over Public Lands or constructing, storing, erecting or placing anything on/under or over Public Land for any purpose without written consent from the Summer Village of Silver Sands;
- 2.13 "Vehicle" means a device in, on or by which a person or thing may be transported or drawn on a highway and includes a combination of vehicles but does not include a mobility aid;
- 2.14 "Violation Ticket" means a provincial ticket as described in the Alberta Provincial Offences Procedures Act Chapter P-34, RSA 2000 and the Procedures Regulation and may be issued in the form either a part 2 Summons or a part 3 Offence Notice. Service and procedures of such violation tickets shall be as per POPA above and pursuant to Section 160(1) of the Traffic Safety Act where applicable.

3. Consent to Use

- 3.1 Any person wishing to make use of public land may apply to the Council of the Summer Village of Silver Sands in writing.
- 3.2 The Council may consent to a proposed use subject to whatever terms the Council considers appropriate.

- (a) Notwithstanding (c), Privately owned signs on Public Lands are prohibited, except as exempted by future amendments to this Bylaw on a case -by-case basis for signs for non-profit organizations under the Societies Act (Alberta) and /or the Board of Trade Act (Canada).
- (b) All privately owned signs and non-profit signs referred to in 4(a) must meet the requirements set out in Appendix "A"
- (c) Notwithstanding (a), Election Signs are prohibiting on Public Lands except as designated by Council in Accordance with Appendix "B"
- (d) Notwithstanding (a) A-Board signs are prohibited on Public Lands except in accordance with Appendix "C"

4. Public Property Regulations

- 4.1 No person shall make unauthorized use of public land.
- 4.2 No person shall use the public land for the parking or temporary storage of any vehicle, whether operable or inoperable, including but not limited to cars, trucks, vans, recreational vehicles, all-terrain vehicles, snowmobiles, boats, campers and trailers.
- 4.3 No person shall develop on any municipal reserve, environmental reserve or other municipal owned land is prohibited.
- 4.4 Unauthorized uses on Public Land shall include but not limited to the following:
 - (a) Constructing a driveway, parking pad or site, garage, stairway, walkway, pool, patio, deck,
 - (b) Constructing and or maintaining a skating or hockey rink,
 - (c) Placing or storage of personal property,
 - (d) The removal of trees and/or shrubs, excavation, grading or drainage alteration on any municipal reserve, environmental reserve or other municipal owned land, without expressed written approval from the municipality, is prohibited.
 - (e) Installing irrigation or electrical systems,
 - (f) Constructing drainage facilities including, but not limited to, pipes, catch basins, sumps, swales, detention ponds and ancillary structures,
 - (g) Erecting staging, scaffolding or similar structures,
 - (h) Depositing or storing building materials/topsoil/clay/sand/gravel, storing or operating machinery, equipment or tools used or to be used in connection with the erection, alteration, demolition, repair or painting of any structure,
 - (i) Digging, cutting, excavating, filling or dumping soil, refuse, garden or yard material, compost and other materials.

- (j) The prohibition in subsection (c) does not apply to any uses listed in an applicable land use district and subject to expressed written approval from the municipality.
- (k) No person shall erect or cause to be erected any fence on any property owned by the municipality without their expressed written approval.
- (l) Operating any vehicle to access upon or across.
- (m) No person shall park any vehicle upon any land owned by the Summer Village of Silver Sands which the said uses or permits to be used as a playground, recreation area, public park or for utility purposes except on such areas that the CAO or designated employee may designate by a Traffic Control Device for vehicle parking.
- (n) No person shall place unauthorized signage/commercial advertising upon the Public Lands.

5. The CAO may, by a direction,

- 5.1 require the person responsible for an unauthorized use of public land to cease such unauthorized use.
- 5.2 A direction given by the CAO or designate must:
 - (a) Identify the unauthorized use,
 - (b) Direct the person to take any action or measures necessary to remedy the unauthorized use including, but not limited to, the restoration of the public land to its state immediately before commencement of the unauthorized use, and
 - (c) State a time within which the person must comply with the direction.
- 5.3 A direction may be served:
 - (a) Personally, if directed to an individual or by delivery to a person apparently over the age of sixteen (16) years residing or employed at the address where the individual resides, carries on business or is employed.
 - (b) In accordance with the Business Corporations Act (Alberta) if directed to a business corporation.
 - (c) Sending by prepaid registered mail to its registered office or its place of business in the case of any other corporation.
 - (d) In the case of firm or partnership, by personal service on any person over the age of eighteen (18) years who is a member of the firm or partnership or apparently in the employ of the firm or partnership at an office of the firm or partnership, or
 - (e) In accordance with an Order of the Alberta Court of Queen's Bench.

- 5.4 No person shall fail to comply with a direction.
- (a) If the Summer Village is unable to ascertain the name of the person responsible for any unauthorized use:
 - (b) The Summer Village will post a sign on the public land which is the subject of the unauthorized use stating that, if the unauthorized use is not stopped and all work done necessary to restore the public land to its condition immediately before commencement of the unauthorized use, by a date at least twenty-one (21) days after the sign is posted, the Summer Village will do such work.
 - (c) If the Summer Village does work pursuant to the preceding paragraph 5.3 (b), the cost of so doing will be a debt due to the Summer Village from the person responsible for the unauthorized use.
 - (d) The work referred to in paragraph 5.3 (b) includes, but is not limited to, the removal of materials and chattels of all kinds, excavating and removing improvements and carrying out landscaping.
 - (e) In the case of an emergency of any kind or a perceived threat to public safety, the period of twenty-one (21) days prescribed by paragraph 5.3(b) may be shortened to whatever period the CAO or Designate considers appropriate.
 - (f) The Summer Village may sell any materials or chattels referred to in paragraph 5.3(c) and apply the proceeds towards payment of the debt due to the Summer Village from the person responsible for the unauthorized use.

6. ENFORCEMENT

- 6.1 A person who contravenes section 4, section 5.4 or any other provision of this bylaw is guilty of an offence.
- 6.2 A person who is found guilty of an offence under this bylaw is liable to a maximum fine of \$10,000.00.
- 6.3 The minimum and specified penalty for a violation of any provision of this Bylaw is a fine in the amount of \$500.00
- 6.4 If a person violates the same provision of this bylaw twice or more within a one-year period, the minimum and specified penalty for the second and subsequent violation shall be a fine in the amount of \$1,000.00
- 6.5 If a fine imposed pursuant to section 6.3 or 6.4 is not paid, the Summer Village will proceed to collect it in the same manner as a civil judgement in favor of the Summer Village.
- 6.6 In addition to imposing a fine pursuant to section 6.3 or 6.4, the Court may:

- (a) Order the responsible person to cease the unauthorized use and take whatever steps are necessary to restore the public land which has been subject of the use to the condition it was in prior to commencement of the use; and
- (b) Direct that, if the responsible person fails to comply with an order pursuant to the preceding paragraph 6.6 (a) within a specified time, the Summer Village will be at liberty to do the work required and recover the costs of so doing from the responsible person. Such costs may be determined either concurrently with imposition of a fine or upon subsequent application to the court.

7. VIOLATION TAGS

- 7.1 A Bylaw Enforcement Officer is hereby authorized and empowered to issue a Violation Tag to any person who the Bylaw Enforcement officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.
- (a) A Violation Tag may be issued to such person either personally, or by mailing a copy to such Person at his or her last know post office address.
 - (b) The Violation tag shall be in a form approved by the CAO and shall state:
 - (c) the name of the person;
 - (d) the offence;
 - (e) the appropriate penalty for the offence being the minimum penalty prescribed by this Bylaw;
 - (f) that the penalty shall be paid within thirty (30) days of the issuance of the Violation Tag;
 - (g) any other information as may be required by the CAO.
 - (h) Where a contravention of this Bylaw is of a continuing nature, further Violation Tags may be issued by the Bylaw Enforcement Officer, provided that no more than one Violation Tag shall be issued for each day that the contravention continues.
 - (i) Where a Violation Tag is issued pursuant to this Bylaw, the Person to whom the Violation Tag is issued, may in lieu of being prosecuted for the offence, pay to the Summer Village the penalty specified in the Violation Tag.
 - (j) Nothing in this Bylaw shall prevent a Bylaw Enforcement officer from immediately issuing a Violation Ticket.

8. VIOLATION TICKET

If the penalty specified on a Violation Tag is not paid within the prescribed time period, then a Bylaw Enforcement Officer, is hereby authorized and empowered to issue a Violation Ticket pursuant to the Provincial Offenses Procedures Act.

9. VIOLATION TICKET

- 9.1 A Peace Officer is hereby authorized and empowered to issue a violation ticket to any person who the Peace Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.
- (a) A violation ticket may be issued to such person either personally, or by mailing a copy to such Person at his or her last know post office address.
 - (b) The violation ticket shall be in a form approved by the CAO and shall state:
 - i. the name of the person;
 - ii. the offence;
 - iii. the appropriate penalty for the offence being the minimum penalty prescribed by this Bylaw;
 - iv. that the penalty shall be paid within thirty (30) days of the issuance of the violation ticket;
 - v. any other information as may be required by the CAO.
 - (c) Where a contravention of this Bylaw is of a continuing nature, further violation ticket may be issued by the Peace Officer, provided that no more than one violation ticket shall be issued for each day that the contravention continues.
 - (d) Where a violation ticket is issued pursuant to this Bylaw, the Person to whom the violation ticket is issued, may in lieu of being prosecuted for the offence, pay to the Village the penalty specified in the Violation ticket.
 - (e) Nothing in this Bylaw shall prevent a Peace Officer from immediately issuing a violation ticket.

10. VIOLATION TICKET

- 10.1 A violation ticket in this bylaw is:
- (a) The offences under this bylaw in respect of which a voluntary penalty may be made are set out in section 6 of this bylaw.
 - (b) A violation ticket as distributed by the Province of Alberta and set out in the Provincial Offences Procedures Act and Regulation may be issued by a Peace Officer for any contravention of this bylaw.
 - (c) A violation ticket is deemed sufficiently served if the processes under the Provincial Offences Procedures Act and Regulation have been followed.

11. SEVERABILITY PROVISION

Should any provision of this bylaw become invalid, void, illegal, or otherwise not enforceable, it shall be considered separate and severable from the bylaw and the remainder shall remain in force and be binding as though such provisions had not been invalid.

12. EXERCISE OF DISCRETION

The Summer Village has the discretion to enforce this bylaw and is not liable of any outcomes should a Peace Officer decide not to enforce this bylaw if acting in good faith.

13. REPEAL

Upon this Bylaw coming into force and effect, Bylaw No. 107 is hereby repealed.

14. COMING INTO FORCE

This Bylaw shall come into effect upon the third and final reading and signing of this Bylaw

READ a first time this 25th day of May 2018.

READ a second time this 10th day of August, 2018.

READ a third and final time this 10th day of August, 2018.

Mayor, Bernie Poulin

SIGNED this 10th day of August, 2018.

Chief Administrative Officer, Wendy Wildman

FW: Mayerthorpe Peace - Bylaw Officer Services Agreements

Financial Administrator <finance@mayerthorpe.ca>

Thu 9/8/2022 3:58 PM

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

Cc: Town CAO <cao@mayerthorpe.ca>

4 attachments (2 MB)

2022 Mayerthorpe Peace-Bylaw Officer Agreement - SV Silver Sands_Sept 6, 2022.pdf; 2022 Mayerthorpe Peace - Bylaw Officer Agreement - SV South View_Sept 6, 2022.pdf; Bylaw No. 1167 Bylaw Enforcement Officer .pdf; Schedule C 2022 Regional CPO Time Allocation.pdf;

Hi Wendy,

Good afternoon Wendy.

Please find attached the amended agreement for SV Silver Sands and SV South View.

Page 4, clause 10 was change to reference Schedule "D", instead of "C" and then Schedule "D" was added.

Bylaw 1167 Bylaw Enforcement Officer was given third reading on August 22, 2022, and the signed copy is attached.

Please feel free to contact me if you have any questions.

Louise Kormos
Assistant CAO/Finance Officer
Town of Mayerthorpe
Box 420
Mayerthorpe, Alberta, T0E 1N0
P. 780.786.2416 (Ext. 224)
F. 780.786.4590
finance@mayerthorpe.ca



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

From: Town CAO <cao@mayerthorpe.ca>
Sent: Thursday, August 18, 2022 12:15 PM
To: Financial Administrator <finance@mayerthorpe.ca>
Subject: FW: Mayerthorpe Peace - Bylaw Officer Services Agreements

From: Town CAO
Sent: Thursday, August 18, 2022 12:15 PM
To: 'administration@wildwillowenterprises.com' <administration@wildwillowenterprises.com>
Subject: Mayerthorpe Peace - Bylaw Officer Services Agreements

Hi Wendy,

Please find attached a service agreements which includes rates for a CPO1 – Senior, CPO1 –Junior, and Bylaw Enforcement Officer. The Town has hired Mr. Gervais Kasamba who will be a Bylaw Enforcement Officer until he completes the transitional training. CPO Dawn continues to work for the Town of Mayerthorpe on his days off from his other full time employer. I have attached the draft Bylaw Enforcement Officer Bylaw as well and once approved by Mayerthorpe Council will become Schedule C. You should already have Schedules A & B from the previous agreement, if you need them again, let me know.

Please feel free to contact me if you have any questions.

Thank you,

Karen St. Martin, CAO, CPM, CLGM
Town of Mayerthorpe
Box 420
Mayerthorpe, Alberta, T0E 1N0
Phone: 780-786-2416 (Ext. 222)
Fax: 780-786-4590
cao@mayerthorpe.ca



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

"Success isn't magic or hocus-pocus; it's simply learning how to focus."

16

MEMORANDUM OF AGREEMENT ENTERED INTO THIS ___ DAY OF _____ 2022.

BETWEEN:

TOWN OF MAYERTHORPE

A Municipal Corporation in the Province of Alberta
(Hereinafter referred to as "Mayerthorpe")

OF THE FIRST PART

And

SUMMER VILLAGE OF SILVER SANDS

A Municipal Corporation in the Province of Alberta
(Hereinafter referred to as "Silver Sands")

OF THE SECOND PART

**PEACE OFFICER SERVICES/BYLAW ENFORCEMENT OFFICER
AGREEMENT**

WHEREAS Mayerthorpe has entered into an Employment Contract with a Peace Officer to supply Peace Officer Services and a Bylaw Enforcement Officer to supply Bylaw Enforcement Services to Mayerthorpe,

AND WHEREAS Silver Sands desires to enter into an Agreement with Mayerthorpe to obtain Peace Officer Services/Bylaw Enforcement Services within the boundaries of Silver Sands,

AND WHEREAS Mayerthorpe has agreed to provide Peace Officer Services/Bylaw Enforcement Services to Silver Sands,

AND WHEREAS the Peace Officer employed by Mayerthorpe has been appointed by the Public Security Division, Department of Justice and Solicitor General as having jurisdiction to enforce within the boundaries of Mayerthorpe, the following Provincial Legislation:

- THE ANIMAL PROTECTION ACT
- THE DANGEROUS DOGS ACT
- THE ENVIRONMENTAL PROTECTION AND ENHANCEMENT ACT Part 9, Division 2
- THE FUEL TAX ACT
- THE GAMING, LIQUOR, AND CANNABIS ACT
- THE HIGHWAYS DEVELOPMENT AND PROTECTION ACT
- THE PETTY TRESPASS ACT
- THE PROVINCIAL OFFENCES PROCEDURE ACT
- THE TRAFFIC SAFETY ACT
- THE TRESPASS TO PREMISES ACT

17

Subject to the following restrictions:

- (a) Authority to enforce the Gaming, Liquor and Cannabis Act is restricted to sections; 83, 84, 87, 89, 90.24, 90.25, 90.26, 90.27, 90.28, 90.29, 107, 108, and section 115 subject to section 53 of the Police Act.
 - (b) Authority to enforce the Gaming and Liquor Regulation (AR 143/96) is restricted to section 87.1.
 - (c) Authority to enforce the Highway Development and Protection Act is restricted to local roads only.
- (hereinafter referred to as the "Provincial Legislation"),

AND WHEREAS Mayerthorpe will seek from the Public Security Division, Department of Justice and Solicitor General, the authorization to employ and the appointment of peace officers thus having jurisdiction to enforce the Provincial Legislation within the boundaries of Silver Sands excluding One-Digit and Two-Digit Highways except as permitted in accordance with section 2.2.

AND WHEREAS the Police Act, Statutes of Alberta, 2000, P-17, requires that an Agreement be entered into between Mayerthorpe and Silver Sands respecting the provision of Peace Officer Services through the employment of a common Peace Officer.

AND WHEREAS

NOW THEREFORE this Agreement witnesses that in consideration of the terms and consideration contained in this Agreement, Mayerthorpe and Silver Sands agree to the following:

1. The term of this Agreement shall commence on the date when all the following apply:
 - (a) this Agreement is signed by both parties to,
 - (b) Mayerthorpe receives *Authorization to Hire Peace Officers* to allow enforcement of the Provincial Legislation within the boundaries of Silver Sands, and
 - (c) Mayerthorpe Peace Officer(s) are appointed by the Public Security Division, Department of Justice and Solicitor General to enforce the Provincial Legislation within the boundaries of Silver Sands.
2. Mayerthorpe agrees to provide Silver Sands with Peace Officer/Bylaw Officer Services through the Peace Officer/Bylaw Officer employed by Mayerthorpe. The Peace/Bylaw Officer Services provided to Silver Sands shall mean:
 - (a) Enforcement of Silver Sands's Bylaws within the boundaries of Silver Sands.
 - (b) Enforcement of the Provincial Legislation within the boundaries of Silver Sands.
 - (c) Enforcement of Animal Control with the boundaries of Silver Sands.

18

- (d) Fulfillment of the above will be:
 - i. in accordance with Mayerthorpe’s Peace Officer Standard of Service Policy, attached hereto as Schedule “A”, and as amended by Mayerthorpe from time to time; and
 - ii. in accordance with Mayerthorpe’s Town of Mayerthorpe Peace Officer Standard Operational Procedures and Guidelines, attached hereto as Schedule “B”, and as amended by Mayerthorpe from time to time; and
 - iii. in accordance with Mayerthorpe’s Bylaw Enforcement Officer Bylaw;
 - iv. to a level of service similar to that provided by the Peace/Bylaw Officers to Mayerthorpe.
- 3. Subject to the following, Mayerthorpe agrees to supply Silver Sands in any contract year, Peace Officer or Bylaw Enforcement hours in accordance with Schedule “C” per month, subject to availability of the Peace/Bylaw Officer in Mayerthorpe’s discretion, and
 - (a) time spent during the performance of Court duties and disciplinary proceedings stemming from Peace/Bylaw Officer Services shall be included in the calculation of the required hours, and
 - (b) time spent traveling to and from Silver Sands shall be included in the calculation of the required hours.
- 4. During each calendar year, Silver Sands agrees to pay Mayerthorpe for Peace/Bylaw Officer Services or Bylaw Enforcement Services supplied in Silver Sands in accordance with Schedule “C” at an hourly rate as agreed upon annually, as well as, a rate per kilometer for kilometers traveled. For the 2022 calendar year, the hourly rate for Peace Officer Services shall be as follows:
 - (a) Community Peace Officer – Senior: Ninety (\$90.00) dollars;
 - (b) Community Peace Officer – Junior: Eight two dollars and sixty-one cents (\$82.61);

For the 2022 calendar year, the hourly rate for Bylaw Enforcement Officer Services shall be as follows:

- (a) Bylaw Enforcement Officer: Eighty dollars and eighty-six cents (\$80.86).

and a variable fuel rate that is based on a monthly average fuel rate, plus an additional .05 cents in lieu of specialized equipment, for kilometers traveled. The rates shall be negotiated by both parties and such negotiations to be completed by October 1st each year for rates for the following year. Silver Sands shall be responsible for any special material or equipment required by the Peace/Bylaw Officer while supplying services to Silver Sands. Peace Officer Services or Bylaw

Enforcement Services shall be billed monthly and Silver Sands shall pay the billed amount within thirty (30) days of the billing date.

5. Under circumstances where a municipality is entitled to receipt of such fines or penalties, Silver Sands shall receive all fines or penalties relating to the enforcement of Provincial Statutes and Municipal Bylaws as generated from the Peace/Bylaw Officer Services supplied to Silver Sands pursuant to this Agreement.
6. Under circumstances where fines or penalties are generated outside of a municipality's jurisdiction, Silver Sands shall receive percentage of the total fines or penalties collected relating to the enforcement of Provincial Statutes based on actual hours of service received within the calendar year.
7. Mayerthorpe shall maintain general liability insurance coverage covering the Peace/Bylaw Officer Services provided under this Agreement with Silver Sands being added as a named insured under the said coverage.
8. Mayerthorpe agrees to indemnify and save harmless Silver Sands, its agents, servants, officers, elected officials or employees with respect to any claim, action, suit, proceeding or demand including those relating to negligence, made or brought against Silver Sands, its agents, servants, officers, elected officials or employees by any third party with respect to any occurrence, incident, accident or happening relating to the provision of Peace/Bylaw Officer Services pursuant to this Agreement, excepting any occurrence, incident, accident or happening involving negligence or intentional torts by Silver Sands, its agents, servants, officers, elected officials or employees.
9. Mayerthorpe agrees to be liable for the actions of the Peace/Bylaw Officer while any one of them are on duty or otherwise supplying Peace/Bylaw Officer Services to Silver Sands pursuant to this Agreement.
10. Silver Sands acknowledges that any complaint received by it with respect to the provision of Peace/Bylaw Officer Services by the Peace/Bylaw Officer pursuant to this Agreement shall be immediately forwarded to the Chief Administrative Officer of Mayerthorpe. Any disciplinary action taken against the Peace/Bylaw Officer as a result of these complaints shall be administered by Mayerthorpe as outlined in the Town of Mayerthorpe Peace Officer Standard Operational Procedures and Guidelines attached hereto as Schedule "B" or the Bylaw Enforcement Officer Bylaw attached hereto as Schedule "D".
11. Subject to other terms of this Agreement, Mayerthorpe agrees to absorb all expenses associated with providing Peace/Bylaw Officer Services in Silver Sands including office supplies, equipment, training and education, uniforms, employee salary and benefits.

12. Silver Sands shall receive from the Peace/Bylaw Officer quarterly reports on all Peace/Bylaw Officer Services supplied by the Peace/Bylaw Officer to Silver Sands. These quarterly reports shall include the date and time spent in Silver Sands, the number of incident reports received and the number of enforcement contacts including both tickets and warnings.
13. If the appointment of the Peace Officers from the Security Division, Department of Justice and Solicitor General for the jurisdiction of Silver Sands and, or Mayerthorpe is terminated, then this Agreement will similarly immediately be terminated.
14. Notwithstanding Clauses 1 and 13, either party may terminate this Agreement without cause by providing sixty (60) days written notice to the other.

IN WITNESS OF THE FOREGOING, the parties have executed this Agreement, as of the aforementioned day and year.

DRAFT

TOWN OF MAYERTHORPE

SUMMER VILLAGE OF SILVER SANDS

Mayor

Mayor

Seal

Seal

Chief Administrative Officer

Chief Administrative Officer

DRAFT

22

Schedule "A"

DRAFT

23

Schedule "B"

DRAFT

24

Schedule "C"

DRAFT

25

Schedule "D"

DRAFT

26

2022 Regional Peace Officer Time Allotment September 1, 2022

Regional Peace Officer	jan	feb	mar	apr	may	jun	jul	aug	sep	oct	nov	dec	year	avg
officer hours														
CPO1	173	173	173	173	173	173	173	173	173	173	173	173	2080	173
TOTAL HOURS	173	173	173	173	173	173	173	173	173	173	173	173	2080	173
time allotment														
Town of Mayerthorpe	140	140	140	140	140	135	135	135	140	140	140	141	1666.0	139
SV Nakamun	6	6	6	6	6	6.50	6.50	6.50	6	6	6	6	69.0	6
SV Birch Cove	6	6	6	6	6	6.50	6.50	6.50	6	6	6	6	69.0	6
SV Silver Sands	6	6	6	6	6	6.50	6.50	6.50	6	6	6	6	69.0	6
SV South View	6	6	6	6	6	6.50	6.50	6.50	6	6	6	6	69.0	6
SV West Cove	6	6	6	6	6	6.50	6.50	6.50	6	6	6	6	69.0	6
SV Yellowstone	6	6	6	6	6	6.50	6.50	6.50	6	6	6	6	69.0	6
TOTAL HOURS	173	173	173	173	173	174	174	174	173	173	173	174	2080	173

(27)



Council's Role in Strategic Planning - Virtual

Wednesday, October 5 - Wednesday, October 26

Weekly, from 3:00 pm to 5:00 pm

This course will be offered using a virtual delivery, including independent reading required by participants, as well as four virtual sessions. This will allow participants to review material on their own as well as participate in group discussions and ask questions during virtual sessions. The course will be offered with the following schedule:

- Oct. 5
- Oct. 12
- Oct. 19
- Oct. 26

All sessions will run each week from 3:00pm to 5:00pm. Participants must be able to attend all four sessions.

The role of elected officials is to lead. They determine the long-term goals and priorities of their municipality. Doing this effectively takes skill, and an understanding of how to separate the day-to-day from the big picture. The EOEP's *Council's Role in Strategic Planning* course will explain the important role that strategic planning plays in building municipal sustainability, how councils can work together to set realistic goals, the basic elements of a strategic plan, how to set and assess strategic priorities, the roles of council and staff in strategic planning, and other information that will support you and your municipality in planning strategically for both the short- and long-term.

Module 1: The Importance of Strategic Planning

After completing this module, participants will be able to:

- Learn about the legislative role of strategic planning, what the process is and what it means in your world

Module 2: Initiating the Process

After completing this module, participants will be able to:

- Learn how to get organized, analyze the situation and assess strategic content
- Review municipal profile and capacity
- Understand SWOT analysis
- Identify issues and opportunities

Module 3: Setting the Course

After completing this module, participants will be able to:

- Establish direction and measure performance

Module 4: Moving Forward

After completing this module, participants will be able to:

- Set priorities, understand responsibilities and manage priorities

For more information on this course, visit the [EOEP website](#).

Date: October 5 - 26, 2022

Time: 3:00 pm each day

Course cost: \$295 plus GST

Location: VIRTUAL

*Participants will be sent more information, including at-home reading materials and meeting links, in the days leading up to the first virtual session.

If you would you are interested in alternate dates and would like to join the list, please email Leanne at registrar@eoep.ca.

No content from this course may be copied, reproduced, or published at any time without the express written consent of the EOEP.

Register Now

[Already registered?](#)

Contact Us

29

Subject: Community Justice Centre (CJC) Stakeholder Engagement
From: JSG Engagement <JSG.Engagement@gov.ab.ca>
Date: Tue, Sep 06, 2022 2:44 pm
To:
Cc: JSG Engagement <JSG.Engagement@gov.ab.ca>
Attach: Registration Instructions .docx

Good afternoon,

Justice and Solicitor General is excited to be starting stakeholder engagement on how a Community Justice Centre (CJC) could improve access to justice and address the root causes of crime in your community. These conversations will occur between September 2022 and November 2022 and will be open to First Nations and Metis community leaders (elected and technicians) and community-based organizations that support Indigenous peoples as well as representatives from law enforcement, organizations representing municipalities, non-governmental organizations, social service agencies, legal groups, and community groups representing cultural and ethnic diversity.

CJCs are places where justice processes are integrated with health and social services to facilitate a coordinated approach that more effectively addresses the root causes of crime, breaks the cycle of offending, and improves public safety and community well-being. CJCs can take different forms, from a physical setting that brings together a courtroom and social services, to a virtual linking of different providers aligned with justice system processes.

The design of CJCs needs to be driven by communities, providing the ability to directly address the unique challenges they face, and being informed by their own priorities and cultural protocols.

The engagement sessions will explore the concepts of CJCs, gather feedback on these ideas as well as local Court perspectives that will be used to refine the CJC proposed model and inform federal government decision making. Your participation in this engagement would be highly valued and is an integral part of understanding how CJCs could be implemented in Metis and First Nation communities and will inform a report back to the federal government, who has funded this engagement initiative.

In the attachment, you will find a list of dates, times and locations for these engagement sessions along with a hyperlink to register for a session near you. There are 4 sessions geared specifically for representatives from indigenous organizations and communities. They are marked with an asterisk(*). Representatives of Indigenous organizations and communities are welcome to attend another session in the list if the location or dates marked with the asterisk do not work with your schedule.

I encourage you or a representative from your community or organization to attend an engagement session to discuss the proposed model for an Alberta CJC, and to discuss what this model could mean for your community. If you have questions about the engagement sessions or suggestions of stakeholders who should also be invited to the sessions, please contact the department by emailing JSG.Engagement@gov.ab.ca.

Sincerely,

JSG Engagement Team

Classification: Protected A

From: Samantha Mclean [mailto:smclean@inspectionsgroup.com]
Sent: Wednesday, September 21, 2022 9:01 AM
To: 'administration@wildwillowenterprises.com'
Cc: Tim Roskey; 'Jill Kluthe'; 'Adriana Guy'
Subject: Summer Village of Silver Sands - Draft Fee Schedule

Good Morning,

Please see the attached draft fee schedule as per my discussion with Wendy Wildman yesterday. The attached has an Extension fee and Variance fee added to each discipline.

Once approved, please advise of the effective date and we will publish to our staff and provide your team with a clean copy.

No action is required on the contract, all seems up to date regarding rates and terms.

Please let me know if you have any questions or concerns.

Thank you

Samantha McLean



31



Summer Village of Silver Sands

PO Box 8
Alberta Beach, AB T0E 0A0
Phone: (587) 873 5765
Fax: (780) 967 0431
www.summervillageofsilversands.com

The Inspections Group Inc.

12010 – 111 Avenue NW
EDMONTON AB T5G 0E6
Phone: (780) 454 5048 Toll Free: (866) 554 5048
Fax: (780) 454 5222 Toll Free: (866) 454 5222
www.inspectionsgroup.com

BUILDING PERMIT FEE SCHEDULE

RESIDENTIAL/DWELLING UNITS/FARM

New Construction - Building Permit Levy (main level)	\$0.52 per sq. ft. + SCC levy
- Upper/Lower Floors	\$0.41 per sq. ft. + SCC levy
Additions/renovations/basement development	\$0.39 per sq. ft. + SCC levy
	\$157.50 (minimum fee) + SCC levy

Accessory Buildings

Garages (attached or detached)	(under 624 sq. ft.) \$157.50 + SCC levy
Shops, garages, storage buildings	(over 624 sq. ft.) \$0.39 per sq. ft. + SCC levy
Decks or garden storage sheds	\$0.39 per sq. ft. + SCC levy (min \$131.25 + SCC levy)
Relocation of Home (set-up on basement or foundation)	\$0.39 per sq. ft. + SCC levy (min \$157.50)

Fireplaces (if not included in new construction) (flat rate)	\$105.00 + SCC levy
Demolitions Residential (flat rate)	\$105.00 + SCC levy
Geothermal Heating	\$273.00 + SCC levy

COMMERCIAL/INDUSTRIAL/INSTITUTIONAL

First \$1,000,000.00 construction value	\$6.56 per \$1,000 construction value + SCC levy
Over \$1,000,000.00 construction value	\$6,560.00 + (\$ 5.25 per \$1,000 construction value portions over \$1,000,000.00) + SCC levy
(Minimum Fee)	\$420.00 + SCC levy
Demolitions Commercial (flat rate)	\$157.50 + SCC levy

MOBILE AND MODULAR HOME

Modular Home (RTM's, etc)	\$367.50 + SCC levy
Basement Development	\$0.39 sq. ft. + SCC levy (min. \$157.50)
Mobile Homes Set-up	\$236.25 + SCC levy
Basement Development (if on foundation)	\$0.39 sq. ft. + SCC levy (min. \$157.50)

NOTE: Add applicable 'Safety Codes Council' levy to each permit; \$ 4.50 each permit or 4% of permit levy, whichever is greater!

A minimum cancellation fee of \$35 will be retained when a permit is cancelled or 25% of the fee if a drawing review has been completed.

When work has commenced without first obtaining the required permit(s); the permit fees will be doubled up to a maximum of \$500 surcharge per permit.

Re-opening a previously closed permit will be charged to contractor/applicants at a rate of \$75 per permit (plus Levy), plus applicable re-inspection fees should they apply.

Permit extensions will be charges at a flat rate of \$150.00 (plus levy) for a maximum of 1 year.

Variations will be charged at a rate of \$125/hour (min 2 hr) (plus levy).

Supplementary inspections and re-inspections performed in addition to those required under the Summer Village's Uniform Quality Management Plan will be charged to the contractor/applicant at the rate of \$150 per inspection (plus Levy).

32



Summer Village of Silver Sands
 PO Box 8
 Alberta Beach, AB T0E 0A0
 Phone: (587) 873 5765
 Fax: (780) 967 0431
 www.summervillageofsilversands.com

The Inspections Group Inc.
 12010 – 111 Avenue NW
 EDMONTON AB T5G 0E6
 Phone: (780) 454 5048 Toll Free: (866) 554 5048
 Fax: (780) 454 5222 Toll Free: (866) 454 5222
 www.inspectionsgroup.com

GAS PERMIT FEE SCHEDULE

Residential Installations		Non-Residential Installations			
Number of Outlets	Permit Fee	B.T.U. Input	Permit Fee	B.T.U. Input	Permit Fee
1	\$99.75	10,000	\$99.75	210,000	\$136.50
2	\$105.00	20,000	\$99.75	230,000	\$136.50
3	\$115.50	30,000	\$99.75	250,000	\$147.00
4	\$131.25	40,000	\$99.75	300,000	\$157.50
5	\$141.75	50,000	\$105.00	350,000	\$168.00
6	\$152.25	60,000	\$105.00	400,000	\$178.50
7	\$168.00	70,000	\$105.00	450,000	\$189.00
8	\$183.75	80,000	\$105.00	500,000	\$194.25
9	\$199.50	90,000	\$105.00	550,000	\$199.50
10	\$220.50	100,000	\$110.25	600,000	\$204.75
11	\$225.75	110,000	\$110.25	650,000	\$210.00
12	\$231.00	120,000	\$110.25	700,000	\$215.25
13	\$241.50	130,000	\$110.25	750,000	\$220.50
14	\$252.00	140,000	\$110.25	800,000	\$225.75
15	\$262.50	150,000	\$120.75	850,000	\$231.00
16	\$267.75	160,000	\$120.75	900,000	\$236.25
17	\$273.00	170,000	\$120.75	950,000	\$241.50
18	\$278.25	180,000	\$120.75	1,000,000	\$267.75
19	\$283.50	190,000	\$120.75	1,000,001 to 2,000,000	\$288.75
20	\$288.75	200,000	\$126.00	Over 2,000,000 Add \$6.30 per 100,000 BTU	

Propane and Small Installations

Propane Tank Sets (New or Replacements)	\$94.50 per appliance
Temporary Heat	\$94.50 per appliance
Gas/Propane Cylinder Refill Centers	\$299.25 per appliance
Replacement Commercial or Industrial Appliances (per unit)	
1 - 400,000 BTU Input	\$152.25 per Unit
400,001 - 3,000,000 BTU Input	\$236.25 per Unit
Over 3,000,000 BTU Input	\$341.25 per Unit

NOTE: Add applicable 'Safety Codes Council' levy to each permit; \$ 4.50 each permit or 4% of permit levy, whichever is greater!

A minimum cancellation fee of \$35 will be retained when a permit is cancelled or 25% of the fee if a drawing review has been completed.

When work has commenced without first obtaining the required permit(s); the permit fees will be doubled up to a maximum of \$500 surcharge per permit.

Re-opening a previously closed permit will be charged to contractor/applicants at a rate of \$75 per permit (plus Levy), plus applicable re-inspection fees should they apply.

Permit extensions will be charges at a flat rate of \$150.00 (plus levy) for a maximum of 1 year.

Variances will be charged at a rate of \$125/hour (min 2 hr) (plus levy).

Supplementary inspections and re-inspections performed in addition to those required under the Summer Village's Uniform Quality Management Plan will be charged to the contractor/applicant at the rate of \$150 per inspection (plus Levy).

33



Summer Village of Silver Sands
 PO Box 8
 Alberta Beach, AB T0E 0A0
 Phone: (587) 873 5765
 Fax: (780) 967 0431
 www.summervillageofsilversands.com

The Inspections Group Inc.
 12010 – 111 Avenue NW
 EDMONTON AB T5G 0E6
 Phone: (780) 454 5048 Toll Free: (866) 554 5048
 Fax: (780) 454 5222 Toll Free: (866) 454 5222
 www.inspectionsgroup.com

**PLUMBING PERMIT FEE SCHEDULE
 (RESIDENTIAL)**

# of Fixtures	Permit Fee	# of Fixtures	Permit Fee
1	\$99.75	21	\$204.75
2	\$105.00	22	\$210.00
3	\$110.25	23	\$215.25
4	\$115.50	24	\$220.50
5	\$120.75	25	\$225.75
6	\$126.00	26	\$231.00
7	\$131.25	27	\$236.25
8	\$136.50	28	\$241.50
9	\$141.75	29	\$246.75
10	\$147.00	30	\$252.00
11	\$152.25	31	\$257.25
12	\$157.50	32	\$262.50
13	\$162.75	33	\$267.75
14	\$168.00	34	\$273.00
15	\$173.25	35	\$278.25
16	\$178.50	36	\$283.50
17	\$183.75	37	\$288.75
18	\$189.00	38	\$294.00
19	\$194.25	39	\$299.25
20	\$199.50	40	\$304.50
Add \$4.20 per fixture over 40			

PRIVATE SEWAGE PERMITS

Private Sewage System - \$393.75
 Holding Tanks - \$157.50

NOTE: Add applicable 'Safety Codes Council' levy to each permit; \$ 4.50 each permit or 4% of permit levy, whichever is greater!

A minimum cancellation fee of \$35 will be retained when a permit is cancelled or 25% of the fee if a drawing review has been completed.

When work has commenced without first obtaining the required permit(s); the permit fees will be doubled up to a maximum of \$500 surcharge per permit.

Re-opening a previously closed permit will be charged to contractor/applicants at a rate of \$75 per permit (plus Levy), plus applicable re-inspection fees should they apply.

Permit extensions will be charges at a flat rate of \$150.00 (plus levy) for a maximum of 1 year.

Variances will be charged at a rate of \$125/hour (min 2 hr) (plus levy).

Supplementary inspections and re-inspections performed in addition to those required under the Summer Village's Uniform Quality Management Plan will be charged to the contractor/applicant at the rate of \$150 per inspection (plus Levy).

34



Summer Village of Silver Sands
 PO Box 8
 Alberta Beach, AB T0E 0A0
 Phone: (587) 873 5765
 Fax: (780) 967 0431
 www.summervillageofsilversands.com

The Inspections Group Inc.
 12010 – 111 Avenue NW
 EDMONTON AB T5G 0E6
 Phone: (780) 454 5048 Toll Free: (866) 554 5048
 Fax: (780) 454 5222 Toll Free: (866) 454 5222
 www.inspectionsgroup.com

**PLUMBING PERMIT FEE SCHEDULE
 (COMMERCIAL)**

# of Fixtures	Permit Fee	# of Fixtures	Permit Fee	# of Fixtures	Permit Fee
1	\$99.75	35	\$288.75	69	\$477.75
2	\$105.00	36	\$294.00	70	\$483.00
3	\$110.25	37	\$299.25	71	\$488.25
4	\$115.50	38	\$304.50	72	\$493.50
5	\$120.75	39	\$309.75	73	\$498.75
6	\$126.00	40	\$315.00	74	\$504.00
7	\$131.25	41	\$320.25	75	\$509.25
8	\$136.50	42	\$325.50	76	\$514.50
9	\$141.75	43	\$330.75	77	\$519.75
10	\$147.00	44	\$336.00	78	\$525.00
11	\$152.25	45	\$341.25	79	\$530.25
12	\$157.50	46	\$346.50	80	\$535.50
13	\$162.75	47	\$351.75	81	\$540.75
14	\$168.00	48	\$357.00	82	\$546.00
15	\$173.25	49	\$362.25	83	\$551.25
16	\$178.50	50	\$367.50	84	\$556.50
17	\$183.75	51	\$372.75	85	\$561.75
18	\$189.00	52	\$378.00	86	\$567.00
19	\$194.25	53	\$383.25	87	\$572.25
20	\$199.50	54	\$388.50	88	\$577.50
21	\$204.75	55	\$393.75	89	\$582.75
22	\$210.00	56	\$399.00	90	\$582.75
23	\$215.25	57	\$404.25	91	\$582.75
24	\$225.75	58	\$409.50	92	\$582.75
25	\$236.25	59	\$414.75	93	\$582.75
26	\$241.50	60	\$420.00	94	\$588.00
27	\$246.75	61	\$425.25	95	\$593.25
28	\$252.00	62	\$430.50	96	\$598.50
29	\$257.25	63	\$441.00	97	\$603.75
30	\$262.50	64	\$446.25	98	\$609.00
31	\$267.75	65	\$451.50	99	\$614.25
32	\$273.00	66	\$462.00	100	\$619.50
33	\$278.25	67	\$467.25	Add \$3.15 each fixture over 100	
34	\$283.50	68	\$472.50		

NOTE: Add applicable 'Safety Codes Council' levy to each permit; \$ 4.50 each permit or 4% of permit levy, whichever is greater!

A minimum cancellation fee of \$35 will be retained when a permit is cancelled or 25% of the fee if a drawing review has been completed.

When work has commenced without first obtaining the required permit(s); the permit fees will be doubled up to a maximum of \$500 surcharge per permit.

Re-opening a previously closed permit will be charged to contractor/applicants at a rate of \$75 per permit (plus Levy), plus applicable re-inspection fees should they apply.

Permit extensions will be charges at a flat rate of \$150.00 (plus levy) for a maximum of 1 year.

Variations will be charged at a rate of \$125/hour (min 2 hr) (plus levy).

Supplementary inspections and re-inspections performed in addition to those required under the Summer Village's Uniform Quality Management Plan will be charged to the contractor/applicant at the rate of \$150 per inspection (plus Levy).

(Effective: TBD)

35



Summer Village of Silver Sands
 PO Box 8
 Alberta Beach, AB T0E 0A0
 Phone: (587) 873 5765
 Fax: (780) 967 0431
 www.summervillageofsilversands.com

The Inspections Group Inc.
 12010 – 111 Avenue NW
 EDMONTON AB T5G 0E6
 Phone: (780) 454 5048 Toll Free: (866) 554 5048
 Fax: (780) 454 5222 Toll Free: (866) 454 5222
 www.inspectionsgroup.com

ELECTRICAL PERMIT FEE SCHEDULE
(For "Other Than" New Single Family Residential)

Installation Cost \$	Permit Fee	Installation Cost \$	Permit Fee	Installation Cost \$	Permit Fee
Under 1,000	\$99.75	23,000.01 – 24,000	\$441.00	100,000.01 – 110,000	\$735.00
1,000.01 – 1,500	\$115.50	24,000.01 – 25,000	\$451.50	110,000.01 – 120,000	\$782.25
1,500.01 – 2,000	\$126.00	25,000.01 – 26,000	\$462.00	120,000.01 – 130,000	\$829.50
2,000.01 – 2,500	\$136.50	26,000.01 – 27,000	\$472.50	130,000.01 – 140,000	\$871.50
2,500.01 – 3,000	\$147.00	27,000.01 – 28,000	\$483.00	140,000.01 – 150,000	\$918.75
3,000.01 – 3,500	\$157.50	28,000.01 – 29,000	\$493.50	150,000.01 – 160,000	\$966.00
3,500.01 – 4,000	\$168.00	29,000.01 – 30,000	\$504.00	160,000.01 – 170,000	\$1,008.00
4,000.01 – 4,500	\$178.50	30,000.01 – 31,000	\$514.50	170,000.01 – 180,000	\$1,050.00
4,500.01 – 5,000	\$189.00	31,000.01 – 32,000	\$525.00	180,000.01 – 190,000	\$1,092.00
5,000.01 – 5,500	\$199.50	32,000.01 – 33,000	\$535.50	190,000.01 – 200,000	\$1,134.00
5,500.01 – 6,000	\$210.00	33,000.01 – 34,000	\$540.75	200,000.01 – 210,000	\$1,176.00
6,000.01 – 6,500	\$220.50	34,000.01 – 35,000	\$546.00	210,000.01 – 220,000	\$1,218.00
6,500.01 – 7,000	\$231.00	35,000.01 – 36,000	\$551.25	220,000.01 – 230,000	\$1,260.00
7,000.01 – 7,500	\$241.50	36,000.01 – 37,000	\$556.50	230,000.01 – 240,000	\$1,302.00
7,500.01 – 8,000	\$252.00	37,000.01 – 38,000	\$561.75	240,000.01 – 250,000	\$1,354.50
8,000.01 – 8,500	\$262.50	38,000.01 – 39,000	\$567.00	250,000.01 – 300,000	\$1,449.00
8,500.01 – 9,000	\$273.00	39,000.01 – 40,000	\$572.25	300,000.01 – 350,000	\$1,554.00
9,000.01 – 9,500	\$283.50	40,000.01 – 41,000	\$577.50	350,000.01 – 400,000	\$1,643.25
9,500.01 – 10,000	\$294.00	41,000.01 – 42,000	\$582.75	400,000.01 – 450,000	\$1,748.25
10,000.01 – 11,000	\$304.50	42,000.01 – 43,000	\$588.00	450,000.01 – 500,000	\$1,853.25
11,000.01 – 12,000	\$315.00	43,000.01 – 44,000	\$593.25	500,000.01 – 550,000	\$1,958.25
12,000.01 – 13,000	\$325.50	44,000.01 – 45,000	\$598.50	550,000.01 – 600,000	\$2,063.25
13,000.01 – 14,000	\$336.00	45,000.01 – 46,000	\$603.75	600,000.01 – 650,000	\$2,168.25
14,000.01 – 15,000	\$346.50	46,000.01 – 47,000	\$609.00	650,000.01 – 700,000	\$2,273.25
15,000.01 – 16,000	\$357.00	47,000.01 – 48,000	\$614.25	700,000.01 – 750,000	\$2,378.25
16,000.01 – 17,000	\$367.50	48,000.01 – 49,000	\$619.50	750,000.01 – 800,000	\$2,483.25
17,000.01 – 18,000	\$378.00	49,000.01 – 50,000	\$630.00	800,000.01 – 850,000	\$2,588.25
18,000.01 – 19,000	\$388.50	50,000.01 – 60,000	\$640.50	850,000.01 – 900,000	\$2,693.25
19,000.01 – 20,000	\$399.00	60,000.01 – 70,000	\$651.00	900,000.01 – 950,000	\$2,798.25
20,000.01 – 21,000	\$409.50	70,000.01 – 80,000	\$656.25	950,000.01 – 1,000,000	\$2,903.25
21,000.01 – 22,000	\$420.00	80,000.01 – 90,000	\$661.50	Over \$1,000,000 please contact The Inspections Group Inc.	
22,000.01 – 23,000	\$430.50	90,000.01 – 100,000	\$677.25		

NOTE: Add applicable 'Safety Codes Council' levy to each permit; \$ 4.50 each permit or 4% of permit levy, whichever is greater!

A minimum cancellation fee of \$35 will be retained when a permit is cancelled or 25% of the fee if a drawing review has been completed.

When work has commenced without first obtaining the required permit(s); the permit fees will be doubled up to a maximum of \$500 surcharge per permit.

Re-opening a previously closed permit will be charged to contractor/applicants at a rate of \$75 per permit (plus Levy), plus applicable re-inspection fees should they apply.

Permit extensions will be charges at a flat rate of \$150.00 (plus levy) for a maximum of 1 year.

Variances will be charged at a rate of \$125/hour (min 2 hr) (plus levy).

Supplementary inspections and re-inspections performed in addition to those required under the Summer Village's Uniform Quality Management Plan will be charged to the contractor/applicant at the rate of \$150 per inspection (plus Levy).

36



Summer Village of Silver Sands
 PO Box 8
 Alberta Beach, AB T0E 0A0
 Phone: (587) 873 5765
 Fax: (780) 967 0431
 www.summervillageofsilversands.com

The Inspections Group Inc.
 12010 – 111 Avenue NW
 EDMONTON AB T5G 0E6
 Phone: (780) 454 5048 Toll Free: (866) 554 5048
 Fax: (780) 454 5222 Toll Free: (866) 454 5222
 www.inspectionsgroup.com

**ELECTRICAL PERMIT FEE SCHEDULE
 (For "NEW" Single Family Residential)**

Square Footage	Permit Fee
Up to 1200 square feet	\$168.00
1201 to 1500 square feet	\$194.25
1501 to 2000 square feet	\$220.50
2001 to 2500 square feet	\$246.75
Over 2500 square feet	\$273.00
Attached Garage	Include square footage of garage with house
Manufactured, Modular and RTM Homes (on foundation or basement)	\$126.00
Basement development wiring – new home - if done at time of initial construction (otherwise as per above)	Include square footage of basement with house
Mobile home connection	\$99.75
Detached Residential Garage	\$.21 a sq. ft. (minimum fee \$99.75)
Temporary Service	\$157.50

NOTE: Add applicable 'Safety Codes Council' levy to each permit; \$ 4.50 each permit or 4% of permit levy, whichever is greater!

A minimum cancellation fee of \$35 will be retained when a permit is cancelled or 25% of the fee if a drawing review has been completed.

When work has commenced without first obtaining the required permit(s); the permit fees will be doubled up to a maximum of \$500 surcharge per permit.

Re-opening a previously closed permit will be charged to contractor/applicants at a rate of \$75 per permit (plus Levy), plus applicable re-inspection fees should they apply.

Permit extensions will be charges at a flat rate of \$150.00 (plus levy) for a maximum of 1 year.

Variances will be charged at a rate of \$125/hour (min 2 hr) (plus levy).

Supplementary inspections and re-inspections performed in addition to those required under the Summer Village's Uniform Quality Management Plan will be charged to the contractor/applicant at the rate of \$150 per inspection (plus Levy).

37



Summer Village of Silver Sands
PO Box 8
Alberta Beach, AB T0E 0A0
Phone: (587) 873 5765
Fax: (780) 967 0431
www.summervillageofsilversands.com

The Inspections Group Inc.
12010 – 111 Avenue NW
EDMONTON AB T5G 0E6
Phone: (780) 454 5048 Toll Free: (866) 554 5048
Fax: (780) 454 5222 Toll Free: (866) 454 5222
www.inspectionsgroup.com

ANNUAL ELECTRICAL PERMIT FEE SCHEDULE

Total Cost of Installation	Permit Fee
\$2,000 or Less	\$472.50 (maximum 2 hours inspection time thereafter \$99.75 per hour or portion thereof)
\$2,000 to \$5,000	\$472.50 plus \$3.41 each \$105 cost of fraction of \$100 over \$2,000.
\$5,000.01 to \$50,000	\$630 plus \$1.68 each for \$100 cost or fraction of \$100 over \$5,000.
\$50,000.01 to \$1,000,000	\$1,260 plus \$1.15 each \$100 cost or fraction of \$100 over \$50,000.

NOTE: Add applicable 'Safety Codes Council' levy to each permit; \$ 4.50 each permit or 4% of permit levy, whichever is greater!

A minimum cancellation fee of \$35 will be retained when a permit is cancelled or 25% of the fee if a drawing review has been completed.

When work has commenced without first obtaining the required permit(s); the permit fees will be doubled up to a maximum of \$500 surcharge per permit.

Re-opening a previously closed permit will be charged to contractor/applicants at a rate of \$75 per permit (plus Levy), plus applicable re-inspection fees should they apply.

Permit extensions will be charged at a flat rate of \$150.00 (plus levy) for a maximum of 1 year.

Variations will be charged at a rate of \$125/hour (min 2 hr) (plus levy).

Supplementary inspections and re-inspections performed in addition to those required under the Summer Village's Uniform Quality Management Plan will be charged to the contractor/applicant at the rate of \$150 per inspection (plus Levy).

Joint Use Infrastructure - Capital and Maintenance Cost-Share Request

Dayna Johnson <djohnson@lsac.ca>

Fri 9/23/2022 8:11 AM

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

Cc: Councillors2022 <Councillors2022@lsac.ca>; Mike Primeau <mprimeau@lsac.ca>; Greg Edwards <GEdwards@lsac.ca>

Good morning,

On behalf of Greg Edwards, please find attached. The original has been placed in the mail.

Should you have any questions, please contact Greg.

Sincerely,

Dayna Johnson

Administrative Assistant, Lac Ste. Anne County

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

PHONE: 780.785.3411 EXT. 3715 | TOLL-FREE: 1.866.880.5722 | FAX: 780.785.2985 | www.lsac.ca | lsac.ca

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

39



September 22, 2022

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

Attn: Wendy Wildman, CAO

Re: Joint Use Infrastructure - Capital and Maintenance Cost-Share Request

Lac Ste Anne County is currently in the process of updating and planning our ongoing maintenance and capital improvement plans. As such we wish to engage in conversations with your municipality on the possibilities of cost sharing these works and projects as we have infrastructure that is shared/utilized and enjoyed by both municipalities. We have successfully completed joint projects with a few municipalities in the past in this manner and wish to continue to be better together.

The projects we wish to start a conversation on with your municipality are:

Capital Improvements

- County has none to initiate at this time

Lac Ste. Anne County does not currently have any capital suggestions at this time, however, if the Summer Village has any suggestions, please bring them forward for our consideration. By collaboratively upgrading infrastructure all residents will enjoy a safer, more pleasing commute to their destinations and access to infrastructure.

The County is also reaching out to see if any of our other services can be of use to your Municipality. Some examples are as follows.

Other suggestions – Joint Use Service Considerations

- OH&S
- CPO & Animal Control
- Weed & Pest Control
- Assessment
- FCSS
- Public Works – Plowing/Sanding/Pot holing/etc.
- Administrative Financial Software

Please advise if Silver Sands is open to further discussion around this proposal. This will allow us to work towards setting and negotiating budgets and cost sharing percentages either for the 2023 season or sometime in the next 5 years. If your Municipality is interested in furthering discussions on any of the above topics under “Other Suggestions”, please indicate with a check mark and return to my attention.



In turn, if Silver Sands has any capital improvements or other cost sharing services, they would also like to entertain cost sharing with the County, we would be interested in hearing and discussing them.

If you have any questions or concerns, please reach out to me.

Yours truly,

A handwritten signature in blue ink, appearing to read "Greg Edwards".

Greg Edwards, P.Eng.
General Manager Infrastructure and Planning

Cc: Council – LSAC
Mike Primeau - LSAC

41

Gravel at Boat Launch

WW

wendy@wildwillowenterprises.com

To:

- Joseph B Poulin <berniepoulin@icloud.com>;
- lizturnbull@telusmail.net

+2 others

Cc:

- sspublicworks wildwillowenterprises.com

Wed 9/14/2022 11:29 AM

Council, Dustin is inquiring about putting 4" of gravel on the boat launch road 5 meters wide at an estimated cost of \$13,000.00, using contractors while they are in the summer village.

We don't have additional grant funds available at this time to cover this additional expense, if we were to do it it would have to come out of our reserves (we may be able to absorb some within our existing budget but probably not all and we won't know for sure until the end of the year). Does Council agree with proceeding with this work at this time, if yes then Dustin can proceed and get it done and we will have a motion at our next meeting to cover the costs through reserves (whatever our budget can't absorb).

Let us know your thoughts.

Wendy

Notes:

All of Council agreed to getting the work done while the contractor was in the Summer Village and the contractor has been given the go-ahead to do the work.

There was further discussion on implementing a future user-pay system for the boat launch.

Motion will be required to approve the work and fund this additional work through reserves if required.

Invoice for the work has been received - costs came in at \$6,541.00.

42

ROCK HILL CONTRACTING LTD.

54117 RR 12
 PARKLAND COUNTY, Alberta T7Y 0A5

INVOICE

Invoice No.: 2888
 Date: 21/09/2022
 Ship Date:
 Page: 1
 Re: Order No.

Sold to:

Summer Village of Silver Sands
 Trent Thompson
 780.668.8571
 tthompson@bolson.ca
 Wendy Wildman

Ship to:

Summer Village of Silver Sands
 Trent Thompson
 780.668.8571
 tthompson@bolson.ca
 Wendy Wildman
 adminstration@wildwillowenterprises.com

Business No.: 89622 0308 RT0001

Item No.	Unit	Quantity	Description	Tax	Unit Price	Amount
		267	Supplied and hauled 267 tonnes of 3/4" road crush gravel for boat launch road.	G	23.00	6,141.00
			Supplied men and equipment to spread gravel.	G		400.00
			G - GST 5%			327.05
			GST			
Shipped By: _____ Tracking Number: _____					Total Amount	6,868.05
Comment: Make cheques payable to Rock Hill Contracting Ltd. Interest charged at 1.5% per month after 30 days					Amount Paid	0.00
Sold By: _____					Amount Owing	6,868.05

43

Summer Village of Silver Sands

Report to Council

Meeting: September 30, 2022 - Regular Council Meeting

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

Development Permits:

22DP06-31 Plan 2941 MC, Block 1, Lot 12 : 12 Cedar Avenue (the "Lands")
CONSTRUCTION OF A DECK (22.3 SQ. M.).

Letters of Compliance:

None

Enforcement:

Site reviews undertaken on August 28, 2022; action in the works.

Regards,

Tony Sonnleitner, Development Officer