

**SUMMER VILLAGE OF SILVER SANDS
AGENDA**

Friday, February 23rd, 2024 at the Fallis Hall (located at 53303 Range Road 52)
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

Treaty 6 Territory Land Acknowledgement

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

2. Agenda

a) Friday, February 23rd, 2024 Regular Council Meeting

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

3. Minutes:

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

(approve minutes as is, or with amendments)

4. Delegations:

a) 9:05 a.m. – Local Director of Emergency Management and Local Deputy Director of Emergency Management to discuss the recent FireSmart program meeting

(accept report and discussion for information)

Or

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

5. Public Hearings: n/a

6. Bylaws n/a

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7. Business:
p 9-25

- a) Assessment Sub Class Bylaw – further to previous discussions on potentially implementing an assessment sub class bylaw that would consider either a different tax rate or a different minimum amount payable for lots that have been consolidated, attached is a draft bylaw that contemplates same, as well as a list of consolidated lots by street and then a corresponding map of those streets as well. The most recent conversation we had was that we should introduce this to the public and get their feedback before continuing on. If that is the suggestion, we would ask that this public consultation take place in summer 2024.

(that the Summer Village of Silver Sands initiate public engagement with respect to the potential establishment of an assessment sub class before for the summer of 2024)

Or

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

p 26

- b) Water Well Workshops for well owners – Alberta Working Well Program

The Alberta Working Well Program helps to ensure safe and secure groundwater for water well users by helping well owners understand that the management of private wells is their responsibility and to understand the impacts that human activity can have on ground water. It also provides recommended water well management practices. More information on the workshop can be found in the package. The program is currently looking for municipalities and other relevant groups to host the workshop. There is no cost for the program and facilitator, however, we would need to cover facility rental costs, the costs of any refreshments that we provide, and any advertising costs. A minimum of 15 registrants are needed to host the workshop. The Summer Village of South View has agreed to co-host said workshop, up to a cost of \$300.00. We have not received a response from West Cove yet, and we would ask the County if they would be interested as well in co-hosting and sharing the costs.

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(that the Summer Village of Silver Sands co-host an Alberta Working Well Workshop in conjunction with other interested municipalities, up to a maximum cost of \$_____)

Or

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

p 27-28

- c) Feb 1, 2024 letter from Fire Rescue International regarding a potential future fire station in the Lake Isle area. If Council is interested in discussing this further with Fire Rescue International (FRI) and the Summer Village of South View, we can add this to our March 13th discussion.

(direction as provided by Council at meeting time.)

p 29-30

- d) 31 Hillside Crescent – attached is a request from a resident to consider moving the municipal reserve which is currently between lots 6A and 8 to between lots 8 and 9. Dustin can speak to the drainage and which location is better for that purpose. If Council was to consider same, a direct conversation would have to happen with the owners of Lot 9 as not everyone is keen to have a reserve (whether it be walking trail or drainage area) beside their lot. When we did a similar swap of lands on Alder Avenue the cost to the Summer Village was \$6,216.75.

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- e) Capital Region Assessment Services Commission – appointments to the Assessment Review Board. Please refer to the February 6th, 2024 letter requesting Council approve the noted Chairman, Clerk and Certified Panelists to the CRASC's ARB program for the 2024 year.

(that as per section 454 of the Municipal Government Act, the Summer Village of Silver Sands appoint the following to the Capital Region Assessment Services Commission's Assessment Review Board for the 2024 year:

ARB Chairman: Raymond Ralph
Certified ARB Clerk: Geryl Amarin

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Certified Panelists: Darlene Chartrand, Sheryl Exley, Tina Groszko, Stewart Hennig, Richard Knowles, Denis Meier and Raymond Ralph)

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- f) AB Munis – Alberta's 2024 Budget Overview – Webinar Registration – with the release of the Province's 2024/2025 fiscal year budget, AB Munis will conduct a comprehensive analysis, release a report and host a webinar on March 1st, 2024 from 3:00 – 4:30 p.m. to share their findings with Municipal Mayors, Councillors and CAO's.

(that Council and Administration be authorized to attend the AB Munis webinar respecting Alberta's 2024 Budget Overview scheduled for March 1st, 2024 from 3:00 to 4:30 p.m.)

Or

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

p33-41
p42-45

- g) 2024 Draft Operating and Capital Budget – the noted draft budget will be reviewed at meeting time, this will be Council and Administration's third review of the draft budget. Changes have been made as directed at the last meeting, and this draft budget has a 4.6% increase in municipal tax dollars collected. Further to discussion at our last Council meeting, Administration has attached the 2015 LSA County Development Permit refusal of our proposed c-can storage at the old landfill site.

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

- h)

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e) AB Munis – January 31st, 2024 email from President Tyler Gandam on submitting a resolution for debate at the 2024 convention (due date is May 31)

f)

(accept correspondence for information)

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

13. Closed Meeting (if required): n/a

14. Adjournment

Next Meetings:

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

SUMMER VILLAGE OF SILVER SANDS
REGULAR COUNCIL MEETING MINUTES
FRIDAY, JANUARY 26, 2024
HELD VIRTUALLY VIA ZOOM

	PRESENT	<p>Mayor: Bernie Poulin Deputy Mayor: Liz Turnbull Councillor: Graeme Horne</p> <p>Administration: Wendy Wildman, Chief Administrative Officer Heather Luhtala, Assistant CAO</p> <p>Public Works: Dustin Uhlman, Public Works Supervisor</p> <p>Attendees: n/a</p> <p>Delegation(s): n/a</p> <p>Public at Large: 0</p>
1.	CALL TO ORDER	<p>Mayor Poulin called the meeting to order at 9:01 a.m.</p> <p>The Summer Village of Silver Sands acknowledges that we are meeting on Treaty 6 Territory and on the homelands of the Metis Nation. We acknowledge all indigenous peoples who have walked these lands for centuries. We acknowledge the harms and mistakes of the past, and we dedicate ourselves to move forward in partnership with indigenous communities in a spirit of reconciliation and collaboration.</p>
2.	AGENDA 1-24	<p>MOVED by Deputy Mayor Turnbull that the January 26, 2024 Regular Council Meeting agenda be approved with the following addition:</p> <p>Under Business: 1) January 24, 2024 email request on behalf of resident at 2 Cedar Avenue to access back of residence through Summer Village municipal reserve (MR)</p> <p style="text-align: right;">CARRIED</p>
3.	MINUTES 2-24	<p>MOVED by Councillor Horne that the minutes of the November 24, 2023 Regular Council Meeting be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
4.	DELEGATIONS	n/a
5.	PUBLIC HEARINGS	n/a



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6.	BYLAWS	<p>Bylaw 337-2024 – Fire Bylaw MOVED by Mayor Poulin that Bylaw 337-2024, being a Bylaw enacted for the prevention or extinguishing of fires, for the preservation of life and property, and protection from injury or destruction of fire, firefighting costs, recovery and penalties for the Summer Village of Silver Sands, be given first reading.</p> <p style="text-align: right;">CARRIED</p> <p>3-24</p> <p>4-24 MOVED by Councillor Horne that Bylaw 337-2024 be given second reading.</p> <p style="text-align: right;">CARRIED</p> <p>5-24 MOVED by Deputy Mayor Turnbull that Bylaw 337-2024 be considered for third reading.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p> <p>6-24 MOVED by Councillor Horne that Bylaw 337-2024 be given third and final reading.</p> <p style="text-align: right;">CARRIED</p> <p>7-24 Bylaw 338-2024 – Council & Council Committee Procedural Bylaw MOVED by Mayor Poulin that Bylaw 338-2024, being a Bylaw to regulate the procedure and conduct of Council and Council Committee Meetings for the Summer Village of Silver Sands, be given first reading.</p> <p style="text-align: right;">CARRIED</p> <p>8-24 MOVED by Deputy Mayor Turnbull that Bylaw 338-2024 be given second reading.</p> <p style="text-align: right;">CARRIED</p> <p>9-24 MOVED by Councillor Horne that Bylaw 338-2024 be considered for third reading.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p> <p>10-24 MOVED by Deputy Mayor Turnbull that Bylaw 338-2024 be given third and final reading.</p> <p style="text-align: right;">CARRIED</p> <p>11-24 Bylaw 339-2024 – Emergency Management Bylaw MOVED by Deputy Mayor Turnbull that Bylaw 339-2024, being a Bylaw for the provision of regional emergency management, including Schedule A revised partnership agreement, be given first reading.</p> <p style="text-align: right;">CARRIED</p> <p>12-24 MOVED by Mayor Turnbull that Bylaw 339-2024 be given second reading.</p> <p style="text-align: right;">CARRIED</p>
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	13-24	<p>MOVED by Councillor Horne that Bylaw 339-2024 be considered for third reading.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p>
	14-24	<p>MOVED by Deputy Mayor Turnbull that Bylaw 339-2024 be given third and final reading.</p> <p style="text-align: right;">CARRIED</p>
	15-24	<p>MOVED by Mayor Poulin that the Summer Village of Silver Sands endorses the Summer Villages Regional Emergency Management Partnership (SVREMP) 2024 Workplan as presented.</p> <p style="text-align: right;">CARRIED</p>
	16-24	<p>MOVED by Deputy Mayor Turnbull that the Summer Village of Silver Sands endorses the Summer Villages Regional Emergency Management Partnership (SVREMP) 2024 draft budget, as revised December 5th, 2023 inclusive of 10 members and the projected 2024 member cost of \$3,900.00/member.</p> <p style="text-align: right;">CARRIED</p>
	17-24	<p>MOVED by Councillor Horne that Administration inform Lac Ste. Anne County of its decision to continue with the Summer Villages Regional Emergency Management Partnership (SVREMP).</p> <p style="text-align: right;">CARRIED</p>
	18-24	<p>MOVED by Deputy Mayor Turnbull that the Summer Village of Silver Sands approve the Ste. Anne Summer Villages Regional Emergency Management Partnership Agreement, with Sunset Point and Yellowstone being removed, Alberta Beach being added, and that execution of the agreement be authorized.</p> <p style="text-align: right;">CARRIED</p>
7.	BUSINESS	<p>19-24 MOVED by Deputy Mayor Turnbull that Administration be authorized to attend the Brownlee LLP Emerging Trends in Municipal Law Seminar scheduled for Thursday, February 15, 2024 in Edmonton being held both in-person and virtually.</p> <p style="text-align: right;">CARRIED</p> <p>20-24 MOVED by Councillor Horne that Council accept the November 22, 2023 letter from the Alberta Beach Snowmobile Club requesting financial support of their proposed trail groomer machine for information.</p> <p style="text-align: right;">CARRIED</p> <p>21-24 MOVED by Mayor Poulin that further to the December 21st, 2023 letter from Lac Ste. Anne County regarding their Home Support Program, the Summer Village of Silver Sands support the program in principle and should a Silver Sands resident express interest in this program, further consideration of the proposed Home Support Agreement be given.</p> <p style="text-align: right;">CARRIED</p>

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22-24	<p>MOVED by Deputy Mayor Turnbull that the December 20th, 2023 email from Alberta Environment and Protected Areas on drought conditions within the Province of Alberta be accepted for information.</p> <p style="text-align: right;">CARRIED</p>
23-24	<p>MOVED by Mayor Poulin that the December 21st, 2023 letter from Town of Onoway/Lac Ste. Anne County on Highway Responses and minor changes to the Joint Fire Dispatch Protocol for Area Highways be accepted for information.</p> <p style="text-align: right;">CARRIED</p>
24-24	<p>MOVED by Mayor Poulin that the January 6th, 2024 letter from Fire Rescue International regarding their dispatch protocols for both Silver Sands and South View be accepted for information.</p> <p style="text-align: right;">CARRIED</p>
25-24	<p>MOVED by Deputy Mayor Turnbull that Administration set up a joint meeting between the Summer Village of South View, the Summer Village of Silver Sands and Fire Rescue International for the purpose of discussing the upcoming fire contract negotiations.</p> <p style="text-align: right;">CARRIED</p>
26-24	<p>MOVED by Mayor Poulin that Council and Administration be authorized to participate in the Provincial Policing Engagement sessions being held in February of 2024.</p> <p style="text-align: right;">CARRIED</p>
27-24	<p>MOVED by Deputy Mayor Turnbull that draft Policy A-WORK-PREV-1, being a policy for the prevention of workplace violence and harassment be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
28-24	<p>MOVED by Mayor Poulin that the Summer Village of Silver Sands request a meeting with the Minister of Municipal Affairs during the upcoming ABMunis Spring Municipal Leaders Caucus with topics to discuss to include: LGFF Funding, Municipal Status Change, proposed Special Intention Fund for Water Quality, Wetlands, Sewage and Stormwater; and that attendance of Mayor Poulin be authorized to the ABMunis Spring Municipal Leaders Caucus scheduled for March 14 and 15, 2024 in Edmonton, AB.</p> <p style="text-align: right;">CARRIED</p>
29-24	<p>MOVED by Councillor Horne that the 2024 draft operating and capital budget discussions be accepted for information and that Administration make changes to this draft budget as directed at meeting time and a revised draft budget come back to the next Council meeting for further review.</p> <p style="text-align: right;">CARRIED</p>

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	30-24	MOVED by Mayor Poulin that the January 24, 2024 email received on behalf of the owner of 2 Cedar Avenue requesting the municipality to remove the barrier posts from the MR to allow the resident vehicular and parking access to the back of their property through the municipal reserve be denied and that administration advise that there may be government program available that may help offset costs to the resident to make adjustment to their home/property to allow greater accessibility within their existing property access. CARRIED
8.	31-24 FINANCIAL	MOVED by Deputy Mayor Turnbull that Council accept for information the income and expense statements as at December 31 st , 2023. CARRIED
9.	32-24 COUNCIL REPORTS	MOVED by Mayor Poulin that the Council reports be accepted for information as presented. CARRIED
10.	33-24 ADMINISTRATION REPORTS 34-24	MOVED by Mayor Poulin that Administration proceed with setting up Council email addresses through the website provider specific to the Summer Village of Silver Sands at a cost of \$85/email/year. CARRIED MOVED Deputy Mayor Turnbull that Council accept for information the Administration reports as presented. CARRIED
11.	35-24 CORRESPONDENCE	MOVED by Councillor Horne that the following correspondence be accepted for information as presented: a) Fortis Alberta – December 13 th , 2023 letter on estimated distribution and transmission rates b) Alberta Municipal Affairs – December 15 th , 2023 letter From Minister Ric McIver on Local Government Fiscal Framework (LGFF) c) Alberta Municipal Affairs – December 15 th , 2023 letter from Deputy Minister Brandy Cox on Local Government Fiscal Framework Program d) Association of Summer Villages of Alberta – January emails and letter from the ASVA on the Local Government Fiscal Framework (LGFF) funding e) Alberta Municipal Affairs – undated letter from Minister Ric McIver on their assessment model review

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		<p>f) 2023 Safety Code Permits issued in Silver Sands</p> <p>g) Onoway Regional Fire Services/Fire Rescue International – December 28th, 2023 media release on structure fire in Ross Haven</p> <p>h) Fire Rescue International - ambulance stats report</p> <p>i) Summer Village of South View – January 3rd, 2023 letter on byelection results and organizational meeting results</p> <p>j) 24DP01-31, development permit for construction of a detached garage at 3 Golf Course Road</p> <p>k) Alberta Municipalities – December 7th, 2023 email and report on Drought Risk and Management</p> <p>l) Lac Ste. Anne Foundation – December 4th, 2023 letter on 2024 requisition of \$16,375.75 (up from \$12,447.00 in 2023)</p> <p>m) Community Peace Officer Reports for November and December 2023</p> <p style="text-align: right;">CARRIED</p>
12.	OPEN GALLERY	n/a – no public in attendance
13.	CLOSED MEETING 36-24	<p>MOVED by Mayor Poulin that pursuant to section 197(2) of the Municipal Government Act, Council go into a closed meeting session at 11:09 a.m. to discuss the following item:</p> <p>-Intergovernmental relations – Fire Services – FOIPP Act Sections 21, 22, 23 and 24 and Legal - Solicitor Client Privileged</p> <p style="text-align: right;">CARRIED</p> <p>The meeting did not recess as there was no public in attendance.</p> <p>The following individuals were present at the Closed Meeting: Bernie Poulin Liz Turnbull Graeme Horne Wendy Wildman Heather Luhtala Dustin Uhlman</p>
	37-24	<p>MOVED by Councillor Horne that Council return to an open meeting at 11:13 a.m.</p> <p style="text-align: right;">CARRIED</p> <p>The meeting did not recess as there was no public in attendance.</p>
14.	NEXT MEETING(S)	The next Regular Council Meeting is scheduled for Friday, February 23, 2024 at 9:00 a.m. in-person at Fallis Hall and virtually via Zoom.

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15.	ADJOURNMENT	The meeting adjourned at 11:14 a.m.
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Mayor, Bernie Poulin

Chief Administrative Officer, Wendy Wildman

UNAPPROVED

①

FireSmart Program

Dennis Woolsey <

Mon 2/12/2024 1:58 PM

To:Bernie Poulin <berniepoulin@icloud.com>;Liz Turnbull <lizturnbull@telusmail.net>;Graeme Horne <graemehorne@mail.com>

Cc:Summer Village Office <administration@wildwillowenterprises.com>;Rick Wagner <rwagner@nwcommunications.ca>; sspublicworks@wildwillowenterprises.com <sspublicworks@wildwillowenterprises.com>

Council: Rick and I attended the FireSmart program last Monday. It was very well organized and well run. The key message delivered is what residents can do to protect themselves from fire, whether you live in a rural or urban setting. Fire that originates from outside the home. They used film clips of the Fort McMurray fire showing how embers and winds caused fires to start in and around homes close to a fire event. In their message they presented the need to take special care in design and use of materials around homes in 1.5 metre, 1.5 to 10 metre and 10 metre to 30 metre distances. Further, how residents can help to reduce the amount of fire materials in common spaces such as parks, with the approval of their municipal authorities. Parkland County was promoting a free fire hazard assessment service it was offering to its residents. They further indicated that Lac St. Anne also offers a similar service to its residents. It was quite obvious that they are playing off last year's somewhat alarming fire season and trying to get folks active in preparing for another dry and potentially busy fire season this year. As spring gets closer and fire bans become a real possibility I would suggest one of the things we can do is to promote a FireSmart message throughout our Summer Village. I would assume our Fire Chief and his staff would be prepared to support an initiative if Council were to see a benefit in us doing so. Our Block Captain program could be used to help communicate a message to our neighbourhood residents. Rather than offering a fire assessment to all residents it may be opportune to have a few folks volunteer their properties for an assessment and have neighbours view the assessment on the volunteer properties, for them to use in looking at their own properties. If Council agrees an analysis on common spaces could also take place and options could be considered for alleviating fire concerns in those spaces as well. Dustin was also in attendance at the session and I am sure he has some ideas in this regard. Your thoughts on the FireSmart program and its potential use in our community would be appreciated. Dennis

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DRAFT

BY LAW NO. _____

A BYLAW OF THE SUMMER VILLAGE OF [INSERT NAME], IN THE PROVINCE OF ALBERTA, TO DIVIDE THE RESIDENTIAL ASSESSMENT CLASS INTO SUB-CLASSES

WHEREAS pursuant to sections 297 and 313 of the *Municipal Government Act*, R.S.A. 2000, c M-26 (the "Act"), a municipal council may pass bylaws setting the assessment and supplementary assessment sub-classes for residential property, and authorizing the assessor to assign these sub-classes in preparing the assessment of property;

AND WHEREAS pursuant to section 325.1 of the Act, such bylaws may remain in force in subsequent years until they are repealed;

NOW THEREFORE the Municipal Council of the Summer Village of [Insert Name], duly assembled, hereby **ENACTS AS FOLLOWS:**

PART 1 SHORT TITLE

1 This Bylaw may be cited as the "Residential Assessment and Supplementary Assessment Sub-Class Bylaw".

PART 2 PURPOSE

2 The purpose of this bylaw is to authorize the assessment and supplementary assessment sub-classes for residential property.

PART 3 DEFINITIONS

3 In this Bylaw, unless the context otherwise requires:

- (a) "Act" means the *Municipal Government Act*, R.S.A. 2000, c M-26, as amended;
- (b) "Assessed Property" means assessed property as defined in section 284 of the Act;
- (c) "Assessment Roll" means assessment roll as defined in section 303 of the Act;
- (d) "Consolidated Parcel Residential" means a sub-class of property classified as Class 1 – Residential, as set out in the Act, which is a property that:
 - (i) Falls within the geographic area displayed on Schedule "A"; and
 - (ii) Contains either or both of the following:
 - (A) two or fewer self-contained Dwelling Units occupied by a single family which are used or intended to be used for permanent living accommodation, together with any other buildings or amenity areas located on the property that are ancillary to the Dwelling Units;
 - (B) vacant land that in the future, as designated by a land use by law, may be developed into a property used for permanent living accommodation that will not contain more than two self-contained Dwelling Units; and

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- (iii) Is a parcel of land which was previously consolidated with another parcel of land pursuant to any of the following means of such consolidation:
 - (A) application for Consolidation of Titles pursuant to Section 75 of the *Land Titles Act*, R.S.A. 2000, c L-4, as amended;
 - (B) consolidation of parcels pursuant to a Descriptive Plan pursuant to section 88 of the *Land Titles Act*, R.S.A. 2000, c L-4, as amended; or
 - (C) consolidation of parcels effected by a Plan Cancellation Bylaw pursuant to s. 658 of the Act;
- (e) "Derelict Residential" means a sub-class of property classified as Class 1 – Residential, as set out in the Act, which is property that contains a fully or partially constructed improvement, designed to have a residential living area, where the improvement shows serious signs of neglect, is dilapidated, falling into significant disrepair, or is uninhabitable, including but not limited to improvements:
 - (i) that are deserted, or abandoned;
 - (ii) which are partially or fully boarded up or secured;
 - (iii) for which an order indicating an improvement or the property is unfit for habitation has been issued;
 - (iv) which were abandoned while in the process of being constructed without construction being complete; or
 - (v) which were abandoned while in the process of demolition without demolition being complete.
- (f) "Dwelling Unit" means one or more rooms operated or capable of being operated as a residence for a household containing cooking, sleeping and sanitary facilities;
- (g) "Single Family Residential" means a sub-class of property classified as Class-1 Residential, as set out in the Act, which is property, or a portion of property, that contains:
 - (i) two or less self-contained Dwelling Units occupied by a single family which are used or intended to be used for permanent living accommodation, together with any other buildings or amenity areas located on the property that are ancillary to the Dwelling Units;
 - (ii) vacant land that in the future, as designated by a land use by law, may be developed into a property used for permanent living accommodation that will not contain more than two self-contained Dwelling Units;but does not include any portion of a property that falls into the Consolidated Residential sub-class or a property that falls into the Derelict Residential sub-class, or a property that falls into the Tourist Home sub-class.
- (h) "Residential Assessment Class Property" means residential property as defined in section 297(4(c) of the Act;

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- (i) "Supplementary Assessment" means an assessment made pursuant to section 314 of the Act;
- (j) "Supplementary Assessment Roll" means a supplementary assessment roll as defined in section 315 of the Act;
- (k) "Tourist Home" means a sub-class of property classified as Class 1 – Residential, as set out in the Act, which is a property that contains a Dwelling Unit which has been approved as a tourist home in accordance with the Summer Village of [Insert name]'s Land Use Bylaw;

PART 4 CLASS 1 – RESIDENTIAL SUB-CLASSES

4 For the purpose of the Assessment and Supplementary Assessment Rolls for the 2024 taxation year and any future Assessment and Supplementary Assessment Rolls, all Residential Assessment Class Property within the Summer Village of [Insert Name] is hereby divided into the following sub-classes:

- (1) Consolidated Parcel Residential;
- (2) Derelict Residential;
- (3) Single Family Residential; and
- (4) Tourist Home.

PART 5 GENERAL

5 Should any provision of this bylaw be invalid, then such provision shall be severed, and the remainder of the bylaw shall remain in force.

PART 6 TRANSITION AND COMING INTO FORCE

Bylaw Coming into Effect

6 This Bylaw takes effect on the final passing thereof and, on such final passing, Bylaw _____, is hereby repealed.

READ A FIRST TIME THIS _____ DAY OF _____, 20____

READ A SECOND TIME THIS _____ DAY OF _____, 20____

UNANIMOUS CONSENT to proceeding to third reading this _____ DAY OF _____, 20____

READ A THIRD TIME THIS _____ DAY OF _____, 20____

SUMMER VILLAGE OF [Insert Name]

11

[NAME]
Mayor

DRAFT

[NAME]
Chief Administrative Officer

12

DRAFT

13

Fwd: SS - Consolidated Lots Listing

wendy wildwillowenterprises.com <wendy@wildwillowenterprises.com>

Wed 1/31/2024 1:05 PM

To: Joseph B Poulin <berniepoulin@icloud.com>;lizturnbull@telusmail.net <lizturnbull@telusmail.net>;Graemehorne@mail.com <Graemehorne@mail.com>

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

📎 1 attachments (5 MB)

Silver Sands Consolidated Lots as at Dec 31-2023.pdf;

Council further to previous discussions attached is a list of consolidated properties. There may be a couple changes as we would need to confirm this list with the assessor. You can see what the revenue would be from the minimum amount payable (map) should these lots not be consolidated. This is not lost revenue as such it's just that this revenue is being collected by the lots in existence in each tax year (whether through mill rate, map, or a combination thereof).

Some of these consolidations would prob be from decades back and for various reasons (buildings over lot lines for example) and in recent year prob solely to avoid the map

There is an opportunity to push through an assessment sub class bylaw yet this year and thereby set either a different mill rate or map for these consolidated lots but we need to do this fairly quickly. There will be push back and while the timeline for this year is tight I would prefer doing this this year as opposed to 2025 which is an election year. If council was to pursue this this year or next, I would recommend easing into the change (or increase)

Thoughts? Do you wish to pursue this for the 2024 tax year ?

Thx for your feedback

W

Sent from my iPad

Begin forwarded message:

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

Date: January 31, 2024 at 11:58:51 AM MST

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

Subject: SS - Consolidated Lots Listing

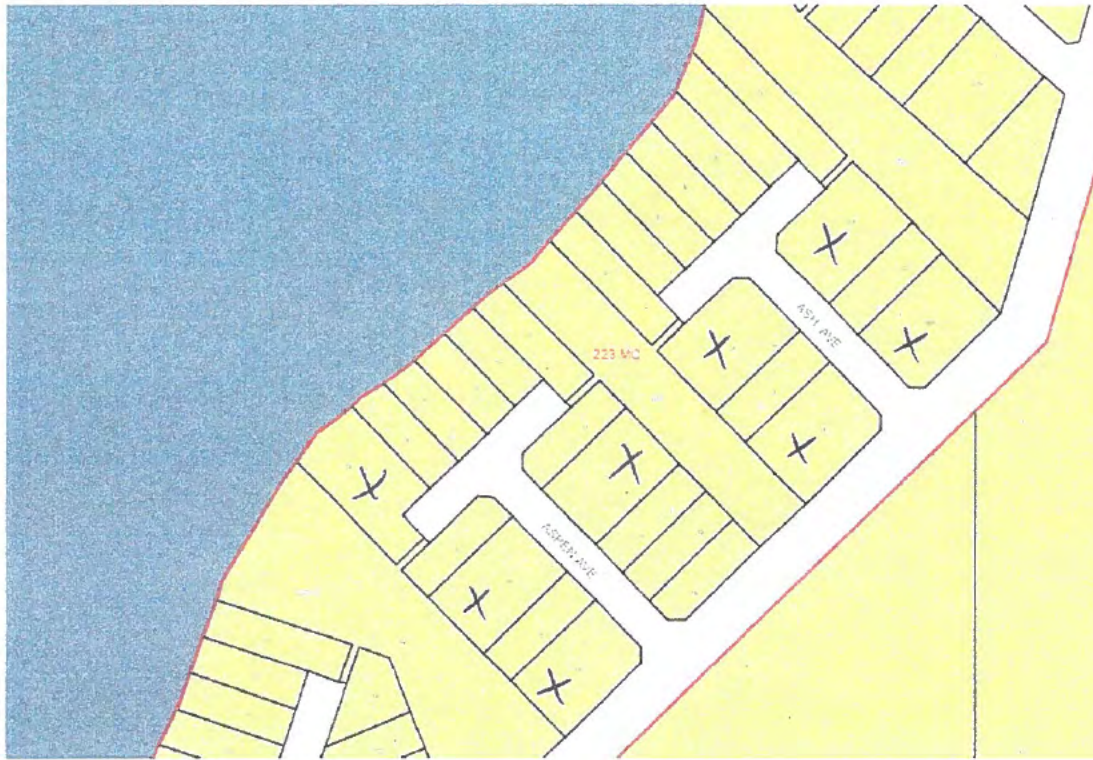
Wendy, find attached.

Thanks,





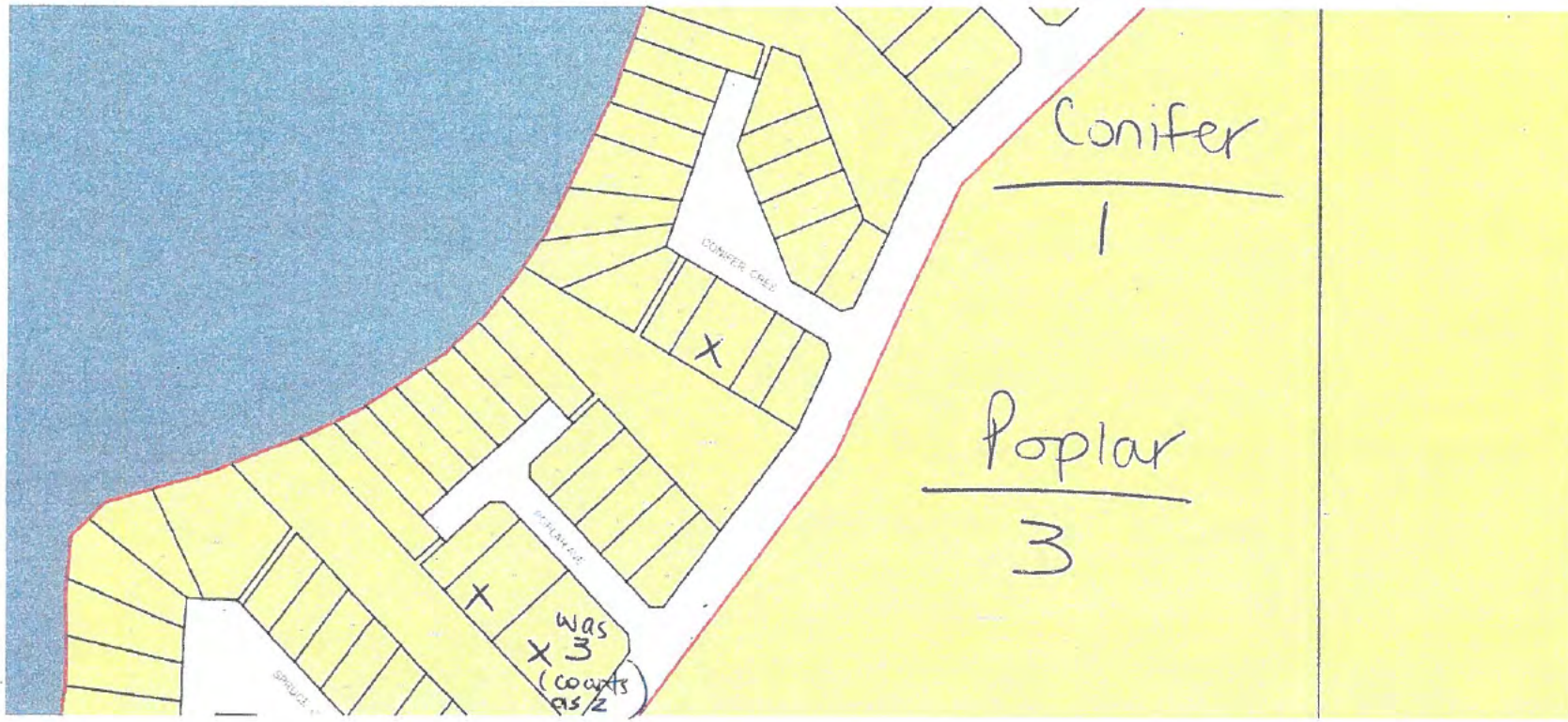
16



Ash
—
4

Aspen
—
4

17



18



19



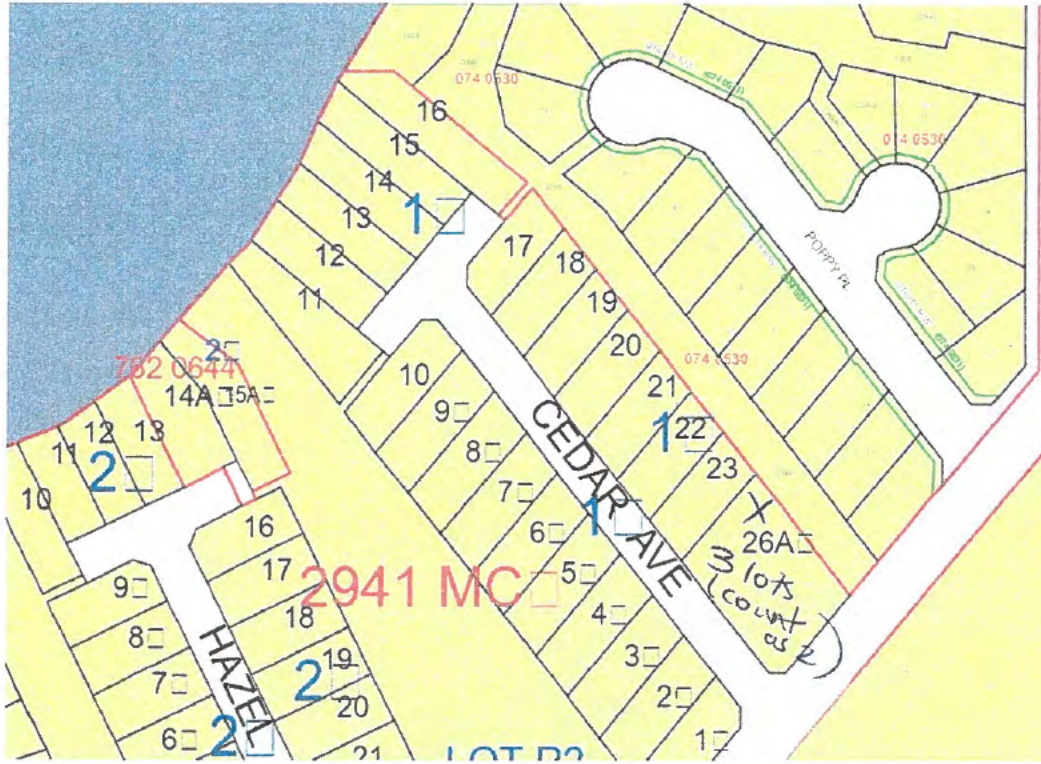
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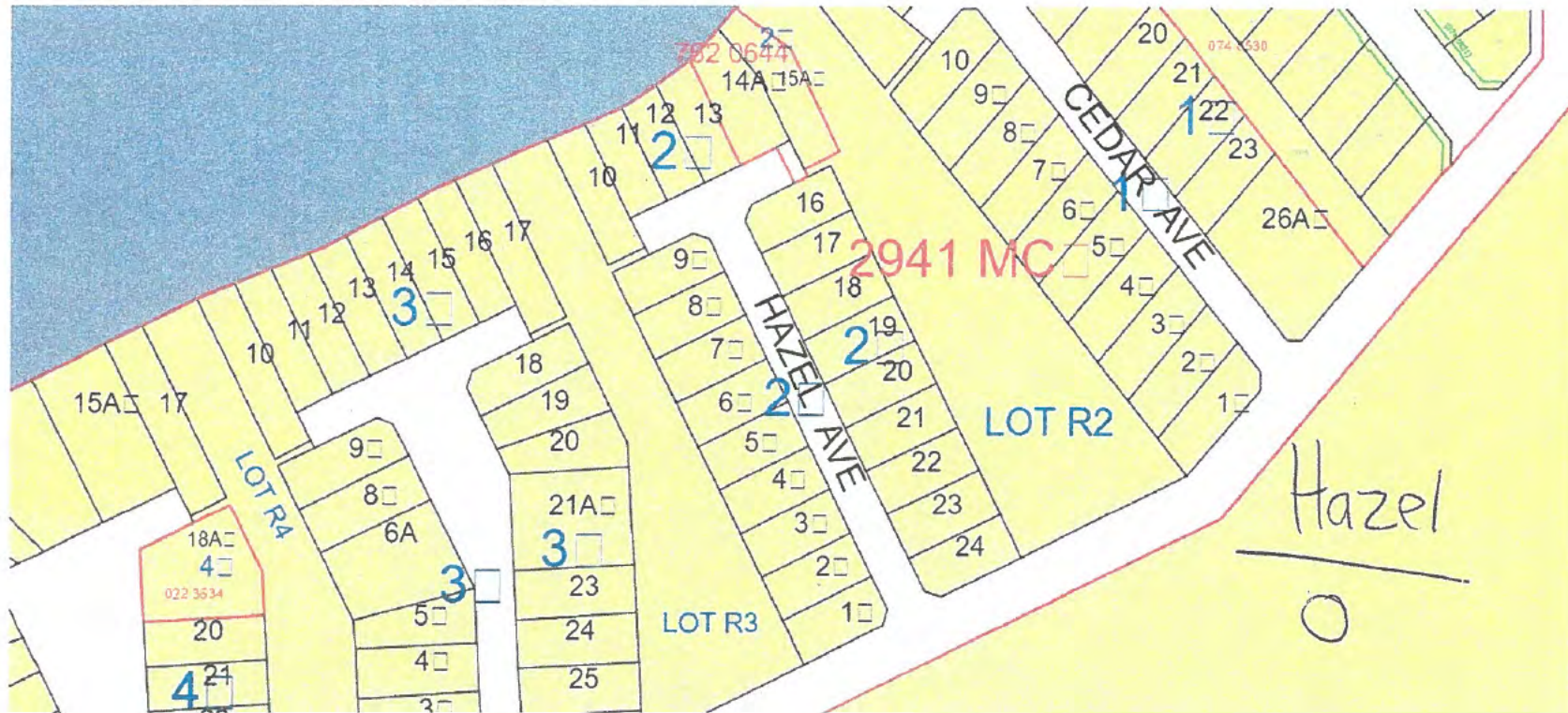


22

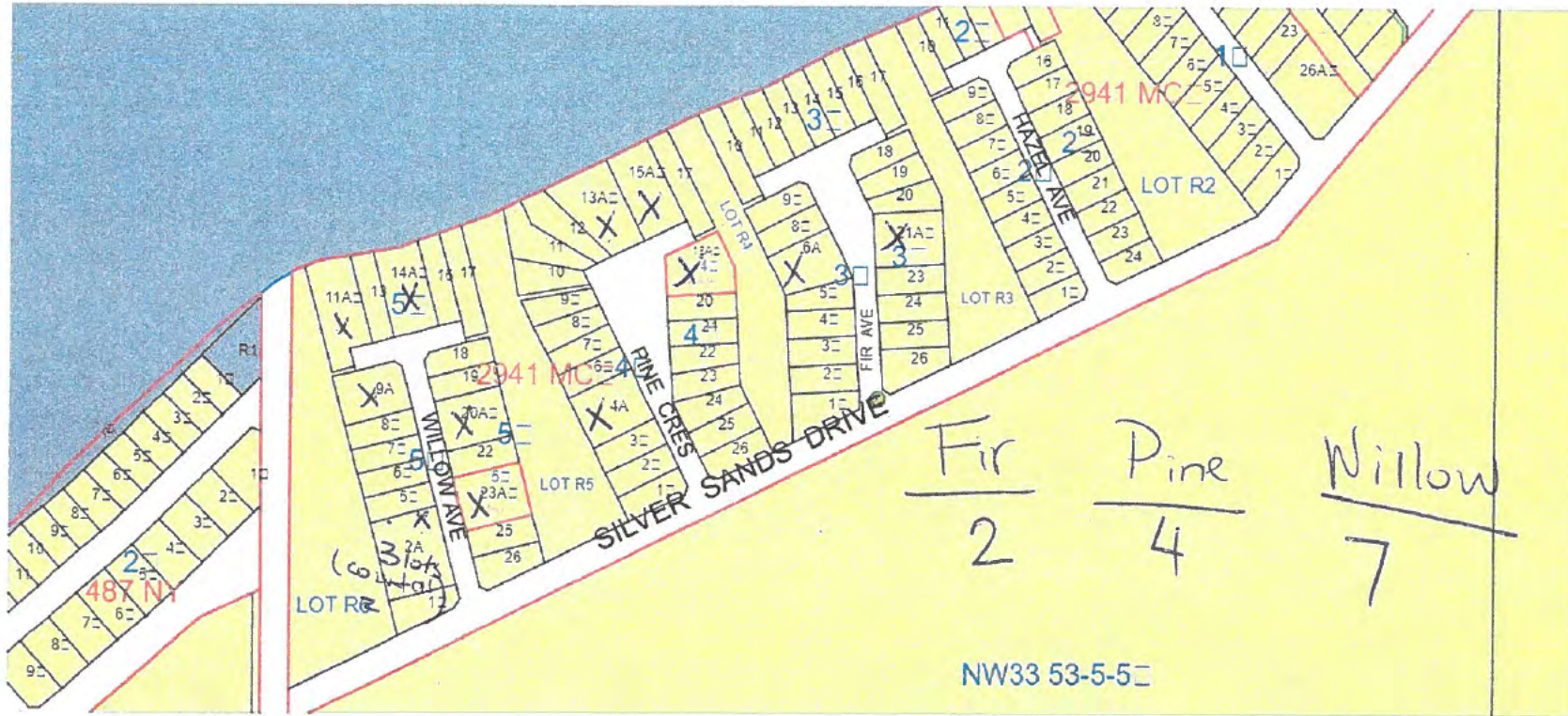


Poppy Place
0
Cedar
2

23



24



South View has reached out to ask if we Silver Sands would be interested in hosting a water well workshop along with West Cove and Lac Ste. Anne County.

The costs involved would be for the hall, refreshments and any advertising, there is no cost for the presenters and there can also be a virtual option. There is a minimum of 15 registrants required to run the workshops, all workshops start at 6:30 p.m. and run about 3 hours.

I believe a few of us registered for this through the County a few years back and found it quite informative.

Today we are just looking to see if you would like to involve Silver Sands in hosting this with the other communities.

Please advise - more information is below.

From: Kristina Dembinski <kdembinski@sagewoodcommunications.ca>

Sent: Friday, February 9, 2024 10:40 AM

To: Summer Village of South View <svsouthview@outlook.com>

Subject: RE: Water well workshops for well owners - scheduling spring 2024 workshops

Hello Angela,

Appreciate your interest in Working Well. The program does not charge a fee to deliver the workshops. The program provides the presenters and workshop resources for participants. We also supply templated posters, ads and graphics for the host to advertise/promote the workshop. As the program coordinator I look after setting up online registration pages and monitoring incoming registrations. I stay in close contact with the host to provide registration updates. We do require a minimum of 15 people registered to proceed with a workshop (virtual or in-person). If you have neighbouring communities/municipalities/SVs who might also be interested in a workshop, co-hosting can be a good way to go.

Any costs a workshop host may incur can vary from host to host and will depend on things like, if it is an in-person workshop, making arrangements for the venue and setting up the venue, whether or not you will provide refreshments or a meal for participants at an in-person workshop, any staff or volunteer time associated with preparing for the workshop and, using the templated materials provided, promoting/advertising the workshop in your community (including any paid advertising/post boosting the host chooses to do).

Hope this helps. If you have any more questions, don't hesitate to ask or also feel free to call me.

Regards,

Kristina Dembinski
Sagewood Communications Solutions Ltd.

[REDACTED]

ab



F.C

FIRE RESCUE INTERNATIONAL (DIVISION 7801)

Feb 1, 2024

Villages of Silver Sands and South View
PO Box 8
Alberta Beach, AB
TOE OAO

Attention: Mayors, Councils, & Administration
Regarding: Future Fire Station in Lake Isle

Good Day,

As per many past discussions I am hoping to open a dialogue regarding opening a satellite fire station in Silver Sands to better serve the residents of Silver Sands and South View. Specifically, the intent of this communication is to find out if there is interest in opening a satellite station in Silver Sands. More to the point, I am curious if there is a budget and appetite for Silver Sands to provide heated parking for one pump and possibly a fast response unit within their public works building, and would South View have the means to purchase and install a modest crew housing unit (all-season jobsite trailer) behind the Silver Sands building?

With the imminent installation of "Pump #4" to the Alberta Beach station, we have one extra unit (Pump 1) that could be housed in Silver Sands. Pump 1 is still fit for service and has annual safety and pump testing completed. With the addition of staff housing, Fire Rescue International could move a couple of our members to this location thus providing what is needed to open a fire station in the area. This station would be considered a "Satellite" to the Alberta Beach station only in such that we would not store anything or perform training evolutions out of the Lake Isle station. The reason for this: so as not to take up too much space or inconvenience the public works department.

In addition to the obvious benefits of quicker responses and trained medical staff in the community, by adding a Lake Isle fire station, BOTH Silver Sands & South View residents would be able to claim a viable fire department within the 13-KM distance required for insurance rate detections thus providing further independence from sister agencies – should they become overwhelmed or do not have members to respond. What's more, with a local fire station, should councils decide to re-visit the bulk water storage proposals recommended by your fire service roughly 5-years ago; both villages could qualify for superior tanker shuttles

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



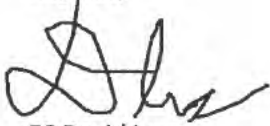


FIRE RESCUE INTERNATIONAL (DIVISION 7801)

providing an insurance rating brake that equals a town with fire hydrants! Quite literally, a local station with bulk water in both locations could save TWICE whatever it costs... not to mention lives and property.

If this proposal is something both villages are interested in, Fire Rescue International is prepared to make this change as quickly as council approval and station/barracks logistics can be worked out. Given the lengthy EMS response times to the area and the dire wildfire forecast, Fire Rescue International recommends a rapid review and assessment by Council and Administration. If you require more information or would like to discuss the possibility of a station, I am available at your convenience.

Regards,



FC David Ives

Fwd: 31 Hillside Crescent

Tony Sonnleitner <pcm1@telusplanet.net>

Wed 12/20/2023 5:32 PM

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

December 20, 2023

Hi Dustin & Heather:

This did fall off my radar.

I never did see what your thoughts on the location of the drainage would be.

If it seems prudent to move the location, the next discussion would be the neighbours, as people don't tend to want a walkway past their place.

Costs would be about the same as for the lot we did [REDACTED]

Tony

Sent from my iPhone

Begin forwarded message:

From: [REDACTED]
Date: December 20, 2023 at 2:47:17 PM GMT-7
To: pcm1@telusplanet.net
Subject: RE: 31 Hillside Crescent

Mr. Sonnleitner
Not sure if this got stuck in your spam or not, so I am trying again to resend.

From: [REDACTED]
Sent: Saturday, October 7, 2023 10:28 PM
To: pcm1@telusplanet.net
Subject: 31 Hillside Crescent

Mr. Sonnleitner
My name is Carey Iwata, we spoke years ago, I was inquiring about building codes. May I can ask you for your professional opinion regarding an adjacent property to ours. Our property is located at block 10 Lot 6 and Lot 7, combined to one lot. I am entertaining approaching the owning at Block 10 Lot 8 to inquire to purchase their lot. My issue is the there is a reserve in between lot 7 and 8. I understand the reserve was originally partition to accommodate storm water drainage. If this is the case, the storm water naturally is draining drain between lot 8 and lot 9. My question is, if I was successful to purchase lot 8, do you think it is possible to achieve authorization to have the reserve space moved in between lot 8 and lot 9? If so, can you provide direction on how I would proceed and where to start as I would like to understand a rough cost to achieve this.

Appreciate your time and look forward to your response.

Best Regards

Carey Iwata
[REDACTED]

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This message was sent with High importance.
This message was sent with High importance.
GA
Gerryl Amorin <gerryl@amorinaccounting.com>

Tue 2/6/2024 10:59 AM

Hello All,

As a participant in CRASC's ARB program, please be advised that your council is required to appoint the ARB Officials for 2024.
(As per MGA section 454)

All municipalities are required to appoint by resolution the following as your ARB officials for 2024.

- ARB Chairman - Raymond Ralph
- Certified ARB Clerk - Gerryl Amorin
- Certified Panelists - Darlene Chartrand
Sheryl Exley
Tina Groszko
Stewart Hennig
Richard Knowles
Denis Meier
Raymond Ralph

If you have any questions concerning this request, please do not hesitate to contact me.
780 297 8185

Gerryl Amorin, CPA | Manager, Finance Officer

Capital Region Assessment Services Commission (CRASC)
11810 Kingsway Avenue
Edm AB T5G 0X5
Direct: 780 297 8185



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Webinar Registration - Alberta's 2024 Budget Overview

Tyler Gandam <president@abmunis.ca>

Tue 2/20/2024 3:12 PM

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

Dear Mayors, Councillors, and CAOs:

On February 29, the Government of Alberta will release its budget for the 2024-25 fiscal year. As usual, our ABmunis team will conduct a comprehensive analysis and release a report the day after that outlines how the 2024-25 provincial budget supports municipalities.

In addition to our report, we will host a webinar on March 1, 2024, at 3:00 – 4:30 p.m. where we will walk through the numbers, share our perspectives, and provide you the opportunity to ask questions. If you aren't free at that time, don't worry, we will record it and share a link to the video in the next edition of our weekly newsletter. If you aren't subscribed to The Weekly newsletter, sign up for free at <https://www.abmunis.ca/news>.

Any municipal elected official or municipal employee is welcome to attend the budget webinar. [Register for the webinar today!](#)

Lastly, a quick reminder that you are invited to attend our Spring Municipal Leaders' Caucus in Edmonton or online on March 14-15. I hope you choose to join us for two days of educational sessions, networking, and dialogue with provincial ministers and MLAs. [View the MLC agenda.](#)

Thank you,

Tyler Gandam | President

E: president@abmunis.ca
300-8616 51 Ave Edmonton, AB T6E 6E6
Toll Free: 310-MUNI | 877-421-
6644 | www.abmunis.ca



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

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S.V. of Silver Sands - 2024 DRAFT BUDGET



Municipal Taxes Collected 2023 (Actual)	\$ 405,136.00
Municipal Taxes Collected 2024 (Draft)	\$ 423,798.00
Percentage Increase from prior year:	4.6%
Each % equates to:	\$ 4,051

Income Function	2023 Approved Budget (Jan-Dec)	2023 Actuals (ending Dec 31)	2024 DRAFT BUDGET	2024 Actuals
Taxation Income				
Municipal Tax	291,666	291,834		
School Foundation Tax	148,497	148,475		
Minimum Tax (\$1,050 - 2023)	113,470	113,472		
Senior Foundation Tax	12,451	12,447	16,376	
Designated Industrial Tax	28	28		
Sub-Total Taxation	\$ 566,111	\$ 566,256	\$ 16,376	\$ -
Grant & Reserve Funding Income				
Operating Grant - MSI (program funding ends 2023)(to be replaced by LGFF beginning 2024)	17,122	17,122	17,122	
Operating Grant - Canada Day (apply annually)	600	600	600	
Operating Grant - MOST (one-time funding)(transfer out of Deferred Revenue)	-	-		
Operating Grant - FIRESMART Canada			500	
Operating Grant - Canada Summer Jobs (apply annually)(made application - waiting on approval)	-	-		
Capital Grant - MSI (program funding ends 2023)(to be replaced by LGFF beginning 2024)	-	-		
Capital Grant - CCBF (funding agreement from 2014 to 2024)	-	-		
Special Projects Funding (from reserves or from grant \$ in deferred revenue or from ACP Deposits)	188,018	197,813	30,209	
Capital Projects Funding (from reserves or from grant \$ in deferred revenue)	38,700	58,111	82,000	
Transfers from Reserves (Darwell Expansion)	2,500	-		
Transfers from Reserves (2018 LSA Road)(2023/2024/2025 - under agreement \$24,653 per year repayment)	16,092	16,092	16,092	

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	2023 Approved Budget (Jan-Dec)	2023 Actuals (ending Dec 31)	2024 DRAFT BUDGET	2024 Actuals
Sub-Total Grant & Reserve Funding	\$ 263,032	\$ 289,738	\$ 146,523	\$ -
Other Income				
Other Income (AMSC Rebate/Lease for 7 RV Lots)	-	1,600	1,400	
Penalties on Taxes	3,500	5,210	4,500	4,756
Bank Income	9,870	27,471	9,870	2,100
Sub-Total Other Income	\$ 13,370	\$ 34,281	\$ 15,770	\$ 6,856
Admin Income				
Admin - Sales of Good and Services	500	4,100	500	
Admin - Tax Certificates	500	650	500	
Admin - NSF Fees	-	-	-	
Admin - Reserve Transfer (Legal Invoices Offset from other muni's)	-	-	2,000	
Sub-Total Admin Income	\$ 1,000	\$ 4,750	\$ 3,000	\$ -
Bylaw/Emergency Services Income				
Bylaw/Emergency Services - Fines	-	-	-	
Bylaw/Emergency Services - Fire Incident Recovery	-	1,769	-	
Transfer from Reserves - Provincial Policing	1,065	1,065	5,351	
Sub-Total Bylaw/Emergency Services	\$ 1,065	\$ 2,834	\$ 5,351	\$ -
Utilities Income				
Utilities - Fortis Franchise Fees	5,100	5,412	5,500	962
Sub-Total Utilities Income	\$ 5,100	\$ 5,412	\$ 5,500	\$ 962
Public Works Income				
Public Works/Roads - Services Billed Out	-	-	-	
Public Works/Roads - Sales of TCA	-	5,000	-	
Public Works/Roads - Transfer from Reserves/Unrestricted (Tractor Purchase Motion 156-23)	-	54,705	-	
Sub-Total Public Works Income	\$ -	\$ 59,705	\$ -	\$ -
Sewer/Water/Drainage Income				
Sewer/Water/Drainage - Transfer from Reserves	-	-	-	

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	2023 Approved Budget (Jan-Dec)	2023 Actuals (ending Dec 31)	2024 DRAFT BUDGET	2024 Actuals
Sub-Total Sewer/Water/Drainage	\$ -	\$ -		
Planning & Development Income				
Planning & Development - Safety Codes Permit Fees	1,000	1,522	1,000	
Planning & Development - Development Permit Fees	3,000	3,160	3,000	125
Planning & Development - SDAB Appeal Fees	-	-	-	
Planning & Development - Transfer from Reserves	-	-	-	
Sub-Total Planning & Development	\$ 4,000	\$ 4,682	\$ 4,000	\$ 125
Parks & Recreation Income				
Parks & Recreation - Grant FCSS	5,264	5,442	5,501	1,375
Parks & Recreation - Grant FCSS (funds from Regional Admin - Picnic/Allnet)	1,275	-	-	
Parks & Recreation - Grant FCSS (Emergency Services Dinner)	-	5,661	-	
Parks & Recreation - Weed Harvesting (LIAMS)	9,700	7,425	7,500	
Parks & Recreation - Transfer from Reserve	-	-	-	
Sub-Total Parks & Recreation	\$ 16,239	\$ 18,528	\$ 13,001	\$ 1,375
Requisitions Collected by Municipality (offset)				
Requisitions - Senior Foundation	-	12,451	-16,376	
Requisitions - Over/Under Utilized Levy	-	-	-	
Requisitions - School Foundation	-	148,497	-	
Requisitions - Over/Under Utilized Levy	-	-	-	
Requisitions - Designated Industrial	-	28	-	
Requisitions - Over/Under Utilized Levy	-	-	-	
Sub-Total Requisitions	-\$ 160,975	-\$ 160,948	-\$ 16,376	\$ -
Net Revenue for Municipal Purposes	\$ 708,942	\$ 825,238	\$ 193,145	\$ 9,318

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Expense Function	2023 Approved Budget (Jan-Dec)	2023 Actuals (ending Dec 31)	2024 DRAFT BUDGET	2024 Actuals
Council				
Council Meeting Fees	16,000	15,825	16,000	
Council Deductions	-	-	-	
Council Monthly	5,400	5,250	5,400	
Council Travel \ Subsistence	4,000	3,996	4,000	255
Council SVLSACE	1,558	1,585	1,600	
Council Development	2,000	4,255	3,000	
Council Integrity Commissioner (move line here starting 2024)			1,630	
Sub Total Council	\$ 28,958	\$ 30,911	\$ 31,630	\$ 255
Administration				
Administration Contract	77,745	77,745	80,505	6,479
W.C.B.	2,300	2,592	2,300	
Travel & Subsistence	3,000	3,168	3,200	264
Conventions/Training (NEW)	-	500	1,000	
Postage \ Phone \ Storage	5,400	6,091	5,600	379
Memberships	2,470	2,233	2,500	2,269
Stationery & Printing	3,500	3,448	3,500	163
Advertising	500	96	500	
Auditor	4,600	4,650	4,800	
Assessment	7,500	7,324	7,650	1,835
Assessment LARB \ CARB	1,000	2,277	1,000	
Legal	3,000	1,350	3,000	4,000
Integrity Commissioner/Safety Codes (moved to Council and Development starting 2024)	3,195	3,195		
Insurance	8,800	9,288	9,700	8,312
Computer Support \ Website	1,700	1,855	1,800	
Meeting Room Fees - Fallis Hall Rent	1,000	1,000	1,200	
General Appreciation	250	1,000	500	
Tax Rebates & Discounts	-	143	-	
Bank Charges \ Penalties	250	123	250	16
Land Title Charges	100	32	100	
Annual Info Mtg \ Planning	-	-	-	
Bad Debts	-	-	-	

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	2023 Approved Budget (Jan-Dec)	2023 Actuals (ending Dec 31)	2024 DRAFT BUDGET	2024 Actuals
Donation To Other Agency	-	-	-	
Sub-Total Administration	\$ 126,310	\$ 128,110	\$ 129,105	\$ 23,716
Election				
Salaries & Wages	-	-	-	
Advertising	-	-	-	
Goods & Supplies	-	-	-	
Census Costs	-	-	-	
Sub-Total Election	\$ -	\$ -	\$ -	\$ -
Medical				
Medical Clinic (LSA)	-	-	-	
Sub-Total Medical	\$ -	\$ -	\$ -	\$ -
Public Works				
Salaries \ Wages (Supervisor & Summer P/T)	78,000	82,223	81,900	7,633
Payroll Deductions	6,000	5,921	6,500	474
Payroll Vacation Accrual	3,000	2,674	3,300	233
Payroll Employee Benefits	7,500	7,463	8,280	690
Phone Reimburse (PWM)	1,200	1,200	1,200	100
Shop Phone (Telus)	1,600	1,462	1,600	
Public Works Consultant	-	-	-	
Shop Security	500	495	500	
Snow Removal \ Grading	2,000	1,072	1,500	
Gravel & Rehabilitation	7,000	15,200	12,000	883
General Services	1,000	526	1,000	
Signs	700	303	700	
Parts, Supplies, Fuel, Equip Repair	18,000	15,964	17,000	1,583
Shop Improvements	500	777	500	
Electrical	19,000	19,099	19,000	1,698

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	2023 Approved Budget (Jan-Dec)	2023 Actuals (ending Dec 31)	2024 DRAFT BUDGET	2024 Actuals
Natural Gas	2,200	1,430	1,800	
Sub-Total Public Works	\$ 148,200	\$ 155,809	\$ 156,780	\$ 13,294
Storm Water / Drainage				
General Supply - Culverts	500	-	500	
Storm Water Drainage Study	-	-	-	
Sub-Total Storm Water/Dainage	\$ 500	\$ -	\$ 500	\$ -
Lagoon / Sewer				
Lagoon/Sewer Capital	-	-	-	
Lagoon/Sewer Operating	-	-	-	
Sub-Total Lagoon / Sewer	-	\$ -	\$ -	\$ -
Waste Collection				
Waste	23,500	22,632	24,500	1,965
Recycle	6,700	6,436	6,700	1,685
Large Bin Clean Up	6,000	4,349	5,000	
Waste Commission (Hwy 43)	6,000	6,194	6,500	
Sub-Total Waste Collection	\$ 42,200	\$ 39,611	\$ 42,700	\$ 3,650
Municipal Planning				
Development Officer	3,600	3,600	3,600	300
Development Permit Fees	2,000	2,660	2,000	
Development Enforcement	4,000	4,167	4,000	
Planning (GC)	1,000	-	500	
General Planning Services (General MPS)	3,000	750	1,500	
Safety Codes Administration (move line here starting 2024)			1,630	
SDAB	300	300	300	
Sub-Total Municipal Planning	\$ 13,900	\$ 11,477	\$ 13,530	\$ 300

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	2023 Approved Budget (Jan-Dec)	2023 Actuals (ending Dec 31)	2024 DRAFT BUDGET	2024 Actuals
Recreation & Parks				
Playground Maintenance	1,200	753	1,200	
Boat Launch	1,000	936	1,000	
Clean - Up (Trees)	2,000	3,250	3,000	
Weed Inspection \ Spraying	1,300	962	1,200	
Weed Harvesting LIAMS	9,700	7,440	7,500	
Library - YRL	740	740	800	
Library - Local	1,500	1,500	1,500	
Recreation (LSA)	500	500	500	
East End Bus	350	350	350	
FCSS (\$5,593)(\$987 admin)	6,580	5,336	6,876	
FCSS (All Net/Picnic)	1,275	1,446	-	
FCSS (Emerg Services Appreciation)(NEW)	-	5,806	-	
Canada Day Celebration	600	600	600	
Sub-Total Reception & Parks	\$ 26,745	\$ 29,619	\$ 24,526	\$ -
Emergency Services				
Fire Suppression	36,000	36,491	39,500	9,036
Fire Incident Recovery	-	1,769	-	
Fire Volunteer Recruitment	2,400	400	1,200	
Disaster Services/Emergency	4,500	5,100	5,500	
Directors of Emergency Management	4,000	4,526	4,000	
CPO Mayerthorpe	6,000	8,405	8,000	
Provincial Policing (collect or fund balance under reserve account or from reserve account)	8,554	8,903	12,840	
Sub-Total Emergency Services	\$ 61,454	\$ 65,594	\$ 71,040	\$ 9,036
Planned Reserve Contributions				
Provincial Policing	-	-	-	
Sustainability Reserve	5,224	5,224	5,485	
Tree Removal Reserve	765	765	803	
Snow Removal Reserve	510	510	536	
Legal Reserve	510	510	536	
Election Reserve	1,275	1,275	1,339	
SDAB/ARB Appeals	1,020	1,020	1,071	
MAP Review Reserve	-	-	500	

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	2023 Approved Budget (Jan-Dec)	2023 Actuals (ending Dec 31)	2024 DRAFT BUDGET	2024 Actuals
Lagoon Reserve	-	-	-	
Operating Reserve	-	-	-	
Roads Reserve	-	-	-	
Sub-Total Planned Reserve Contribution	\$ 9,304	\$ 9,304	\$ 10,270	\$ -
Year-End Audit Accounts				
Annual Amortization	-	-	-	
Gain/Loss On Sale Of TCA	-	-	-	
Sub-Total Year-End Audit Accounts	\$ -	\$ -	\$ -	\$ -
Special Projects				
Flowering Rush ACP Grant (Silver Sands is Managing Partner)(Completion Date is Dec 31, 2023)	9,789	9,789	-	
Flowering Rush Municipal Contributions	29,000	13,566	18,209	
Sturgeon Watershed ACP Grant (Silver Sands is Managing Partner)(Completion Date is Dec 31, 2023)	130,229	150,549	-	
Land Use Bylaw Project (MSP)	7,000	23,910	-	
Entrance Signs	2,000	-	2,000	
Septic Site Inspections	10,000	-	10,000	
LSA County 2018 Rd Project (Repay over 3 Years 23/24/25)(MSI-O Additional \$8,561 & Reserves \$16,092)	24,653	24,653	24,653	
Reserve Areas Surveys/Enforcement	-	-	-	
Groundwater Monitoring	-	-	-	
Sub-Total Special Project	\$ 212,671	\$ 222,467	\$ 54,862	\$ -
Capital Projects				
2024 Project - Golf Course Road Replace main culvert, add proper culverts to existing approaches, install missing culverts in approaches, add culvert and approach to #6 and reshape drainage on whole street. \$40,000 - \$60,000 Asphalt repair at top of road \$10,000	-	-	70,000	
2024 Project - Landscape Upgrades (various areas - annual)	-	-	7,000	
2024 Project - Equipment Purchase walk behind Roughcut Mower	-	-	5,000	
2023 Project - Drainage Upgrades (MSI) (Hillside,SSDR,Aspen,Telus Tower Approach Culvert)(Includes Tree Removal & Landscape Upgrades)(Reshaping Bay Drive)	25,500	26,107		
2023 Project - Equipment Purchase (MSI) (Steamer,Stump Grinder,Crack Sealer,Crane)(Added via motion 156-23 of Council - purchase of Tractor to be funded by reserves)(\$54,705 is the tractor)	13,200	65,109		

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	2023 Approved Budget (Jan-Dec)	2023 Actuals (ending Dec 31)	2024 DRAFT BUDGET	2024 Actuals
2023 Project from 2021 (CCBF) - Various Road Upgrades (Funding Remaining \$21,600)	-	21,600		
Transfer to Reserves/Deferred Revenue	-	-		
Sub-Total Capital Projects	\$ 38,700	\$ 112,816	\$ 82,000	\$ -
TOTAL	\$ 708,942	\$ 805,718	\$ 616,943	\$ 50,251

Income Less Expenses - Surplus / (Defecit) \$ - \$ 19,520.18 -\$ 423,798.00 -\$ 40,933.46

	2023 Approved Budget (Jan-Dec)	2023 Actuals (ending Dec 31)	2024 DRAFT BUDGET	2024 Actuals
				0

Reserves

2023 Reserve Balance	\$	392,388.00		
2024 Budgeted Reserve Funding		10,270.00	(Reserve Collection Accounts)	
2024 Budgeted Reserve Use	-	<u>33,443.00</u>	(LSA Road, Provincial Policing, Entrance Signs, Septic Inspections)	
2024 Reserve End Balance	\$	369,215.00	Note: 2023 Budgeted Operating Expenses \$457,571	
			Reserve goal is to have at least the equivalent of one year's operating.	

Grants

Deferred Grant Revenue	\$	23,102.00	(\$9,844 MSI / \$13,258 CCBF)
2024 LGFF		79,471.00	(2025 LGFF \$82,686)
2024 CCBF (Estimated)		<u>15,016.00</u>	
2024 Grant Funding	\$	117,589.00	
Planned 2024 Projects	-	<u>82,000.00</u>	
2024 Funding Remaining	\$	35,589.00	

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Lac Ste. Anne County

4928 Langston Street
Box 219, Sangudo, AB T0E 2A0
www.lzac.ca



Notification Letter and Notice of Decision

Date: June 4, 2015

Permit Number: 193193-15-D0100

File Number: 5305343002

To: Summer Village of Silver Sands
Box 8
Alberta Beach, AB T0E 1A0

Placing C Cans along the entrance road of old landfill
Addition

Re: Decision of the Development Authority
Property Address

Long Legal
NW-34-53-5-W5

Lot, Block, Plan

Dear Sir or Madam:

Please be advised that Development Permit Application for Placing C Cans along the entrance road of old landfill under application #193193-15-D0100 was **Refused** on June 3, 2015.

The application was refused for the following reasons:

SECTION 15 DECISIONS ON DEVELOPMENT PERMIT APPLICATIONS

1. Permitted And Discretionary Use Applications
 - a. The Development Authority shall be the approving authority for all proposed development that is listed as either a permitted or discretionary use under a land use district contained in Part X of this bylaw. Any development permit application may be referred to the Municipal Planning Commission for decision at the discretion of the Development Authority.
 - b. Upon receipt of a completed application for a development permit for a permitted use, the Development Authority shall approve the application, with or without conditions, where the proposed use conforms to this bylaw.
 - c. All accessory structures shall have eaves of a minimum of 15.0 cm (0.5 feet).
 - d. All enclosed accessory buildings shall have a vertical man-door for access

The personal information provided as part of this application is collected under Sections 303 and 295 of the Municipal Government Act and in accordance with Section 32(c) of the Freedom of Information and Protection of Privacy Act. The information is required and will be used for issuing permits, Land Use Bylaw enforcement and property assessment purposes. The name of the permit holder and the nature of the permit are available to the public upon request.

If you have any questions about the collection or use of the personal information provided, please contact Mike Primeau at Box 219, Sangudo, AB T0E 2A0 or phone 1-866-880-5722 or (780) 785-3411.

Phone 780-785-3411

•

1-866-880-LSAC (5722)

•

Fax 780-785-2359 / 780-785-2985

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- e. Industrial structures such as C-Can units and industrial units may be approved as an accessory building provided the said structure is finished in a similar manner to the main residential structure on the lot and the surrounding neighbourhood and complies with other provisions of this Bylaw.

This application was **Refused** as an Agriculture "A" zoning. This decision may be appealed to the Subdivision and Development Appeal Board within 19 days after the date on which a person qualified to appeal is notified of the decision. Appeal deadline is June 23, 2015.

If you have any questions regarding the Development Permit please contact the undersigned at (780)785-3411.

Yours truly,



Diane Burtnick, Development Officer
Development Authority for
Municipal Planning Commission
Planning & Development Department
Lac Ste. Anne County

(43)

- e. Industrial structures such as C-Can units and industrial units may be approved as an accessory building provided the said structure is finished in a similar manner to the main residential structure on the lot and the surrounding neighbourhood and complies with other provisions of this Bylaw.

This application was **Refused** as an Agriculture "A" zoning. This decision may be appealed to the Subdivision and Development Appeal Board within 19 days after the date on which a person qualified to appeal is notified of the decision. Appeal deadline is June 23, 2015.

If you have any questions regarding the Development Permit please contact the undersigned at (780)785-3411.

Yours truly,



Diane Burtnick, Development Officer
Development Authority for
Municipal Planning Commission
Planning & Development Department
Lac Ste. Anne County

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Development Permit

Permit No.: 193193-15-D0100
File Number: 5305343002
Application Date: May 1, 2015
Issued Date: Jun 23, 2015

Applicant Name:	Summer Village of Silver Sands	3rd Party Name:		Owner Name:	Summer Village of Silver Sands
Address:	Box 8	Address:		Address:	Box 8
	Alberta Beach, ALBERTA T0E 1A0				Alberta Beach, ALBERTA T0E 1A0
Phone:	(780)819-3681	Phone:		Phone:	(780)819-3681
Cell:		Cell:		Cell:	
Fax:		Fax:		Fax:	

Property Address	Long Legal NW-34-53-5-W5	Lot, Block, Plan
Proposed Use	Addition	
Placing C Cans along the entrance road of old landfill		

Fees	Discretionary Applications \$210.00 (oversize & variances)		
Total Permit Fee:	\$210.00	Permit Fee Balance:	\$0.00

Development Permit 193193-15-D0100 was refused by the Municipal Planning Commission, June 3, 2015

Issued By:
Diane Burtnick, Development Officer
Development Authority
Lac Ste. Anne County

Municipality
LAC STE ANNE COUNTY
Box 219
4928 Langston Street
Sangudo, Alberta
T0E 2A0
Phone: (780)785-3411
Fax: (780)785-2985

Encl: SDAB Brochure

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S.V. of Silver Sands - Ending January 31, 2024 - Financial Report

Income Function	2024 Interim Budget	2024 Actuals (ending Jan 31)	Variance	% of Function
Taxation Income				
Municipal Tax	291,666	-	291,666	0%
School Foundation Tax	148,497	-	148,497	0%
Minimum Tax	113,470	-	113,470	0%
Senior Foundation Tax	12,451	-	12,451	0%
Designated Industrial Tax	28	-	28	0%
Sub-Total Taxation	\$ 566,111	\$ -	\$566,111	0%
Grant & Reserve Funding Income				
Operating Grant - MSI (program funding ends 2023)(to be replaced by LGFF beginning 2024)	17,122	-	17,122	0%
Operating Grant - Canada Day (apply annually)	600	-	600	0%
Operating Grant - MOST (one-time funding)(transfer out of Deferred Revenue)	-	-	0	
Operating Grant - Canada Summer Jobs (apply annually)	-	-	0	
Operating Grant - Federal Election (one-time funding)	-	-	0	
Capital Grant - MSI (program funding ends 2023)(to be replaced by LGFF beginning 2024)	-	-	0	
Capital Grant - Gas Tax Fund (funding agreement from 2014 to 2024)	-	-	0	
Special Projects Funding (from reserves or from grant \$ in deferred revenue or from ACP Deposits)	188,018	-	188,018	0%
Capital Projects Funding (from reserves or from grant \$ in deferred revenue)	38,700	-	38,700	0%
Transfers from Reserves (Darwell Expansion)	2,500	-	2,500	0%
Transfers from Reserves (2018 LSA Road)	16,092	-	16,092	0%
Sub-Total Grant & Reserve Funding	\$ 263,032	\$ -	\$263,032	0%
Other Income				
Other Income (AMSC Rebate/Lease for 7 RV Lots)	-	-	0	
Penalties on Taxes	3,500	4,756	-1,256	136%
Bank Income	9,870	2,100	7,770	21%
Sub-Total Other Income	\$ 13,370	\$ 6,856	\$6,514	51%
Admin Income				
Admin - Sales of Good and Services	500	-	500	0%

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Admin - Tax Certificates	500	-	500	0%
Admin - NSF Fees	-	-	-	
Admin - Reserve Transfer (Election Offset / Medical Offset)	-	-	-	
Sub-Total Admin Income	\$ 1,000	\$ -	\$1,000	0%
Bylaw/Emergency Services Income				
Bylaw/Emergency Services - Fines	-	-	0	
Bylaw/Emergency Services - Fire Incident Recovery	-	-	0	
Bylaw/Emergency Services - Fire Incident Recovery	1,065	-	1,065	0%
Sub-Total Bylaw/Emergency Services	\$ 1,065	\$ -	\$ 1,065	0%
Utilities Income				
Utilities - Fortis Franchise Fees	5,100	476	4,624	9%
Sub-Total Utilities Income	\$ 5,100	\$ 476	\$4,624	9%
Public Works Income				
Public Works/Roads - Services Billed Out	-	-	0	
Public Works/Roads - Sales of TCA	-	-	0	
Public Works/Roads - Transfer from Reserves/Unrestricted (Tractor Purchase Motion 156-23)	-	-	0	
Sub-Total Public Works Income	\$ -	\$ -	\$0	
Sewer/Water/Drainage Income				
Sewer/Water/Drainage - Transfer from Reserves	-	-	0	
Sub-Total Sewer/Water/Drainage	\$ -	\$ -	\$ -	
Planning & Development Income				
Planning & Development - Safety Codes Permit Fees	1,000	-	1,000	0%
Planning & Development - Development Permit Fees	3,000	-	3,000	0%
Planning & Development - SDAB Appeal Fees	-	-	0	
Planning & Development - Transfer from Reserves	-	-	0	
Sub-Total Planning & Development	\$ 4,000	\$ -	\$4,000	0%
Parks & Recreation Income				
Parks & Recreation - Grant FCSS	5,264	1,375	3,889	26%

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Parks & Recreation - Grant FCSS (funds from Regional Admin - Picnic/Allnet)	1,275	-	1,275	0%
Parks & Recreation - Grant FCSS (emergency services dinner)	-	-	0	
Parks & Recreation - Weed Harvesting (LIAMS)	9,700	-	9,700	0%
Parks & Recreation - Transfer from Reserve	-	-	0	
Sub-Total Parks & Recreation	\$ 16,239	\$ 1,375	\$14,864	8%
Requisitions Collected by Municipality (offset)				
Requisitions - Senior Foundation	- 12,451	-	-12,451	0%
Requisitions - Over/Under Utilized Levy	-	-	0	
Requisitions - School Foundation	- 148,497	-	-148,497	0%
Requisitions - Over/Under Utilized Levy	-	-	0	
Requisitions - Designated Industrial	- 28	-	-28	0%
Requisitions - Over/Under Utilized Levy	-	-	0	
Sub-Total Requisitions	-\$ 160,975	\$ -	-\$160,975	0%
Net Revenue for Municipal Purposes	\$ 708,942	\$ 8,707	\$ 700,235	1%

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Expense Function

Council				
Council Meeting Fees	16,000		16,000	0%
Council Deductions	-		0	
Council Monthly	5,400		5,400	0%
Council Travel \ Subsistence	4,000	255	3,745	6%
Council SVLSACE	1,558		1,558	0%
Council Development	2,000		2,000	0%
Council Integrity Commissioner (move line here starting 2024)				
Sub Total Council	\$ 28,958	\$ 255	\$28,703	1%
Administration				
Administration Contract	77,745	6,479	71,266	8%
W.C.B.	2,300		2,300	0%
Travel & Subsistence	3,000	264	2,736	9%
Conventions & Training (NEW)	-		0	#DIV/0!
Postage \ Phone \ Storage	5,400	379	5,021	7%
Memberships	2,470	2,269	201	92%
Stationery & Printing	3,500	163	3,337	5%
Advertising	500		500	0%
Auditor	4,600		4,600	0%
Assessment	7,500	1,835	5,665	24%
Assessment LARB \ CARB	1,000		1,000	0%
Legal	3,000	4,000	-1,000	133%
Integrity Commissioner/Safety Codes	3,195		3,195	0%
Insurance	8,800	0	8,800	0%
Computer Support \ Website	1,700		1,700	0%
Meeting Room Fees - Fallis Hall Rent	1,000		1,000	0%
General Appreciation	250		250	0%
Tax Rebates & Discounts	-		0	
Bank Charges \ Penalties	250	16	235	6%
Land Title Charges	100		100	0%
Annual Info Mtg \ Planning	-		0	
Bad Debts	-		0	

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Donation To Other Agency	-		0	
Sub-Total Administration	\$ 126,310	\$ 15,404	\$110,906	12%
Election				
Salaries & Wages	-	-	0	
Advertising	-	-	0	
Goods & Supplies	-	-	0	
Census Costs	-	-	0	
Sub-Total Election	\$ -	\$ -	\$0	
Medical				
Medical Clinic (LSA)	-	-	0	
Sub-Total Medical	\$ -	\$ -	\$0	
Public Works				
Salaries \ Wages (PW & STEP)	78,000	5,833	72,167	7%
Payroll Deductions	6,000	474	5,526	8%
Payroll Vacation Accrual	3,000	233	2,767	8%
Payroll Employee Benefits	7,500	690	6,810	9%
Phone Reimburse (PWW)	1,200	100	1,100	8%
Shop Phone (Telus)	1,600		1,600	0%
Public Works Consultant	-		0	
Shop Security	500		500	0%
Snow Removal \ Grading	2,000		2,000	0%
Gravel & Rehabilitation	7,000	882	6,118	13%
General Services	1,000		1,000	0%
Signs	700		700	0%
Parts, Supplies, Fuel, Equip Repair	18,000		18,000	0%
Shop Improvements	500		500	0%
Electrical	19,000		19,000	0%
Natural Gas	2,200		2,200	0%
Sub-Total Public Works	\$ 148,200	\$ 8,212	\$139,988	6%
Storm Water / Drainage				
General Supply - Culverts	500	-	500	0%
Storm Water Drainage Study	-	-	0	

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Sub-Total Storm Water/Dainage	\$ 500	\$ -	\$500	0%
Lagoon / Sewer				
Lagoon/Sewer Capital	-	-	0	
Lagoon/Sewer Operating	-	-	0	
Sub-Total Lagoon / Sewer	-	\$ -	\$0	
Waste Collection				
Waste	23,500		23,500	0%
Recycle	6,700	1,685	5,015	25%
Large Bin Clean Up	6,000		6,000	0%
Waste Commission (Hwy 43) [REDACTED]	6,000		6,000	0%
Sub-Total Waste Collection	\$ 42,200	\$ 1,685	\$40,515	4%
Municipal Planning				
Development Officer (December still to be invoiced)	3,600	300	3,300	8%
Development Permit Fees	2,000		2,000	0%
Development Enforcement	4,000		4,000	0%
Planning (GC)	1,000		1,000	0%
General Planning Services (General MPS)	3,000		3,000	0%
Safety Codes Administration (move line here for 2024)				
SDAB	300		300	0%
Sub-Total Municipal Planning	\$ 13,900	\$ 300	\$13,600	2%
Recreation & Parks				
Playground Maintenance	1,200		1,200	0%
Boat Launch	1,000		1,000	0%
Clean - Up (Trees)	2,000		2,000	0%
Weed Inspection \ Spraying	1,300		1,300	0%
Weed Harvesting LIAMS	9,700		9,700	0%
Library - YRL	740		740	0%
Library - Local	1,500		1,500	0%
Recreation (LSA)	500		500	0%
East End Bus	350		350	0%
FCSS (\$5,593)(\$987 admin)	6,580		6,580	0%
FCSS (All Net/Picnic)	1,275		1,275	0%

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FCSS (Emerg Services Appreciation)(NEW)	-		0	#DIV/0!
Canada Day Celebration	600		600	0%
Sub-Total Reception & Parks	\$ 26,745	\$ -	\$26,745	0%
Emergency Services				
Fire Suppression	36,000	9,036	26,964	25%
Fire Incident Recovery	-		0	
Fire Volunteer Recruitment	2,400		2,400	0%
Disaster Services/Emergency	4,500		4,500	0%
Directors of Emergency Management	4,000		4,000	0%
CPO Mayerthorpe	6,000		6,000	0%
Provincial Policing (collect or fund balance under reserve account or from reserve account)	8,554		8,554	0%
Sub-Total Emergency Services	\$ 61,454	\$ 9,036	\$52,418	15%
Planned Reserve Contributions				
Provincial Policing	-	-	0	
Sustainability Reserve	5,224		5,224	0%
Tree Removal Reserve	765		765	0%
Snow Removal Reserve	510		510	0%
Legal Reserve	510		510	0%
Election Reserve	1,275		1,275	0%
SDAB/ARB Appeals	1,020		1,020	0%
Lagoon Reserve	-	-	0	
Operating Reserve	-	-	0	
Roads Reserve	-	-	0	
Sub-Total Planned Reserve Contribution	\$ 9,304	\$ -	\$9,304.00	0%
Year-End Audit Accounts				
Annual Amortization	-	-	-	
Gain/Loss On Sale Of TCA	-	-	-	
Sub-Total Year-End Audit Accounts	\$ -	\$ -	\$0.00	
Special Projects				
Flowering Rush ACP Grant (Silver Sands is Managing Partner)(Completion Date is Dec 31, 2023)	9,789		9,789	0%
Flowering Rush Municipal Contributions	29,000		29,000	0%
Sturgeon Watershed ACP Grant (Silver Sands is Managing Partner)(Completion Date is Dec 31, 2023)	130,229		130,229	0%

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Land Use Bylaw Project (MSP)	7,000		7,000	0%
Entrance Signs	2,000	-	2,000	0%
Septic Site Inspections	10,000	-	10,000	0%
LSA County 2018 Rd Project (Repay over 3 Years 23/24/25)(MSI-O Additional \$8,561 & Reserves \$16,092)	24,653		24,653	0%
Reserve Areas Surveys/Enforcement	-	-	0	
Groundwater Monitoring	-	-	0	
Sub-Total Special Project	\$ 212,671	\$ -	\$212,671.00	0%
Capital Projects				
Project - Drainage Upgrades (MSI) (Hillside,SSDR,Aspen,Telus Tower Approach Culvert)(Includes Tree Removal & Landscape Upgrades)(Reshaping Bay Drive)	25,500		25,500	0%
Project - Equipment Purchase (MSI) (Steamer,Stump Grinder,Crack Sealer,Crane)(Added via motion 156-23 of Council - purchase of Tractor to be funded by reserves)(\$54,705 is the tractor)	13,200		13,200	0%
Project from 2021 (CCBF) - Various Road Upgrades (Funding Remaining \$21,600)	-		0	
Transfer to Reserves/Deferred Revenue	-	-	0	
Sub-Total Capital Projects	\$ 38,700	\$ -	38,700	0%
TOTAL	\$ 708,942	\$ 34,892	\$674,049.86	5%

Income Less Expenses - Surplus / (Defecit)

-\$ 26,185.14

2024 Interim Budget	2024 Actuals (ending Jan 31)	Variance	% of Function
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RE: Roles and Responsibilities Workshop

Summer Village of South View <svsouthview@outlook.com>

Thu 1/25/2024 1:20 PM

To: wendy wildwillowenterprises.com <wendy@wildwillowenterprises.com>; Summer Village Office <administration@wildwillowenterprises.com>; 'Nakamun Park' <cao@svnakamun.com>; West Cove Admin <svwestcove@outlook.com>; svsunrisebeach wildwillowenterprises.com <svsunrisebeach@wildwillowenterprises.com>; cao@birchcove.ca <cao@birchcove.ca>; reception wildwillowenterprises.com <reception@wildwillowenterprises.com>

Thank you for the comments, Wendy. I have a few things to add, much of which we already know, but it was good to refresh my memory.

- The MGA is enabling legislation whose purpose is to provide municipal autonomy. As in, unless it is expressly prohibited or addressed, municipalities have the same rights as a person or corporation.
- Economic Development was added as a municipal purpose in 2022 and we are expected to actively promote and encourage economic development. What this would look like for a summer village is less clear.
- Committees of Council MUST be formed by bylaw, but a committee a councillor sits on can be approved via a resolution. Committee meetings must be advertised.
- When going into closed session you should put a brief description of the topic on the agenda and in the minutes to provide transparency.
- If a Council provides direction that is unethical or illegal, your role is to inform council, IN WRITING, of their obligations and the potential repercussions. Other than that, there is not much you can do.
- On the Code of Conduct Bylaw, Council can outline sanctions that are different than those provided for in the MGA. However, it is recommended to get legal advice before doing so.
- Assessment notices have to be sent out by July 1, but tax notices technically don't need to go out until Dec 31. It was discussed that this is not practical, but perfectly legal (unless you have a bylaw that says otherwise).
- We can develop an advertising bylaw to allow us to advertise public notices differently than in the local paper.

Have a great day,

Angela Duncan

Assistant CAO

Summer Village of South View

780-967-0271

<http://www.summervillageofsouthview.com/>

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

Sent: Thursday, January 25, 2024 8:28 AM

To: Summer Village Office <administration@wildwillowenterprises.com>; 'Nakamun Park' <cao@svnakamun.com>; svsouthview@outlook.com; West Cove Admin <svwestcove@outlook.com>; svsunrisebeach wildwillowenterprises.com <svsunrisebeach@wildwillowenterprises.com>; cao@birchcove.ca; reception wildwillowenterprises.com <reception@wildwillowenterprises.com>

Subject: Roles and Responsibilities Workshop

Goodmorning folks - some highlights I noted from the Roles and Responsibilities Workshop I took yesterday (and Angela may have more to add):

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- Closed Session: and how we apply the recesses. Motion to go into Closed Session then a recess.
- Motion to come out of Closed Session and then a recess (Desiree said the Act is not clear here so you could do it either way and suggests you just be consistent whichever way you do it). She also said this should be specifically outlined in your procedural bylaw so check there.
- Procedural Bylaw should not be the Mayor is only elected at organizational meeting time or if the Mayor can be elected at any time during the year
- refer to your procedural bylaw was kind of a "catch all" reply
- don't let a vocal view who are a minority within the municipality take over the welfare of the municipality as a whole
- Mayor's (CEO) are no longer ex-officio on all boards and committees (this was removed in the last round of changes)
- Mayor does not hold more power than any other Council member
- to be effective, a CAO needs a supportive and respectful Council, and a Council who gives clear direction and decisions
- engage the public whenever reasonable
- if a Council member misses the entirety of a public hearing they can not vote on the matter (which we knew), but if a Council member participates in part of a public hearing they can choose to vote or not vote (I did not realize that)
- there has been a great deal of feedback received by AMA on the Code of Conduct bylaw, and we can expect to see changes coming
- I suggested the \$50.00 Assessment Appeal Fee is archaic (was in place in 1986 when I first started). The province sets the requirements for member and clerk training and this training has become more over the years (use to be most munis did it inhouse or from a fellow local munis - but now most contract the service out). The training Assessor take is as development and regulated by the Province, the Province goes in every year (I thought it was 2 years) and completes an audit and then every 3 or 4 years for do a detailed out. So the Province sets the parameters and regulations and leaves the cost to the municipalities - so in my opinion the munis should get to set the price of the appeal. I referenced our \$1,700.00 cost for a partial hearing to which a settlement occurred and an adjust of less than \$170 was granted - Des was surprised. Chris O'Meara worked for the City of Edmonton in their Assessment Appeal Department and he recognized and supported my comments.
- I referenced our Council disqualification and in general terms how the MGA is our Bible but while we have input into what's in it the Province controls the end product. I referenced how they make the rules and we are expected to follow those rules and enforce them when there are breaches, and that those costs of enforcing their Act fall on us. I suggested that this is a very good reason to leave the MSI Operating funding in place to help municipalities cover the costs of enforcing their Act (I got a couple notes of support on this from both Des and Chris).
- Tax collection: Des suggested that shortfalls in collection of taxes in one year should be added and collected in the next year. This was an interesting comment and not something that we have done, and I have a lot of thoughts on how this may in fact be a little premature or unrealistic. But I would like everyone's feedback on that. I think it may be different if the properties are at the end of a tax recovery process and the municipality is taking title and thereby not collecting taxes in the future, but if there is a reasonable expectation that taxes will be collected from that property (at some point) I am not sure we should be asking the rest of the municipalities to also pay. I guess if we did this it certainly should lead to a higher reserve or unrestricted balance.
- on AMA website there is a resource page that speaks to the principals of bylaws (and has sample bylaws) I think we knew that
- Public Participation Policy and Plan - at the end of the legislation it says you need a ppp and a ppp, but that you don't really need to follow it (sigh)
- Annual Information Meetings (AIM) should be considered a Council meeting and follow regulations/procedures for Council meetings (this is not how we have been doing it)

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-Tips for better engagement: build relationships, meeting people where they are, know your target audience, make it fun, eliminate barriers, don't stop (my comment: we would need a budget to support this)

That's my comments. I actually really enjoyed the session, well 2 of the 3 presenters. The 3rd presenter I could not understand and the feedback and engagement from the participants was noticeably lower during that session (which was on financial, budget and tax rates)

W

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

Phone: 780-967-0271

Email: wendy@wildwillowenterprises.com

5b

Enriched Medical Response: Evidence-Based Support and Implications



Fire Rescue International

Operating as Onoway Regional Fire Services

February 10, 2024

Shari-Ives

Assistant Chief – Liaison & Medical Response

PO Box 1550 Onoway, AB T0E 1V0

587-899-3473

1-855-710-3473

shari.ives@firerescueinternational.net

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Enriched Medical Response: Evidence-Based Support and Implications

Enriched Medical Response

In an age where a holistic approach to emergency preparedness and response have become an integral part of our daily lives, the role of first responders, particularly those affiliated with Fire Rescue International (FRI), has evolved beyond the traditional scope of firefighting. This paper delves into the multifaceted nature of FRI, highlighting not only its cadre of firefighters, trained and certified to the stringent standards of the National Fire Protection Association (NFPA), but also its comprehensive approach to pre-hospital medical care. With a significant portion of emergency calls being medical—ranging from minor ailments to life-threatening conditions like heart attacks, strokes, and traumatic injuries— Fire Service Providers are expected to adapt to meet these challenges head-on, and FRI has.

This exploration will unfold the concept of enriched medical response, elucidating the critical aspects of dispatch prioritization, from minor to critical situations. It will examine the nuanced decision-making process behind the dispatch to specific calls, decode the meanings behind triage assignments, and shed light on the rigorous certification processes required for members to respond to these medical emergencies effectively. Furthermore, it will detail the ongoing education governance mandated by the Alberta College of Paramedics (ACP) for



maintaining an Emergency Medical Responder (EMR) level of care. By unpacking these layers, this paper aims to illustrate how FRI's scope of care profoundly benefits the community, positioning itself as more than just a fire department— but also as a model for comprehensive emergency response and care that our stakeholders can have confidence in.

Enriched medical response is a critical aspect of FRI and in turn has been enshrined in their core municipal offering through the Onoway Regional Fire Services (ORFS). Operating at the EMR level, FRI stands out in our industry by responding to an extensive range of over 1400 different call types. This comprehensive approach sets them apart from traditional fire service providers and sets FRI as a leader among neighboring fire departments. For reference, the closest peer organization in the region handles just 550 different service level call types and deploys mostly standard first aiders. Notably, FRI also responds to time-dependent calls where the EMS is 15 or more minutes away from a scene. The emphasis on inclusivity in responding to various emergencies positions FRI as a versatile and dependable force in emergency medical services.

One notable distinction in FRI's enriched medical response strategy is our commitment to addressing a broad spectrum of medical issues. Unlike many peer departments that may exclude specific call types (for various reasons, including cost, staffing, training, etc.), FRI does not shy away from any challenge and instead invests in its personnel and equipment to have both the breadth and depth to do the job, no matter the job. For instance, FRI responds to chest pain, heart problems, stroke and breathing difficulties, recognizing the significance of all medical emergencies.



This all-encompassing approach ensures that the communities served by FRI receive optimal emergency medical care, regardless of the nature or severity of the incident. A department's ability to exercise this holistic approach requires the effective and consistent application of call prioritization protocols. The prioritization of calls based on severity further exemplifies the enriched medical response provided by FRI. Based on responses, the caller will fall into one of six internationally standardized and industry recognized priority categories: Echo (emergent and immediately life-threatening), Delta (emergent and potentially life-threatening), Charlie (urgent and potentially life-threatening), Bravo (non-urgent, potentially serious with no immediate threat to life), Alpha and Omega, both which are non-urgent (Fitz-Gerald, 2023). Categorizing calls demonstrates a greater understanding of the urgency and severity associated with each call type. By responding to all Delta and Echo calls, FRI adheres to the principle of not picking and choosing in cases of life or death. This commitment to addressing all critical situations underscores the dedication and professionalism of FRI in providing enriched medical response services to the community.

Simply put, FRI's enriched medical response goes beyond the basic first response by encompassing a truly comprehensive array of call types. Their commitment to inclusivity, regardless of call severity, sets them apart from many departments, ensuring that the community receives comprehensive and top-notch emergency medical care. FRI's commitment to responding to all Delta and Echo calls underscores their professional devotion to the well-being of the communities they serve.

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Fire Rescue International (FRI) Dispatch Protocols:

Enhancing Emergency Medical Response

In Alberta, FRI, alongside many peer fire departments, serves a pivotal role in emergency medical response due to its strategic community placement and the advanced training of its personnel. FRI's dispatch protocols underscore the organization's commitment to public safety, particularly in providing immediate medical assistance during emergencies.

Strategic Response and Advanced Training

FRI's infrastructure and training are designed to ensure rapid and efficient medical emergency responses. With fire stations strategically located for optimal coverage, FRI leverages its accessibility to significantly reduce response times to medical emergencies. FRI has an average chute time (time to leave the station) of 2 minutes and an average time of 7 minutes to get to a scene. Time is of the essence in emergencies, whether the community is near or far, our crews pride themselves on a proven record of fast and safe response times. FRI has fire stations in Onoway, AB as well as Alberta Beach, AB allowing them to serve 10 regional client municipalities with remarkable efficiency, as well as offering top-notch and professional level mutual aid and emergency response support to other municipal neighbours when invited to do so. FRI is also reviewing the potential of adding two-more stations in order to further improve response performance. Personnel trained as Emergency Medical Responders (EMRs) are equipped to provide initial medical care, often critical in the process of stabilizing a scene and preserving life. This includes administering CPR, oxygen therapy, controlling bleeding, and stabilizing patients, bridging the critical gap until specialized medical services arrive.



Ensuring Competency through Frequency

FRI adheres to the principle that frequent engagement in emergency responses is vital for maintaining competency. This philosophy underpins the organization's decision to respond to a wide array of emergency call types, ensuring that personnel remain adept and prepared to handle various medical emergencies efficiently as an instinctive second nature response.

Diverse Response Model

FRI's dispatch protocol adopts a diverse response model, choosing to engage in a broader spectrum of emergencies compared to other fire departments. This decision is motivated by the intent to augment provincial ambulance responses, especially in urgent situations like cardiac arrests or when ambulance availability is delayed. FRI's response categories extend beyond traditional fire department calls to include urgent emergencies such as animal attacks, serious falls, and traumatic injuries, as well as situations where there are significant time delays in ambulance response. This service is viewed as an essential stopgap to the often intermittent rural or remote community service network.

The Significance of Professional Recognition and Licensing for Emergency Medical Responders in Alberta:

In the province of Alberta, the role of Emergency Medical Responders (EMRs) is critical to the emergency services framework, particularly within organizations such as FRI. The path to becoming a recognized or licensed EMR is marked by rigorous standards and processes, overseen by the Alberta College of Paramedics. The multifaceted aspects of achieving





professional recognition as an EMR in Alberta, highlight the implications for training, ethical conduct, continuing education, legal recognition, and accountability.

Education and Training Foundations

As outlined by the Alberta College of Paramedics (2024) the journey of an EMR begins with comprehensive education and training, which is pivotal to acquiring the requisite knowledge and skills. Prospective EMRs must enroll in specific educational programs accredited by a select list of approved schools. This foundational phase is critical, as it lays the groundwork for all subsequent medical and ethical decision-making capabilities. Following their education, EMRs undergo practical training and testing, ensuring their readiness to face the myriad of challenges presented in emergency medical situations.

Examinations: A Gateway to Competence

Upon completing their training, EMR candidates face standardized examinations set by the Alberta College of Paramedics. These exams are designed to assess a candidate's theoretical knowledge, practical skills, and ethical reasoning. Passing these examinations is a testament to the candidate's competence and readiness to serve as a professional EMR, marking a significant milestone in their professional journey.

FRI operates at the EMR level, showcasing its commitment to providing immediate medical assistance in emergencies. Notably, their members hold licenses from the Alberta College of Paramedics as healthcare professionals, signaling an elevated level of expertise and ensuring a high standard of care. This EMR professional accreditation signifies that FRI



personnel possess the necessary skills and knowledge to navigate diverse medical emergencies. To uphold and enhance their skills, FRI members actively engage in mandatory continuing education throughout the year. This commitment to ongoing learning ensures that responders stay abreast of the latest medical advancements, protocols, and technologies. Adherence to a rigorous code of conduct and standards further solidifies the professionalism of FRI, emphasizing ethical behaviour and the delivery of high-quality emergency medical services. FRI has third-party oversight and governance as well as a medical director who provides guidance and direction when needed.

In addition to individual licensure, FRI places a strong emphasis on accountability and risk management. Each team member is individually insured, and the fire department itself carries malpractice and general liability insurance, providing a comprehensive safety net for both responders and the community. This dual layer of insurance helps to mitigate potential risks associated with emergency response, ensuring that both responders and those in need of assistance are protected.

Accountability is a core tenet of FRI's operational framework. Beyond being answerable to the municipalities they serve, the fire department operates within the regulatory framework defined by the Alberta Health Professions Act and the Ministry of Health. This dual governance structure ensures that FRI not only meets local expectations but also aligns with provincial health regulations, emphasizing a broader commitment to public health and safety.

Furthermore, FRI's approach to emergency medical response is characterized by a robust foundation of professional qualifications, individual and departmental insurance, ongoing



education, and strict adherence to codes of conduct. FRI is an important partner of Alberta Health Services (AHS) and the delivery of health care, putting patient care and comfort at the forefront.

Training and Certification

Licensed EMRs undergo extensive training over 200 hours (Emergency Services Academy) of theoretical and applied education, covering a wide range of medical topics including anatomy, physiology, pharmacology, and specialized emergency care skills. This training prepares them for a broad scope of emergency responses and requires registration through the Alberta College of Paramedics. In contrast, First Aiders receive basic training over a weekend, focusing on immediate response techniques like CPR, wound care, and stabilization until professional help arrives. While First Aid level training remains a staple of traditional fire service models, FRI is dedicated to moving beyond this basic standard based on “good faith” and is committed to continuing to deliver a professional and accredited standard of service, including medical response support. To this end, FRI is taking the necessary steps to increase practitioner training to include the application of nitrous oxide (happy gas) to improve the patient experience through pain and anxiety management. FRI is also exploring the possibility of increasing level of care to the Primary Care Paramedic Level to further improve the outcomes of medical callouts.

Legislation

EMRs are regulated under the Health Professions Act (HPA), ensuring they meet standards for competent and ethical practice within Alberta's healthcare system. The HPA encourages interdisciplinary collaboration and specifies restricted activities that only qualified



practitioners can perform. First Aiders operate at a basic level of care, guided by standard first aid practices.

Responsibilities

EMRs bear a higher level of responsibility, making critical decisions, prioritizing interventions, and collaborating with healthcare professionals as part of an emergency medical team. First Aiders play a supportive role, offering immediate care and comfort until advanced medical help arrives, often in community, workplace, or public event settings.

FRI exhibits a high level of preparedness by ensuring that their units are equipped to the basic life support (BLS) ambulance standard. This signifies that their personnel possess the fundamental skills necessary to provide immediate assistance in emergencies. Members go beyond basic life support, demonstrating their capability to deliver critical life-saving interventions. These include administering oxygen therapy, utilizing airway adjuncts, and providing vital medications as needed. The ability to offer such interventions enhances the level of care provided on scene. Having the ability to do this helps to provide a seamless delivery of care to the patient.

Moreover, members are adept at performing vital tasks such as monitoring and recording vital signs. This meticulous attention to detail allows for a thorough assessment of the patient's condition, ensuring that appropriate medical interventions are administered promptly. The ability to relay accurate information and provide a proper patch-over to paramedics further streamlines the continuum of care, facilitating a smooth transition when additional medical assistance is

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required. In addition to their advanced capabilities, personnel are skilled in spinal immobilization techniques. This crucial skill ensures the safety and well-being of patients with potential spinal injuries, showcasing their dedication to thorough and effective emergency medical response beyond the basic. High-level Health Care Provider continuous Cardiopulmonary Resuscitation (CPR) proficiency is yet another notable skill set. Members are trained to deliver CPR with precision, contributing to the immediate stabilization of patients in cardiac arrest.

Beyond the Basic: Emergency Medical Response vs. First Aid Training

FRI's units are not only equipped to the basic life support standard but also excel in delivering advanced life-saving interventions. From administering medications to performing spinal immobilization and high-level CPR, members demonstrate a comprehensive and proficient approach to emergency medical response, ensuring the well-being of those in need within the communities they serve.

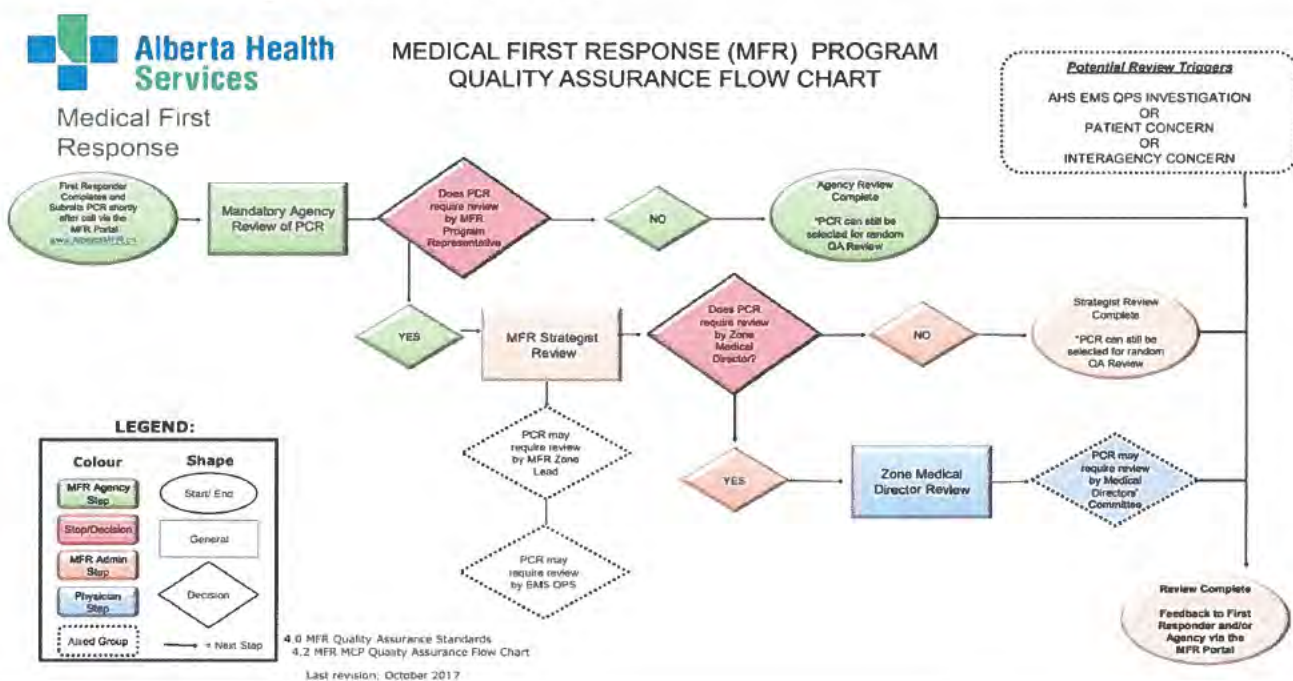
One of the key differences between a licensed EMR and a first aider in Alberta lies in the level of training and certification required. Emergency Medical Responders undergo comprehensive training programs that are typically more extensive and in-depth than those for basic first aid. EMR training covers a wide range of topics, including anatomy, physiology, pharmacology, and specialized skills such as airway management, oxygen administration, and basic life support.



In contrast, first aid training is generally more basic and focuses on immediate response and stabilization until professional help arrives. First aid courses typically cover fundamental skills such as CPR, wound care, and basic injury management. First aiders may not possess the same level of medical knowledge or specialized skills as licensed EMRs.

Figure 1.

MFR Quality Assurance Flow Chart



Both licensed EMRs and First Aiders play crucial but distinctly different roles in emergency care in Alberta, highlighting the need for a diverse range of responders with varying skill sets to ensure comprehensive community well-being.

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Upholding Ethical Standards

Professional EMRs are bound by a stringent set of ethical guidelines and standards of conduct established by the College of Paramedics. These ethical standards are essential for maintaining the integrity and reputation of the profession. They guide EMRs in delivering care that is not only effective but also respectful of patients' rights and dignity. The Code of Ethics, an integral component of the Canadian Medics Profile, applies across various settings, from clinical to operational, guiding public expectations of professional practice.

The Imperative of Continuing Education

The field of emergency medical services is dynamic, with continuous advancements in medical knowledge and practices. As such, licensed EMRs are required to engage in ongoing professional development. This commitment to lifelong learning ensures that EMRs remain at the forefront of medical practice, equipped with the latest knowledge and techniques to serve their communities effectively.

Legal Recognition and Accountability

Obtaining a license from the College of Paramedics is not merely a formality; it signifies legal recognition and the right to practice as an EMR in Alberta. This legal status comes with the responsibility to adhere to professional standards and the obligation to maintain adequate personal insurance. Moreover, licensed EMRs are subject to regulatory oversight, ensuring accountability and adherence to ethical standards. Failure to comply with these standards may lead to disciplinary actions, reinforcing the importance of professionalism in every aspect of an EMR's duties.



The process of becoming a licensed EMR in Alberta is comprehensive and demanding, reflecting the critical role EMRs play in the healthcare system. Through stringent education and training, rigorous examinations, adherence to ethical standards, commitment to continuing education, and accountability under legal and professional oversight, EMRs are prepared to fulfill their duties with competence and integrity. This rigorous path ensures that when faced with emergencies, Alberta's EMRs are not only ready to respond but also equipped to provide care that is both effective and ethically sound, upholding the trust placed in them by the communities they serve.

One of the most unique and advantageous features of FRI, is their ability to directly contact their medical director for consultation and authorization to perform more advanced medical procedures. This capability enables FRI personnel on-scene to seek expert guidance and potentially expand the scope of medical interventions beyond the standard protocols. This dynamic communication channel with the medical director ensures a swift and informed response, further enhancing the level of care provided in critical situations. Additionally, all FRI members are equipped with Alberta First Responders Radio Communications System (AFRRCS) radios, allowing direct communication not only with 911 dispatch but also with the ambulance units enroute to the emergency call. This dual communication pathway facilitates real-time information exchange between fire rescue personnel and advanced medical crews. Such direct communication proves invaluable in providing patient updates, sharing vital information, and coordinating efforts seamlessly. This collaborative approach enhances the overall efficiency of the emergency response, contributing to a smoother transition of care and ultimately optimizing patient outcomes.



The ability of FRI crews to communicate directly with incoming advanced medical units provides a patient-centric approach. By offering timely updates and relevant details, FRI ensures that the transition of care is not only swift but also well-informed, providing the incoming advanced medical teams with the necessary insights for an effective continuation of treatment. This unique communication sets a high standard for comprehensive and coordinated emergency medical response.

Specialized Equipment and Collaboration

FRI's approach is enhanced by the availability of specialized medical equipment on their vehicles, including advanced life support tools like defibrillators, oxygen delivery systems, and airway management tools. Such equipment, allows FRI to offer substantial medical assistance on-site. The collaboration between FRI and Emergency Medical Services (EMS) further ensures a cohesive response to emergencies, maximizing the chances of positive outcomes.

FRI's dispatch protocols are a testament to the organization's integral role in emergency medical response within Alberta. By combining strategic station placement, advanced training, specialized equipment, and a diverse response model, FRI significantly contributes to public safety. This proactive and prepared approach to medical emergencies helps to complement the services provided by EMS and further assists the people in the community.

FRI stands as a strong example in the realm of emergency medical care, serving as a guiding model for fire departments widely. Its blend of professionalism, skill, and quick response plays a key role in advancing community welfare. FRI's team, through their thorough EMR-level



training and ongoing skill enhancement, demonstrates commitment and proficiency. Their collaboration with Alberta Health Services through the Medical First Response Program and licensure by the Alberta College of Paramedics ensures that services are both effective and adhere to a high standard of care, which benefits all community members. This dedication to professional excellence, paired with the right skills and resources, highlights the significant impact FRI has on those it assists. Moving forward, FRI's focus on innovation, education, and regulatory compliance serves as a testament to how well-organized teamwork and continuous learning can improve emergency services, making it a vital support system for the community.



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[2016/PAC%20Code%20of%20Ethics_final.pdf](https://paramedic.ca/documents/Paramedic-profile/Paramedic-profile-2016/PAC%20Code%20of%20Ethics_final.pdf)

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[tiered-](https://www.firefightingincanada.com/a-tiered-transition/#:~:text=Based%20on%20responses%2C%20the%20caller,life)%2C%20Alpha%20and%20Omega%2C)

[transition/#:~:text=Based%20on%20responses%2C%20the%20caller,life\)%2C%20Alpha](https://www.firefightingincanada.com/a-tiered-transition/#:~:text=Based%20on%20responses%2C%20the%20caller,life)%2C%20Alpha%20and%20Omega%2C)

[%20and%20Omega%2C](https://www.firefightingincanada.com/a-tiered-transition/#:~:text=Based%20on%20responses%2C%20the%20caller,life)%2C%20Alpha%20and%20Omega%2C)

Emergency Services Academy

<https://www.esacanada.com/emr-emergency-medical-responder>

CASUAL LEGAL: TAXES START AT HOME

[Home](#) / [News](#) / Casual Legal: Taxes start at home

[← News](#)

By Emma Banfield
Reynolds Mirth Richards Farmer LLP
Alberta Municipalities Casual Legal Service Provider

A recent decision of the Court of King's Bench confirmed a councillor who was in arrears on his property taxes was disqualified from his seat on council pursuant to s. 175 of the *Municipal Government Act* (MGA).

Prior to being elected, the councillor owned property with an extended history of problems related to development. One issue resulted in an Order to Remedy requiring the completion of the exterior of a building on the property. Before becoming a councillor, he sought a review of the Order and received an extension. However, the work was not completed as required and the CAO of the municipality instructed commencement of enforcement proceedings.

As a result, legal enforcement costs and other legal costs were added to the property tax roll. Before being elected, the future councillor attended a council meeting and asked for the legal costs to be removed, but the question was deferred to a future meeting.

The councillor then put his name forward for election and was elected. At the time, he was in arrears for the legal enforcement costs added to the tax roll. After he was elected, council considered and denied the councillor's request to have the legal costs removed from his property tax roll.

The municipality later notified the councillor that he had an outstanding property tax balance and the CAO notified the councillor his eligibility as a councillor would be discussed at a forthcoming council meeting. When the matter was raised at the meeting, the

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councillor asked for additional information and for consideration to be deferred to a later meeting. At the subsequent meeting, the councillor was declared disqualified. This would ordinarily require the councillor resigning immediately but, in this case, the councillor refused to resign. The councillor maintained he had paid his property taxes and disputed the legal costs being added to the tax roll.

The Court found the version of the MGA in force at the time specifically permitted a council to add the expenses and costs of enforcing orders to the property tax roll. These constituted an amount owing to the municipality under s. 549 of the MGA. The Court also found the municipality's bylaws specifically authorized the application of penalties to the tax roll. Therefore, the legal enforcement costs had been properly added to the tax roll according to the MGA and the applicable bylaws.

The Court then turned to the *Local Authorities Election Act* (LAEA) which provides a person is ineligible for nomination as a candidate in any election under the LAEA if, on the day of nomination, the person is in debt to the municipality for taxes in excess of \$50 (excluding current taxes and other inapplicable circumstances). As a result, the Court determined the councillor was disqualified and required to resign. Because he refused to do so, the Court issued a declaration he was disqualified from council, and further, he was ineligible to run in any by-election to fill the vacant seat created by the Court's declaration.

This case is a reminder to all elected officials to keep your own houses in order! It is important for councillors and all civic leaders to lead by example. There is no better place to start than by making sure your property taxes are paid.

*To access the Alberta Municipalities Casual Legal Helpline, Alberta Municipalities members can call toll-free to 1-800-661-7673 or send an **email** to reach the municipal legal experts at Reynolds Mirth Richards and Farmer LLP. For more information on the Casual Legal Service, please call 310-MUNI (6864) or send an **email** to speak to Alberta Municipalities Risk Management staff. Any Regular or Associate member of Alberta Municipalities can access the Casual Legal Service.*

DISCLAIMER: This article is meant to provide information only and is not intended to provide legal advice. You should seek the advice of legal counsel to address your specific set of circumstances. Although every effort has been made to provide current and accurate information, changes to the law may cause the information in this article to be outdated.

Jan 30

2024

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Town of Mayerthorpe

FEB 08 2024

Report Title : SILVER SANDS TOTAL CONTRACT HRS
Report Range Start: 2024/01/01 0000 End: 2024/01/31 2359

Man Hour Report by User

TOWN OF MAYERTHORPE

KASAMBA, GERVAIS

Event start:	2024/01/05 1600	Event end:	2024/01/05 1730	Time:	(90) Minutes
Address:	SUMMER VILLAGE				
Activity Type:	GENERAL PATROL				
Total Time on Call for this Event :				1 Hours	30 Minutes
Event start:	2024/01/12 1300	Event end:	2024/01/12 1430	Time:	(90) Minutes
Address:	SUMMER VILLAGE				
Activity Type:	GENERAL PATROL				
Total Time on Call for this Event :				1 Hours	30 Minutes
Event start:	2024/01/19 0900	Event end:	2024/01/19 1030	Time:	(90) Minutes
Address:	SUMMER VILLAGE				
Activity Type:	GENERAL PATROL				
Total Time on Call for this Event :				1 Hours	30 Minutes
Event start:	2024/01/26 1530	Event end:	2024/01/26 1700	Time:	(90) Minutes
Address:	SUMMER VILLAGE				
Activity Type:	GENERAL PATROL				
Total Time on Call for this Event :				1 Hours	30 Minutes
KASAMBA, GERVAIS : Total Time On Calls				6 Hours	0 Minutes
Total Group Time:				6 Hours	0 Minutes
All Officers: Total Time On Calls				6 Hours	0 Minutes

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From: Gervais Kasamba <cpokasamba@mayerthorpe.ca>

Date: January 31, 2024 at 12:16:10 PM MST

Subject: New Online Reporting-Summer Villages

Good day,

I have created an online reporting form with a link that should be added to your respective website. On the first page, person making a complaint, or an enquiry will need to select a group, ie. Yellowstone, and then click "write new online report". This will prompt a new tab or page to open where the person will simply follow the steps 1 through 10. On first step, a new complaint/enquiry can be made, or supplemental information can be added to a previous report. Please see attached screenshots for your reference. Furthermore. "anonymous" complaints will not be accepted.

Here is a link: <https://mayerthorpe.omnigo.one/CESIReportExec/olr>

Also, e-mail for public will no longer be required for those reasons. Should you have any questions or concerns do not hesitate to contact me.

Regards,

Gervais Kasamba
Peace Officer
Mayerthorpe Regional Enforcement Services
Town of Mayerthorpe
Box 420
Mayerthorpe, Alberta, T0E 1N0
Office: 780-786-2416 (Ext. 232)





Medical First Response

February 5, 2024

David Ives
Onoway Regional Fire Service

Dear David,

Subject: MFR Direct Financial Support Launch

The Alberta Medical First Response (MFR) Program is pleased to share that a new source of financial support is available for eligible MFR partner agencies starting immediately. As part of the Alberta EMS Provincial Advisory Committee Report, AHS has allocated funding for more direct support of MFR agencies. This funding, totalling \$2.5M, is intended to offset some direct costs incurred by MFR partners delivering care in local communities alongside EMS.

Funding for 2023-2024 has been allocated among enrolled MFR agencies according to factors such as overall participation in life-threatening medical events and community size. AHS intends to issue payments before March 31, 2024. MFR agency leaders do not need to apply for this funding but must invoice AHS as outlined below to initiate disbursement. Funds will be allocated on an annual basis moving forward and will incorporate further stakeholder input on this process through the newly forming Alberta EMS Standing Committee. Ongoing eligibility will require regular submission of MFR patient care reports, when applicable, and agencies remaining in good standing with the Alberta MFR Program.

Financial support for your MFR Agency: \$18,426.00

Purpose: MFR agency direct compensation 2023-2024

To arrange disbursement, AHS requires an invoice in the amount above from your agency or municipality before February 23, 2024. AHS is tax-exempt; do not include GST as a line item in the invoice. An invoice template is enclosed for use if you require one. The invoice may be directed as below but the invoice **must be emailed to MFR@ahs.ca** to expedite processing.

If needed for invoice generation systems:

AHS Accounts Payable
Attn: Graham Vanderwater
P.O. Box 1600
Edmonton, AB T5J 2N9

If you have any questions or require assistance with preparing the invoice, please contact us at MFR@ahs.ca. Thank you for the continued partnership in your community!

Yours truly,

Alberta MFR Program



Fw: 2023 Annual Internal Review - Completed - Summer Village of Silver Sands M000301

tori wildwillowenterprises.com <tori@wildwillowenterprises.com>

Mon 2/12/2024 10:25 AM

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

📎 1 attachments (485 KB)

M000301-AIR-2023-BEGP(24-02-12).pdf

Hey Heather, if you want to add this to your next Council agenda for them to accept as information.

Thanks,

Tori

From: Accreditation <Accreditation@safetycodes.ab.ca>

Sent: February 12, 2024 10:23 AM

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

Cc: Accreditation <Accreditation@safetycodes.ab.ca>

Subject: 2023 Annual Internal Review - Completed - Summer Village of Silver Sands M000301

Good morning,

Please see the attached response to a submitted 2023 Annual Internal Review for the building, electrical, gas and plumbing disciplines.

A copy can also be found on your Organization Dashboard in Council Connect.

All the best,

Lisa

Lisa MacNeill (she/her)

Accreditation Associate, Accreditation Business Unit

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

desk 780.413.6726 | toll-free 1-888-413-0099

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February 12, 2024

Victoria Message
QMP Manager
Summer Village of Silver Sands
PO Box 8
Alberta Beach AB T0E 0A0

Dear Victoria Message:

**RE: 2023 Annual Internal Review
Summer Village of Silver Sands - Accreditation No: M000301**

The Summer Village of Silver Sands 2023 Annual Internal Review (AIR) for the building, electrical, gas, and plumbing disciplines has been accepted. You can view the signed AIR document on your organization dashboard on Council Connect.

I would like to thank you for the thorough and comprehensive review and the effort put into completing the review and appreciate the comments made.

Should you have any questions, please do not hesitate to call the Accreditation Business Unit. We can be reached toll-free at 1-888-413-0099 or by email at accreditation@safetycodes.ab.ca.

Best Regards,

A handwritten signature in blue ink that reads 'PJBurrows'.

Peter Burrows
Administrator of Accreditation

LM

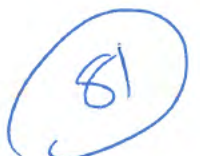
Handwritten initials 'SD' in blue ink, enclosed within a blue circular scribble.

2023

Annual Internal Review

Accredited Municipality

Summer Village of Silver Sands



2023- Municipal Accreditation

Accreditation Information

Accreditation ID: M000301
Municipal Name: Summer Village of Silver Sands
Population Size: 160
Municipal Type: Municipality
Accredited Disciplines: Building, Electrical, Gas, Plumbing
Application Disciplines: Building, Electrical, Gas, Plumbing

QMP Information

QMP	Disciplines Covered	QMP Approved Date	QMP Manager Name (First name , Last name)	QMP Manager Job Title
291	Plumbing, Building, Gas, Electrical	2021-11-05	Victoria Message	QMP Manager

Operational Activity

Activity	Building	Electrical	Gas	Plumbing	PSDS	Total
Permits Issued	4	10	9	3	2	28
Permits Closed	6	10	9	4	2	31
Permits Open	3	3	2	2	0	10
Inspection Completed	7	14	11	6	2	40
Orders Issued	0	0	0	0	0	0
Orders Closed	0	0	0	0	0	0
Orders Outstanding	0	0	0	0	0	0
Variances Issued	0	0	0	0	0	0

QMP Administration

a.	Are the contacts listed on Council Connect for your organization current?	Yes
b.	Is an accredited agency under contract to provide safety codes services?	Yes
c.	Please provide the following verifications:	
i.	The list of active Designation of Powers in Council Connect is up-to-date.	Yes
ii.	SCO certifications are current and have not expired.	Yes
iii.	SCO training is current.	Yes
iv.	A registry of SCO training is maintained.	Yes
v.	Municipal staff and contractors have access to the approved QMP	Yes
vi.	Municipal staff and contractors have received training on the approved QMP.	Yes
vii.	All and any changes to the QMP have been approved by the Administrator prior to implementation.	Yes
viii.	All safety codes services files are managed under a formal records management program.	Yes
ix.	All safety codes services files closed by a contracted accredited agency are returned to the municipality	Yes

Accredited Agency Contract Information

Agency Name	B	EL	G	P	PS	Mun. %	Ag. %	Other	Services Type	Contract Start Date
A000202-The Inspections Group Inc.	Yes	Yes	Yes	Yes	Yes	35	65		Both	2021-05-01

Agency Monitoring and Oversight

a.	Does the accredited agency submit the Council levy on behalf of the municipality?	Yes
i.	The municipality is not in arrears in its remittance of the Council Levy.	Yes
b.	Please provide the following verifications	
i.	An agency monitoring and oversight program is in place.	Yes
ii.	Agency inspections services are delivered in accordance to the municipality's QMP.	Yes
iii.	Signed formal agency contracts are in place.	Yes



iv. Agency contracts are current and up-to-date.	Yes
v. Agency contracts address the transition of safety codes services upon termination.	Yes
vi. Closed agency safety codes services files are returned to the municipality.	Yes

Agency Satisfaction

Please rate the following statements in relation to the corporation's satisfaction with the safety codes services provided by their contracted agency or agencies.

	Very Satisfied	Satisfied	Dissatisfied	Very Dissatisfied
1. A000202-The Inspections Group Inc.				
a. Overall satisfaction.		Yes		
b. Delivery of permit services.		Yes		
c. Delivery of inspection services.		Yes		
d. Timeliness and responsiveness of service delivery.		Yes		
e. Competency and knowledge of SCOs.		Yes		
f. Actions taken to improve the delivery of safety codes services.		Yes		
g. Actions taken to promote compliance to the Safety Codes Act, its regulations and the codes and standards in force in Alberta.		Yes		

Technical Service Delivery Standards File Review Instructions

- Complete a review of one (1) closed permit file in each of the disciplines covered by the accreditation (i.e. building, electrical, gas, and plumbing)
- Files closed in the fire discipline **do not have** to be reviewed.
- An organization accredited in all disciplines will complete a maximum of four (4) file reviews.
- If a permit file was not closed in a discipline in the year which the AIR applies, a file review **is not required**.

File Information

Discipline: Electrical	Permit Issue Date: 2023-08-31	Permit Closure Date: 2023-11-28
Issuing Organization: Summer Village of Silver Sands		
Permit Issuer: Lovely Madrideo	DOP Number: P10674	
Inspecting Organization: The Inspections Group		
Inspecting SCO: Dan Bridges	DOP Number: D9497	
Discipline: Gas	Permit Issue Date: 2023-01-10	Permit Closure Date: 2023-03-20
Issuing Organization: Summer Village of Silver Sands		
Permit Issuer: Tamara Gbalubi	DOP Number: P10546	
Inspecting Organization: The Inspections Group		
Inspecting SCO: Andre Chauvet	DOP Number: D10544	
Discipline: Private Sewage	Permit Issue Date: 2023-08-02	Permit Closure Date: 2023-08-23
Issuing Organization: Summer Village of Silver Sands		
Permit Issuer: Monica Hill	DOP Number: P10224	
Inspecting Organization: The Inspections Group		
Inspecting SCO: Rick Baxter	DOP Number: D6560	
Discipline: Building	Permit Issue Date: 2021-04-09	Permit Closure Date: 2023-09-06
Issuing Organization: Summer Village of Silver Sands		
Permit Issuer: Collene Ditchfield	DOP Number: P6825	
Inspecting Organization: The Inspections Group		
Inspecting SCO: Steve Henderson	DOP Number: D10174	



Discipline: Plumbing

Permit Issue Date: 2023-09-25

Permit Closure Date: 2023-11-08

Issuing Organization: Summer Village of Silver Sands

Permit Issuer: Tamara Gbalubi

DOP Number: P10546

Inspecting Organization: The Inspections Group

Inspecting SCO: Bernie Fox

DOP Number: P10781

File Review

Building	a.	Construction Document Review	
		Was a construction document review required?	Yes
		If yes, Please verify the following	
	i.	Plans were reviewed as prescribed in the municipality's QMP.	Yes
	ii.	Professional involvement occurred as required in the municipality's QMP.	Yes
	iii.	Plans were reviewed and approved by an SCO with the proper certification.	Yes
		Note: Seek the assistance of an SCO to answer questions i and ii if necessary.	
	b.	Permit Issuance	
		Please verify the following:	
	i.	The permit is compliant with the section 21 and 22 of the Permit Regulation	Yes
	ii.	The permit was approved and signed by a Permit Issuer with the proper designation.	Yes
	iii.	The permit was issued in compliance with the Permit Regulation and the approved QMP.	Yes
	iv.	The permit was monitored in compliance with section 20 or 25 of the Permit Regulation, whichever is applicable.	Yes
	c.	Orders	
	i.	Was an order issued?	No
	ii.	If yes, the order is registered with the Council.	No
	d.	Variances	
	i.	Was a variance issued?	No
	ii.	If yes, the variance is registered with the Council.	
	e.	Inspections and File Closure	
		Please verify the following:	
	i.	Inspections completed within the prescribed time frame.	Yes
	ii.	The mandatory minimum number of inspections required by the municipality's QMP were completed	Yes
iii.	The inspection reports describe the "work in place" at the time of inspection	Yes	
iv.	An SCO with the proper certification and designation completed the inspections.	Yes	
v.	Was the permit closed with an unsafe condition?	No	
vi.	Did the inspections identify deficiencies?	Yes	
1.	Were the deficiencies resolved prior to permit closure?	Yes	
2.	Were the deficiencies an unsafe conditions?	No	
3.	Was a verification of compliance accepted?	Yes	
Electrical	a.	Construction Document Review	
		Was a construction document review required?	No
		If yes, Please verify the following	
	i.	Plans were reviewed as prescribed in the municipality's QMP.	
	ii.	Professional involvement occurred as required in the municipality's QMP.	
	iii.	Plans were reviewed and approved by an SCO with the proper certification.	
		Note: Seek the assistance of an SCO to answer questions i and ii if necessary.	
	b.	Permit Issuance	
		Please verify the following:	
	i.	The permit is compliant with the section 21 and 22 of the Permit Regulation	Yes

Electrical	ii.	The permit was approved and signed by a Permit Issuer with the proper designation.	Yes
	iii.	The permit was issued in compliance with the Permit Regulation and the approved QMP.	Yes
	iv.	The permit was monitored in compliance with section 20 or 25 of the Permit Regulation, whichever is applicable.	Yes
	c.	Orders	
	i.	Was an order issued?	No
	ii.	If yes, the order is registered with the Council.	
	d.	Variances	
	i.	Was a variance issued?	No
	ii.	If yes, the variance is registered with the Council.	
	e.	Inspections and File Closure	
		Please verify the following:	
	i.	Inspections completed within the prescribed time frame.	Yes
	ii.	The mandatory minimum number of inspections required by the municipality's QMP were completed	Yes
	iii.	The inspection reports describe the "work in place" at the time of inspection	Yes
	iv.	An SCO with the proper certification and designation completed the inspections.	Yes
	v.	Was the permit closed with an unsafe condition?	No
	vi.	Did the inspections identify deficiencies?	No
	1.	Were the deficiencies resolved prior to permit closure?	
	2.	Were the deficiencies an unsafe conditions?	
	3.	Was a verification of compliance accepted?	
	Gas	a.	Construction Document Review
		Was a construction document review required?	No
		If yes, Please verify the following	
i.		Plans were reviewed as prescribed in the municipality's QMP.	
ii.		Professional involvement occurred as required in the municipality's QMP.	
iii.		Plans were reviewed and approved by an SCO with the proper certification.	
		Note: Seek the assistance of an SCO to answer questions i and ii if necessary.	
b.		Permit Issuance	
		Please verify the following:	
i.		The permit is compliant with the section 21 and 22 of the Permit Regulation	Yes
ii.		The permit was approved and signed by a Permit Issuer with the proper designation.	Yes
iii.		The permit was issued in compliance with the Permit Regulation and the approved QMP.	Yes
iv.		The permit was monitored in compliance with section 20 or 25 of the Permit Regulation, whichever is applicable.	Yes
c.		Orders	
i.		Was an order issued?	No
ii.		If yes, the order is registered with the Council.	
d.		Variances	
i.		Was a variance issued?	No
ii.		If yes, the variance is registered with the Council.	
e.		Inspections and File Closure	
		Please verify the following:	
i.	Inspections completed within the prescribed time frame.	Yes	
ii.	The mandatory minimum number of inspections required by the municipality's QMP were completed	Yes	
iii.	The inspection reports describe the "work in place" at the time of inspection	Yes	
iv.	An SCO with the proper certification and designation completed the inspections.	Yes	
v.	Was the permit closed with an unsafe condition?	No	
vi.	Did the inspections identify deficiencies?	No	
1.	Were the deficiencies resolved prior to permit closure?		

Gas	2.	Were the deficiencies an unsafe conditions?	
	3.	Was a verification of compliance accepted?	
Plumbing	a.	Construction Document Review	
		Was a construction document review required?	No
		If yes, Please verify the following	
	i.	Plans were reviewed as prescribed in the municipality's QMP.	
	ii.	Professional involvement occurred as required in the municipality's QMP.	
	iii.	Plans were reviewed and approved by an SCO with the proper certification.	
		Note: Seek the assistance of an SCO to answer questions i and ii if necessary.	
	b.	Permit Issuance	
		Please verify the following:	
	i.	The permit is compliant with the section 21 and 22 of the Permit Regulation	Yes
	ii.	The permit was approved and signed by a Permit Issuer with the proper designation.	Yes
	iii.	The permit was issued in compliance with the Permit Regulation and the approved QMP.	Yes
	iv.	The permit was monitored in compliance with section 20 or 25 of the Permit Regulation, whichever is applicable.	Yes
	c.	Orders	
	i.	Was an order issued?	No
	ii.	If yes, the order is registered with the Council.	
	d.	Variances	
	i.	Was a variance issued?	No
	ii.	If yes, the variance is registered with the Council.	
	e.	Inspections and File Closure	
		Please verify the following:	
	i.	Inspections completed within the prescribed time frame.	Yes
	ii.	The mandatory minimum number of inspections required by the municipality's QMP were completed	Yes
iii.	The inspection reports describe the "work in place" at the time of inspection	Yes	
iv.	An SCO with the proper certification and designation completed the inspections.	Yes	
v.	Was the permit closed with an unsafe condition?	No	
vi.	Did the inspections identify deficiencies?	No	
	1. Were the deficiencies resolved prior to permit closure?		
	2. Were the deficiencies an unsafe conditions?		
	3. Was a verification of compliance accepted?		
Private Sewage	a.	Construction Document Review	
		Was a construction document review required?	No
		If yes, Please verify the following	
	i.	Plans were reviewed as prescribed in the municipality's QMP.	
	ii.	Professional involvement occurred as required in the municipality's QMP.	
	iii.	Plans were reviewed and approved by an SCO with the proper certification.	
		Note: Seek the assistance of an SCO to answer questions i and ii if necessary.	
	b.	Permit Issuance	
		Please verify the following:	
	i.	The permit is compliant with the section 21 and 22 of the Permit Regulation	Yes
	ii.	The permit was approved and signed by a Permit Issuer with the proper designation.	Yes
	iii.	The permit was issued in compliance with the Permit Regulation and the approved QMP.	Yes
	iv.	The permit was monitored in compliance with section 20 or 25 of the Permit Regulation, whichever is applicable.	Yes
	c.	Orders	
	i.	Was an order issued?	No
	ii.	If yes, the order is registered with the Council.	

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Private Sewage	d.	Variances	
	i.	Was a variance issued?	No
	ii.	If yes, the variance is registered with the Council.	
	e.	Inspections and File Closure	
		Please verify the following:	
	i.	Inspections completed within the prescribed time frame.	Yes
	ii.	The mandatory minimum number of inspections required by the municipality's QMP were completed	Yes
	iii.	The inspection reports describe the "work in place" at the time of inspection	Yes
	iv.	An SCO with the proper certification and designation completed the inspections.	Yes
	v.	Was the permit closed with an unsafe condition?	No
	vi.	Did the inspections identify deficiencies?	Yes
	1.	Were the deficiencies resolved prior to permit closure?	Yes
	2.	Were the deficiencies an unsafe conditions?	No
	3.	Was a verification of compliance accepted?	Yes

Annual Internal Review Findings

Use the results of the File Review and any other information to answer the following questions

1. Are there any notable issues with respect to the accreditation that was discovered through the completion of the Annual Internal Review?

No notable issues were noted with respect to accreditation.

2. Any other general comments, concerns or issues the municipality would like to raise with the Administrator and council in regards to its accreditation or operation of the safety codes system.

The Summer Village of Silver Sands continues to strive for improvement with regards to the safety codes system.

Municipal Acknowledgement and Signature

Signature: Victoria Message

Date: 2024-02-09

Job Title: QMP Manager

Note: This information is being collected for the purpose of administering and monitoring organizations accredited under the Safety Codes Act. The information collected will be managed in compliance with section 33,39 and 40 of the Freedom of Information and Protection of Privacy Act, section 63 of the Safety Codes Act, and in accordance with the policies, practices and procedures of the Safety Codes Council. Questions about the collection and use of this information can be directed to the Safety Codes Council at 780-413-0099, or toll-free at 1-888-413-0099.

For Safety Council Use Only

Administrator of Accreditation Review and Approval

Signature: 

Date: 2024-02-12

Submit a resolution for debate at ABmunis 2024 Convention – Due by May 31

Tyler Gandam <president@abmunis.ca>

Wed 1/31/2024 1:09 PM

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

Dear Mayors, Councillors, and CAOs:

Is there a municipal issue that you think requires advocacy by Alberta Municipalities (ABmunis) to the provincial or federal governments? Sponsoring a resolution for debate at ABmunis' 2024 Convention is an excellent way to bring attention to an issue and empower ABmunis to take action if your resolution is supported by the majority of ABmunis' members.

Alberta Municipalities' members are now invited to submit resolutions that will be debated at our 2024 Convention in Red Deer on September 25-27, 2024. If your municipal council is interested in sponsoring a resolution, please visit our [Resolutions page](#) to access all the details including our Resolution Tips sheet, Resolution Template, and Resolutions Policy.

Change for 2024

Beginning this year, the mover municipality and the seconder municipality must represent at least two of the following population categories:

- Less than 2,500 population
- 2,500 to 10,000 population
- Greater than 10,000 population

For example, if the moving municipality has a population of 7,000, then the seconder municipality must be less than 2,500 population or greater than 10,000 population. The purpose of this change is to increase the likelihood that each resolution is applicable to most municipalities.

Deadline for 2024 Resolutions

This year, the deadline for submitting a resolution is May 31, 2024. Don't delay because the councils for the moving and seconding municipality must approve the resolution by the May 31 deadline.

Have a more urgent issue?

If your municipality has a pressing issue that cannot wait until the resolution session at our September Convention, then your municipality can present a request for decision (RFD) for consideration at ABmunis' Spring Municipal Leaders Caucus on March 14-15, 2024. The deadline to [submit an RFD](#) is February 23, 2024.

If you have questions about resolutions or RFDs, please contact our Policy & Advocacy team at [\[advocacy@abmunis.ca\]](mailto:advocacy@abmunis.ca) advocacy@abmunis.ca. Also, make sure that you are registered to attend our [Spring Municipal Leaders Caucus](#) to discuss the resolutions process, action on adopted resolutions from recent years, and connect with municipalities that may be interested in co-sponsoring a resolution with you.

Thank you,

Tyler Gandam | President

E: president@abmunis.ca
300-8616 51 Ave Edmonton, AB T6E 6E6
Toll Free: 310-MUNI | 877-421-
6644 | www.abmunis.ca



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

BA