

**SUMMER VILLAGE OF SILVER SANDS
AGENDA**

Friday, November 29, 2024 at the Fallis Hall (located at 53303 Range Road 52)
and via Zoom commencing at 9:00 a.m.

(As per bylaw 341-2024 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, November 29th, 2024 Regular Council Meeting

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

3. Minutes:

a) October 25th, 2024 Regular Meeting Minutes

(approve minutes as is, or with amendments)

pl-5

4. Delegations: n/a

5. Public Hearings: n/a

6. Bylaws:

a) Bylaw 347-2024 – Municipal Borrowing Bylaw. This is the municipality's borrowing bylaw which ATB Financial has requested be approved annually. The borrowing bylaw is in place for interim funding in the event of a local emergency or to cover unforeseen urgent operating expenditures not included in the operating budget, principal sum of \$150,000.00. Administration is requesting all readings to this bylaw.

pb-8

*(that Bylaw 347-2024, being a Municipal Borrowing Bylaw
for the Summer Village of Silver Sands, be given first
reading)*

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**(As per bylaw 341-2024 Council and/or Council Committee meetings may not be
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(that Bylaw 347-2024 be given second reading)

(that Bylaw 347-2024 be considered for third reading)

(that Bylaw 347-2024 be given third and final reading)

or

(defer for further changes)

- p 9-25
p 26-42
- b) The Council and Council Committee Procedural Bylaw has been discussed and reviewed over the last few Council meetings and specifically to review the recording of Council and Council Committee meetings (section 20 to 22) and to clarify the posting of approved minutes on the website (section 74). Attached is draft bylaw 348-2024 where you will see the noted sections updated in red and strikethrough, as well as a clean version.

(that Bylaw 348-2024, being the Council and Council Committee Procedural Bylaw for the Summer Village of Silver Sands, be given first reading)

(that Bylaw 348-2024 be given second reading)

(that Bylaw 348-2024 be considered for third reading)

(that Bylaw 348-2024 be given third and final reading)

or

(defer for further changes)

7. Business:

- a) Interim Operating Budget for 2025 - each year Council must pass an Interim Operating Budget until such time as the final operating and capital budget is passed.

(that an Interim 2025 Operating Budget be passed at ½ the 2024 Approved Operating and Capital Budget and

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*that this Interim 2025 Operating Budget cease to have
any force and effect once the 2025 Operating and
Capital Budget is approved)*

or

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

- b) Chief Administrative Officer (CAO) Annual Performance Review for the period of November 1, 2023 to October 31, 2024. As per the Municipal Government Act, each year Council must complete a performance review of their CAO, and said review must be reviewed with the CAO. Said template review document was emailed to Council October 28th, 2024.

*(that Council acknowledges receipt of the Chief
Administrative Officer (CAO) Annual Review document
for the period of November 1, 2023 to October 31, 2024
as provided by administration)*

- p 43
- c) North Saskatchewan Watershed Alliance (NSWA) – invite to Mayor Poulin to their NSWA Municipal Caucus Meeting scheduled for Thursday, December 5th, 2024 at 9:00 a.m.

*(that attendance of Mayor Poulin to the North
Saskatchewan Watershed Alliance (NSWA) Municipal
Caucus Meeting scheduled for Thursday, December 5th,
2024 at 9:00 a.m. be authorized)*

- p 44-49
- d) Proposed Subdivision – File 24-R-903 – PT. SW 3-54-5-W5 (also known as the Golf Course lands) – the Conditional Subdivision Approval for the noted lands is attached along with a subsequent request from the property owner for the Summer Village to waive conditions 1 and 2(b) as well as comments from the

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Summer Village's planner. Further discussion to take place with Council and Public Works at meeting time.

(direction as given by Council at meeting time)

- p 50
- e) Audit Fee Quote for the annual year-end financial audits for the years 2024-2028 from Seniuk & Co. who is the current auditing firm for the Summer Village of Silver Sands – 2024 - \$4,900, 2025 - \$5,050, 2026 - \$5,200, 2027 - \$5,350, 2028 - \$5,500

(that the Summer Village of Silver Sands accept the audit fee quote from Seniuk & Company for the years 2024 to 2028 at a quote rate of \$4,900.00 for 2024, \$5,050.00 for 2025, \$5,200.00 for 2026, \$5,350.00 for 2027 and \$5,500.00 for 2028)

or

(that administration seek alternate quotes from various auditing firms)

or

(some other direction by Council at meeting time)

- f) 2025 Draft Operating and Capital Budget – a draft 2025 budget will be presented and reviewed at meeting time. This will be our first review of the 2025 draft budget.

(that Administration make changes to the 2025 Draft Operating and Capital Budget as directed by Council at meeting time, and that an updated Draft Budget comes back to the next Council meeting for further review and consideration)

- g) Summer Village vs Village Status – further to previous discussions and direction on this, November 20th, 2024 from 4:00 p.m. to 7:00 p.m. an open house was held to

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engage the community on this matter and to answer any questions residents had about the survey prior to completing same. A report on what we heard at the open house and the survey results will be shared with Council at meeting time, then this information will be posted on the website and shared with the public.

(direction as given by Council at meeting time)

h)

i)

j)

8. Financial:

p51-56

a) Income & Expense Statement – as at October 31, 2024

(accept income & expense statement for information)

9. Councillors' Reports:

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

(accept Council Reports for information)

10. Administration Reports:

p57

p58-60

p61-62

- a) Development Officer's Report
- b) Public Works Report
- c) Article on Policing Costs for Small Municipalities
- d) Alberta Recycling Management Authority- Extended Intake Period
- e) Assessment Sub Class Bylaw update

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f)

(accept above items for information)

11. Information and Correspondence:

- p 63 a) Fire Invoice - September 28, 2024 Non-Chargeable Invoice #966- 2024-177 Medical Aid - \$549.81
- p 64 b) Community Peace Officer Report for October 2024
- p 65 c) Association of Summer Villages of Alberta – October 23rd, 2024 memo of thanks for silent auction donation from Silver Sands
- p 66-67 d) Alberta Beach – October 29, 2024 Organizational Meeting Results
- e) Lac Ste. Anne County – October 22, 2024 Organizational Meeting Results
- p 68 f) Town of Onoway – October 24, 2024 Organizational Meeting Results
- p 69-70 g) Service Alberta and Red Tape Reduction - November 5, 2024 letter on Bill 34 Access to Information Act
- p 71-72 h) Alberta Health - November 20, 2024 response letter from the Minister of Health, Adriana LaGrange with respect to the Onoway Regional Medical Clinic
- p 73-74 i) Alberta Public Safety and Emergency Services - November 20, 2024 letter from the Minister and Deputy Premier with respect to *Police Amendment Act, 2022*, and the *Police Governance Regulation and Police Governance (Ministerial) Regulation*.
- j)

(accept correspondence for information)

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

(accept for information the open floor discussion with the gallery, if applicable)

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13. Closed Meeting (if required):

- a) "Intergovernmental relations – Fire Services - FOIPP Act Sections 21, 22, 23 and 24"
- b) "Legal – Enforcement of Local Bylaw - FOIPP Act Section 27"
- c) "Third Party Business Interests – Silver Sands Golf & RV Resort – FOIPP Act Sections 16"

14. Adjournment

Next Council Meetings:

- January 31, 2025 – Regular Council Meeting
- February 28, 2025 – Regular Council Meeting
- March 28, 2025 – Regular Council Meeting

Other Meetings:

- March 1, 2025 SVLSACE (Yellowstone is host – alternate date Feb. 22, location tbd)
- March 5, 2025 ABMunis President's Summit on Civility (Westin Hotel, Edmonton)
- March 6 & 7, 2025 ABMunis Spring Municipal Leaders Caucus (Westin Hotel, Edmonton)
- May 9, 2025 Regional Municipalities Meeting (Alberta Beach Senior Facility)
- June 11, 12, 25 & 26, 2025: ABMunis Summer Municipal Leaders Caucuses (Various locations)
- October 16 & 17, 2025 – ASVA Convention (location TBA)
- November 12 to 14, 2025: ABMunis Convention and Trade Show (Calgary TELUS Convention Centre)

SUMMER VILLAGE OF SILVER SANDS
REGULAR COUNCIL MEETING MINUTES
FRIDAY, OCTOBER 25, 2024
HELD IN-PERSON AT FALLIS HALL AND VIRTUALLY VIA ZOOM

	PRESENT	<p>Mayor: Bernie Poulin Deputy Mayor: Liz Turnbull Councillor: Graeme Horne</p> <p>Administration: Wendy Wildman, Chief Administrative Officer (CAO) Heather Luhtala, Assistant CAO</p> <p>Public Works: Dustin Uhlman, Public Works Supervisor</p> <p>Attendees: Laura Marcato, Auditor, Seniuk & Company</p> <p>Delegation(s): Scott Konrad, 9 Willow - to discuss the following as noted in his September 25th, 2024 email:</p> <p style="padding-left: 20px;">-Clean-up of the fire hazard behind 9 Willow Avenue that was piled there by the Summer Village.</p> <p style="padding-left: 20px;">-Allegations stemming from Onoway investigation and how Council has protected the Summer Village from past, present and future claims that may arise when new Council is elected. There are many people discussing this issue and feel that Wildwillow Enterprises should step down.</p> <p>Public at Large: 4 (in-person), 3 (via Zoom)</p>
1.	CALL TO ORDER	<p>Mayor Poulin called the meeting to order at 9:00 a.m.</p> <p>The Summer Village of Silver Sands acknowledges that we are meeting on Treaty 6 Territory and on the homelands of the Metis Nation. We acknowledge all indigenous peoples who have walked these lands for centuries. We acknowledge the harms and mistakes of the past, and we dedicate ourselves to move forward in partnership with indigenous communities in a spirit of reconciliation and collaboration.</p>
2.	AGENDA 249-24	<p>MOVED by Deputy Mayor Turnbull that the October 25, 2024 Agenda be approved with the following addition:</p> <p>Under Administration Reports: 7.h) RCMP Visit</p> <p style="text-align: right;">CARRIED</p>



SUMMER VILLAGE OF SILVER SANDS
REGULAR COUNCIL MEETING MINUTES
FRIDAY, OCTOBER 25, 2024
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3.	250-24	MINUTES	<p>MOVED by Councillor Horne that the minutes of the September 19, 2024 Regular Council Meeting be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
4.		DELEGATIONS	Deferred to later in meeting.
5.		PUBLIC HEARINGS	n/a
6.	251-24	BYLAWS	<p>341-24 – The Procedure Bylaw</p> <p>MOVED by Councillor Horne that bylaw 341-24 - The Procedure Bylaw - be deferred to the November 29, 2024 Council meeting pending further review.</p> <p style="text-align: right;">CARRIED</p>
7.	252-24	BUSINESS	<p>MOVED by Councillor Horne that acceptance by the Summer Village of the September 22, 2024 compensation offer from Circular Materials for curbside blue-bag collection services in the amount of \$3.02 per household per month with an additional compensation for promotion and education that includes an annual top-up of \$1.50 per household be ratified with the draft customized agreement still to be received.</p> <p style="text-align: right;">CARRIED</p>
	253-24		<p>MOVED by Mayor Poulin that the Summer Village of Silver Sands forward a letter to the Minister of Health and cc MLA's Shane Getson and Martin Long, requesting the Province's assistance with doctor recruitment and retention to ensure the viability of the Onoway Regional Medical Clinic as noted in Lac Ste. Anne County's request and template letter.</p> <p style="text-align: right;">CARRIED</p>
	254-24		<p>MOVED by Deputy Mayor Turnbull that a letter of support be provided by the Summer Village of Silver Sands to Connect Mobility to be included in a project bid for the next Alberta Broadband Fund intake.</p> <p style="text-align: right;">CARRIED</p>
	255-24		<p>MOVED by Mayor Poulin that the Summer Village proceed with updated municipal mapping as quoted in the amount of \$1,000.00 to address any lot consolidations, boundary adjustments and new subdivisions since the 2018 mapping was done.</p> <p style="text-align: right;">CARRIED</p>
	256-24		<p>MOVED by Deputy Mayor Turnbull that the Summer Village of Silver Sands continue to partner with the North Saskatchewan Watershed Alliance and agree to contribute \$100.00 in the 2025 year for same.</p> <p style="text-align: right;">CARRIED</p>

2

SUMMER VILLAGE OF SILVER SANDS
REGULAR COUNCIL MEETING MINUTES
FRIDAY, OCTOBER 25, 2024
HELD IN-PERSON AT FALLIS HALL AND VIRTUALLY VIA ZOOM

	<p>257-24</p> <p>258-24</p> <p style="text-align: center;">DELEGATION</p> <p>259-24</p>	<p>MOVED by Councillor Horne that the draft Terms of Reference document with respect to the Ad Hoc Committee for the Community Dock initiative be approved as presented.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Horne that the attendance of Council and Administration be authorized to the next Regional Municipalities Meeting scheduled for Friday, May 9th, 2025 at 9:30 a.m. at the Alberta Beach Senior Facility.</p> <p style="text-align: right;">CARRIED</p> <p>9:30 a.m. Scott Konrad – 9 Willow – to discuss the following as noted in his September 25th, 2024 email:</p> <p>-Clean-up of the fire hazard behind 9 Willow Avenue that was piled there by the Summer Village.</p> <p>-Allegations stemming from Onoway investigation and how Council has protected the Summer Village from past, present and future claims that may arise when new Council is elected. There are many people discussing this issue and feel that Wildwillow Enterprises should step down.</p> <p>Mr. Konrad declined the opportunity to hear from the Summer Village's Auditor, Laura Marcato. Mr. Konrad exited the meeting at 9:53 a.m.</p> <p>MOVED by Mayor Poulin that the presentation from Scott Konrad be accepted for information, Mr. Konrad to provide his verbal questions via email to Council.</p> <p style="text-align: right;">CARRIED</p> <p>Laura Marcato exited the meeting at 9:55 a.m.</p>
<p>8.</p>	<p>260-24</p> <p style="text-align: center;">FINANCIAL</p>	<p>MOVED by Deputy Mayor Turnbull that Council accept for information the income and expense statements as at September 30, 2024.</p> <p style="text-align: right;">CARRIED</p>
<p>9.</p>	<p style="text-align: center;">COUNCIL REPORTS</p> <p>261-24</p> <p>262-24</p>	<p>MOVED by Deputy Mayor Turnbull that administration investigate orientation for Council candidates and potential Council candidates and bring this information back to a future Council meeting.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Turnbull that the Council reports be accepted for information as presented.</p> <p style="text-align: right;">CARRIED</p>

3

SUMMER VILLAGE OF SILVER SANDS
REGULAR COUNCIL MEETING MINUTES
FRIDAY, OCTOBER 25, 2024
HELD IN-PERSON AT FALLIS HALL AND VIRTUALLY VIA ZOOM

10.	ADMINISTRATION REPORT 263-24	<p>MOVED by Councillor Horne that Council accept for information the Administration reports as presented.</p> <p style="text-align: right;">CARRIED</p>
11.	CORRESPONDENCE 264-24	<p>MOVED by Deputy Mayor Turnbull that the following correspondence be accepted for information as presented:</p> <ul style="list-style-type: none"> a) Darwell Public Library – Thank you letter for annual contribution b) Development Permits: <ul style="list-style-type: none"> i) 24DP14-31 – 13 Ash Avenue – construction of a recreation/craft room over garage (83.61 sq. m.) c/w water supply and septic system. Note: this permit voids 24DP08-31. c) Highway 43 East Waste Recycle Information d) 2024 Neon Night Golf Fundraiser Financial Results e) Non-chargeable fire invoice for medical aid on Sept 19 - \$975.96 f) Non-chargeable fire invoice for medical aid on Sept 24 - \$477.92 g) 3rd Quarter Safety Codes Permit Report h) September 2024 Community Peace Officer Report <p style="text-align: right;">CARRIED</p>
12.	OPEN GALLERY 265-24	<p>MOVED by Mayor Poulin that the discussion with the open gallery be accepted for information.</p> <p style="text-align: right;">CARRIED</p>
13.	CLOSED MEETING 266-24	<p>MOVED by Deputy Mayor Turnbull that pursuant to section 197(2) of the Municipal Government Act, Council go into a closed meeting session at 10:46 a.m. to discuss the following item:</p> <p>-Intergovernmental relations – Regional Fire Services - FOIPP Act Sections 21, 22, 23 and 24</p> <p style="text-align: right;">CARRIED</p> <p>The closed meeting recessed at 10:47 a.m. to allow the public in attendance time to exit the meeting.</p> <p>The closed meeting reconvened at 10:53 a.m.</p>

4

SUMMER VILLAGE OF SILVER SANDS
REGULAR COUNCIL MEETING MINUTES
FRIDAY, OCTOBER 25, 2024
HELD IN-PERSON AT FALLIS HALL AND VIRTUALLY VIA ZOOM

		<p>The following individuals were present at the Closed Meeting: Bernie Poulin Liz Turnbull Graeme Horne Wendy Wildman Heather Luhtala Dustin Uhlman</p>
	267-24	<p>MOVED by Councillor Horne that Council return to an open meeting at 11:15 a.m. <p style="text-align: right;">CARRIED</p> <p>The meeting recessed at 11:16 a.m. to allow any public to return to the meeting.</p> <p>The meeting reconvened at 11:21 a.m. (no public present).</p> </p>
	268-24	<p>MOVED by Mayor Poulin that the Summer Village continue Fire Service provision negotiations as discussed. <p style="text-align: right;">CARRIED</p> </p>
	269-24	<p>MOVED by Deputy Mayor Turnbull that Council support administration in re-negotiating the terms of the employment agreement of the Public Works Supervisor. <p style="text-align: right;">CARRIED</p> </p>
14.	NEXT MEETING(S)	The next Regular Council Meeting is scheduled for Friday, November 29, 2024 at 9:00 a.m. in person at Fallis Hall and virtually via Zoom.
15.	ADJOURNMENT	The meeting adjourned at 11:27 a.m.

Mayor, Bernie Poulin

Chief Administrative Officer, Wendy Wildman

⑤

Municipal Borrowing Bylaw

**BEING A BYLAW OF THE SUMMER VILLAGE OF SILVER SANDS, IN THE
PROVINCE OF ALBERTA, FOR THE PURPOSE SPECIFIED IN SECTION 256 OF
THE MUNICIPAL GOVERNMENT ACT
BYLAW NO. 347-2024**

WHEREAS the Council of the Summer Village of Silver Sands (hereinafter called the "Corporation") in the Province of Alberta, considers it necessary to borrow certain sums of money for the purpose of an operating Line of Credit for interim financing in the event of a local emergency or to cover unforeseen urgent operating expenditures not included in the operating budget over the period from the date of this Bylaw through to December 31, 2025.

NOW THEREFORE pursuant to the provisions of the Municipal Government Act, it is hereby enacted by the Council of the Corporation as a Bylaw that:

1. The Corporation is hereby authorized to borrow from ATB Financial, ("ATB") up to the principal sum of \$150,000.00 repayable upon demand at a rate of interest per annum from time to time established by ATB, not to exceed 10%, and such interest will be calculated daily and due and payable monthly on the last day of each and every month.
2. The borrowing is a line of credit repayable on demand and the Corporation is required to pay accrued interest monthly.
3. The Chief Elected Officer and the Chief Administrative Officer are authorized for and on behalf of the Corporation:
 - (a) to apply to ATB for the aforesaid loan to the Corporation and to arrange with ATB the amount, terms and conditions of the loan and security or securities to be given to ATB;
 - (b) as security for any money borrowed from ATB
 - (i) to execute promissory notes and other negotiable instruments or evidences of debt for such loans and renewals of all such promissory notes and other negotiable instruments or evidences of debts;
 - (ii) to give or furnish to ATB all such securities and promises as ATB may require to secure repayment of such loans and interest thereon; and
 - (iii) to execute all security agreements, hypothecations, debentures, charges, pledges, conveyances, assignments and transfers to and in favour of ATB of all or any property, real or personal, moveable or immovable, now or hereafter owned by the Corporation or in which the Corporation may have any interest, and any other documents or contracts necessary to give or to furnish to ATB the security or securities required by it.

4. The source or sources of money to be used to repay the principal and interest owing under the borrowing from ATB are: Taxes, Reserves, Grants
5. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the Municipal Government Act.
6. In the event that the Municipal Government Act permits extension of the term of the loan and in the event the Council of the Corporation decides to extend the loan and ATB is prepared to extend the loan, any renewal or extension, bill, debenture, promissory note, or other obligation executed by the officers designated in paragraph 3 hereof and delivered to ATB will be valid and conclusive proof as against the Corporation of the decision of the Council to extend the loan in accordance with the terms of such renewal or extension, bill, debenture, promissory note, or other obligation, and ATB will not be bound to inquire into the authority of such officers to execute and deliver any such renewal, extension document or security.
7. This Bylaw comes into force on the final passing thereof.

WE HEREBY CERTIFY that the foregoing Bylaw was duly passed by the Council of the Corporation therein mentioned at a duly and regularly constituted meeting thereof held on the __29th__ day of __November__ 2024 at which a quorum was present, as entered in the minutes of the said Council, and that the Bylaw has come into force and is still in full force and effect.

THIS Municipal Borrowing Bylaw, inclusive of its Certificate: (a) may be executed electronically; and (b) may be delivered by email, facsimile or other functionally-equivalent means.

READ a first time this __29th__ day of __November__, 2024.

READ a second time this __29th__ day of __November__, 2024.

UNANIMOUS CONSENT to proceed to third reading this __29th__ day of __November__, 2024.

READ a third and final time this this __29th__ day of __November__, 2024.

SIGNED this this __29th__ day of __November__, 2024.

WITNESS our hands and the seal of the Corporation this this __29th__ day of __November__, 2024.



Municipal Government Act RSA 2000 Chapter M-26
Section 256 Borrowing Bylaw

Mayor, Bernie Poulin

Chief Administrative Officer, Wendy Wildman



**A BYLAW OF THE SUMMER VILLAGE OF SILVER SANDS IN THE
PROVINCE OF ALBERTA TO REGULATE THE PROCEDURE AND
CONDUCT OF COUNCIL AND COUNCIL COMMITTEE MEETINGS.**

WHEREAS, the Council of the Summer Village of Silver Sands considers it expedient and desirable for effective governance to regulate the procedure and conduct of Council, Councillors and others attending Council and Council committee meetings in the Summer Village of Silver Sands;

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

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

Citation

1. This Bylaw may be cited as the "The Procedure Bylaw".

Definitions

2. In this bylaw:
 - a) "CAO" means the Chief Administrative Officer or their delegate, for the Summer Village of Silver Sands.
 - b) "Closed Meeting" means a part of the meeting closed to the public at which no resolution or Bylaw may be passed, except a resolution to revert to a meeting held in public.
 - c) "Council" means the Mayor and Councillors of the Summer Village of Silver Sands for the time being elected pursuant to the provisions of the *Local Authorities Election Act* and the *Municipal Government Act* whose term is unexpired, who have not resigned and who continue to be eligible to hold office under the terms of the related provincial legislation;
 - d) "Delegation" means any person that has permission of Council or the CAO to appear before Council or a committee of Council to provide pertinent information and views about the subject before Council or Council committee.
 - e) "Deputy Mayor" shall mean the member selected by Council to preside at a meeting of Council in the absence of the Mayor.
 - f) "Electronic Means" shall be as defined in the Municipal Government Act, Section 199(1)(a), specifically meaning an electronic or telephonic communication method that enables all persons attending a meeting to hear and communicate with each other during the course of the meeting.

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

Application

- 3. This bylaw applies to all members attending meetings of Council and committees established by Council of the Municipality;

Severability

- 4. If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of the bylaw is deemed valid;

General

- 5. The General Duties of Council shall adhere to the duties and responsibilities contained within Section 153 of the MGA as set out in Appendix A.
- 6. The General Duties of the Chief Elected Official shall adhere to the duties and responsibilities contained within Section 154 of the MGA as set out in Appendix B.
- 7. No Member of Council shall direct or interfere with the performance of any work for the Municipality and shall seek all information through the office of the Chief Administrative Officer or their designate.
- 8. Members of Council shall subscribe to the Code of Conduct for Members of Council as set out in the Summer Village of Silver Sands' Code of Conduct Bylaw.
- 9. A breach of any Section of this Bylaw by any Member of Council may place the Member of Council in the position of censure by Council.
- 10. Public Hearings held with respect to bylaws, when required or when requested by Council, will be held prior to second reading. Public Hearings shall be conducted in accordance with the procedures set out in Appendix

C.

Meetings

11. The regular meetings of Council shall be established by resolution of Council at its annual organizational meeting.
12. Special meetings of Council shall be established as required by Council according to the provisions of the Municipal Government Act and the public shall be given notice.
13. Council, by resolution, may establish other Council meeting dates.
14. The meetings of Council committees shall be established by resolution of each committee and the public must be given notice or advertised as required by the provisions of the Municipal Government Act.
15. Regular meetings of Council shall begin at 9:00 a.m.
16. The times for the beginning of Council committee meetings shall be set by resolution of each committee.
17. As soon after the hour of which the meeting was called, and a quorum is present, the Mayor shall take the chair and call the meeting to order.
18. In a case where the Mayor is not in attendance within fifteen (15) minutes after the hour of which the meeting was called, and a quorum is present, the Deputy Mayor shall call the meeting to order.
19. If a quorum is not present within thirty (30) minutes after the time fixed for the meeting, the CAO shall record the names of the members present and the meeting shall stand adjourned until the next meeting;
20. No person, persons or entity other than the Summer Village of Silver Sands may record in whole or in part any meeting of Council or Council Committee using audio, video or any other recording means.
21. Should the Summer Village of Silver Sands deem it appropriate to record a Council or Council Committee meeting, all parties present at the meeting must be verbally notified immediately prior to the start of the recording.
- ~~20. Recordings: Council or Council committee meetings may not be filmed or voice-recorded.~~
- ~~21. Other Recordings: Any other person may not use a mechanical or electronic recording device at a public Council or Council Committee Meeting or a Public Hearing. All such devices must be removed from the meeting room.~~

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22. Recording Devices: No concealed electronic recording devices, including but not limited to cellular telephones, are permitted at any meetings.

Conduct of Meetings

23. Each member or delegate, as the case may be, shall address the chair but shall not speak until recognized by the chair.
24. The presiding officer with the approval by resolution of the members, may authorize a person in the public gallery to address members only on the topic being discussed at that time and within the time limits specified by the presiding officer.
25. A resolution does not require a seconder.
26. A resolution may be withdrawn at any time before voting subject to no objection from any member, as the case may be.
27. The following resolutions are not debatable by members:
- a) adjournment
 - b) to take a recess
 - c) question of privilege
 - d) point of order
 - e) to limit debate on a matter before members
 - f) on division of a question
 - g) postpone the matter to a time certain
 - h) to table the matter
28. The Mayor or presiding officer may enter into any debate and make resolutions in the same manner as any member without relinquishing the chair.
29. Where an item has been brought before Council, the same item cannot be tabled more than three times.
30. Where a matter or issue has been brought before Council, the same matter or issue cannot be heard more than three times unless there is new information be presented about the issue or matter.
31. Where a question under consideration contains distinct propositions, the vote upon each proposition shall be taken separately when any member so requests or when the presiding chair so directs.
32. Whenever the presiding officer is of the opinion that a motion is contrary to the rules and privileges of Council, he/she shall inform the member thereof immediately, before putting the question, and shall cite his reasons applicable to the case without argument or comment.

33. The Mayor or presiding officer shall preserve order and decorum and shall decide questions or order, subject to an appeal to the Council by resolution. Decisions of the presiding officer shall be final unless reversed or altered by a majority vote of members present.
34. In all cases not provided for in the proceedings of the Council, a two-thirds majority of Council shall determine to uphold the ruling of the presiding officer or not as the case may be.
35. When a motion has been made and is being considered by Council no other motion may be made and accepted, except:
 - a) a motion to refer the main question to some other person or group for consideration
 - b) a motion to amend the main question
 - c) a motion to table the main question
 - d) a motion to postpone the main question to some future time
 - e) a motion to adjourn the meeting, provided that a motion to table shall not be debated except as to the time when the matter will again be considered.
36. After any question is finally put by the Mayor or other presiding officer no member shall speak to the question, nor shall any other motion be made until after the result of the vote has been declared. The decision of the Mayor or the presiding officer as to whether the question has been finally put shall be conclusive.
37. Any member of the Council can call for a recorded vote, the names of those who vote for and those who vote against the motion shall be entered in the minutes. A request for a recorded vote must precede the voting on a motion.
38. Voting on all matters shall be done by raising of the hand in such a clear manner that they may be easily counted by the presiding officer.
39. Council may adjourn from time to time to a fixed future date any regular or special meeting of Council that has been duly convened but not terminated. The object of adjourning is to finish the business that the meeting was called to transact in the first place but which has not been completed;
40. A formal motion will be made to go to a "Closed Meeting" session, identifying Division 2 Parts 16 to 29 (Exceptions to Disclosure) of the Freedom of Information and Privacy Act. Confidential items can include items under Division 2 Parts 16 to 29 of the Freedom of Information and Privacy Act and as identified within the Municipal Government Act under Section 197, as confidential items of discussion between Council, Administration and invited persons. When a meeting is closed to the public, no resolution or bylaw may be passed at the meeting, except a resolution to revert to a meeting of a council or council

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committee held in public. No minutes, notes, or recordings of the discussions will take place and any printed reports provided to Council will be retrieved by the CAO. After the closed meeting discussions are completed, any members of the public who are present outside the meeting room must be notified that the rest of the meeting is now open to the public, and a reasonable amount of time must be given for those members of the public to return to the meeting before it continues. Where a council or council committee closes all or part of a meeting to the public, the council or council committee may allow one or more other persons to attend, as it considers appropriate, and the minutes of the meeting must record the names of those persons and the reasons for allowing them to attend.

Delegations

41. A person or a representative of any delegation or group of persons who wish to bring any matter to the attention of Council, or who wish to have any matter considered by Council shall address a letter or other written communication to the Council outlining the subject to be discussed. The letter shall be signed by the correct name of the writer; the address of the writer, the phone number of the writer and, if available, the email address of the writer and delivered or mailed to the CAO. The letter must arrive by 1:00 p.m. on a business day at least five (5) days immediately preceding the meeting at which it is to be presented. If the person wishes to appear before Council on the matter it shall be stated in the letter.
42. Delegates shall be granted a maximum of fifteen (15) minutes to present the matter outlined in the letter. Where the presiding officer determines that additional time shall be granted to a delegation the length of the extension shall be specified and the presiding officer may limit the time. The number of times that a member or delegate may speak on the same question or resolution is three (3) times, having due regard to the importance of the matter.
43. Delegations that have not submitted a letter in accordance with section 41 may be granted a brief opportunity to outline the matter they wish to present to Council, and following that outline, the presiding officer and members shall determine if the delegation is to be granted time under section 42 to present the matter outlined.
44. Members of the public who constitute the gallery in the Council Chambers during a Council meeting may not address Council without permission of the Council, shall maintain order and quiet, and shall not applaud or otherwise interrupt any speech or action of members of Council. Should the behaviour of a member or members of the gallery become unruly, they shall be required to leave the meeting immediately.
45. Council shall hear all delegations that have brought their items of business onto the agenda in the order in which they are placed on the agenda or the order may be changed by a majority vote of members present. All rules of Council in

this Bylaw shall apply to each and every member of the delegation. Delegations shall have fifteen (15) minutes for presentation;

Provision for Attendance and Participation by Electronic Means

46. In accordance with the provisions of Section 199 of the Municipal Government Act, Council herein provides that meetings of council, including committee meetings and public hearings, may be conducted by Electronic Means, when deemed necessary to do so for the effective and expedient governance of the municipality and engagement with the public, at the discretion of Council.
- a) In exercising its discretion, Council may provide for the following meetings inclusive of Electronic Means:
 - A full virtual meeting, by which all parties that are, or may wish to be, participating in the meeting shall have a common point of access to the virtual meeting through approved electronic means; or,
 - A hybrid virtual meeting, at which some of the participants may be authorized to participate through approved electronic means. The availability of a hybrid virtual meeting does not create an obligation, nor does it restrict the ability, to provide virtual access to the general public as in the hybrid model the council chamber remains an effective point of access for the general public.
 - b) In exercising its discretion, Council shall prioritize the use of hybrid, rather than full, virtual meetings such that where possible the use of electronic means is limited to use by those active parties in the meeting, including councillors, administration and formal delegations who cannot be in physical attendance.
 - c) In all cases, Electronic Means shall be used only when and where the location of remote access is able to support its use. The ability to access remotely is not a guarantee that access will be assured or that business will be detained for input by those with an intermittent connection.
 - d) A Councillor shall be deemed present for the meeting for the duration of the meeting, in all or in portions, for which their connection is active.
 - e) The Presiding Officer shall, on the Call to Order of the meeting, declare to the meeting that there is, or may be, participation by Electronic Means, and shall ask the recording secretary to confirm any virtual attendees by seeking confirmation of:
 - Those voting members or councillors present;
 - Those administration present;
 - Those delegations that may be present; and

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

be accepted and shall be deemed an absent vote.

- f) When a council member or other participant is included in a Closed Session meeting and participating by Electronic Means, the virtually attending member shall be asked to verbally confirm to the Chief Administrative Officer, or designate, that they are attending the Closed Session alone.

49. When making access by Electronic Means available to the general public:

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

Motion to Recess

- 50. The Chair, without a Motion, may Recess the meeting for a specific period of no more than ten (10) minutes.
- 51. Any Councillor may move that Council Recess for a specific period.
- 52. After the Recess, business will be resumed at the point where it was interrupted.
- 53. A Recess will follow a motion to go into closed session and a Recess will precede a motion to come out of closed session;

Rules of Order

54. Any matter of meeting conduct which is not herein provided for shall be determined in accordance with "Roberts Rules of Order";

Agenda and Order of Business

55. Prior to each meeting, the CAO shall prepare a statement of the order of business to be known as the "Agenda" of all matters to be brought before Council. To enable the CAO to do so, all documents and notice of delegation, intended to be submitted to the Council, shall be received by the CAO not later than 1:00 p.m. on a business day at least five (5) days before the meeting.
56. The CAO shall place at the disposal of each member a copy of the agenda and all supporting materials not later than 4:30 p.m. two (2) days before the meeting.
57. Where the deadlines in section 51 and 52 are not met, the agenda and support materials shall be deemed to be acceptable when the agenda is adopted at the meeting.
58. The business intended to be dealt with shall be stated in the agenda in the following order where applicable:
1. Call to Order
 2. Treaty 6 Territory Land Acknowledgment
 3. Agenda Adoption
 4. Minutes Adoption
 5. Delegations
 6. Public Hearings
 7. Bylaws
 8. Business
 9. Financial
 10. Council Reports
 11. Administration Reports
 12. Information & Correspondence
 13. Open Floor Discussion with Gallery – Total time provision of 15 minutes
 14. Closed Meeting
 15. Adjournment
59. The order of business established in section 54 shall apply unless altered by the presiding officer with no objection from members, or otherwise determined by a majority vote of the members present, and the vote upon a matter of priority of business shall be decided without debate.
60. Standing Committees of Council shall be established and governed by policy or bylaw approved by Council. Where appropriate authority is delegated to a Standing Committee, such committee and its mandate shall be established by bylaw;

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Recording of the Minutes

61. The CAO may delegate any duties to a recording secretary but shall accept all responsibilities of the duties.
62. If a member of Council arrives late, leaves before the meeting is adjourned, or is temporarily absent from the meeting, it shall be so recorded in the minutes.
63. After each meeting, the CAO shall prepare a statement of what was done at the meeting which will be known as the "Minutes" of the meeting. The minutes will be the written record of the proceedings of the meeting and will be a record of what was done at the meeting, and not what was said at the meeting;

Bylaws

64. Where a bylaw is presented to Council for enactment, the CAO shall cause the number and the short title of the bylaw to appear on the Agenda in the appropriate place.
65. Every bylaw shall have three separate and distinct readings.
66. After a member has made the motion for the second reading of the bylaw Council may:
 - a) debate the substance of the bylaw; and
 - b) propose and consider amendments to the bylaw.
67. A proposed amendment shall be put to a vote and if carried shall be considered as having been read a first time and incorporated in the bylaw.
68. Unless the members present at a meeting unanimously agree that a bylaw may be presented to Council for a third reading at the same meeting at which it has received two readings, the bylaw shall not be given more than two readings at one meeting.
69. Where required by provincial statute, a bylaw shall be advertised or submitted to the electorate for voting as set out in the relevant statutes.
70. Bylaws shall not be repealed, amended or suspended, except so far as the terms thereof themselves permit, unless it is repealed, amended or suspended by:
 - a) a Bylaw unanimously passed at a regular or special meeting of the Council at which all members thereof are present; or
 - b) a Bylaw passed at a regular meeting of Council, pursuant to a notice in writing given and openly announced at the preceding meeting of the Council and setting out the terms of the substantial effect of the proposed Bylaw.

Website

- 71. The Regular Council Meeting agenda will be posted on the Summer Village website prior to the Council meeting after it is prepared and distributed to Council.
- 72. Special Council Meeting agendas will be posted on the Summer Village website prior to the special Council meeting after it is prepared and distributed to Council.
- 73. Unapproved meeting minutes are to be posted on the Summer Village website within 7 business days of the meeting.
- 74. Approved minutes are to be posted on the Summer Village website within 3 business days of the meeting **in which they were approved.**
- 75. Other items will be posted on the Summer Village website as directed by the CAO or designate.

This Bylaw repeals Bylaw #341-2024 and comes into full force and effect upon third and final reading.

READ a first time this _____ day of _____, 2024.

READ a second time this _____ day of _____, 2024.

UNANIMOUS CONSENT to proceed to third reading this _____ day of _____, 2024.

READ a third and final time this this _____ day of _____, 2024.

SIGNED this this _____ day of _____, 2024.

Mayor, Bernie Poulin

Chief Administrative Officer, Wendy Wildman

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SUMMER VILLAGE OF SILVER SANDS
APPENDIX A

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

General duties of Councillors
153

Councillors have the following duties:

- (a) to consider the welfare and interests of the municipality as a whole and to bring to council's attention anything that would promote the welfare or interests of the municipality;
- (a.1) to promote an integrated and strategic approach to intermunicipal land use planning and service delivery with neighbouring municipalities;
- (b) to participate generally in developing and evaluating the policies and programs of the municipality;
- (c) to participate in council meetings and council committee meetings and meetings of other bodies to which they are appointed by the council;
- (d) to obtain information about the operation or administration of the municipality from the chief administrative officer or a person designated by the chief administrative officer;
- (e) to keep in confidence matters discussed in private at a council or council committee meeting until discussed at a meeting held in public;
- (e.1) to adhere to the code of conduct established by the council under section 146.1(1);
- (f) to perform any other duty or function imposed on Councillors by this or any other enactment or by the council.

SA 2000 cM-26 s153;2015 c8 s17;2016 c24 s15

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SUMMER VILLAGE OF SILVER SANDS
APPENDIX B

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

General duties of chief elected official
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- (1) A chief elected official, in addition to performing the duties of a Councillor, must
 - (a) preside when in attendance at a Council meeting unless a bylaw provides that another Councillor or other person is to preside, and
 - (b) perform any other duty imposed on a chief elected official by this or any other enactment or bylaw.
- (2) The chief elected official is a member of all Council committees and all bodies to which Council has the right to appoint members under this Act, unless the Council provides otherwise.
- (3) Despite subsection (2), the chief elected official may be a member of a board, commission, subdivision authority or development authority established under Part 17 only if the chief elected official is appointed in the chief elected official's personal name.

1994 cM-26.1 s154; 1995 c24 s21

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SUMMER VILLAGE OF SILVER SANDS
APPENDIX C
Public Hearing Procedure

Policy

Council may adopt a procedure for statutory public hearings.

Council shall abide by the underlying principles for statutory public hearings. The process will adhere as closely to the procedures outlined as possible although Council may adjust the process in order to accommodate a smooth flow of the proceedings provided that there is adherence to the underlying principles.

Council may follow this process for those non-statutory public hearings on issues that Council determines would benefit from public input.

Public Hearing Principles

These principles shall apply only to the process for bylaws or resolutions that require a public hearing or that Council determines would benefit from a public hearing, and not to other bylaws or resolutions.

1. Council shall hear any person, group of persons, or persons representing them, who claims to be affected by a proposed bylaw or resolution and who has complied with the procedures outlined by Council.
2. Council, by majority vote, may decide to hear from any person other than those outlined in principle number 1.
3. The public hearing shall be held at a regular or special meeting of Council.
4. The public hearing shall be held before second reading of a bylaw or before Council votes on a resolution.
5. After the public hearing, Council may pass the bylaw or resolution, or make any amendments that it considers necessary.
6. If Council determines that the amendments to a bylaw or resolution that requires a statutory public hearing have changed the intent of the bylaw, Council shall re-advertise the public hearing, and commence with first reading of the bylaw again.

Public Hearing Procedures

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Definitions

1. "Chairman" refers to the Presiding Officer officiating the Public Hearing
2. "Secretary" refers to the CAO or his/her designate

SUMMER VILLAGE OF SILVER SANDS PUBLIC HEARING

Date Time

Bylaw #

INTRODUCTION & PROCEDURES

- 1 (Chairman) "The following Public Hearing is held pursuant to the Municipal Government Act"
- 2 (Chairman) "The following rules of conduct will be followed during the Public Hearing:"
Presentation should be brief and to the point
The order of presentation shall be
 - o Entry of written submission
 - o Comments from the ****
 - o Those supporting the Bylaw
 - o Those opposing the Bylaw
 - o Any other person deemed to be affected by the Bylaw
 The Public Hearing purpose is "to receive comments from any interested parties on the proposed Bylaws"

"I hereby declare the Public Hearing relating to Bylaw **** open"

- 3 (Secretary) "The purpose of Bylaw **** is to amend ***.

First Reading was given to Bylaw **** on (insert date) •

Notice of this Public Hearing was advertised on the website, on the (insert various method of advertising) in the week of (insert date)

The following written comments have been received to (insert d-ate)

- 4 (Chairman) "Are there any late written submissions relating to the Bylaw?"

(Note: If there are any, the secretary to read letter into record) "Comments from the *** Department"

"Is there anyone who supports the Bylaw and wishes to speak?" "Is there anyone who opposes the Bylaw and wishes to speak?"

"Is there anyone deemed to be affected by the Bylaw and wishes to speak?"

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- 5 (Chairman) "Are there any further comments from the **** Dept."
- 6 (Chairman) "Do the Councilors have any further questions"
- 7 (Chairman) "If not, I hereby declare this Public Hearing relating to Bylaw **** be closed and will adjourn this Public Hearing."

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**A BYLAW OF THE SUMMER VILLAGE OF SILVER SANDS IN THE
PROVINCE OF ALBERTA TO REGULATE THE PROCEDURE AND
CONDUCT OF COUNCIL AND COUNCIL COMMITTEE MEETINGS.**

WHEREAS, the Council of the Summer Village of Silver Sands considers it expedient and desirable for effective governance to regulate the procedure and conduct of Council, Councillors and others attending Council and Council committee meetings in the Summer Village of Silver Sands;

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

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

Citation

1. This Bylaw may be cited as the "The Procedure Bylaw".

Definitions

2. In this bylaw:
 - a) "CAO" means the Chief Administrative Officer or their delegate, for the Summer Village of Silver Sands.
 - b) "Closed Meeting" means a part of the meeting closed to the public at which no resolution or Bylaw may be passed, except a resolution to revert to a meeting held in public.
 - c) "Council" means the Mayor and Councillors of the Summer Village of Silver Sands for the time being elected pursuant to the provisions of the *Local Authorities Election Act* and the *Municipal Government Act* whose term is unexpired, who have not resigned and who continue to be eligible to hold office under the terms of the related provincial legislation;
 - d) "Delegation" means any person that has permission of Council or the CAO to appear before Council or a committee of Council to provide pertinent information and views about the subject before Council or Council committee.
 - e) "Deputy Mayor" shall mean the member selected by Council to preside at a meeting of Council in the absence of the Mayor.
 - f) "Electronic Means" shall be as defined in the Municipal Government Act, Section 199(1)(a), specifically meaning an electronic or telephonic communication method that enables all persons attending a meeting to hear and communicate with each other during the course of the meeting.

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

Application

- 3. This bylaw applies to all members attending meetings of Council and committees established by Council of the Municipality;

Severability

- 4. If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of the bylaw is deemed valid;

General

- 5. The General Duties of Council shall adhere to the duties and responsibilities contained within Section 153 of the MGA as set out in Appendix A.
- 6. The General Duties of the Chief Elected Official shall adhere to the duties and responsibilities contained within Section 154 of the MGA as set out in Appendix B.
- 7. No Member of Council shall direct or interfere with the performance of any work for the Municipality and shall seek all information through the office of the Chief Administrative Officer or their designate.
- 8. Members of Council shall subscribe to the Code of Conduct for Members of Council as set out in the Summer Village of Silver Sands' Code of Conduct Bylaw.
- 9. A breach of any Section of this Bylaw by any Member of Council may place the Member of Council in the position of censure by Council.
- 10. Public Hearings held with respect to bylaws, when required or when requested by Council, will be held prior to second reading. Public Hearings shall be conducted in accordance with the procedures set out in Appendix

C.

Meetings

11. The regular meetings of Council shall be established by resolution of Council at its annual organizational meeting.
12. Special meetings of Council shall be established as required by Council according to the provisions of the Municipal Government Act and the public shall be given notice.
13. Council, by resolution, may establish other Council meeting dates.
14. The meetings of Council committees shall be established by resolution of each committee and the public must be given notice or advertised as required by the provisions of the Municipal Government Act.
15. Regular meetings of Council shall begin at 9:00 a.m.
16. The times for the beginning of Council committee meetings shall be set by resolution of each committee.
17. As soon after the hour of which the meeting was called, and a quorum is present, the Mayor shall take the chair and call the meeting to order.
18. In a case where the Mayor is not in attendance within fifteen (15) minutes after the hour of which the meeting was called, and a quorum is present, the Deputy Mayor shall call the meeting to order.
19. If a quorum is not present within thirty (30) minutes after the time fixed for the meeting, the CAO shall record the names of the members present and the meeting shall stand adjourned until the next meeting;
20. No person, persons or entity other than the Summer Village of Silver Sands may record in whole or in part any meeting of Council or Council Committee using audio, video or any other recording means.
21. Should the Summer Village of Silver Sands deem it appropriate to record a Council or Council Committee meeting, all parties present at the meeting must be verbally notified immediately prior to the start of the recording.
22. Recording Devices: No concealed electronic recording devices, including but not limited to cellular telephones, are permitted at any meetings.

Conduct of Meetings

23. Each member or delegate, as the case may be, shall address the chair but shall not speak until recognized by the chair.
24. The presiding officer with the approval by resolution of the members, may authorize a person in the public gallery to address members only on the topic being discussed at that time and within the time limits specified by the presiding officer.
25. A resolution does not require a seconder.
26. A resolution may be withdrawn at any time before voting subject to no objection from any member, as the case may be.
27. The following resolutions are not debatable by members:
 - a) adjournment
 - b) to take a recess
 - c) question of privilege
 - d) point of order
 - e) to limit debate on a matter before members
 - f) on division of a question
 - g) postpone the matter to a time certain
 - h) to table the matter
28. The Mayor or presiding officer may enter into any debate and make resolutions in the same manner as any member without relinquishing the chair.
29. Where an item has been brought before Council, the same item cannot be tabled more than three times.
30. Where a matter or issue has been brought before Council, the same matter or issue cannot be heard more than three times unless there is new information be presented about the issue or matter.
31. Where a question under consideration contains distinct propositions, the vote upon each proposition shall be taken separately when any member so requests or when the presiding chair so directs.
32. Whenever the presiding officer is of the opinion that a motion is contrary to the rules and privileges of Council, he/she shall inform the member thereof immediately, before putting the question, and shall cite his reasons applicable to the case without argument or comment.
33. The Mayor or presiding officer shall preserve order and decorum and shall decide questions of order, subject to an appeal to the Council by resolution. Decisions of the presiding officer shall be final unless reversed or altered by a

majority vote of members present.

34. In all cases not provided for in the proceedings of the Council, a two-thirds majority of Council shall determine to uphold the ruling of the presiding officer or not as the case may be.
35. When a motion has been made and is being considered by Council no other motion may be made and accepted, except:
 - a) a motion to refer the main question to some other person or group for consideration
 - b) a motion to amend the main question
 - c) a motion to table the main question
 - d) a motion to postpone the main question to some future time
 - e) a motion to adjourn the meeting, provided that a motion to table shall not be debated except as to the time when the matter will again be considered.
36. After any question is finally put by the Mayor or other presiding officer no member shall speak to the question, nor shall any other motion be made until after the result of the vote has been declared. The decision of the Mayor or the presiding officer as to whether the question has been finally put shall be conclusive.
37. Any member of the Council can call for a recorded vote, the names of those who vote for and those who vote against the motion shall be entered in the minutes. A request for a recorded vote must precede the voting on a motion.
38. Voting on all matters shall be done by raising of the hand in such a clear manner that they may be easily counted by the presiding officer.
39. Council may adjourn from time to time to a fixed future date any regular or special meeting of Council that has been duly convened but not terminated. The object of adjourning is to finish the business that the meeting was called to transact in the first place but which has not been completed;
40. A formal motion will be made to go to a "Closed Meeting" session, identifying Division 2 Parts 16 to 29 (Exceptions to Disclosure) of the Freedom of Information and Privacy Act. Confidential items can include items under Division 2 Parts 16 to 29 of the Freedom of Information and Privacy Act and as identified within the Municipal Government Act under Section 197, as confidential items of discussion between Council, Administration and invited persons. When a meeting is closed to the public, no resolution or bylaw may be passed at the meeting, except a resolution to revert to a meeting of a council or council committee held in public. No minutes, notes, or recordings of the discussions will take place and any printed reports provided to Council will be retrieved by the CAO. After the closed meeting discussions are completed, any members of the public who are present outside the meeting room must be notified that the

rest of the meeting is now open to the public, and a reasonable amount of time must be given for those members of the public to return to the meeting before it continues. Where a council or council committee closes all or part of a meeting to the public, the council or council committee may allow one or more other persons to attend, as it considers appropriate, and the minutes of the meeting must record the names of those persons and the reasons for allowing them to attend.

Delegations

41. A person or a representative of any delegation or group of persons who wish to bring any matter to the attention of Council, or who wish to have any matter considered by Council shall address a letter or other written communication to the Council outlining the subject to be discussed. The letter shall be signed by the correct name of the writer; the address of the writer, the phone number of the writer and, if available, the email address of the writer and delivered or mailed to the CAO. The letter must arrive by 1:00 p.m. on a business day at least five (5) days immediately preceding the meeting at which it is to be presented. If the person wishes to appear before Council on the matter it shall be stated in the letter.
42. Delegates shall be granted a maximum of fifteen (15) minutes to present the matter outlined in the letter. Where the presiding officer determines that additional time shall be granted to a delegation the length of the extension shall be specified and the presiding officer may limit the time. The number of times that a member or delegate may speak on the same question or resolution is three (3) times, having due regard to the importance of the matter.
43. Delegations that have not submitted a letter in accordance with section 41 may be granted a brief opportunity to outline the matter they wish to present to Council, and following that outline, the presiding officer and members shall determine if the delegation is to be granted time under section 42 to present the matter outlined.
44. Members of the public who constitute the gallery in the Council Chambers during a Council meeting may not address Council without permission of the Council, shall maintain order and quiet, and shall not applaud or otherwise interrupt any speech or action of members of Council. Should the behaviour of a member or members of the gallery become unruly, they shall be required to leave the meeting immediately.
45. Council shall hear all delegations that have brought their items of business onto the agenda in the order in which they are placed on the agenda or the order may be changed by a majority vote of members present. All rules of Council in this Bylaw shall apply to each and every member of the delegation. Delegations shall have fifteen (15) minutes for presentation;

Provision for Attendance and Participation by Electronic Means

46. In accordance with the provisions of Section 199 of the Municipal Government Act, Council herein provides that meetings of council, including committee meetings and public hearings, may be conducted by Electronic Means, when deemed necessary to do so for the effective and expedient governance of the municipality and engagement with the public, at the discretion of Council.
- a) In exercising its discretion, Council may provide for the following meetings inclusive of Electronic Means:
- A full virtual meeting, by which all parties that are, or may wish to be, participating in the meeting shall have a common point of access to the virtual meeting through approved electronic means; or,
 - A hybrid virtual meeting, at which some of the participants may be authorized to participate through approved electronic means. The availability of a hybrid virtual meeting does not create an obligation, nor does it restrict the ability, to provide virtual access to the general public as in the hybrid model the council chamber remains an effective point of access for the general public.
- b) In exercising its discretion, Council shall prioritize the use of hybrid, rather than full, virtual meetings such that where possible the use of electronic means is limited to use by those active parties in the meeting, including councillors, administration and formal delegations who cannot be in physical attendance.
- c) In all cases, Electronic Means shall be used only when and where the location of remote access is able to support its use. The ability to access remotely is not a guarantee that access will be assured or that business will be detained for input by those with an intermittent connection.
- d) A Councillor shall be deemed present for the meeting for the duration of the meeting, in all or in portions, for which their connection is active.
- e) The Presiding Officer shall, on the Call to Order of the meeting, declare to the meeting that there is, or may be, participation by Electronic Means, and shall ask the recording secretary to confirm any virtual attendees by seeking confirmation of:
- Those voting members or councillors present;
 - Those administration present;
 - Those delegations that may be present; and
 - The general count of those public present.
47. In providing for Electronic Means, the Council authorizes the following electronic means for virtual participation in meetings:

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

attending member shall be asked to verbally confirm to the Chief Administrative Officer, or designate, that they are attending the Closed Session alone.

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

Motion to Recess

50. The Chair, without a Motion, may Recess the meeting for a specific period of no more than ten (10) minutes.
51. Any Councillor may move that Council Recess for a specific period.
52. After the Recess, business will be resumed at the point where it was interrupted.
53. A Recess will follow a motion to go into closed session and a Recess will precede a motion to come out of closed session;

Rules of Order

54. Any matter of meeting conduct which is not herein provided for shall be determined in accordance with "Roberts Rules of Order";

Agenda and Order of Business

55. Prior to each meeting, the CAO shall prepare a statement of the order of business to be known as the "Agenda" of all matters to be brought before Council. To enable the CAO to do so, all documents and notice of delegation, intended to be submitted to the Council, shall be received by the CAO not later than 1:00 p.m. on a business day at least five (5) days before the meeting.
56. The CAO shall place at the disposal of each member a copy of the agenda and all supporting materials not later than 4:30 p.m. two (2) days before the meeting.
57. Where the deadlines in section 51 and 52 are not met, the agenda and support materials shall be deemed to be acceptable when the agenda is adopted at the meeting.
58. The business intended to be dealt with shall be stated in the agenda in the following order where applicable:
 1. Call to Order
 2. Treaty 6 Territory Land Acknowledgment
 3. Agenda Adoption
 4. Minutes Adoption
 5. Delegations
 6. Public Hearings
 7. Bylaws
 8. Business
 9. Financial
 10. Council Reports
 11. Administration Reports
 12. Information & Correspondence
 13. Open Floor Discussion with Gallery – Total time provision of 15 minutes
 14. Closed Meeting
 15. Adjournment
59. The order of business established in section 54 shall apply unless altered by the presiding officer with no objection from members, or otherwise determined by a majority vote of the members present, and the vote upon a matter of priority of business shall be decided without debate.
60. Standing Committees of Council shall be established and governed by policy or bylaw approved by Council. Where appropriate authority is delegated to a Standing Committee, such committee and its mandate shall be established by bylaw;

Recording of the Minutes

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



62. If a member of Council arrives late, leaves before the meeting is adjourned, or is temporarily absent from the meeting, it shall be so recorded in the minutes.
63. After each meeting, the CAO shall prepare a statement of what was done at the meeting which will be known as the "Minutes" of the meeting. The minutes will be the written record of the proceedings of the meeting and will be a record of what was done at the meeting, and not what was said at the meeting;

Bylaws

64. Where a bylaw is presented to Council for enactment, the CAO shall cause the number and the short title of the bylaw to appear on the Agenda in the appropriate place.
65. Every bylaw shall have three separate and distinct readings.
66. After a member has made the motion for the second reading of the bylaw Council may:
 - a) debate the substance of the bylaw; and
 - b) propose and consider amendments to the bylaw.
67. A proposed amendment shall be put to a vote and if carried shall be considered as having been read a first time and incorporated in the bylaw.
68. Unless the members present at a meeting unanimously agree that a bylaw may be presented to Council for a third reading at the same meeting at which it has received two readings, the bylaw shall not be given more than two readings at one meeting.
69. Where required by provincial statute, a bylaw shall be advertised or submitted to the electorate for voting as set out in the relevant statutes.
70. Bylaws shall not be repealed, amended or suspended, except so far as the terms thereof themselves permit, unless it is repealed, amended or suspended by:
 - a) a Bylaw unanimously passed at a regular or special meeting of the Council at which all members thereof are present; or
 - b) a Bylaw passed at a regular meeting of Council, pursuant to a notice in writing given and openly announced at the preceding meeting of the Council and setting out the terms of the substantial effect of the proposed Bylaw.

Website

71. The Regular Council Meeting agenda will be posted on the Summer Village website prior to the Council meeting after it is prepared and distributed to Council.

- 72. Special Council Meeting agendas will be posted on the Summer Village website prior to the special Council meeting after it is prepared and distributed to Council.
- 73. Unapproved meeting minutes are to be posted on the Summer Village website within 7 business days of the meeting.
- 74. Approved minutes are to be posted on the Summer Village website within 3 business days of the meeting in which they were approved.
- 75. Other items will be posted on the Summer Village website as directed by the CAO or designate.

This Bylaw repeals Bylaw #341-2024 and comes into full force and effect upon third and final reading.

READ a first time this ____29TH____ day of __NOVEMBER____, 2024.

READ a second time this __29TH__ day of __NOVEMBER____, 2024.

UNANIMOUS CONSENT to proceed to third reading this __29TH__ day of __NOVEMBER__, 2024.

READ a third and final time this this ____29TH____ day of __NOVEMBER__, 2024.

SIGNED this this _29TH_ day of _NOVEMBER_, 2024.

Mayor, Bernie Poulin

Chief Administrative Officer, Wendy Wildman

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SUMMER VILLAGE OF SILVER SANDS
APPENDIX A

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

General duties of Councillors
153

Councillors have the following duties:

- (a) to consider the welfare and interests of the municipality as a whole and to bring to council's attention anything that would promote the welfare or interests of the municipality;
- (a.1) to promote an integrated and strategic approach to intermunicipal land use planning and service delivery with neighbouring municipalities;
- (b) to participate generally in developing and evaluating the policies and programs of the municipality;
- (c) to participate in council meetings and council committee meetings and meetings of other bodies to which they are appointed by the council;
- (d) to obtain information about the operation or administration of the municipality from the chief administrative officer or a person designated by the chief administrative officer;
- (e) to keep in confidence matters discussed in private at a council or council committee meeting until discussed at a meeting held in public;
- (e.1) to adhere to the code of conduct established by the council under section 146.1(1);
- (f) to perform any other duty or function imposed on Councillors by this or any other enactment or by the council.

SA 2000 cM-26 s153;2015 c8 s17;2016 c24 s15

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SUMMER VILLAGE OF SILVER SANDS
APPENDIX B

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

General duties of chief elected official
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- (1) A chief elected official, in addition to performing the duties of a Councillor, must
 - (a) preside when in attendance at a Council meeting unless a bylaw provides that another Councillor or other person is to preside, and
 - (b) perform any other duty imposed on a chief elected official by this or any other enactment or bylaw.
- (2) The chief elected official is a member of all Council committees and all bodies to which Council has the right to appoint members under this Act, unless the Council provides otherwise.
- (3) Despite subsection (2), the chief elected official may be a member of a board, commission, subdivision authority or development authority established under Part 17 only if the chief elected official is appointed in the chief elected official's personal name.

1994 cM-26.1 s154;1995 c24 s21

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SUMMER VILLAGE OF SILVER SANDS
APPENDIX C
Public Hearing Procedure

Policy

Council may adopt a procedure for statutory public hearings.

Council shall abide by the underlying principles for statutory public hearings. The process will adhere as closely to the procedures outlined as possible although Council may adjust the process in order to accommodate a smooth flow of the proceedings provided that there is adherence to the underlying principles.

Council may follow this process for those non-statutory public hearings on issues that Council determines would benefit from public input.

Public Hearing Principles

These principles shall apply only to the process for bylaws or resolutions that require a public hearing or that Council determines would benefit from a public hearing, and not to other bylaws or resolutions.

1. Council shall hear any person, group of persons, or persons representing them, who claims to be affected by a proposed bylaw or resolution and who has complied with the procedures outlined by Council.
2. Council, by majority vote, may decide to hear from any person other than those outlined in principle number 1.
3. The public hearing shall be held at a regular or special meeting of Council.
4. The public hearing shall be held before second reading of a bylaw or before Council votes on a resolution.
5. After the public hearing, Council may pass the bylaw or resolution, or make any amendments that it considers necessary.
6. If Council determines that the amendments to a bylaw or resolution that requires a statutory public hearing have changed the intent of the bylaw, Council shall re-advertise the public hearing, and commence with first reading of the bylaw again.

Public Hearing Procedures

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Definitions

- 1. "Chairman" refers to the Presiding Officer officiating the Public Hearing
- 2. "Secretary" refers to the CAO or his/her designate

SUMMER VILLAGE OF SILVER SANDS PUBLIC HEARING

Date Time

Bylaw #

INTRODUCTION & PROCEDURES

- 1 (Chairman) "The following Public Hearing is held pursuant to the Municipal Government Act"
- 2 (Chairman) "The following rules of conduct will be followed during the Public Hearing:"
 - Presentation should be brief and to the point
 - The order of presentation shall be
 - o Entry of written submission
 - o Comments from the ****
 - o Those supporting the Bylaw
 - o Those opposing the Bylaw
 - o Any other person deemed to be affected by the Bylaw
 - The Public Hearing purpose is "to receive comments from any interested parties on the proposed Bylaws"

"I hereby declare the Public Hearing relating to Bylaw **** open"

- 3 (Secretary) "The purpose of Bylaw **** is to amend ***.

First Reading was given to Bylaw **** on (insert date) •

Notice of this Public Hearing was advertised on the website, on the (insert various method of advertising) in the week of (insert date)

The following written comments have been received to (insert d-ate)

- 4 (Chairman) "Are there any late written submissions relating to the Bylaw?"

(Note: If there are any, the secretary to read letter into record) "Comments from the *** Department"

"Is there anyone who supports the Bylaw and wishes to speak?" "Is there anyone who opposes the Bylaw and wishes to speak?"

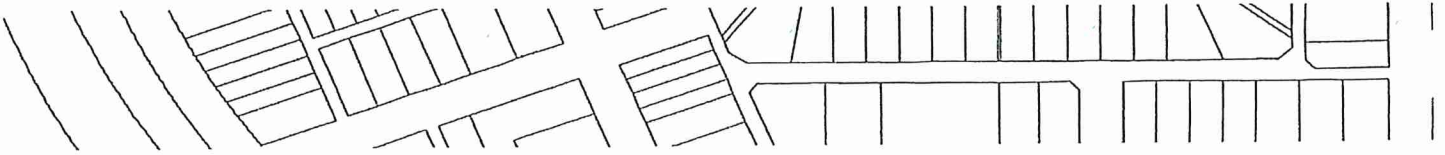
"Is there anyone deemed to be affected by the Bylaw and wishes to speak?"

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- 5 (Chairman) "Are there any further comments from the **** Dept."
- 6 (Chairman) "Do the Councilors have any further questions"
- 7 (Chairman) "If not, I hereby declare this Public Hearing relating to Bylaw **** be closed and will adjourn this Public Hearing."

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November 15, 2024

OUR FILE NUMBER: 24-R-903



Ron Roberts
1847371 Alberta Ltd
7421-81 Street
Edmonton AB T6C 2T9

Dear Sir/Madam:

RE: PROPOSED SUBDIVISION
Pt. SW 3-54-5-W5, Summer Village of Silver Sands

Your subdivision application was *conditionally approved* by the Subdivision Authority for the Summer Village of Silver Sands on November 12, 2024. The decision is valid for one (1) year.

The decision may be appealed within twenty-one (21) days of the mailing of this letter by submitting a written notice to the appeal body (the Land and Property Rights Tribunal) as indicated within the Notes on the attached form.

Following the appeal period, an instrument (a Descriptive Plan or a Plan of Survey) to register the approval must be prepared and submitted to this office for endorsement. However, this office cannot endorse the instrument until the appeal period has elapsed.

Endorsement also cannot be given until the attached conditions have been met. Please confirm that any appropriate documentation has been received by this office when submitting your registerable instrument.

The instrument must be prepared on your behalf by an Alberta Land Surveyor in a manner satisfactory to the Land Titles Office (10365 - 97 Street, Edmonton, T5J 3W7, phone 780-427-2742).

Your submission of an instrument for endorsement must include the required fee of four hundred dollars (\$400.00) plus G.S.T. (for a total of \$420.00), payable to Municipal Planning Services (2009) Ltd.

Please contact me at 780-486-1991 or via email j.dauphinee@munplan.ab.ca for any clarification.

Yours truly


Jane Dauphinee
B.A. | M. Plan | RPP | MCIP
Principal/Senior Planner
Municipal Planning Services (2009) Ltd.

cc: Summer Village of Silver Sands
Forestry & Parks (Chris)
EPEA (Capital Region)
Water Act (Capital Region)
Canada Post (Jeffrey)
Lac Ste Anne County
Summer Village of South View

FortisAlberta Inc.
Telus Communications
Ste Anne Gas Co-op
Northern Gateway Public School Division
Alberta Health Services (North Zone)
Parkland County
Equus REA

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OUR FILE NUMBER: 24-R-903
Pt. SW 3-54-5-W5

Conditionally Approved
November 12, 2024



APPROVED SUBJECT TO THE FOLLOWING CONDITIONS:

1. That prior to endorsement of an instrument affecting this plan, approaches, including culverts and crossings to the proposed parcel and to the residual of the land, be provided at the owner's and/or developer's expense and to the specifications and satisfaction of the Summer Village of Silver Sands.
2. That prior to endorsement of an instrument affecting this plan, and in accordance with section 9(g) of the Matters Related to Subdivision and Development Regulation, AR 84/2022, submit to the Summer Village of Silver Sands and the Subdivision Authority:
 - a. a Real Property Report or Building Site Certificate, prepared by an Alberta Land Surveyor, must be submitted. This report should indicate the location of the buildings and the distances between them, ensuring that all buildings on the property comply with the required setbacks from property lines, the private sewage disposal system, potable water sources, shelter belts, driveways, above-ground appurtenances, as well as both the existing and proposed property boundaries; and
 - b. certification from a Provincially accredited inspector confirming that the function and location of the existing sewage disposal systems on the proposed lot, will satisfy the Alberta Private Sewage Systems Standard of Practice, and is suitable for the intended subdivision.
3. That taxes are fully paid when final approval (endorsement) of the instrument effecting the subdivision is requested.

NOTES FOR INFORMATION PURPOSES ONLY: (These are not conditions of approval)

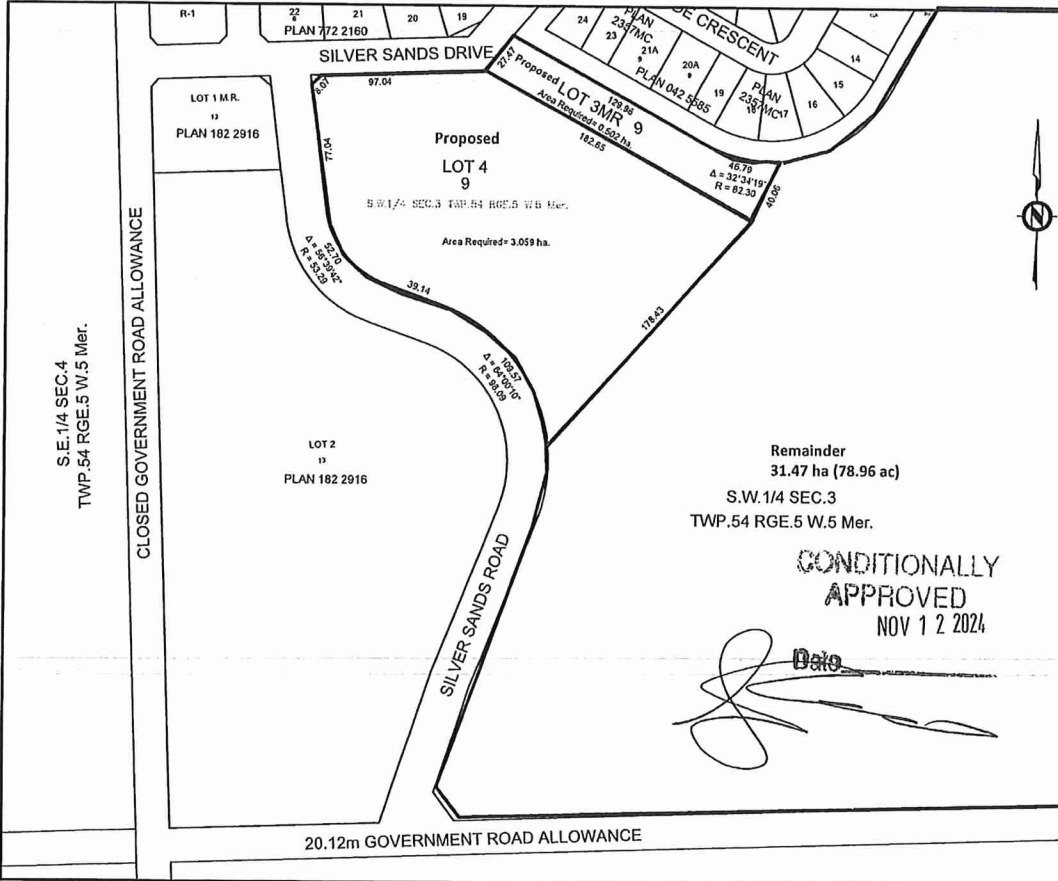
1. The subdivision is being approved because the parcels of land that are proposed to be subdivided are, in the opinion of the Subdivision Authority, suitable for the purpose for which the subdivision is intended, and the proposal is considered by the Subdivision Authority may conform to the provisions of the municipality's Land Use Bylaw. The Subdivision Authority has not verified the availability of water on-site or the suitability of the soils on the site for sewage disposal; however, trucking services are available in the region. The matters listed in Section 7 of the *Subdivision and Development Regulation*, AR 43/2002, as amended, and any submission made by adjacent property owners were considered with care.
2. In order to expedite consideration of the final approval and endorsement of this proposal, a letter from the Summer Village of Silver Sands indicating that Conditions #1, #2 and #3, above have been satisfied should accompany any request for final approval or endorsement.
3. To avoid unnecessary complication, you are advised that no site work to effect your proposal should be commenced prior to endorsement of a registrable instrument by this office and/or without prior consultation with the Summer Village of Silver Sands as to its requirements regarding such development.
4. Pursuant to Condition #2, you are advised to provide your private sewage inspector with a copy of the required Real Property Report (RPR) or building site certificate (BSC), prior to arranging for your private sewage inspection. The RPR or BSC must indicate the location of the private sewage disposal system(s) on the site in relation to proposed parcel boundaries. This will enable the inspector to determine if the minimum required setback distances in the current Alberta *Private Sewage Systems Standard of Practice* can be met.

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5. All new and existing private sewage disposal systems must meet the requirements of the *Private Sewage Disposal Regulation*, AR 229/1997. In this regard, please contact an accredited private sewage inspector or the County's Safety Codes Officer before any sewage system is either constructed or altered. Alternatively, the owner/developer may provide the Summer Village of Silver Sands with a variance to this requirement from the municipality's Safety Codes Officer.
6. FortisAlberta is the Distribution Wire Service Provider for this area. The developer can arrange the installation of electrical services for this subdivision through FortisAlberta. Please contact 310-WIRE to make an application for electrical services:
7. EQUUS is the Distribution Wire Service Provider for this area. The Developer can arrange installation of electrical services for this subdivision through EQUUS. Please contact 310-EQUUS (3787) to make application for electrical services.
8. In accordance with section 657 of the Municipal Government Act, R.S.A. 2000, c. M-26, as amended, this decision is valid for one (1) year. If you are unable to complete your subdivision approval prior to the end of the one-year period, contact our office before your file expires to begin the extension request process. The extension request and fee (\$350 + GST) must be received before the file expires. Once a file has expired, an extension request will not be processed, and a new subdivision application will be required.
9. The following information is provided as required by Section 656(2)(a) of the Municipal Government Act. Any appeal of this decision lies to the Land and Property Rights Tribunal, whose address is 2nd Floor, Summerside Business Centre, 1229 - 91 Street SW, Edmonton, Alberta, T6X 1E9 (phone 780-427-2444).
10. Please advise your surveyor that the Subdivision Authority for the Summer Village of Silver Sands is "Jane Dauphinee".

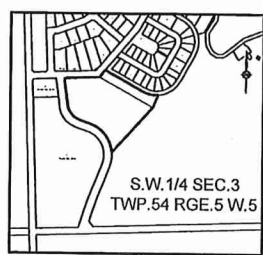
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MPS FILE 24-R-903



APLIN MARTIN
 CIVIL ENGINEER AND ARCHITECTURE PLANNING SERVICES
 114-1117 Super Centre Drive, Unit 100, S.W. 22nd St.
 Fort Lauderdale, FL 33311-4411

PLAN SHOWING A
 TENTATIVE PLAN OF SUBDIVISION
 OF PART OF
 S.W. 1/4 SEC. 3 TWP. 54 RGE. 5 W. 5 Mer.
 UNDER
 S.W. 1/4 SEC. 3 TWP. 54 RGE. 5 W. 5 Mer.



LEGEND
 Proposed Project Boundary

LOT AREA TABLE		
LOT TYPE	NUMBER OF LOTS	TOTAL AREA
MUNICIPAL RESERVE	1	8102 ha
RESIDENTIAL	1	3023 ha
TOTAL PROJECT	2	11125 ha

NOTES
 Areas to be registered shall be bounded thereon contains 3.56 ha
 All distances are expressed in metres and decimals thereof.

Titled Area: 35.03 ha (86.52 ac)
Proposed Lot 4: 3.059 ha (7.56 ac)
Proposed Lot 3MR: 0.502 ha (1.24 ac)

www.aplinmartin.com
 Scale 1:2000

DATE	BY	REVISION
2024-11-02	APM	ISSUED FOR PERMIT
2024-10-15	APM	REVISED PER PLAN 182 2916
2024-09-15	APM	REVISED PER PLAN 182 2916

CONDITIONALLY APPROVED
 NOV 12 2024

[Signature]
 Date

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W

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

Phone: 780-967-0271

Email: wendy@wildwillowenterprises.com

From: ron.silversands@gmail.com <ron.silversands@gmail.com>

Sent: Wednesday, November 20, 2024 1:27 PM

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

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

Subject: Silversands golf resort subdivision

Hi Heather

In regards to the conditions #1 and 2b for the conditionally approved subdivision we are doing, MPS file 24-R-903.

The approach and septic tanks are existing and previously approved/inspected. Do I need to have the approach approved again and the septic tanks inspected again?

Ron Roberts
Silver Sands Golf Resort
780 222 1535

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Seniuk & Company
Chartered Professional Accountants

November 14, 2024

Summer Village of Silver Sands

RE: AUDIT FEE QUOTE 2024 – 2028

We appreciate the opportunity to provide with you a fee quote for an additional term.

We propose audit fees for the next five years commencing with the December 31, 2024 year-end as follows:

2024 - \$4,900

2025 - \$5,050

2026 - \$5,200

2027 - \$5,350

2028 - \$5,500

Please note, we have not charged in the past (or will in the future) for any consulting/queries from the Summer Village during the year for as long as the Summer Village remains our client.

If you have any questions regarding this proposal, please contact me any time.

Yours very truly,

Laura Marcato CPA, CA

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S.V. OF SILVER SANDS
Monthly Financials



Income Function	2024 BUDGET		2024 Actuals (ending October)	Variance	% of Function
Taxation Income					
Municipal Tax	310,643	310,496	147	100%	
School Foundation Tax	168,185	168,105	80	100%	
Minimum Tax (\$1,109 - 2024)	117,053	117,053	0	100%	
Senior Foundation Tax	16,376	16,367	9	100%	
Designated Industrial Tax	33	33	0	100%	
Sub-Total Taxation	\$ 612,290	\$ 612,054	\$236	100%	
Grant & Reserve Funding Income					
Operating Grant - LGFF Operating	17,122	17,122	0	100%	
Operating Grant - Canada Day (apply annually)	600	600	0	100%	
Operating Grant - FIRESMART Canada	500	500	0	100%	
Operating Grant - Canada Summer Jobs (apply annually)(made application - waiting on approval - did not get approved)	-	-	0	#DIV/0!	
Capital Grant - MSI-C / LGFF	58,898	-	58,898	0%	
Capital Grant - CCBF (funding agreement from 2014 to 2024)	-	-	0	#DIV/0!	
Special Projects Funding (from reserves or from grant \$ in deferred revenue or from Grant Deposits)	53,372	22,688	30,684	43%	
Capital Projects Funding (from reserves or from grant \$ in deferred revenue)	23,102	80,000	-56,898	346%	
Transfers from Reserves (2018 LSA Road)(2023/2024/2025 - under agreement \$24,653 per year repayment)	16,092	16,092	0	100%	
Sub-Total Grant & Reserve Funding	\$ 169,686	\$ 137,002	\$32,684	81%	
Other Income					
Other Income (AMSC Rebate/Lease for 7 RV Lots)	1,400	1,400	0	100%	
Penalties on Taxes	4,500	9,594	-5,094	213%	
Bank Income	9,870	21,019	-11,149	213%	
Sub-Total Other Income	\$ 15,770	\$ 32,013	-\$16,243	203%	
Admin Income					
Admin - Sales of Good and Services	500	602	-102	120%	
Admin - Tax Certificates	500	950	-450		
Admin - NSF Fees	-	-	-	#DIV/0!	
Admin - Reserve Transfer (Legal Invoices Offset from other mun's)	2,000	-	2,000	0%	
Sub-Total Admin Income	\$ 3,000	\$ 1,552	\$1,448	52%	
Bylaw/Emergency Services Income					
Bylaw/Emergency Services - Fines	-	203	-203	#DIV/0!	
Bylaw/Emergency Services - Fire Incident Recovery	-	-	-0	#DIV/0!	
Transfer from Reserves - Provincial Policing	5,902	-	5,902	0%	
Sub-Total Bylaw/Emergency Services	\$ 5,902	\$ 203	\$5,699	3%	
Utilities Income					
Utilities - Fortis Franchise Fees	5,500	4,965	11,601	90%	
Sub-Total Utilities Income	\$ 5,500	\$ 4,965	\$535	90%	
Public Works Income					
Public Works/Roads - Services Billed Out	-	-	0	#DIV/0!	
Public Works/Roads - Sales of TCA	-	3,500	-3,500	#DIV/0!	
Public Works/Roads - Transfer from Reserves	-	-	0	#DIV/0!	
Sub-Total Public Works Income	\$ -	\$ 3,500	-\$3,500	#DIV/0!	
Sewer/Water/Drainage Income					
Sewer/Water/Drainage - Transfer from Reserves	-	-	0	#DIV/0!	
Sub-Total Sewer/Water/Drainage	\$ -	\$ -	\$0	#DIV/0!	

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	2024 Actuals (ending October)		Variance	% of Function
Planning & Development Income				
Planning & Development - Safety Codes Permit Fees	1,000	2,833	-1,833	283%
Planning & Development - Development Permit Fees	3,000	1,275	1,725	43%
Planning & Development - SDAB Appeal Fees	-	-	0	#DIV/0!
Planning & Development - Transfer from Reserves	-	-	0	#DIV/0!
Sub-Total Planning & Development	\$ 4,000	\$ 4,108	-\$108	103%
Parks & Recreation Income				
Parks & Recreation - Grant FCSS	5,501	5,501	0	100%
Parks & Recreation - Grant FCSS (funds from Regional Admin - Picnic/Allnet)	-	-	0	#DIV/0!
Parks & Recreation - Grant FCSS (Emergency Services Dinner)	-	-	0	#DIV/0!
Parks & Recreation - Weed Harvesting (LIAMS)	7,500	11,970	-4,470	160%
Parks & Recreation - Transfer from Reserve	-	-	0	#DIV/0!
Sub-Total Parks & Recreation	\$ 13,001	\$ 17,471	-\$ 4,470	134%
Requisitions Collected by Municipality (offset)				
Requisitions - Senior Foundation	- 16,376	- 16,376	0	100%
Requisitions - Over/Under Utilized Levy	-	-	0	#DIV/0!
Requisitions - School Foundation	- 168,185	- 74,249	-93,936	44%
Requisitions - Over/Under Utilized Levy	-	-	0	#DIV/0!
Requisitions - Designated Industrial	- 33	-	-33	0%
Requisitions - Over/Under Utilized Levy	-	-	0	#DIV/0!
Sub-Total Requisitions	-\$ 184,594	-\$ 90,625	-\$ 93,969	49%
Net Revenue for Municipal Purposes	\$ 644,555	722,243	-\$ 77,688	112%
Expense Function				
Council				
Council Meeting Fees	16,000	11,350	4,650	71%
Council Deductions	-	-	0	#DIV/0!
Council Monthly	5,400	3,900	1,500	72%
Council Travel \ Subsistence	4,000	3,301	699	83%
Council SVLSACE	1,666	1,666	0	100%
Council Development	3,000	4,367	-1,367	146%
Council Integrity Commissioner	1,630	1,500	130	92%
Sub Total Council	\$ 31,696	\$ 26,084	\$ 5,612	82%
Administration				
Administration Contract	80,505	60,379	20,126	75%
W.C.B.	3,332	2,499	833	75%
Travel & Subsistence	3,200	2,376	824	74%
Conventions/Training (NEW)	1,000	649	351	65%
Postage \ Phone \ Storage	5,600	4,220	1,380	75%
Memberships	2,500	2,268	232	91%
Stationery & Printing	3,500	2,518	982	72%
Advertising	500	0	500	0%
Auditor	4,800	4,881	-81	102%
Assessment	7,650	7,670	-20	100%
Assessment LARB \ CARB	1,000	452	548	45%
Legal	3,000	6,512	-3,512	217%
Insurance	9,700	9,656	44	100%
Computer Support \ Website	1,800	1,250	550	69%
Meeting Room Fees - Falls Hall Rent	1,200	1,200	0	100%
General Appreciation	500	0	500	0%
Tax Rebates & Discounts	-	0	0	#DIV/0!
Bank Charges \ Penalties	250	141	109	56%
Land Title Charges	100	2	98	2%
Donation To Other Agency (water well workshop)	300	336	-36	112%
Sub-Total Administration	\$ 130,437	\$ 107,009	\$ 23,428	82%

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		2024 Actuals (ending October)	Variance	% of Function
Election				
Salaries & Wages	-	-	0	
Advertising	-	-	0	
Goods & Supplies	-	-	0	
Census Costs	-	-	0	
Sub-Total Election	\$ -	\$ -	\$ -	
Medical				
Medical Clinic (LSA)	-	-	0	
Sub-Total Medical	\$ -	\$ -	\$ -	
Public Works				
Salaries \ Wages (Supervisor & Summer P/T)	81,900	84,479	-2,579	103%
Payroll Deductions	6,500	6,760	-260	104%
Payroll Vacation Accrual	3,300	2,322	978	70%
Payroll Employee Benefits	8,280	6,211	2,069	75%
Phone Reimburse (PWM)	1,200	1,000	200	83%
Shop Phone (Telus)	1,600	1,176	424	74%
Public Works Consultant	-	-	0	#DIV/0!
Shop Security	500	531	-31	106%
Snow Removal \ Grading	1,500	-	1,500	0%
Gravel & Rehabilitation	12,000	6,150	5,850	51%
General Services	1,000	580	420	58%
Signs	700	2,884	-2,184	412%
Parts, Supplies, Fuel, Equip Repair	17,000	15,048	1,952	89%
Shop Improvements	500	1,401	-901	280%
Electrical	19,000	15,702	3,298	83%
Natural Gas	1,800	1,559	241	87%
Sub-Total Public Works	\$ 156,780	\$ 145,803	\$ 10,977	93%
Storm Water / Drainage				
General Supply - Culverts	500	0	500	0%
Storm Water Drainage Study	-	0	0	#DIV/0!
Sub-Total Storm Water/Drainage	\$ 500	\$ -	\$ 500	0%
Lagoon / Sewer				
Lagoon/Sewer Capital	-	-	0	#DIV/0!
Lagoon/Sewer Operating	-	-	0	
Sub-Total Lagoon / Sewer	\$ -	\$ -	\$ -	#DIV/0!
Waste Collection				
Waste	24,500	17,934	6,566	
Recycle	6,700	6,795	-95	
Large Bin Clean Up	5,000	2,975	2,025	
Waste Commission (Hwy 43)	6,500	4,280	2,220	
Sub-Total Waste Collection	\$ 42,700	\$ 31,984	\$ 10,716	75%
Municipal Planning				
Development Officer	3,600	3,000	600	83%
Development Permit Fees	2,000	1,675	325	84%
Development Enforcement	4,000	2,178	1,822	54%
Planning (GC)	500	-	500	0%
General Planning Services (General MPS)	1,500	-	1,500	0%
Safety Codes Administration (move line here starting 2024)	1,630	1,500	130	92%
SDAB	300	300	0	100%
Sub-Total Municipal Planning	\$ 13,530	\$ 8,653	\$ 4,877	64%

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		2024 Actuals (ending October)	Variance	% of Function
Recreation & Parks				
Playground Maintenance	1,200	1,386	-186	116%
Boat Launch	1,000	698	302	70%
Clean - Up (Trees)	3,000	1,361	1,639	45%
Weed Inspection \ Spraying	1,200	429	771	36%
Weed Harvesting LIAMS	7,500	11,970.00	-4,470	160%
Library - YRL	800	749	51	94%
Library - Local	1,500	1,500	0	100%
Recreation (LSA)	500	500	0	100%
East End Bus	350	375	-25	107%
FCSS (\$5,593)(\$987 admin)	6,876	5,190	1,686	75%
FCSS (All Net/Picnic)	-	-	0	#DIV/0!
FCSS (Emerg Services Appreciation)(NEW)	-	-	0	#DIV/0!
Canada Day Celebration	600	600	0	100%
Sub-Total Recreation & Parks	\$ 24,526	\$ 24,758	\$ 232	101%
Emergency Services				
Fire Suppression	39,500	39,362	138	100%
Fire Incident Recovery	-	-	0	#DIV/0!
Fire Volunteer Recruitment	1,200	-	1,200	0%
Disaster Services/Emergency	5,500	4,057	1,443	74%
Directors of Emergency Management	5,000	3,441	1,559	69%
CPO Mayerthorpe	8,000	6,539	1,461	82%
Provincial Policing (collect or fund balance under reserve account or from reserve account)	13,391	13,391	0	100%
Sub-Total Emergency Services	\$ 72,591	\$ 66,790	\$ 5,801	92%
Planned Reserve Contributions				
Provincial Policing	-	-	0	#DIV/0!
Sustainability Reserve	5,485	5,485	0	100%
Tree Removal Reserve	803	803	0	100%
Snow Removal Reserve	536	536	0	100%
Legal Reserve	536	536.00	0	100%
Election Reserve	1,339	1,339	0	100%
SDAB/ARB Appeals	1,071	1,071	0	100%
MAP Review Reserve	500	500	0	100%
Lagoon Reserve	-	-	0	#DIV/0!
Operating Reserve	-	-	0	#DIV/0!
Roads Reserve	-	-	0	#DIV/0!
Sub-Total Planned Reserve Contribution	\$ 10,270	\$ 10,270	\$ -	
Year-End Audit Accounts				
Annual Amortization	-	-	0	#DIV/0!
Gain/Loss On Sale Of TCA	-	-	0	#DIV/0!
Sub-Total Year-End Audit Accounts	\$ -	\$ -	\$ -	#DIV/0!
Special Projects				
Flowering Rush ACP Grant (Silver Sands is Managing Partner)(Completion Date is Dec 31, 2023)	-	-	0	#DIV/0!
Flowering Rush Municipal Contributions (incl additional \$1,000 from SS, \$2,000 from LILSA, \$2,000 from WC)	23,372	22,688	684	97%
LSA County 2018 Rd Project (Repay over 3 Years 23/24/25)(LGFF Additional \$8,561 & Reserves \$16,092)	24,653	24,652	1	100%
Entrance Signs	2,000	-	2,000	0%
Septic Site Inspections	10,000	-	10,000	0%
Assessment Bylaw Review	3,000	-	3,000	0%
Firesmart	5,500	-	5,500	0%
Legal Review Fire Matters	1,000	-	1,000	0%
Status Change Summer Village vs. Village	10,000	-	10,000	0%
Technology Prevention/Risk	-	-	0	#DIV/0!
Sub-Total Special Project	\$ 79,525	\$ 47,340	\$ 32,185	60%

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		2024 Actuals (ending October)	Variance	% of Function
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	82,396	-12,396	118%
2024 Project - Landscape Upgrades (various areas - annual)	7,000		7,000	0%
2024 Project - Equipment Purchase walk behind Roughcut Mower	5,000	5,400	-400	108%
2024 Project - Zoom Kandao System & Accessories (unbudgeted - M#214-24)	-	1,771	-1,771	#DIV/0!
Sub-Total Capital Projects	\$ 82,000	\$ 89,567	-\$ 7,567	109%
TOTAL	\$ 644,555	\$ 558,258	\$ 86,297	87%

Income Less Expenses - Surplus / (Deficit) \$ 163,985

2024 Budget 2024 Actuals (ending October) Variance % of Function

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Silver Sands

Reserve Account Balances

	31-Dec-23	2024 Budgeted Additions	2024 Budgeted Use	31-Dec-24	
Operating Reserves					
Tax Stabilization	\$ 42,985	\$ -	\$ -	\$ 42,985	
Sustainability*	\$ 98,553	\$ 5,485	-\$ 47,092	\$ 56,946	(Special Projects/Repay to LSA County, Firesmart 5K)
Tree Removal	\$ 4,515	\$ 803	\$ -	\$ 5,318	
Snow Removal	\$ 3,010	\$ 536	\$ -	\$ 3,546	
Legal	\$ 3,010	\$ 536	\$ -	\$ 3,546	
Election	\$ 5,525	\$ 1,339	\$ -	\$ 6,864	
Provincial Policing	\$ 10,705	\$ -	-\$ 5,902	\$ 4,803	(Offset Policing Requisition)
SDAB/ARB Hearings	\$ 3,020	\$ 1,071	\$ -	\$ 4,091	
MAP Review	\$ -	\$ 500	\$ -	\$ 500	
Unrestricted Operating	\$ 14,825	\$ -	\$ -	\$ 14,825	
Sub-Total Operating	\$ 186,148	\$ 10,270	-\$ 52,994	\$ 143,424	
Capital Reserves					
General	\$ 10,568	\$ -	\$ -	\$ 10,568	
Land Disposition	\$ 16,408	\$ -	\$ -	\$ 16,408	
Lagoon	\$ 175,820	\$ -	\$ -	\$ 175,820	
Roads	\$ 18,270	\$ -	\$ -	\$ 18,270	
Sub-Total Capital	\$ 221,066	\$ -	\$ -	\$ 221,066	
Total Reserves (Operating & Capital)	\$ 407,214	\$ 10,270	-\$ 52,994	\$ 364,490	

Note: 2024 Budgeted Operating Expenses \$483,030
Reserve goal is to have at least the equivalent of one year's operating.

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Summer Village of Silver Sands

Report to Council

Meeting: November 29, 2024 - Regular Council Meeting
Originated By: Tony Sonnleitner, Development Officer, Summer Village of Silver Sands

November has been a very quiet month.

Development Permits: None

Letters of Compliance: None

Enforcement: None

Regards,

Tony Sonnleitner, Development Officer

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Policing costs for small municipalities going up 39%, but Alberta gov't will cover for one year

Nov. 07, 2024, 10:00 PM

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Alberta municipalities with fewer than 5,000 people will soon pay 39 per cent more for policing costs, but not before the Alberta government covers the increase for one year.

The UCP announced in 2019 that these smaller municipalities would have to start paying 30 per cent of policing costs, which they say has led to the hiring of hundreds of new RCMP positions across the province — 285 regular members and 244 on civilian duties.

The government says costs are rising due to changes in RCMP collective bargaining agreements.

In 2025, Alberta will give municipalities \$27 million for one year to offset the spike, but after March 2026, they're on their own.

“The expiring regulation would have municipalities seeing a 39 per cent increase in their costs – with no improvement in policing services delivered,” says Mike Ellis, Minister of Public Safety and Emergency Services.

“We know this is not acceptable for many municipalities. This cost freeze will give rural municipalities the stability and predictability they need, and it will allow for meaningful engagement between the province and municipalities on equitable support.”

Ric McIver, Municipal Affairs Minister, says government understands the increase will be a challenge for municipalities.

“With the costs frozen for a year, we look forward to a comprehensive review of the police funding model with our municipal partners,” he says. “During our review, we will carefully consider all factors to ensure we provide an updated funding model that is sustainable.”

A government release Wednesday notes that in 2020, ministers began working with Alberta Municipalities (AB Munis — formerly AUMA) and Rural Municipalities of Alberta (RMA) to create a shared funding model.

The eventual Police Funding Regulation saw the portion municipalities were expected to pay eased in until it hit 30 per cent for the 2023-24 fiscal year. That regulation was supposed to expire in March 2025, but will now run through March 2026.

Penhold Mayor Mike Yargeau, whose town receives policing from the Innisfail RCMP detachment, says one way or another, Albertans are paying these costs.

It's unfortunate, he says, that more will have to come directly from municipalities because it likely means a steeper property tax increase.

"This doesn't mean we get additional RCMP resources. If there are new officers going somewhere, I don't believe they're coming to central Alberta," Yargeau told rdnewsNOW? talking about getting bang for their buck. "This isn't to speak negatively of our local detachment, because the officers do a good job and we have a great working relationship with them; it's just that there aren't enough resources for them."

In Penhold, a one per cent property tax hike is equivalent to about \$50,000, and the town already pays roughly \$250,000 for its 30 per cent share of policing. A 39 per cent increase on \$250,000 equals nearly \$100,000.

Up the QEII in Rimbey, Mayor Rick Pankiw says a four per cent property tax increase will be needed to cover the incoming 39 per cent escalation.

"I'd like to know where our provincial government comes up with some of their ideas. They've dropped our Local Government Fiscal Framework (formerly MSI) funding by 30 per cent, and the only way we can come up with this extra money is by raising taxes; but how far can you raise taxes?" he wonders.

"There was a time when we didn't pay for any police funding and now it's gone up every single year. It's frozen for one year, but then it goes up 39 per cent, and I think it's ludicrous. I'd love for the minister to tell me where I'm supposed to get that money."

Pankiw, who's been mayor for 10 years, says their RCMP numbers haven't gone up since the current funding model was implemented.

According to Alberta RCMP Public Information Officer, Cpl. Troy Savinkoff, Rimbey has added one police officer and one civilian support position since the original funding model came in, and Penhold has added one officer.

Pankiw also wonders why the province, which has strongly indicated it'd like to ship out the RCMP, is talking about the RCMP CBA when it too is set to expire next year.

Pankiw clarifies that Rimbey's stance on moving away from the RCMP is that it would be wrong and unwanted.

Meantime, outgoing RMA President Paul McLauchlin, who is also Ponoka County reeve, says the police funding model has been a tremendous download onto municipalities, and worse yet, it hasn't led to a change in service.

McLauchlin says the discussion should be around contract management on the province's part, as opposed to the work of the RCMP.

"As far as the funding model, key performance indicators aren't defined, and I've called it in the past the worst policy development I've ever seen, because we're paying for something that's got no feedback loop to see whether it's successful or not," he says.

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“The freeze is a positive thing because the increase will cause impairment to municipalities, but the fundamentals of this discussion should be that the system is flawed.”

McLauchlin, speaking to us from his organization’s annual convention in Edmonton, is also concerned that this is being made out to be a union issue.

“There are a lot of big discussions related to policing, and we seem to be paying for something we have no input or control over,” he says.

In his own jurisdiction — Ponoka County — RCMP regularly report to council, like they do in Red Deer. He says that model has proven successful; for example, they hired a private investigator, directly leading to the uncovering of a significant crime ring.

McLauchlin surmises too that when the province alludes to hundreds of new positions, many have simultaneously been lost due to retirement and relocation.

About RMA being involved in forming the regulation five years ago, McLauchlin says, “They say they worked with us, but they literally told us what they were going to do and then did it. We weren’t a partner in deciding how this worked.”

Tyler Gandam, president with AB Munis, agrees with McLauchlin on the degree to which they worked together with the province, adding that municipalities need to see value for their money.

“The mixed messaging there was when the police funding model came out, and there was the understanding that if municipalities were paying, they’d have more boots on the ground,” says Gandam. “That’s probably why there’s some apprehension for those communities now, because they’ve not had a good experience.”

He says if there’s been roughly 500 new positions created, councils and residents want to know how they’ve impacted communities.

“We continue to offer to be a partner for the province, and that includes helping with what these agreements can look like,” adds Gandam.

Cpl. Savinkoff clarifies that recently re-negotiated collective agreements saw police officers receive an increase in pay to keep pace with inflation. This compensates officers but also helps in retention and attraction, he says.

Says Savinkoff: “Alberta RCMP has increased capacity to a number of units that provide specialized support to detachments in areas such as crime reduction, investigations, forensic units, police-dog teams, Emergency Response Teams (ERT), and Relief Teams (teams of officers who will be able to deploy to detachments experiencing short-term resource pressures).”

rdnewsNOW also reached out to the town of Bentley, and will add their comments here if provided.

by Josh Hall | @Vancan19

b0

Additional PPP Intake Period for Communities

From Alberta Recycling Management Authority (ARMA) <epr@albertarecycling.ca>
via mailchimpapp.net
Date Fri 2024-11-22 2:48 PM
To Summer Village Office <administration@wildwillowenterprises.com>

[View this email in your browser](#)

Please forward this email to the person responsible for Extended Producer Responsibility (EPR) in your community. All Community Bulletins are available on the ARMA website for reference.

ADDITIONAL PPP INTAKE PERIOD FOR COMMUNITIES

New Intake Period for Communities Experiencing Delays

ARMA is introducing an additional intake period to assist those communities at risk of not completing the required contractual service agreements with Circular Materials the Producer Responsible Organization, to receive PPP services effective April 1, 2025. This intake period has been thoughtfully structured to provide a pathway to help EPR stakeholders facing delays while ensuring there is no economic benefit for Producers and maintaining strict restrictions eligibility criteria.

Changes to Intake

Additional Intake Period: Communities unable to finalize contractual service agreements with Circular Materials by December 31, 2024, will have until March 31, 2025, to take advantage of this additional intake period with service beginning on July 1, 2025.

Eligibility: This intake period is **limited to Phase I communities** already registered under the EPR program and actively working to finalize contracts with Producers. Communities must notify ARMA if they anticipate needing this intake period to ensure eligibility.

Community Feedback

We encourage communities to **keep ARMA informed** about their preparation for the EPR launch. If you encounter any challenges, please let us know. We are committed to working with you to resolve any issues and close gaps in service or compliance.

Contact

For questions or further information, please contact ARMA's EPR team at epr@albertarecycling.ca.

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Phased-in Approach to PPP Designated Materials Collection

From Alberta Recycling Management Authority (ARMA) <epr@albertarecycling.ca>
via mailchimpapp.net
Date Fri 2024-11-22 2:49 PM
To Summer Village Office <administration@wildwillowenterprises.com>

[View this email in your browser](#)

Please forward this email to the person responsible for Extended Producer Responsibility (EPR) in your community. All Community Bulletins are available on the ARMA website for reference.

PHASED-IN APPROACH TO PPP DESIGNATED MATERIALS COLLECTION

Update to Designated Material Collection

Status Quo for April 1, 2025: Phase I Communities will maintain their current materials collection as per their pre-EPR services for PPP. This approach ensures service continuity and minimizes disruptions.

Phased Transition by 2027: Per the EPR Regulation, designated materials will be incorporated gradually, with Producers/PROs expanding collection based on operational readiness. The 2027 targets serve as the final compliance benchmark.

Community and Resident Education: The phased approach provides time to develop clear communication and education materials, ensuring residents are well-informed as new materials are added to recycling programs.

Community Processing Contracts and Capabilities: The phased approach allows current recycling contracts to be maintained and adjusted over time, and provides time to enhance recycling programs and capabilities to include all designated materials.

What Do Communities Need to Do?

Maintain Current Services: Continue collecting the same designated materials in your PPP recycling programs as of April 1, 2025.

Collaborate with PROs: Work closely with your designated PRO to support the gradual expansion of services and materials.

Community Feedback

We encourage communities to **keep ARMA informed** about their preparation for the EPR launch. If you encounter any challenges, please let us know. We are committed to working with you to resolve any issues and close gaps in service or compliance.

Contact

For questions or further information, please contact ARMA's EPR team

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Fire Rescue International

Box 1550
 Onoway, Alberta T0E 1V0
 Canada
 accounting@firerescueinternational.net

INVOICE

Invoice No.: 966
 Date: 10/15/2024

Sold to:

Town of Onoway
 Box 540
 Onoway, AB T0E 1V0

Business No.: 770543184RT0001

Quantity	Description	Tax	Unit Price	Amount
	Job: 2024-177 Incident Date: Sept 28, 2024			
1	Charlie 1	G	164.23	164.23
58	KM-Command	G	1.69	98.02
	Charlie 3 - Stood Down		164.23	
4	Additional Firefighters- 3 on C1 and 1 on C3	G	71.89	287.56
1	Medical No Charge	G	-549.81	-549.81
	Type: Medical Aid Address: Municipal District: Silversands Responding Agencies: Fire Rescue International EMS AHS File# C24172827			
	Subtotal:			
	G - GST @ 5% GST			
		Total Amount		
		Amount Paid		
		Amount Owning		

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Town of Mayerthorpe

Report Title : SILVER SANDS TOTAL CONTRACT HRS

Report Range **Start:** 2024/10/01 0000 **End:** 2024/10/31 2359

Man Hour Report by User

TOWN OF MAYERTHORPE

KASAMBA, GERVAIS

Event start: 2024/10/03 1030 **Event end:** 2024/10/03 1200 **Time:** (90) Minutes

Address: SUMMER VILLAGE

Activity Type: GENERAL PATROL

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

Event start: 2024/10/12 1000 **Event end:** 2024/10/12 1130 **Time:** (90) Minutes

Address: SUMMER VILLAGE

Activity Type: GENERAL PATROL

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

KASAMBA, GERVAIS : Total Time On Calls 3 Hours 0 Minutes

Total Group Time: 3 Hours 0 Minutes

All Officers: Total Time On Calls 3 Hours 0 Minutes

(64)

ASVA's 66th Annual Convention - Silent Auction Donation - Thank You

From ASVA Exec Director <summervillages@gmail.com>
Date Wed 2024-10-23 1:10 PM
To ASVA <summervillages@gmail.com>



Thank You
For Your
Donation.



To ASVA's 2024 Annual Convention Silent Auction Donors:

We appreciate your support and silent auction donation more than words can express. From the bottom of our hearts, thank you for your generous contribution. With supporters like you, ASVA can achieve our goals and continue being an advocate for 51 Summer Villages in Alberta. Thank you for believing in our mission and helping us make a positive impact. Our success would not be possible without you.

ASVA Executive, and Board of Directors

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

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Alberta Beach

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

October 30, 2024

Re: Alberta Beach Organizational Meeting

Council of Alberta Beach held their Organizational Meeting on October 29th, 2024. The results of their Organizational Meeting are as follows;

Mayor.....	Kelly Muir	kellymuir@albertabeach.com
Deputy Mayor.....	Bill Love	aboffice@albertabeach.com
Councillor.....	Debbie Durocher	debbiedurocher@albertabeach.com
Councillor.....	Tara Elwood	taraelwood@albertabeach.com
Councillor.....	Daryl Weber	aboffice@albertabeach.com

Committee Appointments:

- Alberta Beach Ag Society Agliplex Operations Committee – Mayor Muir & Councillor Elwood as alternate
- Alberta Beach Ag Society Beachwave Park Operations Committee – Mayor Muir & Councillor Durocher as alternate
- Alberta Beach Campground Advisory Committee – Deputy Mayor Love & Councillor Elwood
- Alberta Beach Inter-municipal Development Plan Steering Committee – Councillor Elwood & Councillor Weber
- Alberta Beach Library Board – Councillor Elwood
- Alberta Beach Museum & Archives – Councillor Durocher
- Alberta Beach Public Works Advisory Committee – Deputy Mayor Love & Councillor Elwood
- Beachwave Park Stakeholders Committee – Mayor Muir & Councillor Durocher as alternate
- Community Futures Yellowhead East – Councillor Weber & Councillor Elwood as alternate
- Ste. Anne Summer Village Regional Emergency Partnership Advisory Committee – Councillor Elwood
- FCSS Trivillage Committee – Mayor Muir
- Highway 43 East Waste Commission – Deputy Mayor Love & Councillor Weber as alternate
- Inter-municipal Collaboration Framework (ICF) Committee – Councillor Elwood & Councillor Weber & Mayor Muir as alternate
- Lac Ste. Anne East End Bus – Deputy Mayor Love
- Lac Ste. Anne Foundation – Councillor Weber
- Lake Isle and Lac Ste. Anne Stewardship Society – Councillor Durocher
- Land Use Bylaw Review Committee – Councillor Durocher & Councillor Elwood
- Municipal Planning Commission – All Council members
- Partners In Progress Committee – Mayor Muir
- Regional Fire Services Committee – Mayor Muir & Councillor Elwood
- Regional Trail Master Plan Steering Committee – Mayor Muir & Councillor Elwood
- Ste. Anne Recreational Lake Use Committee (SARLUC) – Mayor Muir & Councillor Weber
- Sturgeon River Watershed Alliance – Councillor Weber
- Trivillage Regional Sewage Service Commission – Mayor Muir & Councillor Weber
- Water Distribution Feasibility Study Steering Committee – Mayor Muir & Councillor Elwood & Councillor Durocher as alternate
- West Inter Lake District (WILD) Water Commission – Councillor Elwood & Councillor Durocher as alternate
- Yellowhead Regional Library Board – Councillor Elwood & Councillor Weber as alternate

bb



Alberta Beach

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

October 30, 2024

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

Re: Alberta Beach Organizational Meeting

Alberta Beach Council held their Organizational Meeting on October 29th, 2024. Please be advised that the results of their Organizational Meeting are as follows;

Mayor.....	Kelly Muir	kellymuir@albertabeach.com
Deputy Mayor.....	Bill Love	aboffice@albertabeach.com
Councillor.....	Debbie Durocher	debbiedurocher@albertabeach.com
Councillor.....	Tara Elwood	taraelwood@albertabeach.com
Councillor.....	Daryl Weber	aboffice@albertabeach.com

Please do not hesitate to contact the undersigned if you require any further information, I can be reached at 780-924-3181 or aboffice@albertabeach.com.

Sincerely,

Kathy Skwarchuk
Kathy Skwarchuk,
C.A.O.

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Committee	Olsvik	Gelych	Vaughan	Lovich	Blakeman	Bohnet	Giebelhaus
	Div. 1	Div. 2	Div. 3	Div.4	Div. 5	Div. 6	Div. 7
		Deputy Reeve			Reeve		
	Lorne Olsvik	Nick Gelych	George Vaughan	Kevin Lovich	Joe Blakeman	Ross Bohnet	Lloyd Giebelhaus
Municipal Committee	x	x	x	x	x	x	x
Municipal Planning Commission		x	x			x alternate	x
Ag. Services Board				x		x	x
Emergency Advisory Committee		x	x				x
Alberta Beach IDP Committee			x		x		
Athabasca Watershed Council						x	x
Beachwave Park			x		x		
East End Bus	x						
West End Bus						x	x
Campground, Parks and Outdoor Spaces Committee	x	x	x	x	x	x	x
Community Futures Yellowhead East		x					
Community Railway Advocacy Alliance (CRAA) 2023		x				A	
Darwell Wastewater Lagoon Commission	A			x	x		
Economic Development Advisory Committee	x	x	x	x	x	x	x
Fallen Four Visitor Center/Mayerthorpe Library Project Committee						x	
First Nations Committee	x	x			x		
George Pegg Botanic Garden Society			x				
Highway 43 East Waste Commission	x		x				
Interlakes Regional Trail Master Plan Steering Committee		x					x
Joint Worksite Health & Safety Training		x	x				
Lac La Nonne Enhancement & Protection Association (LEPA)			x				
Lac Ste. Anne County Library Board				x		x	
Lac Ste Anne Foundation						x	
Lac Ste Anne/Lake Isle Water Quality Group Society (LILSA)				x	x		
Mayerthorpe IDP Committee						x	x
Mayerthorpe and LSAC Economic Development Committee		x				x	Alt.
Millar Western Advisory Committee						x	
North 43 Lagoon Commission	x		x				
North Saskatchewan Watershed Alliance Committee				x			
Committee	Olsvik	Gelych	Vaughan	Lovich	Blakeman	Bohnet	Giebelhaus
	Div. 1	Div. 2	Div. 3	Div.4	Div. 5	Div. 6	Div. 7
		Deputy Reeve			Reeve		
	Lorne Olsvik	Nick Gelych	George Vaughan	Kevin Lovich	Joe Blakeman	Ross Bohnet	Lloyd Giebelhaus
Onoway IDP Committee	x	x					
Onoway Regional Medical Clinic Board of Directors	x	x					
Peter Trynchy Airport Committee					x	x	x
Provincial Ag. Services Board Rep. (Endorsed by the County)						x	
Rural IDP Committee - local Councillor							
Shop Committee - Council as a Whole	x	x	x	x	x	x	x
Ste. Anne Emergency Response Center						x	x
Ste Anne Regional Lake Use Committee (SARLUC)			x	x	x		
Ste Anne Regional Trail Use Committee (SARTUC)			x	x	x		x
Sturgeon River Watershed Alliance (SRWA)				x			
Swede Moren Park Committee			x		x		
Upper Athabasca Watershed Alliance							x
Villeneuve Landing Network		x					
West Inter Lake District (WILD) Water Commission	x						
Yellowhead Regional Library (public member)							

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TOWN OF ONOWAY

Mail: Box 540
Oneway, Alberta
T0E-1V0
Town Office: 4812-51 Street
Phone: 780-967-5338
info@onoway.ca

November 5, 2024

Town of Oneway Organizational Meeting – October 24, 2024

Oneway Town Council held their organizational meeting on October 24, 2024. The results of the Organizational Meeting are:

Mayor	Lenard Kwasny
Deputy Mayor	Lisa Johnson
Councillor	Bridgitte Coninx
Councillor	Robin Murray
Councillor	Sheila Pockett

COMMISSION APPOINTMENTS:

Capital Regional Assessment Services Commission

- Councillor Robin Murray as representative and Deputy Mayor Lisa Johnson as alternate.

Highway 43 East Waste Commission

- Mayor Lenard Kwasny as representative and Deputy Mayor Lisa Johnson as alternate.

West Inter Lake District (WILD) Regional Water Services Commission

- Mayor Lenard Kwasny as representative and Councillor Bridgitte Coninx as alternate.

REGIONAL BOARD APPOINTMENTS:

East End Bus Society

- Councillor Sheila Pockett as representative and Deputy Mayor Lisa Johnson as alternate.

Community Futures Yellowhead East

- Councillor Robin Murray as representative and Councillor Bridgitte Coninx as alternate.

Lac Ste. Anne Foundation

- Deputy Mayor Lisa Johnson as representative.

Yellowhead Regional Library Board

- Councillor Bridgitte Coninx as representative.

Economic Development Committee/Partnership Committee

- Councillor Bridgitte Coninx and Councillor Robin Murray as representatives and Councillor Sheila Pockett as alternate.

Oneway Regional Medical Clinic / Physician Recruitment Retention Committee

- Councillor Bridgitte Coninx as representative and Councillor Sheila Pockett as alternate.

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Town of Onoway Organizational Meeting Appointments – Page 2

North Saskatchewan Watershed Alliance

- Councillor Bridgitte Coninx as representative; Public Works Manager to the Technical Committee.

Onoway Regional Fire Services Committee

- Deputy Mayor Lisa Johnson as representative and Councillor Sheila Pockett as alternate; Chief Administrative Officer or designate to attend meetings.

Emergency Management/ Disaster Services Committee

- Deputy Mayor Lisa Johnson and Councillor Bridgitte Coninx as representatives

LOCAL BOARD APPOINTMENTS:

Town of Onoway Library Board

- Councillor Bridgitte Coninx and Councillor Sheila Pockett as representatives.

Onoway and District Chamber of Commerce

- Councillor Sheila Pockett as representative and Deputy Mayor Lisa Johnson as alternate.

Onoway Beautification Committee

- Councillor Sheila Pockett and Councillor Bridgitte Coninx as representatives.

Onoway and District Agricultural Society (ODAS) - (Arena)

- Councillor Bridgitte Coninx as representative and Deputy Mayor Lisa Johnson as alternate.

Onoway Facility Enhancement Association (OFEA) – Community Hall

- Deputy Mayor Lisa Johnson as representative and Councillor Bridgitte Coninx as alternate.

Onoway and District Historical Guild

- Councillor Robin Murray as representative and Deputy Mayor Lisa Johnson as alternate.

Regional Wastewater Line Committee

- Mayor Len Kwasny and Deputy Mayor Lisa Johnson as representatives; CAO Thompson to the Technical Committee.

Regional Trail Committee

- Deputy Mayor Lisa Johnson and Councillor Bridgitte Coninx as representatives.

Onoway Economic Development and Tourism Committee/Subcommittee Onoway Interagency Committee

- Mayor Lenard Kwasny and Deputy Mayor Lisa Johnson as representatives.

MISCELLANEOUS COMMITTEE APPOINTMENTS:

Enforcement Review Committee

- Deputy Mayor Lisa Johnson, Councillor Bridgitte Coninx and Councillor Sheila Pockett.

TO

Memorandum

From: Honourable Dale Nally
Minister of Service Alberta and Red
Tape Reduction
103 Legislature Building

Our File Reference: 50402

Your File Reference:

Date: November 5, 2024

To: Public Bodies

Telephone: 780-422-6880

Subject: Bill 34 - Access to Information Act

Bill 34, Access to Information Act, was tabled in the Alberta Legislative Assembly on November 6, 2024. This bill is part of the Government of Alberta's ongoing efforts to modernize access to information legislation in the province. This proposed bill will largely replace Part 1: Freedom of Information of the existing *Freedom of Information and Protection of Privacy Act* (FOIP Act) and other provisions related to the Office of the Information and Privacy Commissioner. The new bill incorporates both existing provisions in the FOIP Act, as well as new or revised provisions that focus on increased clarity, regulatory accountability, and administrative updates.

Specifically, Bill 34 includes amendments to existing FOIP Act provisions such as updated reasons and processes for extensions for responding to requests; clarifying terminology and exceptions related to documents prepared for decision-makers; and empowering public bodies to proactively disclose information outside formal requests. It also clarifies and enhances regulatory functions for the Office of the Information and Privacy Commissioner, including setting out clear timelines for the completion of inquiries.

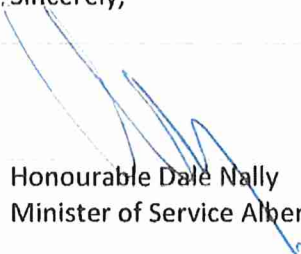
The Act will not come into force until late Spring 2025 when the supporting Regulation is approved. In the interim, the FOIP Act will continue to apply to all public bodies' daily access to information operations. Further information about the bill is available at [insert web link].

Prior to the bill coming into force, the Government of Alberta will provide further information to public bodies, including new and updated reference guides, resources, and interpretive materials to support the implementation of the new Act and Regulation.

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The bill is the result of several years of engagement with Albertans, public bodies, and the Office of the Information and Privacy Commissioner. The input provided by Albertans and stakeholders was integral to helping government modernize this legislation and improve clarity for public bodies.

Sincerely,



Honourable Dale Nally
Minister of Service Alberta and Red Tape Reduction

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ALBERTA
HEALTH

*Office of the Minister
MLA, Red Deer-North*

AR 226772

November 20, 2024

His Worship Bernie Poulin
Mayor
Summer Village of Silver Sands
PO Box 8
Alberta Beach AB T0E 0A0

Sent via email: administration@wildwillowenterprises.com

Dear Mayor Poulin:

Thank you for your letter regarding the Onoway Regional Medical Clinic (ORMC). I appreciate the opportunity to respond and hope this information is helpful.

Alberta Health is helping to mitigate the challenges faced by the ORMC and other clinics in rural and remote areas by allocating \$200 million over two years to improve access to family physicians. We are implementing all recommendations from the [Modernizing Alberta's Primary Health Care System](#) initiative and investing \$164 million through [Budget 2024](#) to address health workforce challenges under Alberta's [Health Workforce Strategy](#).

Alberta Health also established a Rural Health Branch to apply a rural lens to health policies, strategies, and initiatives. Our [Rural Health Action Plan](#) will guide actions, address challenges, and improve outcomes in rural and remote health care. As part of the plan, we are allocating \$12 million over two years for a [Rural Team Recruitment Grant](#) and a [Municipality Supported Clinics Grant](#) to improve team-based primary health care.

Additionally, the [Rural and Remote Family Medicine Resident Physician Bursary Pilot Program](#) supports family medicine residents who are interested in practising in rural or remote Alberta. The initiative will provide bursaries to medical students in their final year of an undergraduate medical program.

As well, the College of Physicians and Surgeons of Alberta (CPSA) recently added private medical clinics, businesses, municipalities, and other legally recognized entities to the list of organizations that can sponsor international medical graduates (IMGs) for practice readiness assessments. The CPSA is also piloting an accelerated licensure pathway for IMGs from countries with medical education and training that are comparable to the Canadian standard. This reduces the duration of the fast-track assessment from six to three months and allows physicians to move directly into the community to begin practising.

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TB

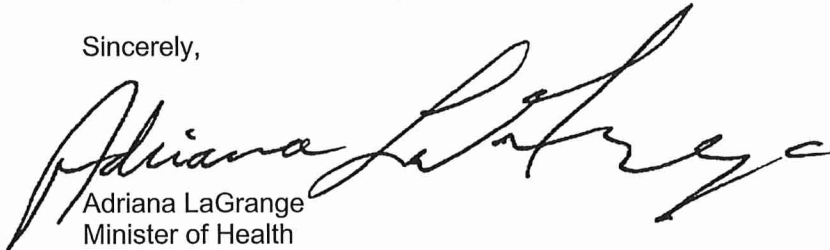
Mayor Poulin
Page 2

Further, the Rural Remote Northern Program, an incentive to aid in the recruitment and retention of physicians in rural and remote regions, compensates physicians who practise in under-serviced areas. Under this program, physicians and nurse practitioners working in Onoway could be eligible for a flat fee of \$4,293.34. Alberta Health Services also offers physician recruitment incentives of up to \$100,000 to fill critical, in-demand positions for candidates who sign a return-of-service agreement of at least four years.

In addition, we recently implemented the [Nurse Practitioner \(NP\) Primary Care Program](#). This new compensation model enables NPs to receive funding from Alberta Health while working autonomously to their full scope of practice. Some NPs approved for the program are already practicing in community settings. NPs who meet the mandatory requirements may submit an [expression of Interest](#) to establish a new primary care practice or join an existing practice.

Thank you again for writing and advocating on behalf of the ORMC.

Sincerely,



Adriana LaGrange
Minister of Health

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ALBERTA
PUBLIC SAFETY AND EMERGENCY SERVICES

*Office of the Minister
Deputy Premier of Alberta
MLA, Calgary-West*

AR 29969

November 20, 2024

His Worship Bernie Poulin
Mayor
Summer Village of Silver Sands
PO Box 8
Alberta Beach AB T0E 0A0

Dear Mayor Poulin:

As a respected partner in the field of police governance in Alberta, I am writing to highlight how recently proclaimed legislative changes may affect your community.

The Government of Alberta is enhancing civilian governance of the Royal Canadian Mounted Police (RCMP) by proclaiming sections of the *Police Amendment Act, 2022*, and creating the Police Governance Regulation and Police Governance (Ministerial) Regulation. These amendments will ensure communities policed by the RCMP have a voice in setting local and province-wide policing priorities and performance goals by creating municipal and regional policing committees, as well as a Provincial Police Advisory Board.

These changes will take effect on March 1, 2025, after a transition period to allow municipalities to pass and implement relevant bylaws. Every community in Alberta served by the RCMP will be required to be represented by one of the following types of governance bodies, depending on their population size and type of police service agreement.

Communities with a population of 15,000 or greater, policed under a Municipal Police Service Agreement

- These communities are required to establish a Municipal Policing Committee (MPC), through bylaws, by March 1, 2025.
- MPCs will consist of between three and seven members appointed by the municipality's council.
- The Minister may also appoint committee members based on the size of the committee.

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Communities with a population of less than 15,000, policed under a Municipal Police Service Agreement

- These communities are required to establish a Regional Policing Committee, through bylaws, by March 1, 2025.
- Each RCMP district is a region (e.g., South, Central, East, and West), and each region contains five to 10 municipalities required to work with other communities in the same RCMP district to form a Regional Policing Committee (RPC).
- RPCs will consist of at least one member appointed by each municipality represented.
- Communities may opt out of a RPC in favour of establishing their own municipal committee, or a joint committee with another municipality, with ministerial approval.

Communities policed under the Provincial Police Service Agreement

- Small and rural communities policed under the Provincial Police Service Agreement, including municipalities with a population under 5,000, municipal districts and counties, and Metis Settlements, will be represented by the Provincial Police Advisory Board.
- The province will appoint up to 15 members to the Provincial Police Advisory Board, including representation from First Nations, Métis communities, Rural Municipalities of Alberta, Alberta Municipalities, and all four provincial RCMP districts.
- Costs for the Provincial Police Advisory Board will be borne by the province.
- The Provincial Police Advisory Board will be operational by March 1, 2025.

Attached for further reference is a Frequently Asked Questions document with more information about the new requirements for RCMP local governance bodies. You can also find the Police Governance (Order in Council) Regulation, the Police Governance (Ministerial) Regulation, and the proclamation of the *Police Act* sections establishing these governance bodies on the Alberta.ca website at www.alberta.ca/alberta-kings-printer.

Please note that in the next few weeks your administration will receive communication from department representatives with details about planned information sessions regarding these governance bodies. If you have any questions or require support in the set-up of these governance bodies, please contact the department at: AlbertaPoliceGovernance@gov.ab.ca.

Thank you for everything you do to help ensure Albertans can live, work, and raise families in safe and secure communities.

Sincerely,



Honourable Mike Ellis
Deputy Premier of Alberta
Minister of Public Safety and Emergency Services

Attachment

T6

Frequently Asked Questions:

RCMP civilian governance

Alberta's government is enhancing civilian governance of RCMP policed communities to ensure they have a voice in setting local and province-wide policing priorities and performance goals by creating municipal and regional policing committees, as well as a Provincial Police Advisory Board.

This document provides answers to questions about the establishment and operation of RCMP civilian governance bodies.

Why is the government mandating civilian governance bodies for RCMP-policed communities?

Creation of these new civilian governance bodies responds to a long-standing desire of communities to have more say in how they are policed by the RCMP.

By establishing municipal and regional governance committees and the Provincial Police Advisory Board, we are giving communities the opportunity to provide input on both local and provincial policing priorities and RCMP service delivery while increasing police accountability.

Civilian governance bodies support a paradigm shift that sees local police as an extension and a reflection of the communities they serve.

What will the function of the municipal police committees be?

Municipal policing committees will enhance civilian governance of local policing by:

- Overseeing the administration of the municipality's police service agreement;
- Representing public interests and concerns to local RCMP leadership and collaborating with local detachments to plan yearly priorities and strategies for municipal policing and community safety; and
- Regularly reporting on the implementation of programs and services that support police service priorities.

What will the function of the regional police committees be?

Regional policing committees will help ensure Alberta's small rural communities have a voice in how they are policed.

- Regional committee's roles and responsibilities will be similar to their municipal counterparts, advocating for the priorities and concerns of smaller communities while also supporting integrated community safety planning for RCMP policed municipalities in the region.
- The boundaries of the four new regional policing committee zones correspond to Alberta's four RCMP districts, to ensure local policing priorities are accurately reflected in service delivery.

How many different civilian governance bodies will be established?

Four regional policing committees will be established to align with the four RCMP districts in Alberta.

The number of municipal policing committees will depend on whether individual communities decide to either participate in one of the four regional boards, form joint municipal policing committees with neighbouring communities, or form their own municipal policing committee. It is recognized that some communities already have a committee similar in nature to what is envisioned.

How will the civilian governance body for a community be determined?

Communities with a population over 15,000 that are policed by the RCMP will be required to establish municipal policing committees.

RCMP policed communities with a population between 5,000 and 15,000 will be represented by regional policing committees but can apply to opt out and form their own municipal policing committee.

Communities with a population under 5,000 that are served by the RCMP under the Provincial Police Service Agreement will be represented by the Provincial Police Advisory Board. The board will make recommendations on province-wide policing priorities and other aspects of RCMP service delivery.

What is the timeline for these governance bodies to be established?

The amendments and new regulations will come into force on March 1, 2025.

A transitional period, between November 2024 and February 2025, will allow municipalities to pass relevant bylaws and make other preparations for implementation.

This transition period also allows municipalities that already have civilian governance bodies time to adapt those bodies to the new statutory requirements.

What is the process for communities that want to opt out of a regional committee and establish their own municipal or joint policing committee?

Communities seeking to opt out of a regional committee in favour of establishing their own municipal committee (or a joint committee with another municipality) must have a formal process in place to do so, consistent with how other municipal committees are established and aligned with the *Police Act* and Police Governance Regulation.

- Municipalities will also need ministerial approval in order to opt out of a regional committee and/or form a joint municipal committee.
- Any municipality can be part of a joint municipal policing committee, as long as it meets the definition of municipality in the *Police Act*.

To initiate the process of obtaining ministerial approval, a municipality can contact the Ministry of Public Safety and Emergency Services at AlbertaPoliceGovernance@gov.ab.ca.

What are the requirements for the composition of the municipal and regional policing committees?

Municipal policing committees will consist of between three and seven members, appointed by the municipality's council, for terms of two to three years. The municipality's chief elected officer is not eligible to be elected as chair or vice-chair of a municipal policing committee.

Regional policing committees will consist of at least one member appointed by each municipality represented for terms of two to three years.

- Regional policing committees can include additional members appointed by the municipalities with the agreement of all the municipalities in the region. Both municipal and regional policing committees may also include provincial members appointed by the minister.

Will committee positions be voluntary or paid?

Municipalities can choose whether to establish remuneration for their policing committee (municipal or regional) members through their respective bylaws.

Will the municipalities have to pay for the setup and administration of the governance bodies

Municipalities are responsible for the costs of establishing, administering, and sustaining membership of municipal and regional policing committees.

If a municipality cannot afford these costs, they have the option of utilizing a portion of their annual Police Support Grant, which allows funds to be used for governance and local police oversight.

Communities with populations between 5,000 and 15,000 may also take the opportunity to share costs related to RCMP governance by becoming part of a regional policing committee.

What is the role of the Provincial Police Advisory Board?

The Provincial Police Advisory Board will serve as an advisory body for about 275 small rural municipalities, such as municipal districts and counties, as well as eight Metis Settlements policed by the RCMP under the Provincial Police Service Agreement. The board will support the alignment of local and provincial priorities across the province.

The PPAB will be responsible for developing and maintaining communication between the Alberta RCMP, the provincial government, and the small and rural communities it represents.

The PPAB will help advance the interests of RCMP-policed communities by

- Advising and supporting collaboration between the RCMP, communities, and community agencies on integrated community safety planning;
- Representing the interests of communities served by the RCMP under a provincial police service agreement;
- Reporting annually on progress related to provincial police service priorities, provincial police service resourcing, and related initiatives; and
- Working with the RCMP and the Ministry of Public Safety and Emergency Services to communicate with municipalities about provincial priorities, resourcing, and community specific challenges.

How will the government ensure alignment between provincial and municipal policing priorities?

Both municipal and regional policing committees are required to consider provincial policing priorities when setting local ones.

The Provincial Police Advisory Board will provide advice on behalf of small and rural communities policed by the RCMP, to support overall alignment of local and provincial policing priorities.

Who will pay administration costs associated with the Provincial Police Advisory Board?

Costs for the Provincial Police Advisory Board will be the responsibility of the province.

Can the government appoint provincial members to these policing committees or to the board?

Yes. The government is responsible for ensuring adequate and effective policing across the province, and provincial appointees help the government fulfill that obligation.

The Minister of Public Safety and Emergency Services appoints all members of the Provincial Police Advisory Board and can appoint a small number of members to municipal, joint municipal, or regional policing committees based on size.

Who can municipalities contact with questions about the new civilian governance bodies?

Municipalities can contact the Ministry of Public Safety and Emergency Services at AlbertaPoliceGovernance@gov.ab.ca with questions and/or support in setting up these new governance bodies.

More information on RCMP civilian governance bodies can be found in the *Police Act* and in the Police Governance Regulations, found at Alberta King's Printer.

