

**SUMMER VILLAGE OF SILVER SANDS
AGENDA**

Friday, February 28th, 2025 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, February 28th, 2025 Regular Council Meeting

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

3. Minutes:

a) January 31st, 2025 Regular Meeting Minutes

(approve minutes as is, or with amendments)

p 1-5

4. Delegations:

a) 9:05 a.m. Greg Edwards, General Manager of Operations and Dallas Choma, Enforcement Services Manager – Lac Ste. Anne County. To have follow-up in-person discussions on engaging Lac Ste. Anne County to provide community peace officer and bylaw enforcement officer services.

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(that the Summer Village of Silver Sands enter into an agreement with Lac Ste. Anne County for the provision of community peace officer and bylaw enforcement officer services effective _____, for _____ hours of service per month at a rate of _____, for a 2 or 3-year period)

or

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

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5. Public Hearings: n/a

6. Bylaws:

7. Business:

p 7-8

- a) Alberta Community Partnership Grant Program – Flowering Rush Abatement Project – please refer to the attached January 20th, 2025 letter advising the Summer Village has been approved for this project in a funded amount of \$152,500.00. A conditional grant agreement will be sent shortly.

(that the Summer Village of Silver Sands proceed with the Flowering Rush Abatement Project as approved by the Alberta Community Partnership Grant Program, and that the Summer Village approve and execute said agreement once received)

p 9

- b) Capital Region Assessment Services Commission (CRASC) Assessment Review Board (ARB – please refer to the attached February 6th, 2025 letter requesting the noted officials be appointed to the Summer Village’s ARB. The Summer Village has entered into a contract with the CRASC for the provision of ARB services, and each year by motion Council must appoint the noted officials.

(that the following be appointed officials to the Summer Village of Silver Sands Assessment Review Board for the 2025 year:

ARB Chairman	Raymond Ralph
Certified ARB Clerk	Gerryl Amarin
Certified Panelsists	Darlene Chartrand, Sheryl Exley, Tina Groszko, Richard Knowles, Marcel LeBlanc, Raymond Ralph)

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- c) Lac Ste. Anne County – Intermunicipal Collaboration Framework (ICF) – please refer to the attached February 14th, 2025 letter noting a ministerial order has been passed extending the requirement to review ICF's from 5 years to 7 years. This would extend the timeline for review of the ICF between Lac Ste. Anne County and the Summer Village of Silver Sands to March 31, 2027. Given 2025 is an election year, I believe this is a good initiative and will allow those Councillors elected in 2025 to get a year or so under their belt before entering into these discussions (although the County is proposing in the letter that ICF discussions begin sooner than later).

(that the Summer Village of Silver Sands agree to extend the renegotiation period for the review of the existing Intermunicipal Collaborative Framework (ICF) agreement, between the Summer Village of Silver Sands and Lac Ste. Anne County, to March 31, 2027)

p 12-22

- d) Lac Ste. Anne County Home Support Services Program – please refer to the attached January 31st, 2025 email from Lac Ste. Anne County on the noted program. We have also attached additional information provided by the County on the noted program being the home support client application form and the introduction to home support services document. FCSS funds can be used to support this program. Administration is not aware of any Silver Sands residents currently utilizing this program.

(that the information provided by Lac Ste. Anne County with respect to their Home Support Program be accepted for information)

or

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

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- e) Silver Sands Fire Bylaw – in 2024 we did a new fire services bylaw but at the time we did not engage legal counsel review of it. Currently South View is undertaking a review of their bylaw to ensure it meets current legislation, is enforceable, and the municipality is covered when needing to charge costs back. Also to be reviewed now to ensure it is compliant with agreement, is the new fire service provider provision (still Fire Rescue International but under Alberta Beach's umbrella as opposed to Onoway). Administration is requesting consideration to go through this review with South View and hopefully we save on some legal costs along the way, utilizing Patriot Law.

(that the Summer Village of Silver Sands engage the services of Patriot Law, along with the Summer Village of South View, to undertake a review and recommend changes to each summer villages respective fire bylaw)

- p 23-24
- f) Darwell Lagoon Commission (DLC) mailout on upcoming tank inspections – as part of the background work the DLC is doing on the proposed Darwell transmission sewerline, the DLC has requested the Summer Village send out the attached letter to all property owners within the Summer Village. The Summer Village has discussed same and is suggested the Summer Village send out an information letter under our letterhead, along with this DLC letter. Administration is working on same.

(that the Summer Village of Silver Sands prepare and mail out an information letter, along with the Darwell Lagoon Commission's letter, to all property owners within the Summer Village of Silver Sands on the potential regional sewer transmission line and upcoming tank inspections required to help gather information on alignment and potential costs within the summer village).

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- g) 2025 Draft Operating and Capital Budget – Council and Administration will complete its 3rd review of the noted document, with a target that the final review of this budget will be completed at the March Council meeting.

(that the 3rd review of the Draft 2025 Operating and Capital Budget be accepted for information, and that Administration make changes to this draft budget as directed at meeting time, and that a final review of this draft budget take place at the March Council meeting)

- j) Minimum Municipal Amount Payable for lots – request from Silver Sands Golf Course for consideration of a reduced rate for those lots in the rv campsite area. Council and Administration have discussed this several times but we failed to get a motion coming out of the last discussion.

(direction as given by Council at meeting time)

p 35-38

- k) 2025 RCMP Enhanced Policing Agreement - included in your package is the enhanced policing agreement with the RCMP and their February 5, 2025 letter of acceptance. This agreement is for approximately 10 8-hour shifts, for a total of 80 hours from May 1 through September 30, 2025, which would be shared with the Summer Village of South View. The total potential cost for Silver Sands is \$4,600, which has been incorporated into your 2025 draft budget.

(that the RCMP Enhanced Policing Agreement, in partnership with the Summer Village of South View, be approved and its execution ratified)

- l) Town of Onoway Fire Invoice – please refer to the attached correspondence between South View and Onoway with respect to fire services. This matter was

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discussed at South View's January Council meeting. This invoice is for the fire contract and operational fees until the contract conclusion in March. South Views' recollection was that the fire services budget had not been passed, and therefore it was premature for the Town to collect operational fees. South View administration sent an email inquiry to the Town about the budget, requesting clarity on the motion regarding the budget, asking when the next meeting is, and letting them know that until we have further information, we were not comfortable sending payment. The Town interpreted this as a "notice of non-payment" and subsequently, on January 29, 2025, Mayor Kwasny sent all contract partners 2 letters, one addressed to South View about our "notice of non-payment" and the other to Fire Rescue International (FRI) stating that Onoway would not be paying the contract fees until payment was received from all contract partners, along with other concerns regarding FRI. These letters are included in your package; also included is the email discussion with the Town, both before and after the letters were sent. After further discussion with Mayor Benford, South View paid its fire invoice to the Town.

(that the correspondence between the Summer Village of South View and the Town of Onoway, including the January 29, 2025 letter from Mayor Kwasny to South View regarding "non-payment of contract and operational fees, the January 29, 2025 letter to Fire Rescue International regarding "payment of contract fees and damage to fire hall door", as well the email correspondence regarding the same, be accepted for information).

- m) Circular Materials - further to previous discussions on this, attached is the agreement (provided on the last Council agenda). Attached separately, as it is solicitor/client privileged, is our legal counsel's comments on same (also provided on the last Council agenda). We had reported that we have been awaiting the insurance quote from our insurance provider for the additional insurance that is

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required by Circular Materials for Environmental Impairment Liability Insurance, however, it was announced at their webinar held on February 19th where they provided the following insurance requirements updates:

- “• We have assessed insurance required across its national programs.
- To reduce barriers and where possible, we have reduced insurance requirements in some areas.
- Where the MSA has been executed (prior to recent amendments), we will provide an amendment to those agreements.”

Curbside pickup contracts do not require the Environmental impairment insurance of not less than \$1M, max \$100K deductible (removal of in force for 12-months).

Administratively, we are still waiting for the quote for this insurance as it may still be required in 12-month's time. The costs for the additional insurance and any additional administrative time that is now required could not be included in the original calculations as the amounts that were allowed to be included had to be actual expenses from the 2023 calendar year. Circular Materials is asking that all agreements are to be approved in principle by February 28th, 2025. Further discussion to take place at meeting time.

(direction to be given by Council at meeting time)

n)

o)

p)

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8. Financial:

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- a) Income & Expense Statement – as at January 31, 2025
(accept income & expense statement for information)

9. Councillors' Reports:

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

(accept Council Reports for information)

10. Administration Reports:

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- a) Development Officer's Report
- b) Public Works Report
- c) Grant Meeting with Minister McIver
- d) AFRRCS Radios – Town of Onoway letter
- e) Working on year end for audit purposes
- f) Golf Course subdivision – applicant and planner still working on matters
- g) Old Landfill site – County email
- h) Asset Management – GIS mapping/asset condition assessment – admin looking to Alberta Community Partnership application with other summer villages
- i)

(accept above items for information)

11. Information and Correspondence:

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- a) Alberta Municipal Affairs – January 20th, 2025 letter on Alberta Community Partnership grant approval for Parkland County for Sturgeon River Watershed Alliance in the amount of \$200,000

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- p 72-73
- b) Highway 43 East Waste Commission Community Improvement Policy – please review the attached February 14 email from Trinity Hindes and the attached policy on disposal fees costs for demolishing and removing tax sale properties or unsightly or derelict properties, if the demolition and cleanup results in a negative value for the municipality
- p 74-76
- c) Permanent Electors Registers, Special Ballots and Vouching
- d) Alberta Government Statement of Deposit – February 6th, 2025 in the amount of \$81.00 for fines distribution
- p 77
- e) February 4, 2025 Alberta Municipalities Casual Legal Article: Disqualification of Councillors
- p 78-79
- f)

(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)

13. Closed Meeting (if required):

“Intergovernmental Relations - Agreements – FOIPP Act Section 21”

a) Fire Services Agreement with Alberta Beach

(that the agreement between Alberta Beach and the Summer Villages of Castle Island, Nakamun Park, Silver Sands, South View and Val Quentin, for the provision of fire services from Fire Rescue International be approved and execution ratified)

b) RV permit matter – solicitor/client privileged

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(direction as given by Council at meeting time)

14. Adjournment

Next Council Meetings:

- March 31, 2025 – Regular Council Meeting (a Monday)
- April 25, 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, JANUARY 31, 2025
HELD 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 - ABSENT</p> <p>Attendees: n/a</p> <p>Delegation(s): n/a</p> <p>Public at Large: 0</p>
1.	CALL TO ORDER	<p>Mayor Poulin called the meeting to order at 9:00 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 1-25	<p>MOVED by Deputy Mayor Turnbull that the January 31, 2025 Agenda be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
3.	MINUTES 2-25	<p>MOVED by Councillor Horne that the minutes of the November 29, 2024 Regular Council Meeting be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
4.	DELEGATIONS	n/a
5.	PUBLIC HEARINGS	n/a
6.	BYLAWS	



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7.	BUSINESS	
	3-25	<p>MOVED by Deputy Mayor Turnbull that as no changes were directed by Council at meeting time, the 2025 Draft Operating & Capital budget be accepted for information and that an updated 2025 Draft Operating & Capital budget be brought back to the next Council meeting for further review and consideration.</p> <p style="text-align: right;">CARRIED</p>
	4-25	<p>MOVED by Deputy Mayor Turnbull that the Summer Village continue to move forward with the Summer Village vs. Village status initiative project by considering the following next steps through consultant, Dwight Moskalyk, and communicate same in the spring newsletter:</p> <ol style="list-style-type: none"> 1. Council, Admin Complete Sustainability Strategy Self Assessment Questionnaire 2. Public Letter and Survey #2 – Specific Service Delivery Questions (Service, Taxes, Future Use, etc.) <p style="text-align: right;">CARRIED</p>
	5-25	<p>MOVED by Deputy Mayor Turnbull that the matter with respect to a new Assessment Sub Class Bylaw to address consolidated lot properties, derelict properties and tourist home properties be deferred to the April 25, 2025 Regular Council meeting for further discussion and review of draft newsletter update on this matter.</p> <p style="text-align: right;">CARRIED</p>
	6-25	<p>MOVED by Mayor Poulin that consideration of the agreement between the Summer Village of Silver Sands and Circular Materials for Services Related to Single-Use Products, Packaging and Paper Products be deferred for further consideration until the quote is received from the insurance provider for the required Environmental Impairment Liability Insurance.</p> <p style="text-align: right;">CARRIED</p>
	7-25	<p>MOVED by Mayor Poulin that Deputy Mayor Turnbull, Mayor Poulin and Administration be authorized to attend the Alberta Municipalities Municipal Leaders Caucus and President’s Summit on March 5 to 7, 2025 at the Westin Hotel in Edmonton.</p> <p style="text-align: right;">CARRIED</p>
	8-25	<p>MOVED by Mayor Poulin that Administration be authorized to attend the virtual session of the 2025 Brownlee LLP Emerging Trends in Municipal Law seminar in Edmonton on February 13, 2025.</p> <p style="text-align: right;">CARRIED</p>
	9-25	<p>MOVED by Deputy Mayor Turnbull that Angela Duncan be appointed Returning Officer for the 2025 Municipal Election for the Summer Village of Silver Sands with services being provided through Wildwillow Enterprises Inc.</p> <p style="text-align: right;">CARRIED</p>



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FRIDAY, JANUARY 31, 2025
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	<p>10-25</p> <p>11-25</p> <p>12-25</p> <p>13-25</p> <p>14-25</p> <p>15-25</p>	<p>MOVED by Councillor Horne that Diane Wannamaker be appointed Substitute Returning Officer for the 2025 Municipal Election for the Summer Village of Silver Sands.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Mayor Poulin that Nomination Day for the 2025 Summer Village of Silver Sands Municipal Election be held on Saturday, June 28th, 2025 from 10:00 a.m. to 12:00 noon at the Fallis Hall 53303 RR 52 Parkland County, and that there be a nomination period starting on Monday, June 23rd, 2025 and ending on Saturday, June 28th, 2025 at 12:00 noon, and FURTHER that during the nomination period, nominations will be accepted at the Municipal Administration Office, located at 2317 Township Road 545 Lac Ste. Anne County, Monday through Thursday from 8:30 a.m. until 3:30 p.m.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Horne that election day for the 2025 Municipal Election for the Summer Village of Silver Sands (if required) be held on Saturday, July 26th, 2025 from 10:00 a.m. to 7:00 p.m. at the Fallis Hall 53303 RR 52 Parkland County, and that an advance vote (if required) be held on Monday, July 21st, 2025 from 4:00 p.m. to 7:00 p.m. at the Fallis Hall 53303 RR 52 Parkland County.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Turnbull that the Summer Village of Silver Sands work with various other summer village municipalities to provide a candidate orientation workshop for potential candidates prior to the opening of candidate nominations.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Mayor Poulin that Council ratify the urgent plow truck repair expenditures in 2024, to Stony Plain Chrysler, in the amount of \$9,426.20 (includes GST).</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Turnbull that the Regular Council Meeting scheduled for Friday, March 28th, 2025 be re-scheduled to Monday, March 31st, 2025 at 9:00 a.m. in-person at the Fallis Hall (subject to hall availability) and/or virtually via Zoom.</p> <p style="text-align: right;">CARRIED</p>
8.	<p>16-25</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 December 31, 2024.</p> <p style="text-align: right;">CARRIED</p>

(3)

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9.	COUNCIL REPORTS 17-25	MOVED by Councillor Horne that the Council reports be accepted for information as presented. CARRIED
10.	ADMINISTRATION REPORT 18-25	MOVED by Deputy Mayor Turnbull that Council accept for information the Administration reports as presented. CARRIED
11.	CORRESPONDENCE 19-25	MOVED by Councillor Horne that the following correspondence be accepted for information as presented: a) December 4, 2024 – ABMunis Article – New Police Governance Regulations b) December 4, 2024 – Lac Ste. Anne Foundation 2025 Requisition – \$17,212.22 (2024 - \$16,375.75) c) December 13, 2024 – Non-Chargeable Invoice #1013 Medical Aid – \$841.64 d) Municipal Government Act Change Notice - Councillor Orientation Update e) Municipal Planning Services – Holiday Newsletter CARRIED
12.	OPEN GALLERY	No gallery present.
13.	CLOSED MEETING 20-25	MOVED by Deputy Mayor Turnbull that pursuant to section 197(2) of the Municipal Government Act, Council go into a closed meeting session at 11:16 a.m. to discuss the following items: a) Intergovernmental Relations - "Community Peace Officer Agreement" – FOIPP Act Section 21" b) Intergovernmental Relations - "Fire Services agreement" – FOIPP Act Section 21" CARRIED The meeting did not recess as there was no public in attendance. The following individuals were present at the Closed Meeting: Bernie Poulin Liz Turnbull Graeme Horne Wendy Wildman Heather Luhtala

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SUMMER VILLAGE OF SILVER SANDS
REGULAR COUNCIL MEETING MINUTES
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	21-25	<p>MOVED by Councillor Horne that Council return to an open meeting at 10:43 a.m.</p> <p style="text-align: right;">CARRIED</p> <p>The meeting did not recess as there was no public in attendance.</p>
	22-25	<p>MOVED by Deputy Mayor Turnbull that the Summer Village of Silver Sands explore the possibility of entering into a community peace officer/bylaw officer service agreement with Lac Ste. Anne County by inviting County representatives to a future council meeting to discuss service levels, expectation and costs and FURTHER that administration continue to explore other potential options for this service delivery.</p> <p style="text-align: right;">CARRIED</p>
	23-25	<p>MOVED by Mayor Poulin that the Summer Village of Silver Sands Council and Administration continue their engagement with Alberta Beach and other municipal partners on the provision of fire services through Alberta Beach.</p> <p style="text-align: right;">CARRIED</p>
	24-25	<p>MOVED by Councillor Horne that payment be authorized to Town of Onoway for Fire Contract Fees and Operational Services for the period January 1, 2025 to March 7, 2025 (Invoice #20250002).</p> <p style="text-align: right;">CARRIED</p>
14.	NEXT MEETING(S)	The next Regular Council Meeting is scheduled for Friday, February 28, 2025 at 9:00 a.m. via Zoom (virtual only).
15.	ADJOURNMENT	The meeting adjourned at 10:49 a.m.

Mayor, Bernie Poulin

Chief Administrative Officer, Wendy Wildman

⑤

RE: CPO/Bylaw services to Silver Sands

From Greg Edwards <GEdwards@lsac.ca>
Date Tue 2025-02-11 12:44 PM
To wendy wildwillowenterprises.com <wendy@wildwillowenterprises.com>; Dallas Choma <dchoma@lsac.ca>
Cc Summer Village Office <administration@wildwillowenterprises.com>

Hi Wendy

February 28 is good for Dallas and I .

Regards

Greg



Greg Edwards, P.Eng.

General Manager of Operations

Lac Ste. Anne County

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

PHONE: 780.785.3411 Ext. 3753 | MOBILE: 780 674 0854 | TOLL-FREE: 1.866.880.5722 | FAX: 780.785.2985

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From: wendy wildwillowenterprises.com <wendy@wildwillowenterprises.com>
Sent: Sunday, February 2, 2025 10:23 AM
To: Greg Edwards <GEdwards@lsac.ca>; Dallas Choma <dchoma@lsac.ca>
Cc: Wendy Wildman Silver Sands, Castle Island, South View <administration@wildwillowenterprises.com>
Subject: CPO/Bylaw services to Silver Sands

Greg/Dallas - at our SS meeting on Friday Council motioned to explore further the option of contracting CPO/Bylaw services from the County and would like to invite you both to an upcoming meeting to discuss same. Our next meeting is Friday Feb. 28 and Monday March 31 (we moved this date), meeting at the Fallis Hall starting at 9:00 a.m.

Council really wants to get an understanding of what service levels they will receive. They had a lot of concerns with our last contract and are therefore a little gunshy.

Let us know if one of these dates can work.

Thanks

W

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

Phone: 780-967-0271
Email: wendy@wildwillowenterprises.com



ALBERTA

MUNICIPAL AFFAIRS

Office of the Minister

MLA, Calgary-Hays

AR116914

January 20, 2025

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

Dear Mayor Poulin:

Through the Alberta Community Partnership (ACP) program, the Government of Alberta encourages strengthened relationships between municipalities and cooperative approaches to service delivery. By working in partnership with our neighbours, we create opportunities that support economic development and job creation. Together, we help build vibrant, resilient communities for the benefit of all Albertans.

I am pleased to inform you that the Summer Village of Silver Sands has been approved for a grant of \$152,500 under the Intermunicipal Collaboration component of the 2024/25 ACP in support of your Flowering Rush Abatement project. This approval does not signify broader provincial support for any recommendation or outcome that might result from your project.

The conditional grant agreement will be sent shortly to your chief administrative officer to obtain the appropriate signatures.

The Government of Alberta looks forward to celebrating your ACP-funded project with you and your municipal partnership. I encourage you to send invitations for any milestone events to my office. We ask that you advise Municipal Affairs a minimum of 15 working days prior to the proposed event. If you would like to discuss possible activities or events to recognize your ACP achievements, please contact a grant advisor, toll-free by dialing 310-0000, then 780-422-7125, or at acp.grants@gov.ab.ca.

../2



I congratulate the partnership on initiating this project, and I wish you every success in your efforts.

Sincerely,



Ric McIver
Minister

cc: Shane Getson, MLA, Lac Ste. Anne-Parkland
Raymond Hutscal, Mayor, Summer Village of Ross Haven
Sandra Benford, Mayor, Summer Village of South View
Kathy Dion, Mayor, Summer Village of Val Quentin
Ren Giesbrecht, Mayor, Summer Village of West Cove
Wendy Wildman, Chief Administrative Officer, Summer Villages of Silver Sands, South View and West Cove
Tony Sonnleitner, Chief Administrative Officer, Summer Village of Ross Haven
Marlene Walsh, Chief Administrative Officer, Summer Village of Val Quentin



Appointment of ARB Officials 2025

GA

Gerryl Amarin

Thu 2025-02-06 10:05 AM

High importance

Hello All,

As a participant in CRASC's ARB program, please be advised that your council is required to appoint the ARB Officials for 2025.

(As per MGA section 454)

All municipalities are required to appoint by resolution the following as your ARB officials for 2025.

ARB Chairman - Raymond Ralph

Certified ARB Clerk - Gerryl Amarin

Certified Panelists - Darlene Chartrand

Sheryl Exley

Tina Groszko

Richard Knowles

Marcel LeBlanc

Raymond Ralph

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

Gerryl Amarin, CPA | Manager, Finance Officer

Capital Region Assessment Services Commission (CRASC)

11810 Kingsway Avenue

Edm AB T5G 0X5

Direct: 780 297 8185

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Intermunicipal Collaboration Framework (LSAC/Silver Sands)

From Trista Court <tcourt@lsac.ca>

Date Fri 2025-02-14 2:10 PM

To Summer Village Office <administration@wildwillowenterprises.com>

 1 attachment (245 KB)

SV of Silver Sands - ICF Extension Request 02.14.2025.pdf;

Please see the attached correspondence regarding the above noted. We look forward to hearing from you.

Kind regards,

Trista Court

General Manager of Community Engagement, Lac Ste. Anne County

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

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

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February 14, 2025

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

Attn: Wendy Wildman, CAO

Re: Intermunicipal Collaboration Framework (ICF):
Lac Ste. Anne County/Summer Village of Silver Sands

As you are aware, Lac Ste. Anne County entered into an ICF agreement with the Summer Village of Silver Sands in accordance with the requirements of the *Municipal Government Act*. Municipalities were initially required to review the ICFs, at a minimum, every five (5) years after their effective date. Ministerial Order MSD: 024/23 amends the review requirement from at least every five (5) years to at least every seven (7) years, or March 31, 2027 as a final deadline.

Although the Ministerial Order allows for the extension, if a renegotiation timeline is stipulated in the agreement, that timeline will supersede the Ministerial Order.

Lac Ste. Anne County Council is requesting your consideration to extend the renegotiation period with a completion date of March 31, 2027. This does not preclude the opportunity to initiate negotiations now; it simply will provide an allowance to delay the immediacy of the review. In fact, the County proposes ICF discussions begin sooner than later. Formalizing an extension through mutual agreement will ensure we are meeting legislative requirements.

With an extension, the current terms of the agreement will remain consistent until such time as a new ICF is finalized.

Please provide a written response once a decision is made.

Kind regards,

A handwritten signature in blue ink that reads "Trista Court".

Trista Court
General Manager of Community Engagement

A handwritten number "11" inside a blue circle, located in the bottom right corner of the page.

Offer of Home Support for the SV of Silver Sands

From Donna Kerr <dkerr@lsac.ca>
Date Fri 2025-01-31 1:50 PM
To Summer Village Office <administration@wildwillowenterprises.com>

 1 attachment (29 KB)

Agreement - Home Support in SV of Silver Sands 2025 (unsigned).docx;

Good Afternoon,

Further to our January 23, 2025, County Council Meeting, Lac Ste. Anne County is please to once again offer your municipality the option to provide our Home Support Program to your residents. Attached please find the Home Support agreement for the January 1 – December 31, 2025, period.

Should the Summer Village wish to offer this program, please print two copies of the attached and have the Mayor sign both. Please then return both originals, by mail, to my attention. I will then have Reeve Blakeman sign both documents and return one to you for your records.

If your Summer Village does not wish to participate, nothing further is needed at this time. Should one of your residents reach out to us about the program, we would then reach out to you to see if you wish to reconsider that decision.

Any questions, please let me know.

Donna Kerr

Community Services Manager, Lac Ste. Anne County
56521 RGE RD 65 | BOX 219 | SANGUDO, ALBERTA T0E 2A0
PHONE: 780.785.3411 | TOLL-FREE: 1.866.880.5722 | FAX: 780.785.2985 | [www.lsac.ca]lsac.ca

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MEMORANDUM OF AGREEMENT made this ____ day of _____, A.D., 202__

BETWEEN:

**LAC STE. ANNE COUNTY
BOX 219, SANGUDO, ALBERTA, T0E 2A0
(hereinafter referred to as the "County")**

OF THE FIRST PART

AND:

**SUMMER VILLAGE OF SILVER SANDS
BOX 8, ALBERTA BEACH, ALBERTA, T0E 0A0
(hereinafter referred to the "Summer Village")**

OF THE SECOND PART

WHEREAS the County provides internal Family & Community Support Services (FCSS) programming for the benefits of its residents;

AND WHEREAS the Summer Village wishes to provide an opportunity for similar programming for the benefits of its residents;

AND WHEREAS the Summer Village wishes to enter into agreement with the County to allow residents of the Summer Village to access the Home Support Program being offered by the County.

NOW THEREFORE the parties to this Agreement, in consideration of the promises, mutual terms, covenants and conditions to be observed and performed by each party, agree as follows:

1. Both Parties recognize that the authority for the management and control of the Home Support Program lies with the County.
2. The term of this agreement is for twelve (12) months, commencing on the 1st day of January, 2025, and ending on the 31st day of December, 2025. By mutual agreement, the agreement may be renewed thereafter.
3. The Summer Village shall provide funding to the County to support any subsidies, program expenses, and administration costs for Home Support programming provided to Summer Village residents at the following rates:
 - a) Home Support Program – subsidized amount plus 30% per client hour for expenses and administration costs
 - a. Subsidy will be calculated on a sliding scale, based on household income whereby clients making:
 - i. up to \$25,000 will receive a subsidy of \$15.00 per hour, which equates to a \$15.00 per hour subsidy cost plus \$9.00 per hour (\$30.00 x 30%) expenses and administration cost, for an hourly cost to the Summer Village of \$24.00 per client hour;

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Memorandum of Agreement between Lac Ste. Anne County and Summer Village of Silver Sands - Home Support Program

- ii. Over \$25,000 and up to \$48,000, will receive a subsidy of \$5.00 per hour, which equates to a \$5.00 per hour subsidy plus \$9.00 per hour (\$30.00 x 30%) expenses and administration cost, for an hourly cost to the Summer Village of \$14.00 per client hour; and
 - iii. Over \$48,000 will not be subsidized, which equates to zero subsidy cost plus \$9.00 per hour (\$30.00 x 30%) expenses and administration cost, for an hourly cost to the Summer Village of \$9.00 per client hour.
4. The Parties recognize that the program will be delivered in a “first come first served” format, with priority given to clients physically unable to perform light housekeeping duties themselves, and as the funding limitations or program capacity allows.
 5. The Parties recognize that the County will track and invoice the Summer Village quarterly for any subsidies provided to Summer Village residents, as well as any applicable administration costs.
 6. The County will advise the Summer Village should requests from Summer Village residents exceed the funding limitations set by the Summer Village, and Summer Village residents be declined any programming (this does not include those placed on the wait list due to program capacity limitations).
 7. Upon request, the County will provide an annual statistical report to the Summer Village, to assist with program budgeting for the upcoming year.
 8. The Parties to this Agreement shall indemnify and hold harmless each other, their employees, and agents from any, and all claims, actions, and costs whatsoever that may arise directly or indirectly out of any act or omission of the Parties, their employees, or agents in the performance of this Agreement. Such indemnification shall survive termination of this Agreement.
 9. The Parties shall not be liable nor responsible for any bodily or personal injury or property damage of any nature whatsoever that may be suffered or sustained by the other Party, its employees, or agents in the performance of this Agreement.
 10. This Agreement constitutes the entire agreement between the Parties. No other warranties or representations are given or implied.
 11. This Agreement will remain in force unless and until such time as:
 - a. A new Agreement is negotiated, or
 - b. The Agreement is terminated in writing, with 30 days prior notice. However, the notice period may be waived with the mutual consent of both Parties to this Agreement. Any changes to this Agreement must be mutually agreed upon and evidenced in writing.

IN WITNESS WHEREOF the Parties hereto have affixed their signatures below on the day and year first above written.

Witness

Joe Blakeman, Reeve, Lac Ste. Anne County

Witness

Bernie Poulin, Mayor, Summer Village of Silver Sands



Home Support Client Application

Family & Community Support Services

Date completed:	Interview date:
Client's name:	Date of birth:
Physical address <i>(legal land description/street address of residence)</i> :	Mailing Address:
Phone number:	Community:
Marital status:	Pets:
Other people/family members living in home:	Spouse's name & date of birth:
Emergency Contact #1 Name: _____ Relationship: _____ Phone Number(s): Home _____ Cell _____ Work _____	Emergency Contact #2 Name: _____ Relationship: _____ Phone Number(s): Home _____ Cell _____ Work _____

Reason for Referral (if applicable): _____

Relevant Medical Conditions: _____

Potential Concerns: _____

Other Agencies (if applicable): _____

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Home Support Client Application

Family & Community Support Services

HOME SUPPORT AGREEMENT

I/We hereby request a qualified Home Support Worker, through Lac Ste. Anne County, to provide necessary housekeeping, and related services in my home at (address):

Subsidy thresholds as per line 15000 of income tax: Under \$25,000 client pays	\$15.00/hour
\$25,001 - \$48,000 client pays	\$25.00/ hour
Over \$48,000 client pays	\$30.00/hour

Service will commence:

I/We agree to pay Lac Ste. Anne County at a rate of \$30.00 per hour, less the subsidy available to me/us based on my/our household income, payable monthly. I/We understand that any hours beyond the pre-approved subsidized hours (to a maximum of three (3) hours per week) will be charged at a rate of \$30.00 per hour.

In accordance with my application for Home Support Service, I/we agree to the following:

- a. That I/we release and forever discharge Lac Ste. Anne County Community Services and the said Home Support Worker from any claim, demand, or liability whatsoever which may arise due to illness or accident to other persons, and any loss or damage of any kind whatsoever to the said home and contents.
- b. That I/we agree to allow the Home Support Worker to enter and be in my home on the mutually agreed upon dates and times.
- c. That I/we agree to notify Lac Ste. Anne County Community Services of any change in circumstances that would alter this agreement with them, i.e. income level, additional duties etc.

_____	_____	_____	_____
<i>Community Services Coordinator</i>	<i>Date</i>	<i>Client #1</i>	<i>Date</i>
		_____	_____
		<i>Client #2</i>	<i>Date</i>

The personal information provided will be used to register you in the Lac Ste. Anne County program or activity and is collected under the authority of Section 33(c), of the *Freedom of Information and Protection of Privacy (FOIP) Act*. The information collected on this form will only be used for the provision of the program you have registered. For questions regarding the collection and use of this information, please contact the Lac Ste. Anne County FOIP Coordinator at 1.866.880.5722 Box 219, 56521 RR 65, Sangudo, AB T0E 2A0.

Box 219, Sangudo AB T0E 2A0
T 780.785.3411 TF 1.866.880.5722 F 780.785.2359
E LSAC@LSAC.ca www.LSAC.ca

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REQUESTED HOME SUPPORT WORKER HOUSEHOLD RESPONSIBILITIES

REQUESTED <i>(to be completed by Client)</i>	APPROVED <i>(to be completed by Community Services Coordinator)</i>
KITCHEN HOUSEKEEPING ACTIVITIES	
<input type="checkbox"/> Countertops, floor, sink, stove, etc. <input type="checkbox"/> Cleaning cupboards inside and rearranging <input type="checkbox"/> Cleaning and/or defrosting the refrigerator <input type="checkbox"/> Dust off register, wipe light switches and walls	<input type="checkbox"/> Countertops, floor, sink, stove, etc. <input type="checkbox"/> Cleaning cupboards inside and rearranging <input type="checkbox"/> Cleaning and/or defrosting the refrigerator <input type="checkbox"/> Dust off register, wipe light switches and walls
BEDROOM HOUSEKEEPING ACTIVITIES	
<input type="checkbox"/> Make beds and change linens <input type="checkbox"/> Dust furniture <input type="checkbox"/> Sweep or vacuum floor	<input type="checkbox"/> Make beds and change linens <input type="checkbox"/> Dust furniture <input type="checkbox"/> Sweep or vacuum floor
BATHROOM HOUSEKEEPING ACTIVITIES	
<input type="checkbox"/> Clean sink, toilet, mirrors and tub/shower <input type="checkbox"/> Wash and/or vacuum floor	<input type="checkbox"/> Clean sink, toilet, mirrors and tub/shower <input type="checkbox"/> Wash and/or vacuum floor
LAUNDRY	
<input type="checkbox"/> Machine washing <input type="checkbox"/> Ironing	<input type="checkbox"/> Machine washing <input type="checkbox"/> Ironing
OUTDOOR ACTIVITIES	
<input type="checkbox"/> Light snow shovelling <input type="checkbox"/> Light gardening/weeding	<input type="checkbox"/> Light snow shovelling <input type="checkbox"/> Light gardening/weeding

OTHER DUTIES REQUESTED: _____

Please use the next page if more room is needed.

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Lac Ste. Anne County
Home Support Program

Box 219, 56521 RR 65
Sangudo, AB T0E 2A0

Phone: 1-866-880-5722 or 780-785-3411
Fax: 780-785-2985

tmonteith@LSAC.ca

As this is a new program to you, you undoubtedly have many questions and uncertainties. Hopefully attached information will provide the answers to most of those questions.

Please do not hesitate to call if you have any questions or concerns. Your input is welcome and may be considered when setting up Home Support services specific to your individual needs.

Sincerely,

Taryn Monteith
Community Services Coordinator

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An Introduction to Home Support Services

The Community Services Coordinator will:

- Assess your individual needs and authorize hours
- Determine the fee for service
- Assign a Home Support Worker
- Provide training and supervision of staff
- Answer any questions you may have regarding the Home Support Services

The Home Support Worker

Has been asked by the Community Services Coordinator to follow these instructions:

- To provide assistance with the household duties as authorized
- To notify the Community Services Coordinator of any changes in services
- To encourage clients to be as independent as possible
- To respect individual rights and needs
- To report any problems or concerns to the Community Services Coordinator

When the Home Support Worker Arrives:

- Explain how you prefer things done
- Tell them which tasks are a priority for the day
- Show them what equipment you have and how it works
- Be specific if there are items or an area you do not want touched

You must supply all cleaning supplies

These guidelines are intended to assist you to have a better understanding of the Home Support services.

This program is offered by the Community Services Department and administered by the Community Services Coordinator.

The Home Support Worker is the housekeeper that you will be assigned. A specific Worker will be assigned to each client and a regular schedule will be determined.

Our service is to provide regularly scheduled light housekeeping. The Community Services Coordinator will meet with you initially and use their own judgment in allotting time, based on your needs and the size of your home. Extra time will be allotted for special tasks i.e. cleaning the oven or fridge, etc.

The following are the types of duties our Home Support Worker can perform.



Routine Housekeeping Duties:

The Community Services Coordinator will advise the Home Support Worker which of the following tasks are to be completed for each individual client.

- Clean sink, tub, shower and toilet
- Clean mirrors
- Vacuum and sweep floors (be sure to change vacuum bags as needed)
- Wash floors
- Dust (some clients may prefer to do their own)
- Clean counter tops, table, wash dishes, stoves tops and burners
- Wipe obvious marks off walls and cupboards
- Make bed
- Tidy books, magazines, etc
- Empty garbage
- Change bedding
- Laundry if required (to use time efficiently place laundry in the machine first then proceed with regular cleaning)
- Iron clothes as requested
- Light snow shoveling – small landings/steps only
- Light weeding (small flower beds – not vegetable gardens)

Other Duties to be Considered:

The following duties may be completed at the discretion of the Home Support Worker and only if they can do them without heavy lifting or standing on chairs, ladders etc.

- Inside of windows
- Reorganize shelves, closets, cupboard, china cabinet
- Light fixtures or ceiling fans
- Defrost and clean fridge or freezer
- Clean oven
- Move light furniture for vacuuming underneath
- Clean baseboards
- Wax floors (if applicable)

Always look to other resources such as family members.

All heavy or unusual requests must have the approval of the Community Services Coordinator prior to the service being done.

Home Support Workers can NEVER be assigned to do the following:

- Can or freeze fruits and vegetables
- Wash walls or ceilings
- Clean holiday trailers or personal vehicles
- Move heavy furniture i.e. hide-a-bed, etc
- Clean windows using ladders, chairs, etc



- Remove windows to clean or clean outside windows
- Shampoo carpets
- Care for, clean or tidy up for people who do not live in the client's home on a regular basis
- Provide transportation, run errands or handle cash
- Provide child care
- Meal preparation
- Personal care of the client

Confidentiality:

ALL HOME SUPPORT WORKERS, BOTH DURING AND AFTER WORK HAVE A STRICT RESPONSIBILITY TO SAFEGUARD THE CONFIDENTIAL NATURE OF THE INFORMATION WITH WHICH THEY DEAL.

Schedule:

Your Home Support Worker will be scheduled on a regular basis. Please inform the Community Services Coordinator as soon as possible if you need to cancel your scheduled appointment (preferably 1-2 days in advance). Not doing so may result in you being charged for that appointment.

Payment for Home Support Services:

The Home Support Worker will request you to initial the invoice each time she provides service to you. You will be billed at the end of each month of service.

Please do not pay the Home Support Worker.

Bring payment to the Lac Ste. Anne County Administration office at:
56521 RR 65, Sangudo, Alberta
Office Hours are Mon-Fri, 8:30-4:30

OR

Mail payment to:
Lac Ste. Anne County
Box 219
Sangudo, Alberta
T0E 2A0

Make cheque payable to Lac Ste. Anne County; do not send cash in the mail. Credit card payments can be made at www.LSAC.ca.

If other arrangements are required please contact the Community Services Coordinator, Taryn Monteith at 1-866-880-5722 or tmonteith@LSAC.ca. Please refer any questions regarding bills, payments or services concerns to the Community Services Coordinator as well.



File Copy

DARWELL LAGOON COMMISSION
Box 219
Sangudo, Alberta T0E 2A0
Phone: (780) 785-3411 or 1-866-880-5722

February 24th, 2025

Dear Resident:

The Darwell Lagoon Commission has hired TeckEra Consulting Ltd. to perform septic tank inspections for all properties along the north and southeast shores of Lake Isle, from Woodland Bay Estates to Silver Sands. This is preliminary work to determine the various situations and tank configurations residents have.

They will require access to your septic tank to complete the inspection and one of our contracted wastewater haulers will empty your tank as part of the inspection, *at no cost to you.*

Inspections are scheduled to take place in March, April, and May 2025. If you have any questions or concerns, please contact the undersigned at the number listed above.

Regards,



Mike Primeau, MBA, CLGM
Manager

Cc: Darwell Lagoon Commission Board
Lac Ste. Anne County Council
Summer Village of Silver Sands Council
Summer Village of Southview Council

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2025 DRAFT BUDGET

For January 31-2025 Council Meeting



Municipal Taxes Collected 2024 Budget (Approved)	\$	427,696	total of the municipal tax and the minimum tax
Municipal Taxes Collected 2025 Budget (Draft)	\$	452,445	updates automatically - will be total of Municipal Tax & Minimum Tax
Percentage Increase from prior year:		5.79%	updates automatically
Each % equates to:	\$	4,277	updates automatically
\$ Increase from prior year:	\$	24,749	updates automatically

Income Function	2024 BUDGET	2024 ACTUALS (as at Dec 31-2024)	2025 DRAFT BUDGET	NOTES
Taxation Income				
Municipal Tax	310,643	310,496		will fill in when operating budget is finalized
School Foundation Tax	168,185	168,105		will fill in when 2025 requisition numbers are received
Minimum Tax (\$1,109 - 2024)	117,053	117,053		will fill in when operating budget is finalized
Senior Foundation Tax	16,376	16,367	17,212	will fill in when 2025 requisition numbers are received
Designated Industrial Tax	33	33		will fill in when 2025 requisition numbers are received
Sub-Total Taxation	\$ 612,290	\$ 612,054	\$17,212	
Grant & Reserve Funding Income				
Operating Grant - LGFF Operating	17,122	17,122	17,122	could be increasing by 15% for 2025 - add \$2,568
Operating Grant - Canada Day (apply annually)	600	600	600	2025 Grant Application has been made
Operating Grant - FIRESMART Canada	500	500	500	will make application once available - to offset firesmart
Operating Grant - Canada Summer Jobs (apply annually)	-	-		2025 Grant Application has been made (\$4,462.50)
Capital Grant - MSI-C / LGFF	58,898	-		
Capital Grant - CCBF (funding agreement from 2014 to 2024)	-	-		
Special Projects Funding (from reserves or from grant \$ in deferred revenue or from Grant Deposits)	53,372	22,688	18,500	Entrance Signs 2K, Firesmart 5K, Status Change 10K, Assessment Bylaw \$1.5K
Special Projects Funding- Flowering Rush (from reserves or from grant \$ in deferred revenue or from Grant Deposits)			164,471	Matches flowering rush expenses less \$1,000 as this is SS contribution
Capital Projects Funding (from reserves or from grant \$ in deferred revenue)	23,102	85,400	58,000	Matches capital project expenses
Transfers from Reserves (2018 LSA Road)(2023/2024/2025 - under agreement \$24,653 per year repayment)	16,092	16,092	16,092	Total to be paid by 1/2 LGFF-O - \$8,561 & \$16,092 reserves
Sub-Total Grant & Reserve Funding	\$ 169,686	\$ 142,402	\$275,285	
Other Income				
Other Income (AMSC Rebate/Lease for 7 RV Lots)	1,400	1,400	1,400	
Penalties on Taxes	4,500	9,594	7,500	
Bank Income	9,870	23,820	12,000	
Sub-Total Other Income	\$ 15,770	\$ 34,814	\$20,900	
Admin Income				
Admin - Sales of Good and Services	500	602	500	
Admin - Tax Certificates	500	950	700	
Admin - NSF Fees	-	-	-	
Admin - Reserve Transfer (Legal Invoices Offset from other muni's)	2,000	1,600	-	
Admin - Reserve Transfer (Elections)	-	-	6,000	
Sub-Total Admin Income	\$ 3,000	\$ 3,152	7,200	

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2025 DRAFT BUDGET

For January 31-2025 Council Meeting



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	2024 BUDGET	2024 ACTUALS (as at Dec 31-2024)	2025 DRAFT BUDGET	NOTES
Bylaw/Emergency Services Income				
Bylaw/Emergency Services - Fines	-	203	-	
Bylaw/Emergency Services - Fire Incident Recovery	-	-	-	
Transfer from Reserves - Provincial Policing	5,902	5,902	4,803	
Sub-Total Bylaw/Emergency Services	\$ 5,902	\$ 6,105	\$4,803	
Utilities Income				
Utilities - Fortis Franchise Fees	5,500	5,955	5,500	
Sub-Total Utilities Income	\$ 5,500	\$ 5,955	5,500	
Public Works Income				
Public Works/Roads - Services Billed Out	-	-	-	
Public Works/Roads - Sales of TCA	-	3,500	-	
Public Works/Roads - Transfer from Reserves	-	-	-	
Public Works Banked Time - Transfer from Reserves	-	-	9,000	
Public Works - Recycling Offset - Circular Materials	-	-	5,000	Potential to add \$10K to income to offset this - will need to see contract first from circular materials - calculate at one half for 2025 as contracts may not be signed until further in year - put 5K in budget
Sub-Total Public Works Income	\$ -	\$ 3,500	\$14,000	
Sewer/Water/Drainage Income				
Sewer/Water/Drainage - Transfer from Reserves	-	-	0	
Sub-Total Sewer/Water/Drainage	\$ -	\$ -	\$0	
Planning & Development Income				
Planning & Development - Safety Codes Permit Fees	1,000	3,748	2,000	
Planning & Development - Development Permit Fees	3,000	1,325	2,000	
Planning & Development - SDAB Appeal Fees	-	-	-	
Planning & Development - Transfer from Reserves	-	-	-	
Sub-Total Planning & Development	\$ 4,000	\$ 5,073	\$4,000	

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2025 DRAFT BUDGET

For January 31-2025 Council Meeting



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	2024 BUDGET	2024 ACTUALS (as at Dec 31-2024)	2025 DRAFT BUDGET	NOTES
Parks & Recreation Income				
Parks & Recreation - Grant FCSS	5,501	5,501	5,501	
Parks & Recreation - Grant FCSS (funds from Regional Admin - Picnic/Allnet)	-	-	-	
Parks & Recreation - Grant FCSS (Emergency Services Dinner)	-	-	-	
Parks & Recreation - Weed Harvesting (LIAMS)	7,500	11,970	7,500	
Parks & Recreation - Transfer from Reserve		-		
Sub-Total Parks & Recreation	\$ 13,001	\$ 17,471	\$ 13,001	
Requisitions Collected by Municipality (offset)				
Requisitions - Senior Foundation	-	16,376	-17,212	will fill in when 2025 requisition numbers are received
Requisitions - Over/Under Utilized Levy	-	-	-	
Requisitions - School Foundation	-	168,185	-	will fill in when 2025 requisition numbers are received
Requisitions - Over/Under Utilized Levy	-	-	-	
Requisitions - Designated Industrial	-	33	-	will fill in when 2025 requisition numbers are received
Requisitions - Over/Under Utilized Levy	-	-	-	
Sub-Total Requisitions	-\$ 184,594	-\$ 184,561	-\$ 17,212	
Net Revenue for Municipal Purposes	\$ 644,555	645,965	344,689	

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2025 DRAFT BUDGET

For January 31-2025 Council Meeting



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Each % equates to:	\$	4,277	updates automatically
\$ Increase from prior year:	\$	24,749	updates automatically

Expense Function	2024 ACTUALS		2025 DRAFT BUDGET	NOTES
	2024 BUDGET	(as at Dec 31-2024)		
Council				
Council Meeting Fees	16,000	16,400	17,000	
Council Deductions	-	-	0	
Council Monthly	5,400	5,400	5,400	
Council Travel \ Subsistence	4,000	4,701	6,000	AB Munis in Calgary
Council SVLSACE	1,666	1,666	1,750	
Council Development	3,000	4,647	6,000	
Council Integrity Commissioner	1,630	1,630	833	
Sub Total Council	\$ 31,696	\$ 34,444	\$ 36,983	
Administration				
Administration Contract - 2%	80,505	80,505	82,115	
Employee Benefits	-	-	8,400	New line (reimburse benefits for one person)
W.C.B.	3,332	3,332	3,400	
Travel & Subsistence	3,200	3,144	3,200	
Conventions/Training	1,000	751	1,000	
Postage \ Phone \ Storage	5,600	5,310	5,600	
Memberships	2,500	2,269	2,500	
Stationery & Printing	3,500	2,665	3,500	
Advertising	500	0	500	
Auditor	4,800	4,881	4,900	
Assessment	7,650	7,670	7,940	
Assessment LARB \ CARB	1,000	452	1,000	
Legal	3,000	6,082	3,000	
Insurance	9,700	9,656	10,000	
Computer Support \ Website	1,800	2,464	2,500	
Meeting Room Fees - Fallis Hall Rent	1,200	1,200	1,200	
General Appreciation	500	500	500	
Tax Rebates & Discounts	-	0	0	
Bank Charges \ Penalties	250	153	250	
Land Title Charges	100	4	50	
Donation To Other Agency (water well workshop)	300	336	300	
Sub-Total Administration	\$ 130,437	\$ 131,374	\$ 141,855	

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2025 DRAFT BUDGET

For January 31-2025 Council Meeting



Municipal Taxes Collected 2024 Budget (Approved)	\$	427,696	total of the municipal tax and the minimum tax
Municipal Taxes Collected 2025 Budget (Draft)	\$	452,445	updates automatically - will be total of Municipal Tax & Minimum Tax
Percentage Increase from prior year:		5.79%	updates automatically
Each % equates to:	\$	4,277	updates automatically
\$ Increase from prior year:	\$	24,749	updates automatically

	2024 BUDGET	2024 ACTUALS (as at Dec 31-2024)	2025 DRAFT BUDGET	NOTES
Election				
Salaries & Wages	-	-	4,500	
Advertising	-	-	500	
Goods & Supplies	-	-	1,000	
Census Costs	-	-		
Sub-Total Election	\$ -	\$ -	\$ 6,000	
Medical				
Medical Clinic (LSA)	-	-		
Sub-Total Medical	\$ -	\$ -	\$ -	
Public Works				
Salaries \ Wages (Supervisor)	81,900	69,861	70,500	
Salaries \ Wages (Banked)	-	4,925	9,000	2025 to be funded by reserves
Salaries \ Wages (Summer Staff)(2024 Budgeted amount included in Supervisor Budget)	-	21,512	20,000	
Payroll Deductions	6,500	7,183	7,400	
Payroll Vacation Accruals	3,300	2,794	3,980	
Payroll Employee Benefits	8,280	8,281	8,400	may go up 15%
Phone Reimburse (PWM)	1,200	1,200	1,200	
Shop Phone (Telus)	1,600	1,544	1,600	
Public Works Consultant	-	-	0	
Shop Security	500	531	550	
Snow Removal \ Grading	1,500	-	1,500	
Gravel & Rehabilitation	12,000	6,150	12,000	
General Services	1,000	580	1,000	
Signs	700	3,388	1,000	
Parts, Supplies, Fuel, Equip Repair	17,000	26,386	17,000	
Shop Improvements	500	1,402	1,000	
Electrical	19,000	20,979	22,000	
Natural Gas	1,800	2,238	2,500	
Sub-Total Public Works	\$ 156,780	\$ 178,954	\$ 180,630	
Storm Water / Drainage				
General Supply - Culverts	500	0	500	
Storm Water Drainage Study	-	0	0	
Sub-Total Storm Water/Dainage	\$ 500	\$ -	\$ 500	

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2025 DRAFT BUDGET

For January 31-2025 Council Meeting



Municipal Taxes Collected 2024 Budget (Approved)	\$	427,696	total of the municipal tax and the minimum tax
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Each % equates to:	\$	4,277	updates automatically
\$ Increase from prior year:	\$	24,749	updates automatically

	2024 BUDGET	2024 ACTUALS (as at Dec 31-2024)	2025 DRAFT BUDGET	NOTES
Lagoon / Sewer				
Lagoon/Sewer Capital	-	-	-	
Lagoon/Sewer Operating	-	-	-	
Sub-Total Lagoon / Sewer	\$ -	\$ -	\$ -	
Waste Collection				
Waste	24,500	23,857	25,000	
Recycle	6,700	6,795	7,000	
Large Bin Clean Up	5,000	2,975	3,500	
Waste Commission (Hwy 43)	6,500	6,140	6,000	
Sub-Total Waste Collection	\$ 42,700	\$ 39,767	\$ 41,500	
Municipal Planning				
Development Officer	3,600	3,000	3,600	
Development Permit Fees	2,000	1,675	2,000	
Development Enforcement	4,000	2,178	3,000	
Planning (GC)	500	1,016	500	
General Planning Services (General MPS)	1,500	1,000	1,000	
Safety Codes Administration	1,630	1,630	2,493	
SDAB (Milestone Municipal Services)	300	300	300	
Sub-Total Municipal Planning	\$ 13,530	\$ 10,799	\$ 12,893	
Recreation & Parks				
Playground Maintenance	1,200	1,386	1,400	
Boat Launch	1,000	698	1,000	
Tree Removal / Reserves	3,000	1,355	2,000	
Weed Inspection / Spraying	1,200	1,320	1,000	
Weed Harvesting LIAMS	7,500	11,970.00	7,500	
Library - YRL	800	749	1,017	Updated per actual 2025 billing.
Library - Local (Darwell)	1,500	1,500	1,500	
Recreation (LSA)	500	500	500	
East End Bus	350	375	375	
FCSS (\$5,593)/(\$987 admin)	6,876	5,190	6,580	
Canada Day Celebration	600	600	600	
Sub-Total Recreation & Parks	\$ 24,526	\$ 25,643	\$ 23,472	

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2025 DRAFT BUDGET

For January 31-2025 Council Meeting



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Percentage Increase from prior year:		5.79%	updates automatically
Each % equates to:	\$	4,277	updates automatically
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	2024 BUDGET	2024 ACTUALS (as at Dec 31-2024)	2025 DRAFT BUDGET	NOTES
Emergency Services				
Fire Suppression	39,500	40,960	42,000	Depending on service provider - range from 35K to 42K
Fire Incident Recovery	-	-	0	
Fire Volunteer Recruitment	1,200	-	0	
Disaster Services/Emergency	5,500	4,050	5,500	
Directors of Emergency Management	5,000	4,641	5,000	
CPO/Bylaw/Enhanced RCMP	8,000	6,968	10,000	was 12K
Provincial Policing (collect or fund balance under reserve account or from reserve account)	13,391	13,391	13,391	hearing this is going up 39% with a one-year reprieve being 2025 - in 2026 39% would add \$5,222
Sub-Total Emergency Services	\$ 72,591	\$ 70,010	\$ 75,891	
Planned Reserve Contributions				
Provincial Policing	-	-	0	
Sustainability Reserve	5,485	5,485	5,760	
Tree Removal Reserve	803	803	844	
Snow Removal Reserve	536	536	563	
Legal Reserve	536	536.00	563	
Election Reserve	1,339	1,339	1,406	
SDAB/ARB Appeals	1,071	1,071	1,125	
MAP Review Reserve	500	500	525	
Lagoon Reserve	-	-	0	
Operating Reserve	-	-	0	
Roads Reserve	-	-	0	
Sub-Total Planned Reserve Contribution	\$ 10,270	\$ 10,270	\$ 10,786	

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2025 DRAFT BUDGET

For January 31-2025 Council Meeting



Municipal Taxes Collected 2024 Budget (Approved)	\$	427,696	total of the municipal tax and the minimum tax
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Percentage Increase from prior year:		5.79%	updates automatically
Each % equates to:	\$	4,277	updates automatically
\$ Increase from prior year:	\$	24,749	updates automatically

	2024 BUDGET	2024 ACTUALS (as at Dec 31-2024)	2025 DRAFT BUDGET	NOTES
Year-End Audit Accounts				
Annual Amortization	-	-		
Gain/Loss On Sale Of TCA	-	-		
Sub-Total Year-End Audit Accounts	\$ -	\$ -	\$ -	
Special Projects				
2025 Flowering Rush ACP Grant (Silver Sands is Managing Partner)(2025/2026/2027)	-	-	165,471	Budget number assumes we get approved for our 2025 ACP application - \$152,500 / additional funding would come from the following: In-trust account \$4,971, SS-1K, LSA-1K, AB-1K, RH-1K, SV-1K, WC-1K, YS-1K, VQ-1K
2024 Flowering Rush Municipal Contributions (incl additional \$1,000 from SS, \$2,000 from LILSA, \$2,000 from WC)	23,372	22,688	0	
LSA County 2018 Rd Project (Repay over 3 Years 23/24/25)(LGFF Additional \$8,561 & Reserves \$16,092)	24,653	24,652	24,653	2025 is final year under the agreement
Entrance Signs	2,000	-	2,000	to be funded by reserves
Septic Site Inspections	10,000	-	0	
Assessment Bylaw Review	3,000	2,900	1,500	to be funded by reserves
Firesmart	5,500	-	5,000	to be funded by reserves / FireSmart grant
Legal Review Fire Matters	1,000	-	0	
Status Change Summer Village vs. Village	10,000	2,286	10,000	to be funded by reserves
Technology Prevention/Risk	-	-		
Sub-Total Special Project	\$ 79,525	\$ 52,526	\$ 208,624	

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2025 DRAFT BUDGET

For January 31-2025 Council Meeting



Municipal Taxes Collected 2024 Budget (Approved)	\$ 427,696	total of the municipal tax and the minimum tax
Municipal Taxes Collected 2025 Budget (Draft)	\$ 452,445	updates automatically - will be total of Municipal Tax & Minimum Tax
Percentage increase from prior year:	5.79%	updates automatically
Each % equates to:	\$ 4,277	updates automatically
\$ Increase from prior year:	\$ 24,749	updates automatically

	2024 BUDGET	2024 ACTUALS (as at Dec 31-2024)	2025 DRAFT BUDGET	NOTES
Capital Projects				
2025 Projects transferred from 5-year Capital Plan (Have \$134,793 in capital grant funds for 2025)				
2025 Project - spruce crescent drainage			6,000	Grant Funded
2025 Project - landscaping upgrades			7,000	Grant Funded
2025 Project - walking trail upgrades			10,000	Grant Funded
2025 Project - playground upgrades			6,000	Grant Funded
2025 Project - bathroom in quonset			10,000	Grant Funded
2025 Project - Surveying all rear property lines where they meet reserve land for installing Municipal Reserve Land Identification signs			19,000	Grant Funded
2025 Project Proposed from meeting - Firesmart the reserves (take from above projects)			0	
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		
2024 Project - Landscape Upgrades (various areas - annual)	7,000			
2024 Project - Equipment Purchase walk behind Roughcut Mower	5,000	5,400		
2024 Project - Zoom Kandao System & Accessories (unbudgeted - M#214-24)	-	1,771		
Sub-Total Capital Projects	\$ 82,000	\$ 89,567	\$ 58,000	
TOTAL	\$ 644,555	\$ 643,353	\$ 797,134	

Income Less Expenses - Surplus / (Defecit)	\$ -	\$ 2,612	-\$ 452,445.00
	2024 Budget	2024 Actuals (as at Dec 31-2024)	Variance

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Silver Sands

Reserve Account Balances

	2023 Audit Balances	2024 Budgeted Additions	2024 Budgeted Use	2024 Balance as Budgeted	2025 Budgeted Additions	2025 Budgeted Use	2025 Balance as Budgeted
<u>Operating Reserves</u>							
Tax Stabilization	\$ 42,985	\$ -	\$ -	\$ 42,985		\$ -	\$ 42,985
Sustainability	\$ 98,553	\$ 5,485	-\$ 47,092	\$ 56,946	\$ 5,760	-\$ 43,592	\$ 19,114
Tree Removal	\$ 4,515	\$ 803	\$ -	\$ 5,318	\$ 844	\$ -	\$ 6,162
Snow Removal	\$ 3,010	\$ 536	\$ -	\$ 3,546	\$ 563	\$ -	\$ 4,109
Legal	\$ 3,010	\$ 536	\$ -	\$ 3,546	\$ 563	\$ -	\$ 4,109
Election	\$ 5,525	\$ 1,339	\$ -	\$ 6,864	\$ 1,406	-\$ 6,000	\$ 2,270
Provincial Policing	\$ 10,705	\$ -	-\$ 5,902	\$ 4,803	\$ -	-\$ 4,803	\$ -
SDAB/ARB Hearings	\$ 3,020	\$ 1,071	\$ -	\$ 4,091	\$ 1,125	\$ -	\$ 5,216
MAP Review	\$ -	\$ 500	\$ -	\$ 500	\$ 525	\$ -	\$ 1,025
Unrestricted Operating	\$ 14,825	\$ -	\$ -	\$ 14,825	\$ -	\$ -	\$ 14,825
Sub-Total Operating	\$ 186,148	\$ 10,270	-\$ 52,994	\$ 143,424	\$ 10,786	-\$ 54,395	\$ 99,815
<u>Capital Reserves</u>							
General	\$ 10,568	\$ -	\$ -	\$ 10,568	\$ -	\$ -	\$ 10,568
Land Disposition	\$ 16,408	\$ -	\$ -	\$ 16,408	\$ -	\$ -	\$ 16,408
Lagoon	\$ 175,820	\$ -	\$ -	\$ 175,820	\$ -	\$ -	\$ 175,820
Roads	\$ 18,270	\$ -	\$ -	\$ 18,270	\$ -	\$ -	\$ 18,270
Sub-Total Capital	\$ 221,066	\$ -	\$ -	\$ 221,066	\$ -	\$ -	\$ 221,066
Total Reserves (Operating & Capital)	\$ 407,214	\$ 10,270	-\$ 52,994	\$ 364,490	\$ 10,786	-\$ 54,395	\$ 320,881

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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February 5th, 2025

Wendy Wildman, Chief Administrative Officer
Summer Village of Silver Sands, Summer Village of Southview
Box 8
Alberta Beach, AB T0E 0A0

Dear Ms. Wildman,

Re: Enhanced Policing Agreement, Evansburg RCMP Detachment

Alberta RCMP has received an Enhanced Policing Agreement, dated January 27th, 2025, indicating that the Summer Village of Silver Sands and the Summer Village of Southview have agreed to pay the Alberta Public Safety and Emergency Services Department for an enhanced level of RCMP provincial policing.

This correspondence confirms that the RCMP, through the Evansburg Detachment, will provide the Summer Village of Silver Sands and the Summer Village of Southview an enhanced level of police service from May 1, 2025 to September 30, 2025. This enhanced initiative will be governed by the following considerations:

1. The maximum overtime hours incurred by police members of the RCMP will relate to the actual paid overtime and any directly related costs, which will not exceed a total of \$9,200. This is based on approximately 80 hours of enhanced policing services.
2. The Evansburg RCMP Detachment Commander will be solely responsible for determining the appropriate operational and administrative use of the dedicated RCMP personnel and the hours of overtime associated with this enhanced policing initiative; any questions or concerns relative to this agreement should be directed accordingly.
3. Any issues that cannot be resolved by the Evansburg RCMP Detachment Commander and the Summer Villages' representative shall be referred to the RCMP Western Alberta District Commander and the Alberta Public Safety and Emergency Services representative for resolution.

The Detachment Commander will provide the Summer Villages with an account of overtime hours and any directly related costs incurred through this initiative.

On behalf of Deputy Commissioner Rob Hill, Commanding Officer, Alberta RCMP, I wish you and the Summer Village of Silver Sands and the Summer Village of Southview all the best in this initiative.

Yours Truly,

Dave Kalist, Superintendent
Officer in Charge, Operations Strategy Branch
Alberta RCMP

11140 - 109 Street
Edmonton AB T5G 2T4
telephone: 780-449-0778

cc: Sgt. Jeff Sutherland, OIC Evansburg Detachment



ENHANCED POLICING AGREEMENT
Option 2 - RCMP Member(s) for a Specified Period of Time

THIS LETTER OF AGREEMENT is made the 27th day of January, 2025

BETWEEN

HIS MAJESTY THE KING, in right of the Province of Alberta,
as represented by the Minister of Public Safety and Emergency Services
(hereinafter called "Alberta")

AND

**THE SUMMER VILLAGE OF SILVER SANDS and THE SUMMER VILLAGE OF
SOUTH VIEW**
(Hereinafter called the "Summer Village")

WHEREAS the Summer Village desires Alberta to provide an enhanced level of provincial policing service and,

WHEREAS Alberta may enter into such an agreement with the Summer Village pursuant to Section 22(1) of the *Police Act* R.S.A. 2000, c.P-17.

The Parties agree as follows:

1. At the request of the Summer Village, and the recommendation of the Royal Canadian Mounted Police (RCMP), Alberta will provide, and the Summer Village will pay for, an enhanced level of police service by the Provincial Police Service consisting of approximately 80 hours of policing by the RCMP during the period May 1, 2025 to September 30, 2025 to a maximum of \$9,200.
2. Any RCMP member(s) providing this enhanced level of police service to the Summer Village will report to and be under the supervision and authority of the Evansburg RCMP Detachment Commander.
3. The Summer Village shall consult the Detachment Commander to determine the duties and responsibilities of the RCMP member(s) employed under this Agreement.
4. The overtime and directly related costs incurred during the term of this Agreement will relate specifically to policing in the Summer Villages.
5. The hourly overtime rate used for billing purposes shall be at the current RCMP rate of pay, in accordance with RCMP overtime policy.
6. The additional overtime and directly related costs incurred by the RCMP member

employed under this Agreement will not exceed \$9,200.

7. The Summer Village shall be charged for the costs as specified in clauses 4 to 6 and Alberta shall advise the Summer Village of the total cost amount upon completion of the policing services provided under this Agreement.
8. The Summer Village shall make the payment directly to the Government of Alberta in the amount determined in Clause 7 of this Agreement under the payment terms and conditions of the invoice received by the Summer Village from Alberta.
9. The Detachment Commander shall consult with the Summer Village with respect to any issues arising out of the policing services provided under this Agreement. Any issues that cannot be resolved by the RCMP and the Summer Village shall be referred to Alberta's representative for resolution.
10. Notwithstanding the date of the signatories, this Agreement shall be in effect from May 1, 2025 to September 30, 2025.
11. If at any time during the continuance of the Agreement, the Parties deem it necessary or expedient to make any alteration or addition to this Agreement, they may do so by means of a written agreement between them. It is further agreed that all such alterations or additions shall be adhered to and have the same effect as if they had originally formed part of this Agreement.
12. Alberta designates the Assistant Deputy Minister, Public Security Division of the Ministry of Public Safety and Emergency Services as Alberta's representative for this Agreement.
13. Any notice or other communication made under this Agreement shall be deemed given to the other party in writing, including electronic mail, and personally delivered; sent by prepaid registered post; or sent by facsimile transmission; addressed as follows:

- a) The representative of Alberta is:

Assistant Deputy Minister
Public Security Division
10th Floor, John E. Brownlee Building
10365 - 97 Street
Edmonton, Alberta
T5J 3W7



TOWN OF ONOWAY

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

January 29, 2025

Summer Village of South View
Box 8
Alberta Beach, AB
T0E 0A0

Via Email: svsouthview@outlook.com; wendy@wildillowenterprises.com

RE: Non-payment of Contract and Operational Fees

Dear Mayor Benford & Council,

The Town of Oneway is formally responding to the email received from the Summer Village of Southview administration on January 21, 2025 regarding notice of non-payment of fire services contract and operational costs. The resolution passed at the Oneway Regional Fire Services meeting of November 26, 2024 was:

November 26, 2024 - All Municipalities Meeting Minutes (unapproved)

Don Bauer – that the 2025 Revised Operating and Capital Budget be accepted as presented.

CARRIED

There is no change to the budget and the motion that the budget was accepted as presented is complete and there is no intent to have another ORFS meeting until the Town of Oneway audit is complete, the contract has ended and reconciliation numbers can be presented.

The Town of Oneway is obligated to protect the financial interests of the residents of Oneway and must ensure that our residents do not suffer financial hardship when a municipal partner has chosen not to remit payment for contractual and operational costs for fire services. Therefore the Town will not be paying municipal portions of fire contract services to Fire Rescue International until payment is received from individual municipalities.

Correspondence is being sent to Fire Rescue International indicating the Town is protecting the financial interests of the residents of Onoway and all member municipalities are being carbon copied. A resolution regarding your email was passed at the Special Meeting of Council on January 28, 2025.

It is always disappointing when a municipal partner takes this stance regarding contractual and operational obligations. The Town of Onoway provided sufficient notice and presented the budget on two separate occasions and the budgets are fair and accurate for the costs associated with fire service on Onoway Regional Fire Services for 2025.

Yours truly,



Lenard Kwasny
Mayor

cc: Town of Onoway Council



TOWN OF ONOWAY

Mail: Box 540
Onoway, Alberta
T0E-1V0
Town Office: 4812-51 Street
Phone: 780-967-5338

January 29, 2025

Fire Rescue International
Box 1550
Onoway, AB
T0E 1V0
Via Email: david.ives@firerescueinternational.net

RE: Payment of Contract Fees & Damage to firehall door.

Dear Chief Ives,

The Town of Onoway has received the invoice for contract and consumable fees from January 1, 2025 to March 7, 2025.

The Town has received an email from one of the member municipalities that they are not comfortable paying the invoice sent for their portion of fees. To this end, the Town of Onoway is unable to remit payment to Fire Rescue International until the contract fees are received from the member municipalities of Onoway Regional Fire Services. As payment is received, payment to FRI will be processed in the amount received. This will mean multiple cheques will be processed for payment of contract and consumable fees.

We have included a statement of bay rental outstanding as well. You have not kept the bay rental payments current. There is also the matter of damage to the fire hall door on November 1, 2024 that was not disclosed to the Town of Onoway. The cost to replace that panel is \$2,200 and you indicated in an email that this will be addressed during the walkthrough when your lease ends. This is not sufficient, as you have not provided a solution to the damage. Council has reviewed video footage that an Unlimited Safety Services truck was the cause of the damage to the door. The Town's portion of contract fees in the amount of \$10,580.88 will not be remitted until the bay rental is paid in full and the damages for the panel of \$2,200 is settled.

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The Town of Onoway is obligated to protect the financial interests of the residents of Onoway and must ensure that the residents of Onoway do not suffer financial hardship when a municipal partner has chosen not to remit payment so these measures must be taken.

Yours truly,



Lenard Kwasny
Mayor

cc: Onoway Regional Fire Services Member Municipalities

svsouthview@outlook.com

From: Summer Village of South View on behalf of /o=First Organization/ou=Exchange Administrative Group(FYDIBOHF23SPDLT)/cn=Recipients/cn=00030000633313A8
Sent: January 29, 2025 4:00 PM
To: 'Jennifer Thompson'; david.ives
Cc: aboffice; svcastle; cao; cao; administration; office; office; Val Quentin; berniepoulin; traelwood; Gino Damo; Bridgitte Coninx; Robin Murray; Lisa Johnson; Len Kwasny; Sheila Pockett; sandi@summervillageofsouthview.com; colleen@summervillageofsouthview.com; garth@summervillageofsouthview.com
Subject: RE: Correspondence from Town of Onoway to FRI cc ORFS Member Municipalities
Attachments: RE: Fire Contract/Operational Fees; SV of Southview January 29 2025.pdf; Fire Rescue Letter Jan 29, 25.pdf

Hello CAO Thompson (and all those copied on this email),

In reference to the email below, as well as the attached email and attached letter sent to South View Council (which may or may not have been copied to the member municipalities), **I must clarify that the Summer Village of South View HAS NOT issued a notice of non-payment for the Fire Services invoice.** As clearly noted in the attached email we were looking for clarity on the motion (especially in consideration that we have not received a copy of the draft minutes) and confirmation of when the next meeting is. It was NOT our intention to start an issue, we were looking for clarification and information to bring back to our Council, so they could do their own due diligence. Additionally, we wanted to give you a friendly heads-up as to why the payment wasn't being made in a prompt fashion. I must say that I find the town's response to be more than was necessary.

As I was not in attendance at the meeting, I can only convey what I have been told. I am told that there was a notable discussion regarding the motion and the intent of the motion at the meeting, and that it was not clear to a number of people as to whether the motion was to APPROVE the budget or ACCEPT it for information. In my opinion, the motion you sent to me is not particularly clear if the budget has been approved or accepted for information.

November 26, 2024 - All Municipalities Meeting Minutes (unapproved)
Don Bauer – that the 2025 Revised Operating and Capital Budget be accepted as presented.
CARRIED

Again, I reiterate, we have not issued a notice of non-payment and only asked for clarity. The payment will be processed once it has been approved by Council.

Regards,

Angela Duncan
Assistant CAO
Summer Village of South View
780-967-0271
<http://www.summervillageofsouthview.com/>

From: Jennifer Thompson <CAO@onoway.ca>
Sent: January 29, 2025 2:56 PM
To: david.ives <david.ives@firerescueinternational.net>

Cc: aboffice <aboffice@albertabeach.com>; svcastle <svcastle@telus.net>; cao <cao@svnakamun.com>; cao <cao@rosshaven.ca>; svsouthview <svsouthview@outlook.com>; administration <administration@wildwillowenterprises.com>; office <office@sunsetpoint.ca>; office <office@svyellowstone.ca>; Val Quentin <cao@valquentin.ca>; berniepoulin <berniepoulin@icloud.com>; taraelwood <taraelwood@albertabeach.com>; Gino Damo <Gino@onoway.ca>; Bridgitte Coninx <bconinx@onoway.ca>; Robin Murray <rmurray@onoway.ca>; Lisa Johnson <ljohnson@onoway.ca>; Len Kwasny <lkwasny@onoway.ca>; Sheila Pockett <spockett@onoway.ca>
Subject: Correspondence from Town of Onoway to FRI cc ORFS Member Municipalities

Chief Ives,
Please find attached correspondence from the Town of Onoway regarding contract and consumable invoice payment remittances. I have been directed by Council to also carbon copy the Onoway Regional Fire Services member municipalities.

Regards,
Jennifer



This e-mail may be privileged/confidential, the sender does not waive any related rights or obligations. Any distribution, use, or copying of this email, or the information therein by anyone than the intended recipient is unauthorized. If you receive this e-mail in error, please advise us (by return email) immediately. Thank you.

svsouthview@outlook.com

From: Jennifer Thompson <CAO@onoway.ca>
Sent: January 21, 2025 1:41 PM
To: svsouthview; Finance
Cc: wendy wildwillowenterprises.com; Bridgitte Coninx; Robin Murray; Lisa Johnson; Len Kwasny; Sheila Pockett
Subject: RE: Fire Contract/Operational Fees

Good Afternoon,

The following resolution was recorded in the minutes, the Budget was accepted as presented. The resolution was confirmed with this wording at the time of vote.

November 26, 2024 - All Municipalities Meeting Minutes (unapproved)

Don Bauer – that the 2025 Revised Operating and Capital Budget be accepted as presented.

CARRIED

Thank you,
Jennifer

From: Summer Village of South View <svsouthview@outlook.com>
Sent: January 21, 2025 1:17 PM
To: Finance <Finance@onoway.ca>
Cc: Jennifer Thompson <CAO@onoway.ca>; wendy wildwillowenterprises.com <wendy@wildwillowenterprises.com>
Subject: RE: Fire Contract/Operational Fees

Hello,

I am confirming receipt of this invoice.

South Council and Administration recall that the motion made at the last fire services meeting was to accept the draft budget for information, not to approve the budget. Until the budget is approved, we are not comfortable paying this invoice. Can you please advise when the next fire services meeting will be, for the purposes of approving the budget?

Thank you,

Angela Duncan
Assistant CAO
Summer Village of South View
780-967-0271
<http://www.summervillageofsouthview.com/>

From: Finance <Finance@onoway.ca>
Sent: January 20, 2025 10:50 AM
To: svsouthview <svsouthview@outlook.com>
Subject: Fire Contract/Operational Fees

45

TOWN OF ONOWAY
 4812 - 51 STREET
 P. O. BOX 540
 ONOWAY, AB T0E 1V0
 (780) 967-5338



Invoice #	20250003
GST #	129873048RT0001
Date	2025-Jan-01
P.O. #	
Location	
Account #	62

SUMMER VILLAGE OF SOUTHVIEW
 BOX 8
 ALBERTA BEACH, AB T0E 0A0

Fire Invoice

Service Provided: CONTRACT/OPERATIONAL FEES FROM JAN 1 - MAR 7, 2025 Date of Service: 2025-01-01 Insured Name: Policy Number: Attending Unit:							
Code	Description	Quantity	Price	GST	Extended	GST	
	FIRE CONTRAFIRE CONTRACT FEES	1.00	2,098.14	0.00	2,098.14	<input type="checkbox"/>	
	FIRE OPERATIFIRE OPERATIONAL COSTS	1.00	419.27	0.00	419.27	<input type="checkbox"/>	
Subtotal					2,517.41		
Total GST					0.00		
Invoice Total					2,517.41		

Incident Number

Terms : Net On Invoice

A rate of 15.00% per annum (1.25% per month) interest will be charged on overdue accounts.

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S.V. OF SILVER SANDS
Monthly Financials



Income Function	2025 INTERIM BUDGET		2025 Actuals (ending January)	Variance	% of Function
Taxation Income					
Municipal Tax	310,643	-	310,643		0%
School Foundation Tax	168,185	-	168,185		0%
Minimum Tax (\$1,109 - 2024)	117,053	-	117,053		0%
Senior Foundation Tax	16,376	-	16,376		0%
Designated Industrial Tax	33	-	33		0%
Sub-Total Taxation	\$ 612,290	\$ -	\$612,290		0%
Grant & Reserve Funding Income					
Operating Grant - LGFF Operating	17,122	-	17,122		0%
Operating Grant - Canada Day (apply annually)	600	-	600		0%
Operating Grant - FIRESMART Canada	500	-	500		0%
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	-	53,372		0%
Capital Projects Funding (from reserves or from grant \$ in deferred revenue)	23,102	-	23,102		0%
Transfers from Reserves (2018 LSA Road)(2023/2024/2025 - under agreement \$24,653 per year repayment)	16,092	-	16,092		0%
Sub-Total Grant & Reserve Funding	\$ 169,686	\$ -	\$169,686		0%
Other Income					
Other Income (AMSC Rebate/Lease for 7 RV Lots)	1,400	-	1,400		0%
Penalties on Taxes	4,500	6,187	-1,687		137%
Bank Income	9,870	1,093	8,777		11%
Sub-Total Other Income	\$ 15,770	\$ 7,281	\$8,489		46%
Admin Income					
Admin - Sales of Good and Services	500	-	500		0%
Admin - Tax Certificates	500	150	350		
Admin - NSF Fees	-	-	-		#DIV/0!

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S.V. OF SILVER SANDS
Monthly Financials



		2025 Actuals (ending January)	Variance	% of Function
Admin - Reserve Transfer (Legal Invoices Offset from other muni's)	2,000	-	2,000	0%
		-	-	
Sub-Total Admin Income	\$ 3,000	\$ 150	\$2,850	5%
Bylaw/Emergency Services Income				
Bylaw/Emergency Services - Fines	-	-	0	#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	\$ -	\$5,902	0%
Utilities Income				
Utilities - Fortis Franchise Fees	5,500	505	11,804	9%
Sub-Total Utilities Income	\$ 5,500	\$ 505	\$4,995	9%
Public Works Income				
Public Works/Roads - Services Billed Out	-	-	0	#DIV/0!
Public Works/Roads - Sales of TCA	-	-	0	#DIV/0!
Public Works/Roads - Transfer from Reserves	-	-	0	#DIV/0!
Sub-Total Public Works Income	\$ -	\$ -	\$0	#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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S.V. OF SILVER SANDS
Monthly Financials



		2025 Actuals (ending January)	Variance	% of Function
Planning & Development Income				
Planning & Development - Safety Codes Permit Fees	1,000	-	1,000	0%
Planning & Development - Development Permit Fees	3,000	-	3,000	0%
Planning & Development - SDAB Appeal Fees	-	-	0	#DIV/0!
Planning & Development - Transfer from Reserves	-	-	0	#DIV/0!
Sub-Total Planning & Development	\$ 4,000	\$ -	\$4,000	0%
Parks & Recreation Income				
Parks & Recreation - Grant FCSS	5,501	1,375	4,126	25%
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	-	7,500	0%
Parks & Recreation - Transfer from Reserve	-	-	0	#DIV/0!
Sub-Total Parks & Recreation	\$ 13,001	\$ 1,375	\$ 11,626	11%
Requisitions Collected by Municipality (offset)				
Requisitions - Senior Foundation	-	16,376	-16,376	0%
Requisitions - Over/Under Utilized Levy	-	-	0	#DIV/0!
Requisitions - School Foundation	-	168,185	-168,185	0%
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	\$ -	-\$ 184,594	0%
Net Revenue for Municipal Purposes	\$ 644,555	9,311	\$ 635,244	1%
Expense Function				
Council				
Council Meeting Fees	16,000	-	16,000	0%
Council Deductions	-	-	0	#DIV/0!
Council Monthly	5,400	-	5,400	0%

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S.V. OF SILVER SANDS
Monthly Financials



		2025 Actuals (ending January)	Variance	% of Function
Council Travel \ Subsistence	4,000	-	4,000	0%
Council SVLSACE	1,666	-	1,666	0%
Council Development	3,000	-	3,000	0%
Council Integrity Commissioner	1,630	-	1,630	0%
Sub Total Council	\$ 31,696	\$ -	\$ 31,696	0%
Administration				
Administration Contract	80,505	6,709	73,796	8%
W.C.B.	3,332	0	3,332	0%
Travel & Subsistence	3,200	162	3,038	5%
Conventions/Training (NEW)	1,000	0	1,000	0%
Postage \ Phone \ Storage	5,600	350	5,250	6%
Memberships	2,500	100	2,400	4%
Stationery & Printing	3,500	181	3,319	5%
Advertising	500	0	500	0%
Auditor	4,800	0	4,800	0%
Assessment	7,650	0	7,650	0%
Assessment LARB \ CARB	1,000	0	1,000	0%
Legal	3,000	2,448	552	82%
Insurance	9,700	0	9,700	0%
Computer Support \ Website	1,800	0	1,800	0%
Meeting Room Fees - Fallis Hall Rent	1,200	0	1,200	0%
General Appreciation	500	0	500	0%
Tax Rebates & Discounts	-	0	0	#DIV/0!
Bank Charges \ Penalties	250	16	235	6%
Land Title Charges	100	0	100	0%
Donation To Other Agency (water well workshop)	300	-	300	0%
Sub-Total Administration	\$ 130,437	\$ 9,965	\$ 120,472	8%

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S.V. OF SILVER SANDS
Monthly Financials



		2025 Actuals (ending January)	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	6,041	75,859	7%
Payroll Deductions	6,500	489	6,011	8%
Payroll Vacation Accrual	3,300	242	3,058	7%
Payroll Employee Benefits	8,280	781	7,499	9%
Phone Reimburse (PWM)	1,200	100	1,100	8%
Shop Phone (Telus)	1,600	122	1,478	8%
Public Works Consultant	-	-	0	#DIV/0!
Shop Security	500	-	500	0%
Snow Removal \ Grading	1,500	-	1,500	0%
Gravel & Rehabilitation	12,000	2,335	9,665	19%
General Services	1,000	-	1,000	0%
Signs	700	-	700	0%
Parts, Supplies, Fuel, Equip Repair	17,000	-	17,000	0%
Shop Improvements	500	-	500	0%
Electrical	19,000	-	19,000	0%
Natural Gas	1,800	-	1,800	0%
Sub-Total Public Works	\$ 156,780	\$ 10,110	\$ 146,670	6%
Storm Water / Drainage				
General Supply - Culverts	500	0	500	0%
Storm Water Drainage Study	-	0	0	#DIV/0!

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S.V. OF SILVER SANDS
Monthly Financials



		2025 Actuals (ending January)	Variance	% of Function
Sub-Total Storm Water/Dainage	\$ 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	-	24,500	
Recycle	6,700	1,728	4,972	
Large Bin Clean Up	5,000	-	5,000	
Waste Commission (Hwy 43)	6,500	-	6,500	
Sub-Total Waste Collection	\$ 42,700	\$ 1,728	\$ 40,972	4%
Municipal Planning				
Development Officer	3,600	-	3,600	0%
Development Permit Fees	2,000	-	2,000	0%
Development Enforcement	4,000	-	4,000	0%
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	-	1,630	0%
SDAB	300	-	300	0%
Sub-Total Municipal Planning	\$ 13,530	\$ -	\$ 13,530	0%

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S.V. OF SILVER SANDS
Monthly Financials



		2025 Actuals (ending January)	Variance	% of Function
Recreation & Parks				
Playground Maintenance	1,200	-	1,200	0%
Boat Launch	1,000	-	1,000	0%
Clean - Up (Trees)	3,000	-	3,000	0%
Weed Inspection \ Spraying	1,200	-	1,200	0%
Weed Harvesting LIAMS	7,500	-	7,500	0%
Library - YRL	800	-	800	0%
Library - Local	1,500	-	1,500	0%
Recreation (LSA)	500	-	500	0%
East End Bus	350	-	350	0%
FCSS (\$5,593)(\$987 admin)	6,876	-	6,876	0%
FCSS (All Net/Picnic)	-	-	0	#DIV/0!
FCSS (Emerg Services Appreciation)(NEW)	-	-	0	#DIV/0!
Canada Day Celebration	600	-	600	0%
Sub-Total Recreation & Parks	\$ 24,526	\$ -	\$ 24,526	0%
Emergency Services				
Fire Suppression	39,500	6,855	32,645	17%
Fire Incident Recovery	-	-	0	#DIV/0!
Fire Volunteer Recruitment	1,200	-	1,200	0%
Disaster Services/Emergency	5,500	-	5,500	0%
Directors of Emergency Management	5,000	-	5,000	0%
CPO Mayerthorpe	8,000	-	8,000	0%
Provincial Policing (collect or fund balance under reserve account or from reserve account)	13,391	-	13,391	0%
Sub-Total Emergency Services	\$ 72,591	\$ 6,855	\$ 65,736	9%
Planned Reserve Contributions				
Provincial Policing	-	-	0	#DIV/0!
Sustainability Reserve	5,485	-	5,485	0%
Tree Removal Reserve	803	-	803	0%
Snow Removal Reserve	536	-	536	0%
Legal Reserve	536	-	536	0%
Election Reserve	1,339	-	1,339	0%

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S.V. OF SILVER SANDS
Monthly Financials



		2025 Actuals (ending January)	Variance	% of Function
SDAB/ARB Appeals	1,071	-	1,071	0%
MAP Review Reserve	500	-	500	0%
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	-	23,372	0%
LSA County 2018 Rd Project (Repay over 3 Years 23/24/25)(LGFF Additional \$8,561 & Reserves \$16,092)	24,653	-	24,653	0%
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	\$ -	\$ 79,525	0%

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S.V. OF SILVER SANDS
Monthly Financials



		2025 Actuals (ending January)	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	-	70,000	0%
2024 Project - Landscape Upgrades (various areas - annual)	7,000	-	7,000	0%
2024 Project - Equipment Purchase walk behind Roughcut Mower	5,000	-	5,000	0%
2024 Project - Zoom Kandao System & Accessories (unbudgeted - M#214-24)	-	-	0	#DIV/0!
Sub-Total Capital Projects	\$ 82,000	\$ -	\$ 82,000	0%
TOTAL	\$ 644,555	\$ 28,658	\$ 615,897	4%

Income Less Expenses - Surplus / (Defecit)

-\$ 19,347

2025 Interim Budget	2025 Actuals (ending January)	Variance	% of Function
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Summer Village of Silver Sands

Report to Council

Meeting: February 28, 2025 - Regular Council Meeting
Originated By: Tony Sonnleitner, Development Officer, Summer Village of Silver Sands

Winter 2025 has been quiet from a development perspective.

A few calls have come in requesting development requirements, so it bodes well for the coming building season.

Development Permits: None

Letters of Compliance: None

Enforcement: None

Regards,

Tony Sonnleitner, Development Officer

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Public Works Report

SVSS Council Meeting February 28, 2025

Update from January 31, 2025

1. Diesel has not been broken into this month, and I did see the police patrol once at 2 am.

New Items

1. Need clarification on amount of reserve land being cleared and whether we are clearing the entire sections and starting fresh, or selectively removing trees, so I can get accurate quotes.
2. There has been a trade-homeowner dispute on Poplar that has resulted in abandoned equipment on Village property. We are actively pursuing solutions.

Grant Meeting with Minister Mclver

From Wildwillow Enterprises <angela@wildwillowenterprises.com>

Date Fri 2025-02-07 10:12 AM

To wendy.wildwillowenterprises.com <wendy@wildwillowenterprises.com>; Summer Village Office <administration@wildwillowenterprises.com>; tori.wildwillowenterprises.com <tori@wildwillowenterprises.com>; West Cove Admin <swestcove@outlook.com>; Dwight Moskalyk <ddm@kronprinzconsulting.ca>

Hello all,

I was invited to attend a meeting regarding grant opportunities for small communities. Don't worry, I made sure to talk to Heather before the meeting to get her perspective! Please feel free to mention this in your CAO reports, if you feel it is appropriate. I would consider it a good way to show our Summer Villages how our "team" environment allows us to work to the benefit of all our communities.

January 23, 2025 Municipal Grant Meeting with Municipal Affairs Minister, Ric Mclver and Special Advisor to Premier Smith, TJ Keil

The purpose of this meeting was to discuss how the current grant structure is (or isn't) working for small communities. This meeting was by invite only and included Municipal Affairs Minister Mclver, Special Advisor to Premier Smith TJ Keil, Mayor of the Village of Amisk, Deputy Mayor of the Village of Duchess, Mayor and CAO for the Villages of Stirling and Acme, and Angela Duncan for various Summer Villages. While all municipal grants were a part of the discussion, the Minister and Premier have concerns that the applications and funding for competitive grants are disproportionately going to larger municipalities. They would like to find ways to make grants more accessible for small communities.

The discussion covered:

- Capital grant restrictions
- 5-year timeline to spend LGFF and CCBF funding
- Extended timelines between applications and approval for water and waste water grants
- Funding for water and sewer collection and distribution systems
- Ways to improve the ACP grant program
- Escalating costs and costs pressures unique to rural Alberta
- Red tape on grant applications and reporting
- Re-opening small community grants or keeping portions of grant funds aside specifically for small communities



TOWN OF ONOWAY

Mail: Box 540
Onoway, Alberta
T0E-1V0
Town Office: 4812-51 Street
Phone: 780-967-5338

February 13, 2025

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

(Sent via E-mail)

Dear Mayor and Council,

As per Council Motion # 031-25, passed at the Special meeting of January 28, 2025. The Town of Onoway will be transferring ownership of the AFRRCS Radios to the Summer Village of Silver Sands for a nominal fee of \$1.00. The radio Serial Numbers and ID are listed below.

Radio Serial #	Radio ID #
• 655CSZ0867	6440031
• 655CSZ0829	6440025
• 655CTD0842	6440011

Your community is responsible for communicating with Fire Rescue International regarding possession of the radios after March 7, 2025. Please note the agreement for the use of the AFRRCS radios with Lac Ste Anne County also ends on March 8, 2025 as this contract was with the Town of Onoway.

Best Regards,

Jennifer Thompson
Chief Administrative Officer
cao@onoway.ca

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RE: SV of Silver Sands - old landfill site

From Tanya Vanderwell <tvanderwell@lsac.ca>
Date Thu 2025-02-06 11:44 AM
To wendy wildwillowenterprises.com <wendy@wildwillowenterprises.com>
Cc Summer Village Office <administration@wildwillowenterprises.com>

 3 attachments (467 KB)

Land Use Bylaw 22-2017 - 9.12 Country Residential Ranch (CRR).pdf; Land Use Bylaw 22-2017 - 11.2.64 Shipping Containers.pdf; Land Use Bylaw 22-2017 - 9.6 Industrial (IN).pdf;

Good morning,

Sorry for the delay I had to locate the original refusal and the Land Use Bylaw that the decision was made under to compare to current Land Use Bylaw.

LUB 22-2017
Zoned County Residential Ranch – CRR (attached)
Shipping Container info (attached)

Parcel size allows for up to 3 shipping containers.

Is the plan to operate it as storage for the Summer Village or to provide rental/storage as a business?

You may want to consider a rezoning to a more suitable use as you are unable to have residential use.

Tanya Vanderwell

Senior Development Officer, Lac Ste. Anne County
56521 RGE RD 65 | BOX 219 | SANGUDO, ALBERTA T0E 2A0
PHONE: 780.785.3411 Ext:3685 | TOLL-FREE: 1.866.880.5722 | FAX: 780.785.2985 | www.lsac.ca | lsac.ca

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From: wendy wildwillowenterprises.com <wendy@wildwillowenterprises.com>
Sent: Sunday, February 2, 2025 10:16 AM
To: Tanya Vanderwell <tvanderwell@lsac.ca>
Cc: Wendy Wildman Silver Sands, Castle Island, South View <administration@wildwillowenterprises.com>
Subject: SV of Silver Sands - old landfill site

Tanya I am reaching out to you in light of Matt no longer being there.

Back in 2015 the Summer Village of Silver Sands applied for a seacan storage facility our old landfill property across the road (south side of Twp 540) - it was denied. Permit 193193-D0100 - pt. NW 34-53-5W5M.



My question to you - would we receive favourable consideration if we made another application, and what could we expect for conditions (seacan storage or rv storage). This land is pretty sterilized so our options are limited but if you had any suggestions on options we are all ears!!

Thx

W

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

Phone: 780-967-0271

Email: wendy@wildwillowenterprises.com

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9.6 Industrial (IN)

Purpose

- 9.6.1 The Industrial (IN) district is intended to provide for various forms of Industrial development throughout the County. This includes both lighter industrial developments, and also heavier industrial uses of a larger scale and which may require larger buildings and more frequent traffic flow.



Regulations

- 9.6.2 Permitted and discretionary principal uses within the IN district are outlined in Table 9.6.1.
- 9.6.3 Permitted and discretionary accessory uses within the IN district are outlined in Table 9.6.2.
- 9.6.4 Development regulations for IN are outlined in Table 9.6.3. Regulations not outlined shall be subject to the discretion of the Development Authority.

Table 9.6.1 – Permitted and Discretionary Principal Uses

Principal Uses	Permitted	Discretionary
Abattoir		D
Automotive Repair & Service		D
Automotive Sales & Rental		D
Bulk Chemical Storage		D
Business Support Service		D
Bus Storage Yard	P	
Cannabis Production		D
Commercial – Retail		D
Commercial – Strip		D
Communication Tower		D
Contractors Business	P	
Eating & Drinking Establishment		D
Extensive Agriculture		D
Gas Processing Plant		D
Industrial Plant		D
Kennel, Breeding & Boarding		D
Lagoon Treatment Plant		D
Loading Facility	P	
Manufacturing Firm	P	
Medicinal Marijuana Production		D
Municipal Facility	P	
Natural Resource Extraction		D
Natural Resource Processing		D

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Oil & Gas Servicing		D
Outdoor Storage	P	
Parking Structures		D
Personal Service Shops		D
Public Utility		D
Public Utility Building	P	
Recreational Vehicle Storage Yard	P	
Regional land Fill		D
Rural Industry	P	
Salvage Storage Yard		D
Self-Storage	P	
Towing and Storage Facility	P	
Warehouse Sales	P	
Warehousing	P	
Waste Transfer Station		D
Work Camps		D

Table 9.6.2 – Permitted and Discretionary Accessory Uses

Accessory Uses	Permitted	Discretionary
Caretaker Residence		D
Shipping Container	P	
Shipping Industries		D
Temporary Storage		D
Other Accessory Uses		D

Table 9.6.3 – Development Regulations

Regulation	Standard
Parcel Area	
	Min: 1.01 ha (2.5 acres)
Floor Area (Principal building)	
	Min: 100.0 m ² (1076.39 ft ²)
Parcel Depth	
	Min: 30.0 m (98.43 ft)
Min. Setbacks*	
Rear:	15.0 m (49.21 ft)
Side:	15.0 m (49.21 ft)
Front:	40.0 m (131.23 ft)
Minimum Parcel Frontage	30m. (98.42ft)

* In addition to the minimum setbacks, additional development setbacks shall be in accordance with Section 10.2.

Additional Regulations

9.6.5 In addition to the regulations listed above, other regulations in this Bylaw also apply. These include:

- a) General Development Regulations of Section 10;

- b) Specific Use Regulations of Section 11;
- c) Parking and Loading Standards of Section 12;
- d) Landscaping Standards of Section 13; and
- e) Sign Regulations of Section 14.

9.6.6 Any parcels designated as IN must have direct access to a highway, arterial, industrial, or collector roadway.

9.6.7 Any IN-designated parcels must be screened from the adjoining local road or highways to the satisfaction of the Development Authority.

9.6.8 Development regulations not listed in Table 9.6.3 are subject to the discretion of the Development Authority.

9.6.9 All industrial and commercial parks located within the Inter-Municipal Fringe are subject to architectural controls as outlined in any applicable Inter-Municipal Development Plan, Area Structure Plan, and Area Concept Plan.

Caretaker Residence

9.6.10 Caretaker Residence must be accessory to the Industrial use.

9.6.11 A Caretaker Residence shall be no longer than 55.0 m² (592.02 ft²).

Property Access

9.6.12 An Access Easement or right-of-way shall be deemed to be not a lawful means of access to a parcel within this district.

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9.12 Country Residential Ranch (CRR)

Purpose

9.12.1 The purpose of the Country Residential Ranch (CRR) district is to allow, where suitable, for the subdivision of individual residential parcels that embrace a rural or agricultural sense of life.



Regulations

- 9.12.2 Permitted and discretionary principal uses within the CRR district are outlined in Table 9.12.1.
- 9.12.3 Permitted and discretionary accessory uses within the CRR district are outlined in Table 9.12.2.
- 9.12.4 Development regulations for CRR are outlined in Table 9.12.3. Regulations not outlined shall be subject to the discretion of the Development Authority.

Table 9.12.1 – Permitted and Discretionary Principal Uses

Principal Uses	Permitted	Discretionary
Communication Tower		D
Contractors Business		D
Farmstead	P	
Garage		D
Kennel, Breeding & Boarding		D
Micro Home		D
Mobile Home	P	
Modular Home	P	
Municipal Facility		D
Place of Worship		D
Public Utility		D
Public Utility Building		D
Single Detached Dwelling	P	
Social Care Facility		D
Towing and Storage Facility		D
Water Reservoir		D

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Table 9.12.2 – Permitted and Discretionary Accessory Uses

Accessory Uses	Permitted	Discretionary
Commercial – Shopping Market		D
Bed and Breakfast		D
Garage	P	
Garden Suite	P	
Hobby Farm		D
Home Based Business (Major)	P	
Home Based Business (Minor)	P	
Home Occupation	P	
Intensive Agriculture – Class 2		D
Outdoor Storage		D
Secondary Suite		D
Shipping Containers		D
Other Accessory Uses		D

Table 9.12.3 – Development Regulations

Regulation	Standard
Parcel Area	
	Min: 4.05 ha (10.0 acres)
	Max: 12.14 ha (30.0 acres)
Dwelling Density	
	Max: 1 dwelling per parcel*
	*More than 1 dwelling may be permitted subject to the conditions set out in Section 11.2
Floor Area (Principal Building)	
	Min: 55.0 m ² (592.02 ft ²)
Min. Setbacks**	
	Rear: 7.5 m (24.61 ft)
	Side: 6.0 m (19.69 ft)
	Front: 10.0 m (32.81 ft) fronting any internal multi-parcel subdivision roadway
	25.0 m (82.02 ft) from any Municipal roadway
	40.0 m (131.23 ft) from any highway ROW
	Minimum Parcel Frontage 30m. (98.42ft)

** In addition to the minimum setbacks, additional development setbacks shall be in accordance with Section 10.2.

bb

Additional Regulations

9.12.5 In addition to the regulations listed above, other regulations in this Bylaw also apply. These include:

- a) General Development Regulations of Section 10;
- b) Specific Use Regulations of Section 11;
- c) Parking and Loading Standards of Section 12;
- d) Landscaping Standards of Section 13; and
- e) Sign Regulations of Section 14.

9.12.6 No driveway shall be permitted within 90.0 m (295.3 ft) of the intersection of two municipal roadways.

9.12.7 No more than two (2) Shipping Containers shall be permitted on a single parcel.

9.12.8 Micro homes shall adhere to the following architectural controls:

- a) Structure must have a permanent foundation
- b) Must have a Kitchen
- c) Must have a Washroom

9.12.9 The following regulations apply with respect to the Recreational Vehicle use on parcels within this district:

- a) The permanent or temporary placement of Recreational Vehicles must comply with sections 11.2.92 to 11.2.99
- b) A maximum of three (3) Recreational Vehicles are permitted to be permanently placed on a parcel.

- c) The number of Recreational Vehicles may exceed the number outlined in Section 9.2.9(b) on a temporary basis for no more than seven (7) days in a calendar month.

Property Access

9.12.10 An Access Easement or right-of-way shall be deemed to be not a lawful means of access to a parcel within district.

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- i) 1.5 m (4.92 ft) on a site less than 0.25 ha (0.62 acres); and
- ii) 3.0 m (9.84 ft) on a site greater than 0.25 ha (0.62 acres).
- iii) Have a maximum height of:
 - i) 3.0 m (9.84 ft) on a site less than 0.25 ha (0.62 acres); and
 - ii) 6.0 m (19.69 ft) on a site greater than 0.25 ha (0.62 acres).
- iii) Be removed:
 - i) Upon completion of the subdivision for which it is advertising;
 - ii) Upon removal of a temporary sales office for which it is advertising;
 - iii) Upon residential occupancy of the show home for which it is advertising;
 - iv) Within three (3) years from the date of approval of the development permit for a Residential Sales Centre; or
 - v) Or whichever comes first.

11.2.62 There shall be a maximum of:

- a) Two (2) Show Home signs on a site less than 0.25 ha (0.62 acres); and
- b) Four (4) Show Home signs on a site greater than 0.25 ha (0.62 acres).

11.2.63 Flag signs used for Show Home purposes are not included in the maximum number of Show Home signs on a site, but are subject to all other regulations of this Bylaw.

Shipping Containers in Residential Districts

11.2.64 The maximum number of shipping containers that shall be allowed on a parcel is as follows:

- a) .07 to 4.05 ha (0.17 to 10.0 acres) – one (1) container;
- b) 4.05 to 12.14 ha (10.0 to 30.0 acres) – three (3) containers; and
- c) 12.14 ha (30.0 acres) or more – four (4) containers.

11.2.65 Shipping containers shall be strictly prohibited in any front yard of the property. A shipping container shall be allowed to the side or rear of buildings on the same parcel and shall not be placed within required setbacks.

11.2.66 Shipping containers shall be visually screened from public roads and neighbouring properties to the satisfaction of the Development Officer.

11.2.67 A shipping container where permitted shall be used for storage purposes only, excluding any dangerous or hazardous materials.

11.2.68 Notwithstanding Subsection 11.2.67, the use of a shipping container as a dwelling is prohibited in all land use districts, except where they have been modified to the satisfaction of the Development Officer. Where a shipping container is proposed to be used as a dwelling, it must comply with all other regulations in this Bylaw applicable to standard dwelling houses.

11.2.69 Shipping containers shall not be allowed in CRE, CRS, land use districts.

11.2.70 No more than one (1) shipping container shall be permitted per UR parcel and shall be painted or sided with similar colour or material as the primary residence.

Mobile Homes

11.2.71 The following standards shall apply to all Mobile Home:

- a) A Mobile Home shall have the following features:
 - i) Minimum roof pitch of 5.0 cm (2.0 inches) of vertical rise for every 30.5 cm (12.0 inches);
 - ii) Minimum eaves overhang of 15.24 cm (6.0 inches);
 - iii) Minimum length to width ratio of 3:1; and

11.2.72 A Mobile Home does not include an industrial unit or a single detached dwelling.

11.2.73 Mobile Home older than twenty (20) years old at the time of application shall be prohibited on parcels in the CRE and CR3 districts.

Work Camps

11.2.74 Notwithstanding Subsection 3.2 of this Bylaw, a development permit may be required for the construction of a temporary industrial or residential camp as an accessory Use to an industrial use on the same or nearby parcel.

11.2.75 In considering an application for a temporary Industrial Camp, the Development Authority shall consider the following:

- a) The location, type, and purpose of the camp;
- b) Access to the camp;

- c) The provision of services to the camp;
- d) Adjacent land uses; and
- e) The duration of the development.

11.2.76 The development of a temporary Industrial Camp shall conform to the *Alberta Safety Codes Act* and *Environmental Protection Standards*.

11.2.77 Federal, provincial or municipal Work Camps do not require a development permit.

11.2.78 A development permit for a temporary Work Camp may be issued for up to one (1) year. A continuation of that use for a further year will be conditional upon no complaints being received by the Development Authority regarding the development.

11.2.79 An application for a development permit for a Work Camp must provide the following information:

- a) The location, type and purpose of the camp;
- b) Adjacent land uses;
- c) The method of supplying water and sewage and waste disposal to the camp. The proposed method of sewage disposal must comply with the *Alberta Private Sewage Treatment and Disposal Regulations* and be to the satisfaction of the Alberta Health Services;
- d) The number of persons proposed to live in the camp;
- e) The (miscellaneous lease) number issued by AESRD;
- f) The start date for development, date of occupancy by residents, and removal date for the camp;

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ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR116914

January 20, 2025

His Worship Allan Gamble
Mayor
Parkland County
53109A Hwy 779
Parkland County, AB T7Z 1R1

Dear Mayor Gamble:

Through the Alberta Community Partnership (ACP) program, the Government of Alberta encourages strengthened relationships between municipalities and cooperative approaches to service delivery. By working in partnership with our neighbours, we create opportunities that support economic development and job creation. Together, we help build vibrant, resilient communities for the benefit of all Albertans.

I am pleased to inform you that Parkland County has been approved for a grant of \$200,000 under the Intermunicipal Collaboration component of the 2024/25 ACP in support of your Sturgeon River Watershed Alliance Intermunicipal Watershed Planning Project project. This approval does not signify broader provincial support for any recommendation or outcome that might result from your project.

The conditional grant agreement will be sent shortly to your chief administrative officer to obtain the appropriate signatures.

The Government of Alberta looks forward to celebrating your ACP-funded project with you and your municipal partnership. I encourage you to send invitations for any milestone events to my office. We ask that you advise Municipal Affairs a minimum of 15 working days prior to the proposed event. If you would like to discuss possible activities or events to recognize your ACP achievements, please contact a grant advisor, toll-free by dialling 310-0000, then 780-422-7125, or at acp.grants@gov.ab.ca.

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I congratulate the partnership on initiating this project, and I wish you every success in your efforts.

Sincerely,



Ric McIver
Minister

cc: Honourable Dale Nally, MLA, Morinville-St. Albert
Andrew Boitchenko, MLA, Drayton Valley-Devon
Shane Getson, MLA, Lac Ste. Anne-Parkland
Glenn van Dijken, MLA, Athabasca-Barrhead-Westlock
Catherine Heron, Mayor, City of St. Albert
Joe Blakeman, Reeve, Lac Ste. Anne County
Alanna Hnatiw, Mayor, Sturgeon County
Simon Boersma, Mayor, Town of Morinville
Kelly Brian, Mayor, Alberta Beach
Bernie Poulin, Mayor, Summer Village of Silver Sands
William Fletcher, Chief Administrative Officer, City of St. Albert
Mike Primeau, County Manager, Lac Ste. Anne County
Jeff Dyck, Interim Chief Administrative Officer, Parkland County
Travis Parker, Acting Chief Administrative Officer, Sturgeon County
Naleen Narayan, Chief Administrative Officer, Town of Morinville
Kathy Skwarchuk, Chief Administrative Officer, Alberta Beach
Wendy Wildman, Chief Administrative Officer, Summer Village of Silver Sands



Community Improvement Policy

From Trinity Hindes <THindes@lsac.ca>

Date Fri 2025-02-14 4:05 PM

To Kathy Skwarchuk <aboffice@albertabeach.com>; lsac <lsac@lsac.ca>; Wendy Wildman Birch Cove <cao@birchcove.ca>; Ian Kupchenko <svcastle.kupchenko@gmail.com>; Moskalyk Moskalyk <cao@svnakamun.com>; Tony Sonnleitner <cao@rosshaven.ca>; Rudolf Liebenberg <svsandyb@xplornet.ca>; Summer Village Office <administration@wildwillowenterprises.com>; Colleen Richardson <svsouthview@outlook.com>; svsunrisebeach wildwillowenterprises.com <svsunrisebeach@wildwillowenterprises.com>; Matthew Ferris - Summer Village of Sunset Point <office@sunsetpoint.ca>; Marlene Walsh <cao@valquentin.ca>; Wendy Wildman West Cove <swwestcove@outlook.com>; Kim Hanlan <office@syellowstone.ca>; Karen St. Martin <cao@mayerthorpe.ca>; Jennifer Thompson <cao@onoway.ca>

Cc Mike Primeau <mprimeau@lsac.ca>

 1 attachment (99 KB)

307 Community Improvement Policy.pdf;

Good afternoon,

The Highway 43 East Waste Commission Board is pleased to inform you that the Community Improvement Policy has been officially passed and is now in effect.

As part of this policy, the Highway 43 East Waste Commission will provide no-charge tipping fees to member municipalities for the demolition and removal of tax sale properties or unsightly and derelict properties, provided the cleanup results in a **negative value for the municipality**.

Please find the attached policy document for your reference. If you have any questions or require clarification, feel free to reach out.

Thank you for your attention to this update.

**Thank you,
Trinity Hindes**

Property Taxation Administrator, Lac Ste. Anne County

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

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

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HIGHWAY 43 EAST WASTE COMMISSION SECTION - 300 POLICY - 307

TITLE: Community Improvement

LEGISLATIVE REFERENCE: N/A

APPROVAL/RESOLUTION NUMBER: 7-2025

DATE: JANUARY 28, 2025

PURPOSE: The Highway 43 East Waste Commission will provide no charge tipping fee to member municipalities who proceed with demolishing and removing tax sale properties or unsightly and derelict properties, if the said demolition and cleanup results in a negative value for the municipality.

GUIDELINES:

This policy shall be implemented in accordance with the following criteria:

1. Municipality must submit request to access landfill either with own forces or contracted assistance to dispose of property that is subject of a tax sale and/or unsightly clean-up order.
2. Municipality will provide proof the cost of demolition is greater than the assessed value of the parcel based on assessment data and quotes/estimates.
3. The ability to utilize the main landfill for this purpose will be provided to all members of the Highway 43 East Waste Commission.
4. The Manager will provide the Board an annual update on number times members have utilizing this policy.
5. All rules for using the Highway 43 East Waste Commission landfill will apply (i.e. separation of material (wood, shingles, metal), hazardous waste, etc.).
6. The Manager has authority to approve or deny. Any member who has been denied may appeal to the Board for review.

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Permanent Electors Registers, Special Ballots, and Vouching

Clarification of legislative requirements for summer villages under the *Local Authorities Election Act*

- **Previous messages from Municipal Affairs regarding special ballots and vouching in summer villages did not emphasize the need for a permanent electors register.**

Permanent Electors Register

- **Section 49 of the *Local Authorities Election Act (LAEA)***
 - Section 49(1) of the *LAEA* requires municipalities to prepare a permanent electors register of residents in the municipality who are eligible to vote. The register is compiled and revised primarily using information received from the Chief Electoral Officer.
 - Section 49(3.3) of the *LAEA* provides that a summer village may, but is not required to, prepare a permanent electors register and enter into an agreement with the Chief Electoral Officer for the purposes of this section.

Special Ballots

- **Section 77.1 of the *LAEA***
 - Section 77.1(1) of the *LAEA* states that an elector whose name is contained in the permanent electors register and who is unable to vote at an advance vote, or at the voting station on election day, may apply to vote by special ballot.
 - Section 77.1(1.1) of the *LAEA* provides that an elector whose name is not contained in the permanent electors register and who is unable to vote at an advance vote, or at the voting station on election day, may apply to be added to the permanent electors register.
 - Section 77.1(2) of the *LAEA* states that an elected authority may, by resolution passed prior to nomination day, provide for special ballots.
 - **Summer villages are not obligated to prepare a permanent electors register; however, they will need to do so if council wants to provide for special ballots in the 2025 general election.**

Proof of Elector Eligibility

➤ Section 53 of the LAEA

- Section 53(4) of the LAEA states a person may validate the address of the person's residence if the person is accompanied by an elector who validates the elector's identity and the address of the elector's residence in accordance with subsection (3) and vouches for the person in accordance with subsection (7).
- Section 53(6) of the LAEA prohibits vouching if the elector's name is not contained in the permanent electors register.
- **Summer villages will also need to prepare a permanent electors register if council wants to permit vouching in the 2025 general election.**

Elections Alberta

- If a summer village wishes to prepare a permanent electors register for the purposes of an electoral event governed under the *Local Authorities Election Act*, it must:
 - Fill, sign, and submit a data sharing agreement to Elections Alberta by February 28, 2025. This includes the inclusion of a completed Schedule "A" identifying the summer village's designated returning officer and a designated alternate.
 - Submit a complete set of addresses (current as of October 20, 2024) within the summer village, in a spatial format, to Elections Alberta by March 1st, 2025. Requirements for address data can be found in Schedule "B" of the data sharing agreement.
 - Inform Elections Alberta of the summer village's planned election date as soon as it becomes available.
 - Create a permanent electors register primarily using elector data provided by Elections Alberta.
NOTE: Elector data from Elections Alberta will only contain information for summer village residents whose ordinary residence, for the purpose of a provincial general election, is located within the summer village. Any property owner whose ordinary residence, for the purpose of a provincial general election, is not located within the summer village will not be included in the elector data provided by Elections Alberta.
 - Provide Elections Alberta an updated copy of the permanent elector register following the summer village election. This updated copy must include all elector additions, removals, and changes made to the permanent electors register over the course of the summer village's election. This must be submitted to Elections Alberta by March 1st, 2026.
NOTE: Any elector added to a summer village's permanent electors register who is not ordinarily a resident of the summer village will not be included in any future elector data provided by Elections Alberta to the summer village.

- A copy of the data sharing agreement template is attached for your convenience. For complete details of the requirements listed above, please review the included agreement. Due to time and resource constraints, Elections Alberta is unable to negotiate the terms of the data sharing agreement with individual municipalities in advance of the 2025 municipal election.
- Please submit all requests for resources, questions specific to the requirements outlined within the data sharing agreement, and signed data sharing agreements to datacoordination@election.ab.ca.

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VENDOR		VENDOR ID		DATE ISSUED	
SUMMER VILLAGE OF SILVER SANDS		0070000551		06-Feb-2025	
DEPOSITED AT BANK		DEPOSIT NO		DATE	
BRANCH: 08989		ACCOUNT: ****36800		06-Feb-2025	
				TOTAL	
				\$81.00	

DEPOSIT NO: 2003087590		DEPOSIT DATE: 06-Feb-2025		
VOUCHER	DESCRIPTION/REASON FOR PAYMENT	INVOICE/CREDIT NOTE	AMOUNT	SUB-TOTAL
1903361547	FINES DISTRIBUTION	250131	\$81.00	
	Total Payment From Fines Dist For Inquiries Call 780 427 4997			\$81.00
			TOTAL	\$81.00

FEB 11 2025

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Heather
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Ⓢ

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

CASUAL LEGAL: DISQUALIFICATION OF COUNCILLORS

[Home](#) / [News](#) / Casual Legal: Disqualification of councillors

[← News](#)

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

By Andrew Skeith
Reynolds Mirth Richards Farmer LLP
Alberta Municipalities Casual Legal Service Provider

The process that should be followed when an elected councillor is disqualified for one of the reasons set out in section 174 of the *Municipal Government Act* (MGA) has remained unchanged for some time.

If a councillor meets one of the conditions in section 174, they are deemed to be disqualified. That disqualified councillor must resign immediately, pursuant to section 175. If they fail to resign in the face of the disqualification, the remainder of council, or an elector, may bring an application in the Court of King's Bench, seeking a court order declaring the councillor to be disqualified.

Recent amendments to the MGA have made the process less onerous for a council faced with a councillor who refuses to resign in the face of certain grounds for disqualification. Section 175.1 has now granted council the power to declare a councillor who is disqualified under Section 174(1)(b.1), (c), (d), (e), or (j) to be disqualified, and a position on council to be vacant from the date of the declaration.

If a councillor is declared to be disqualified by a declaration of council, the onus is reversed. That person can apply to the Court of King's Bench for an order determining whether the person is qualified to be or has ceased to be qualified to remain a councillor. That application must be made within 30 days of council's declaration.

This ability of council to declare a councillor disqualified only applies to the following grounds for disqualification:

- Councillor fails to file a campaign disclosure statement pursuant to section 147.4 of the *Local Authorities Election Act*.

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- Councillor becomes a judge of a court or a member of the Senate or House of Commons of Canada or of the Legislative Assembly of Alberta.
- Councillor is absent from all regular council meetings held during any period of 60 consecutive days, and is not otherwise excused by council for those absences.
- Councillor is convicted of an offence punishable by imprisonment for five or more years, or for specific offences under the *Criminal Code of Canada* relating to municipal corruption.
- Councillor becomes an employee of the municipality.

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

Feb 4

2025

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