

SUMMER VILLAGE OF SOUTH VIEW AGENDA

Regular Council Meeting held at the Municipal Office 2317 Twp Rd 545 LSA County
Public may participate in person or via zoom
Wednesday, August 16th, 2023 commencing at 9:30 a.m.

1. Call to Order

2. Agenda:
 - a) August 16th, 2023 Regular Council Meeting Agenda
(approve agenda as is or with amendments)

3. Minutes:
 - a) July 19th, 2023 Regular Council Meeting
 - b) July 19th, 2023 Organizational Council MeetingPages1-9
(approve minutes as is or with amendments)

4. Appointments:
 - a) 9:35 a.m. – Colleen Richardson, Director of Emergency Management (DEM) & Garth Garth Ward, Deputy Director of Emergency Management (DDEM), to provide a verbal update.
(accept presentation for information,

Or,

Some other direction as given by Council at meeting time.)

5. Bylaws:
 - a) n/a

6. Business:
 - a) Next Generation 9-1-1 Local Government Service Agreement is attached for Council review. This Agreement is with TELUS Communications. Parkland 911 Public Service Answering Point (PSAP) is planning its onboarding process to the new NG9-1-1 network. In order for Parkland 911 PSAP to complete their transition to the new NG9-1-1 network, the Local Governing Authorities served by Parkland County 911 are required to execute the CRTC-approved NG9-1-1 agreement. This critical requirement will play a significant role in launching the new and improved features of NG9-1-1 that serve the citizens of the Summer Village of South View. This new Agreement is very similar to the Legacy Agreement. The main difference isPages 10-32

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that the new technology is based on an IP network which requires different security protocols due to the risks with vulnerabilities. That said, the obligations in section 3 for TELUS reflect the new technology as well as the obligations for the PSAP in section 4 have been updated. The other major change is while you still are required to provide TELUS with your addressing data, once this network is deployed the format will need to change to a GIS standard that NG9-1-1 network can work with. This addressing data change to GIS standards will be required to be in place in approximately 2-3 years from now.

(that the Telus NG9-1-1 Agreement between the Summer Village of South View and Telus be approved and it's execution authorized

Or,

Some other direction as given by Council at meeting time.)

Pages 33-46

- b) Lac Ste. Anne County Referral-012SUB2023 – Lac Ste. Anne County has sent out a subdivision referral to South View. South View's Development Officer has indicated he has no concerns with the proposed subdivision.

(that the Summer Village of South View has no concerns with Lac Ste. Anne County's proposed subdivision 012SUB2023,

Or,

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

Pages 47-64

- c) 141 Oscar Wikstrom Drive, Request for Reimbursement – during the last wind-storm event, a tree fell onto a trailer in 141 Oscar Wikstrom Drive. The owner claims that the fallen tree originated from Summer Village Property and would like reimbursement for the clean-up, with an estimated cost of \$1,350. For reference, in June of 2023, summer village Council met with camp directors and requested they work with the summer village to cost-share

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in addressing this area, but a decision on this request has not been fully established at this time. The cost-share would consist of the removal of 117 trees at a total current estimated cost of \$28,800, with the camp's share consisting of 33 trees at a cost of \$10,800.

(that the Summer Village of South View deny the request for reimbursement,

Or,

That the Summer Village of South View forward the request to our insurance company,

Or,

That the summer Village of South View pay part (or all) of the cost to remove the tree,

Or,

Some other direction as given by Council at meeting time)

Pages 65-66

- d) Fire Rescue International (FRI), Letter regarding Intent to Enter a New Agreement – FRI is seeking letters' of intent from member municipalities by September 30, 2023 indicating their intentions at the end of the current contract, which expires at the end of 2025. Fire Chief Ives is willing to come before Council to discuss, if Council wishes.

(Invite Chief Ives to a future Council meeting,

or,

send a letter to Fire Rescue International and Onoway Regional Fire Services either confirming South View's intention, in principle, to maintain them as our service provider on a same or similar basis,

or,

confirming South Views intention to investigate other service provision options,

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or,

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

Pages 67

- e) Alberta Municipalities Convention – At the July 19th meeting, Council passed a motion authorizing all of Council to attend the ABmunis Convention on September 27-29. Subsequent to this, Councillor Woslyng has expressed interest in attending a preconvention education session at a cost of \$395.

(approve Councillors to attend a preconvention education session before the Alberta Municipalities conference, should they choose to do so,

or,

deny Councillors attendance at preconvention sessions before the Alberta Municipalities Conference)

f)

g)

h)

7. Financial

- a) Income and Expense Statement as of July 31, 2023.

Pages 68-73

(that Council accept the Income and Expense Statement for Information.)

8. Council Reports

Pages 74

- a) Mayor Benford
- b) Deputy Mayor Johnson
- c) Councillor Woslyng

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(that Council accept Council's reports for information.)

9. Chief Administrator's Report

- | | |
|-------------|---|
| Pages 75-76 | a) Development Officer's Report
b) Boat launch update
c) Basketball Hoop
d) Administration Drive through Summer Village
e) Assessment Review Board Appeal
f)
g)
h) |
|-------------|---|

(that Council accept the Chief Administrative Officer's Report for information)

10. Information and Correspondence

- | | |
|-------------|---|
| Pages 77 | a) Alberta Municipal Affairs – July 7, 2023 letter from Minister McIver regarding South View's 2023 Municipal Sustainability Initiative (MSI), MSI Capital, and Canada Community Building Fund allocations. |
| Pages 78 | b) Alberta Beach – July 20, 2023 letter regarding a Council Resignation and appointment of Mayor and Deputy Mayor. |
| Pages 79-87 | c) Yellowhead Regional Library – August 8, 2023 letter and annual report. |
| Pages 88-92 | d) ASVA – August 8, 2023 email and nomination package regarding McIntosh Bulrush Award. |
| Pages 93-94 | e) Town of Mayerthorpe – CPO report |
| Pages 95 | f) Transportation and Economic Corridors – August 10, 2023 email regarding meetings at the ABmunis Convention
g) |

(that Council accept the above information items for information.)

11. Open Floor Discussion with Gallery – Total Time Provision of 15 Minutes

12. Closed Meeting Session:

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Wednesday, August 16th, 2023 commencing at 9:30 a.m.

- a) Colleen Richardson, DEM & Garth Garth Ward, DDEM,
to discuss incident in the Summer Village.

13. Next meeting: September 20th, 2023 at 9:30 a.m.

14. Adjournment

Upcoming Meetings:

- Regular Council Meeting – September 20th, 2023
- Regular Council Meeting – October 18th, 2023
- Regular Council Meeting – November 15th, 2023

SUMMER VILLAGE OF SOUTH VIEW
REGULAR COUNCIL MEETING MINUTES
WEDNESDAY, JULY 19, 2023

IN PERSON AT 2317 TWP RD 545 LAC STE. ANNE COUNTY & VIA ZOOM

PRESENT: Council: Mayor Sandi Benford
Deputy Mayor Brian Johnson
Councillor James Woslyng

Administration: Wendy Wildman, Chief Administrative Officer (CAO)
Heather Luhtala, Assistant CAO (via Zoom)
Angela Duncan, Assistant CAO
Tony Sonnleitner, Development Officer

Appointments: 9:35 a.m. – Jason Madge, Boat launch Consultant
9:50 a.m. – James Woslyng (attended as a member of public for Agenda Item 4.b.)

Public at Large: 2 – Via Zoom / 0 – In Person

	MOTION #	
1.	CALL TO ORDER	Mayor Benford called the meeting to order at 9:30 a.m. The Summer Village of South View acknowledges we are on Treaty 6 Territory: The ancestral and traditional territory of the Cree, Dene, Blackfoot, Saulteau, Nakota Sioux as well as the Metis. We acknowledge the many First Nations, Metis and Inuit peoples whose footsteps have marked these lands for generations.
2.	AGENDA 86-23	MOVED by Deputy Mayor Johnson that the July 19, 2023 Agenda be approved with the following addition(s): Under Closed Meeting Session: 12. a) DEM report on recent incident CARRIED
3.	MINUTES 87-23	MOVED by Deputy Mayor Johnson that the April 19, 2023 Regular Council Meeting Minutes be approved as presented. CARRIED
4.	APPOINTMENTS 88-23	9:35 a.m. – Jason Madge, Boat launch Consultant – to discuss concerns with the South View Boat launch and potential next steps. MOVED by Deputy Mayor Johnson that administration obtain quotes to repair and perform maintenance on the boat launch, as discussed, and further to look into grant availability. CARRIED



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REGULAR COUNCIL MEETING MINUTES
WEDNESDAY, JULY 19, 2023
IN PERSON AT 2317 TWP RD 545 LAC STE. ANNE COUNTY & VIA ZOOM

	89-23	<p>Councillor Woslyng left the meeting at 10:16 a.m. as a member of Council to address Council as a member of the public.</p> <p>9:50 a.m. – James Woslyng, Resident – to discuss a contravention order and caveat on title of his property.</p> <p>MOVED by Mayor Benford that Mr. Woslyng's presentation with respect to Land Use Bylaw 179 and 190 be accepted for information and, as his presentation has transitioned to matters which are currently before the courts, that the presentation be concluded.</p> <p style="text-align: right;">CARRIED</p> <p>Councillor Woslyng rejoined the meeting at 10:22 a.m.</p>
5.	<p>BYLAWS 90-23</p> <p>91-23</p> <p>92-23</p> <p>93-23</p>	<p>MOVED by Mayor Benford that Bylaw 239-2023, Council and Council Committee Procedural Bylaw, be given first reading.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Mayor Benford that Bylaw 239-2023 be given second reading.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Mayor Benford that Council give unanimous consent to consider third reading of Bylaw 239-2023.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p> <p>MOVED by Mayor Benford that Bylaw 239-2023 be given third reading.</p> <p style="text-align: right;">CARRIED</p>
6.	<p>BUSINESS 94-23</p> <p>95-23</p>	<p>MOVED by Mayor Benford that Council authorize attendance of Council and one Administration to attend the Alberta Municipalities 2023 Convention scheduled for September 27-29, 2023 in Edmonton.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Mayor Benford that Council authorize the attendance of Council and Administration to attend the Regional Municipalities Meeting being hosted by Lac Ste Anne County at the Alberta Beach</p>

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		Seniors Center on Tuesday, October 17 th , 2023 commencing at 9:30 a.m. <p style="text-align: right;">CARRIED</p>
7.	FINANCIAL	N/A
8.	COUNCIL REPORTS 96-23	MOVED by Deputy Mayor Johnson that Council accept for information the Council reports as presented. <p style="text-align: right;">CARRIED</p>
9.	CAO REPORT 97-23	MOVED by Mayor Benford that Council accept for information the Chief Administrative Officer report as presented. <p style="text-align: right;">CARRIED</p>
10.	INFORMATION AND CORRESPONDENCE 98-23	MOVED by Deputy Mayor Johnson that Council accept for information the following information and correspondence: a) Alberta Municipal Affairs – June 20 th 2023 letter from Minister Ric McIver on being appointed Minister after recent Provincial election. b) Town of Mayerthorpe – Community Peace Officer reports for May 2023. <p style="text-align: right;">CARRIED</p>
11.	OPEN FLOOR DISCUSSION WITH GALLERY (15 min) 99-23	MOVED by Mayor Benford that Council accept for information the open floor discussion with the gallery. <p style="text-align: right;">CARRIED</p>
12.	CLOSED MEETING 100-23	MOVED by Mayor Benford that pursuant to section 197(2) of the Municipal Government Act, Council go into a closed meeting session at 10:53 a.m. to discuss the following item:

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IN PERSON AT 2317 TWP RD 545 LAC STE. ANNE COUNTY & VIA ZOOM

	101-23	<p>-Individual or Public Safety (FOIPP Act Section 18 and 19) – DEM Report</p> <p style="text-align: right;">CARRIED</p> <p>The meeting recessed at 10:53 a.m.</p> <p>(The delegations and gallery left the meeting).</p> <p>The meeting was reconvened at 10:55 a.m.</p> <p>The following individuals were present at the Closed Meeting:</p> <p>Sandi Benford Brian Johnson James Woslyng Wendy Wildman Heather Luhtala Angela Duncan</p> <p>MOVED by Mayor Benford that Council come out of closed meeting session at 11:16 a.m.</p> <p style="text-align: right;">CARRIED</p> <p>The meeting recessed at 11:16 a.m.</p> <p>The meeting was reconvened at 11:18 a.m.</p>
13.	NEXT MEETING	The next regular Council meeting is scheduled for Wednesday, August 16, 2023 at 9:30 a.m.
14.	ADJOURNMENT	The meeting adjourned at 11:17 a.m.

 Mayor, Sandi Benford

 Chief Administrative Officer, Wendy Wildman

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SUMMER VILLAGE OF SOUTH VIEW
ORGANIZATIONAL COUNCIL MEETING MINUTES
WEDNESDAY, JULY 19, 2023
2317 TWP ROAD 545, LAC STE. ANNE COUNTY
MEETING HELD IN PERSON AND VIA ZOOM

PRESENT: Sandi Benford - Councillor
 Brian Johnson - Councillor
 James Woslyng - Councillor

 Wendy Wildman - Chief Administrative Officer (CAO)
 Angela Duncan - Assistant CAO
 Heather Luhtala - Administration

PUBLIC AT LARGE: 0

1. **CALL TO ORDER**

The meeting was called to order at 11:19 a.m. by Chief Administrative Officer, Wendy Wildman.

2. **NOMINATIONS**

a) Mayor:

Chairman Wildman called for nominations for the position of Mayor.

Councillor Johnson nominated Councillor Benford for Mayor.

Chairman Wildman called for nominations for the position of Mayor a second time – None

Chairman Wildman called for nominations for the position of Mayor a third time – None.

Motion #102-23

MOVED by Councillor Woslyng that nominations for the position of Mayor cease.

CARRIED

Councillor Benford was declared Mayor and administered the Oath of Office for the position of Mayor and assumed the Chair.

b) Deputy Mayor:

Mayor Benford called for nominations for the position of Deputy Mayor.

Mayor Benford nominated Councillor Johnson for Deputy Mayor.

Mayor Benford called for nominations for the position of Deputy Mayor a second time – None

Mayor Benford called for nominations for the position of Deputy Mayor a third time – None.

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Motion #103-23

MOVED by Councillor Woslyng that nominations for the position of Deputy Mayor cease.

CARRIED

Councillor Johnson was declared Deputy Mayor and administered the Oath of Office for the position of Deputy Mayor.

3. APPOINTMENTS

Motion #104-23

MOVED by Councillor Woslyng that the following committee appointments and confirmations be approved:

- a) Public Works Supervisor
 - Sandi Benford with James Woslyng as alternate.
- b) Member to Highway 43 East Waste Commission
 - Brian Johnson with Sandi Benford as alternate.
- c) Representative to Summer Villages of Lac Ste. Anne County East
 - Sandi Benford with James Woslyng as alternate.
(all Council to attend, rep to vote)
- d) Darwell Sewage Lagoon Committee/Regional Wastewater Line
 - James Woslyng with Brian Johnson as alternate.
- e) Lake Isle Aquatic Management Society
 - Sandi Benford with James Woslyng as alternate.
- f) Yellowhead Regional Library
 - Sandi Benford with James Woslyng as alternate.
- g) Family and Community Support Services (FCSS)
 - Sandi Benford with Brian Johnson as alternate.
- h) Regional Emergency Services
 - Sandi Benford with Brian Johnson as alternate.
- i) Flowering Rush ACP Project
 - Sandi Benford with James Woslyng as alternate.
- k) Chief Administrative Officer
 - Wendy Wildman, Wildwillow Enterprises Inc.
- l) Auditor
 - Auditor Appointment – Seniuk & Company

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- m) Solicitor
 - Patriot Law Group Onoway
- n) FOIP Coordinator
 - Wendy Wildman, Wildwillow Enterprises Inc.
- o) Integrity Commissioner
 - Victoria Message
- p) Community Peace Officer
 - as per agreement with Town of Mayerthorpe
- q) Subdivision & Development Appeal Board – as per agreement with Milestone Municipal Services
- r) Municipal Planning Commission
 - All of Council
- s) Designated Officers:
 - Assessor, Dan Kanuka, Municipal Assessment Services Group (*Bylaw 249*)
 - Development Authority, Tony Sonnleitner, Development Officer (*Bylaw 232*)
 - Planning Authority, Administration for Subdivision Approval Process, Jane Dauphinee, Municipal Planning Services (*Bylaw 191*) / Subdivision Approving Authority – Council, Summer Village of South View (*Bylaw 191*)
 - Subdivision & Development Appeal Board Clerks, Emily House and Cathy McCartney (*Bylaw 212*)
 - Assessment Review Board Clerk, Geryl Amorin, Capital Region Assessment Services (*Bylaw 230*)

CARRIED

4. **COUNCIL ACKNOWLEDGEMENTS**

MUNICIPAL GOVERNMENT ACT – SECTION 208(1)

Motion #105-23

MOVED by Mayor Benford that Pursuant to section 208 (1) of the MGA outlining Council's legislative responsibilities be acknowledged as received.

CARRIED

COUNCIL & COUNCIL COMMITTEE PROCEDURAL BYLAW

Motion #106-23

MOVED by Mayor Benford that Council acknowledges it has received and reviewed the Summer Village of South View Council & Council Committee Procedural Bylaw 229 as presented.

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CARRIED

PUBLIC PARTICIPATION POLICY & PUBLIC PARTICIPATION PLAN

Motion #107-23

MOVED by Mayor Benford that Council acknowledges it has received and reviewed the Summer Village of South View Public Participation Policy C-COU-PAR-1 and Public Participation Plan dated February 28, 2019 as presented.

CARRIED

COUNCIL CODE OF CONDUCT BYLAW

Motion #108-23

MOVED by Mayor Benford that Council acknowledges it has received and reviewed the Summer Village of South View Council Codes of Conduct Bylaw 203-2018 as presented.

CARRIED

5. FINANCIAL

Motion #109-23

MOVED by Councillor Woslyng that the following financial information be confirmed:

- a) Signing Authority, all of the Council and the Chief Administrative Officer and the Assistant Chief Administrative Officer
 - Two signatures are required
 - One signature to be any member of Council (Sandi Benford, James Woslyng, Brian Johnson)
 - One signature to be the Chief Administrative Officer, Wendy Wildman or the Assistant Chief Administrative Officer, Angela Duncan
- b) Banking Authority – ATB Financial.
- c) Remuneration/Reimbursement – Policy C-COU-REM-1.

CARRIED

6. MEETING DATES

a. Regular Meeting Day/Times

Motion #110-23

MOVED by Deputy Mayor Johnson that regular Council meetings be scheduled for the third Wednesday of the month at 9:30 a.m. except for the month of May unless changed by Council.

CARRIED

b. Regular Meeting Location

Motion #111-23

MOVED by Councillor Woslyng that the regular meetings of Council take place at 2317 TWP Road 545, Lac Ste. Anne County, AB.

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CARRIED

c. Notification of Council & Council Committee Meetings
Motion #112-23

MOVED by Mayor Benford that regular Council meeting information be posted on the Summer Village website in accordance with Policy C-COU-MTG-1 Notification of Council and Committee Meetings.

CARRIED

7. MUNICIPAL OFFICE LOCATION

Motion #113-23

MOVED by Councillor Woslyng that the named municipal office location be confirmed as 2317 TWP Road 545, Lac Ste. Anne County, AB.

CARRIED

8. ADJOURNMENT

Mayor Benford declared the meeting adjourned at 11:30 a.m.

Mayor, Sandi Benford

Chief Administrative Officer, Wendy Wildman

svsouthview@outlook.com

From: Summer Village Office <administration@wildwillowenterprises.com>
Sent: July 31, 2023 3:12 PM
To: svsouthview@outlook.com
Subject: Fw: NG9-1-1 Agreement S.V. of South View - signature requirement
Attachments: NG9-1-1LGAS.V.ofSouthViewAgreement.pdf

**Heather Luhtala,
Administration**

Summer Village of Silver Sands - www.summervillageofsilversands.com
Summer Village of South View - www.summervillageofsouthview.com

Email: administration@wildwillowenterprises.com
Phone: 587-873-5765
Fax: 780-967-0431

From: Assunta Marozzi <assunta.marozzi2@telus.com>
Sent: Monday, July 31, 2023 3:11 PM
To: Summer Village Office <administration@wildwillowenterprises.com>
Cc: Karen Clark <karen.clark@parklandcounty.com>
Subject: NG9-1-1 Agreement S.V. of South View - signature requirement

Good afternoon,

We are excited to announce your Parkland 911 PSAP is planning its onboarding process to the new NG9-1-1 network.

In order for Parkland 911 PSAP to complete their transition to the new NG9-1-1 network, the Local Governing Authorities served by Parkland County 911 are required to execute the CRTC-approved NG9-1-1 agreement. This critical requirement will play a significant role in launching the new and improved features of NG9-1-1 that serve the citizens of the S.V. of South View.

Accordingly, I have attached a copy of the agreement for signature.

To help facilitate and for additional clarity concerning Schedule B,D, E, F and G:

Schedule B: initials required

Schedule D: Not required to be filled in. Schedule D is reserved for provincial and federal PSAPs such as AHS, RCMP, DND.

Schedule E: At this time we are not expecting any data to be filled for Schedule E as this is specific to the introduction of the NG9-1-1 GIS (anticipated sometime between 2025 - 2027). As we get closer to implementation, we will follow up to obtain the LGAs Schedule E information. In the interim, the legacy processes for submitting municipality address data to TELUS will continue.

Schedule F: initials required

Schedule G: the LGA must designate a Local Registration Authority ("LRA"). The LRA will be responsible for determining and managing which users will be authorized to access the NG9-1-1 network and managing their credentials, user names, passwords, etc. An LRA can be assigned for a specific PSAP(s) or may be assigned for all PSAPs in an entire serving territory. While an LGA can designate themselves to manage PSAPs users' access, in most cases, the LGA will designate their respective PSAPs with the LRA responsibilities. If you prefer your PSAPs to be your LRA, then please fill in each of the respective PSAPs serving (Parkland 911) within Schedule G (per line) accordingly.

I look forward to receiving your signed agreement.

Kindest regards,

Assunta Marozzi
LGA Relations Manager
NG9-1-1
T. (780) 508-1237

TELUS | the future is friendly®

I humbly acknowledge that we are on Treaty 6 territory, a traditional meeting grounds, gathering place, and traveling route to the Cree, Saulteaux, Blackfoot, Métis, Dene and Nakota Sioux. I acknowledge all the many First Nations, Métis, and Inuit whose footsteps have marked these lands for centuries.

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Please consider the environment before printing this email



The AMDSP continues to work for its member partners and continues to grow in numbers and now has almost 250 members across the province. Many of our new members have sought to join to take advantage of the work we are doing to revise our system to create NG9-1-1 compatible data. The work on our new specifications and the details of how our new system will be configured continues. A draft set of our specifications is available on our web site amdsp.ca in the specifications folder.

The specifications and format of the submission files will change slightly to accommodate the requirements of NG9-1-1. Additional information can be found in the draft specifications and on our website in the NG9-1-1 folder.

A link to a survey is included with this update. Please take a minute to fill out the survey as it will help us make some critical decisions for the development of our system. The question about who your PSAP is and address ranges on your road centerline data are related. The NG9-1-1 specifications, and the LGA agreement, require the municipality to include address range information on each road segment. (Note that a PSAP is a Public Safety Answering Point. This is your dispatch organization that does dispatch for your fire services.) The AMDSP needs to know if the PSAP that serves you will make use of our data or maintain their own copy of the road network and update the address range data manually. Some PSAP's rely on AHS to maintain this data for them. The decision to go forward with imposing this requirement is crucial as it could have a total cost for our members in the range of 1 – 2 million dollars. We want to make sure that if the data is produced it will be used. Your feedback on this is important.



The decision to go forward with imposing this requirement is crucial as it could have a total cost for our members in the range of 1 – 2 million dollars. We want to make sure that if the data is produced it will be used. Your feedback on this is important.

The new system will go out for quotes in late August or Early September. We hope to start development soon after. Please ensure you keep your data up-to-date in our system. A FAQ on the NG9-1-1 page entitled "What can AMDSP members be doing now to prepare for the new data specification?" gives you some tips on getting prepared for the new system.

If you need any further information or assistance to submit your data feel free to contact our support person Don Kitchener at the following:

support@amdsp.ca AMDSP phone: (403) 778-0979 Cell: (403) 461-4700

The invoices for the membership fees were sent out in July. Please check that your invoice has been paid or let us know if you did not receive an invoice. We rely on your fees to support our initiative.

NEXT GENERATION 9-1-1 LOCAL GOVERNMENT SERVICE AGREEMENT

This Agreement for the provision TELUS' Next Generation 9-1-1 Service (the "Agreement") is effective the day of , 2023 (the "Effective Date")

BETWEEN:

Summer Village of South View
(the "Local Government Authority" or "LGA")

AND:

TELUS Communications Inc.
(“TELUS”)

WHEREAS the Local Government Authority wishes to provide its citizens with access to Next-generation 9-1-1 ("NG9-1-1") Emergency Services ("NG9-1-1 service") through calls, sessions and events sent to the 3-digit emergency telephone number 9-1-1;

WHEREAS, the legacy 9-1-1 service is, as per Telecom Regulatory Policy CRTC 2017-182 ("TRP 2017-182"), called "Next Generation 9-1-1 – Modernizing 9-1-1 networks to meet the public safety needs of Canadians", is due to be decommissioned by order of the Canadian Radio-television Commission ("CRTC").

WHEREAS, the current legacy 9-1-1 LGA service agreement will remain in effect and supplement the NG9-1-1 until such time the legacy 9-1-1 network is decommissioned.

WHEREAS TELUS, as mandated by the CRTC, is the sole provider of NG9-1-1 services in the province in which the LGA is located and as such can route calls, sessions or events from the inhabitants of the LGA calling the 3-digit emergency telephone number 9-1-1 to the appropriate Public Safety Answering Point which provides the 9-1-1 caller with access to Emergency Services;

WHEREAS TELUS has developed an IP based next generation 9-1-1 service designed to replace the legacy provincial enhanced 9-1-1 service that will transit calls, sessions and events to the 3-digit emergency telephone number 9-1-1 in accordance with the terms and conditions laid out in TRP 2017-182 and Telecom Decision CRTC 2021-199 ("Decision 2021-199"); and

WHEREAS TELUS will recover costs associated with delivering the TELUS Next Generation 9-1-1 Service in the form of a fee levied against each End-User as prescribed in TELUS NG9-1-1 Tariff (CRTC 21461 Item 1001) filed in accordance with the process laid out in TRP 2017-182 and any future modifications thereto.

NOW THEREFORE in consideration of the mutual agreements hereinafter contained and other good and valuable consideration, the parties hereto agree as follows:

1 DEFINITIONS

In this Agreement, in addition to those terms which are parenthetically defined, capitalized terms shall have the meanings ascribed to them in Schedule "A" (Definitions).

2 SCOPE OF AGREEMENT

2.1 **Agreement:** The LGA and TELUS (collectively, the "Parties") hereby agree to fulfil their respective obligations as per the terms and conditions set out in TELUS NG9-1-1 Tariff (CRTC 21461 Item 1001) and those contained in this Agreement, in order to provide NG9-1-1 emergency calling services. The Parties agree that this Agreement is for their mutual advantage and is designed to provide continued access to Emergency Services to the

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served inhabitants within the Serving Area.

- 2.2 **Cost Recoveries:** The Parties agree that TELUS will recover costs associated with delivering the TELUS Next Generation 9-1-1 Service via the TELUS NG9-1-1 Tariff filed by TELUS to be levied against entities that provide access to NG9-1-1 services in TELUS' ILEC operating territory.
- 2.3 **Service Description:** The NG9-1-1 Service provides a managed, private, dedicated IP network referred to as the Emergency Services Internet Protocol network ("ESInet"). The ESInet provides the transport and interconnectivity for all i3-PSAPs within the Serving Area as well as Originating Service Provider networks supporting 9-1-1 Calling over IP-based networks and devices. For i3-PSAPs, the ESInet is delivered to the PSAP operations premise using TELUS's IP VPN service to the PSAPs. The NG9-1-1 Service also provides a series of applications and service interfaces known as NG9-1-1 Core Services ("NGCS") and may include other third-party applications from trusted entities as may be requested by the LGA and agreed to by TELUS. TELUS provided NG9-1-1 Service features are described in the User-to-Network Interface ("UNI") document. The LGA agrees that TELUS is not responsible nor liable for damages arising from LGA's use of third-party applications in conjunction with the NG9-1-1 Service.

3 TELUS' OBLIGATIONS

In accordance with TELUS NG9-1-1 Tariff (CRTC 21461 Item 1001), TELUS agrees to:

- 3.1 Provide TELUS Next Generation 9-1-1 Service to the LGA in order to provide End-Users, within the Serving Area, served by Originating Network Providers who have entered into agreements with TELUS with respect to access to TELUS Next Generation 9-1-1 Service, access to Emergency Services through calls, sessions and events sent to the 3-digit emergency telephone number 9-1-1, as further described herein.
- 3.2 Provide TELUS' Next Generation 9-1-1 Network access, network termination/demarcation, and services to the PSAP, as agreed to by TELUS and the LGA, to be used to answer and transfer calls, sessions and events to the 3-digit emergency telephone number 9-1-1.
- 3.3 Provide Selective Routing and Transfer of emergency calls, sessions and events to the Primary PSAP and Secondary PSAPs according to instructions provided by the LGA, including those described in PSAP Contingency Plans.
- 3.4 Provide 9-1-1 caller information, as ordered by the CRTC, to the PSAP(s).
- 3.5 Maintain and update the 9-1-1 mapping and addressing database subject to receipt of the information required to be provided by the LGA pursuant to paragraphs 4.4.2 and 4.4.3.
- 3.6 Be responsible for any other requirements not specifically identified in this Agreement related to matters of the kind as imposed by the CRTC.
- 3.7 Where an Originating Network Provider has entered into agreements with TELUS with respect to access to TELUS Next Generation 9-1-1 Service, TELUS shall remain responsible for all aspects of the operation of the TELUS Next Generation 9-1-1 Service and shall not be relieved of any of its obligations under this Agreement.
- 3.8 Maintain a 24x7 9-1-1 Support Team to monitor the network and coordinate activities with stakeholders.
- 3.9 Maintain a fallback Third Party Operator Service that will accept NG9-1-1 calls, sessions and events and route them to the appropriate Primary PSAP in the event of network,

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- routing, or location issues.
- 3.10 Selectively route and enable the selective transfer of 9-1-1 Calls to the Primary-PSAP, Secondary-PSAPs and Dispatch Agency according to Policy Routing Rules crafted to the needs of the LGA, including those described in PSAP Contingency Plans.
 - 3.11 Maintain a PSAP Contingency Plan as prepared by each PSAP in the event of network or customer equipment outage or evacuation.
 - 3.12 Perform Quality Assurance and Quality Control (QA/QC) on the aggregated dataset and provide mapping and addressing discrepancy/errors reporting back to the Local Government Authorities or their designees.
 - 3.13 Provide ESInet IP connection with redundant and, dependent upon availability, diverse facilities to PSAP locations designated by the LGA and as listed in Schedule "D" (PSAP Designations & Locations).
 - 3.14 TELUS is responsible for delivering NG9-1-1 traffic to the TELUS NG9-1-1 demarcation point. TELUS will not be responsible for any issues, nor will it troubleshoot outages or failures proved to be occurring with the LGA network, which begin on the LGA side of the TELUS NG9-1-1 demarcation point.

4 OBLIGATIONS OF THE LGA

- 4.1 As it applies to PSAPS, the LGA agrees to:
 - 4.1.1. Designate Primary PSAPs, Secondary PSAPs, and Back-Up PSAPs to answer and dispatch 9-1-1 Calls in the Serving Area. In the event that the LGA contracts with a third party for the management and operation of the PSAP, the LGA will remain responsible for all aspects of the operation of the PSAP and will not be relieved of any of its obligations under this Agreement.
 - 4.1.2. Ensure that all PSAPs are i3-compliant as per the conditions listed in section 6, requirements listed in Schedule C, and documents referenced in Schedule E of this document are connected to the NG9-1-1 network
 - 4.1.3. Ensure that all PSAPs provide, operate, and manage the personnel and the equipment, including terminal equipment, required to receive and process all emergency calls, sessions and events directed to the PSAP, based on the technical requirements further detailed under Schedule C. LGA shall put in place a Business Continuity Plan applicable to the PSAPs and test it annually.
 - 4.1.4. Provide TELUS with a minimum of ninety (90) days' written notice of an intended change of a PSAP in their serving area.¹
- 4.2 The LGA acknowledges and understands that in cases where Next Generation 9-1-1 calls, sessions and events are delivered to TELUS without complete location information, these calls, sessions and events may be routed to a default PSAP which may be a Provincial Default i3 PSAP, designated by the provincial government or an alternate default PSAP selected and managed by TELUS.
- 4.3 As it applies to mapping addressing data (GIS or MSAG), where not otherwise defined by

¹ See Telecom Decision 2011-309 – CISC consensus reports – Emergency Services Working Group – ESRE0052 Section 4.2.2 – Change activity timelines.

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applicable provincial legislation and absent a provincial body that acts as a GIS data aggregator, the LGA shall create, maintain and update all boundaries, addressing and mapping information according to applicable standards (MSAG and GIS) and perform quality assurance and control on the data prior to submission. If a third party is to provide the GIS data on behalf of the LGA, such party shall be identified in Schedule "E", and that 9-1-1 specific GIS data layers must be provided directly to TELUS in a secure manner without transiting through any shared open platform upon implementation of GIS functionality within the NG9-1-1 network. The LGA agrees to provide TELUS with a minimum of ninety (90) days' written notice of a change in GIS data providers. The LGA shall take responsibility for changes to the 9-1-1 call routing resulting from submitted GIS data.

- 4.4 As it applies to Serving Area, the LGA shall coordinate the participation of all PSAPs in the Serving Area with respect to TELUS Next Generation 9-1-1 Service. This will include:
- 4.4.1. Determining, in conjunction with TELUS, the Serving Area and Emergency Service Zones served by the PSAPs;
 - 4.4.2. Providing and validating, as required by TELUS, all geographical data, including street names, addresses, or other data provided by the geographic information system (GIS) and associating those with Emergency Service Zones;
 - 4.4.3. Informing TELUS of all changes in the geographical data that may occur during the term of this Agreement and changes in that geographical data must be reported to TELUS as soon as possible after that data changes;
 - 4.4.4. Ensuring all PSAPs in the Serving Area have secure 9-1-1 data and systems which security includes physical security, network security, cybersecurity, and all other considerations within the PSAPs domains;
 - 4.4.5. Ensuring all PSAPs in the Serving Area have and maintain current contact information and make it available as per the NENA i3 standard;
 - 4.4.6. Ensuring the Primary PSAP accepts specific planned test calls from the public;
 - 4.4.7. Ensuring the Primary PSAP implements a call handling solution that includes a test call interface and automaton as described in NENA i3;
 - 4.4.8. Correcting all errors with submitted geographic data as reported by TELUS as soon as possible after the notification is sent to the LGA. LGA shall aim to do it in 72 hours to ensure that all carriers operating within the LGA territory have access to accurate validation information;
 - 4.4.9. Providing TELUS with 85 days written notice of an intended change in borders of the Serving Area.²
- 4.5 As the requirements related to the TELUS Next Generation 9-1-1 Service may evolve in time or need to be detailed, the LGA shall be responsible for any other requirements that are not specifically identified in the Agreement but added in documents referred under the Agreement (such as UNI) or otherwise communicated by TELUS to all LGAs and PSAPs.
- 4.6 The LGA shall not, nor shall it authorize, assist or permit any person other than TELUS to

² Please see Telecom Decision 2011-309 – CISC consensus reports – Emergency Services Working Group – ESRE0052 Section 4.2.2 – Change activity timelines.

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change, repair, reinstall or tamper with the TELUS' Next Generation 9-1-1 Network and equipment up to the demarcation point.

- 4.7 The LGA recognizes that TELUS Next Generation 9-1-1 Service allows for many new functionalities regarding types of data that can be transmitted over the Next Generation 9-1-1 network. It is expected that the Commission will mandate the implementation of such new functionalities. The availability of these functionalities may require the LGA to upgrade software and/ or hardware at the PSAP. To ensure NG9-1-1 services' upgrades and new features are available uniformly across TELUS' ILEC operating territory, the LGA will have to ensure the PSAPs selected to serve its inhabitants implement such upgrades on the implementation schedule set out by the CRTC.
- 4.8 The LGA shall support embargoes implemented to suspend changes to the database during major outages or planned upgrades.
- 4.9 The LGA shall implement guidelines and procedures with respect to the retention and destruction of personal information related to NG9-1-1 services prior to the provision of those services.³
- 4.10 The LGA shall ensure that all communications destined for carriage over the NG9-1-1 network will be secure, and it will take all steps necessary to protect the confidentiality of the information carried over these networks to the maximum extent feasible.
- 4.11 Upon implementation of GIS functionality within the NG9-1-1 network, the LGA must provide sensitive NG9-1-1-related GIS and addressing data directly to TELUS in a secure and encrypted manner without transiting through any shared open platform.⁴
- 4.12 The LGA shall continue to provide TELUS access to the Master Service Addressing Guide until such time as the legacy 9-1-1 network is decommissioned or is advised by TELUS that the Master Service Addressing Guide is no longer required.
- 4.13 Warrant and represent that it has the authority to:
 - 4.13.1. Enter into this Agreement;
 - 4.13.2. Determine that the LGA will utilize TELUS Next Generation 9-1-1 Service to provide End-Users within the Serving Area, served by TELUS or by Originating Network Providers who have entered into agreements with TELUS with respect to access to TELUS Next Generation 9-1-1 Service, access to Emergency Services through calls, sessions and events sent to the 3-digit emergency telephone number 9-1-1; and
 - 4.13.3. Determine that all End-Users, within the Serving Area, served by TELUS or by Originating Network Providers who have entered into agreements with TELUS with respect to access to 9-1-1 Service, shall receive access to Emergency Services through calls, sessions and events sent to the 3-digit emergency telephone number 9-1-1 through use by the LGA of 9-1-1 Service.

5 PROPERTY RIGHTS

- 5.1 Title to, ownership of, and all intellectual property rights in any facilities, equipment, software, systems, processes, and documentation used by TELUS to provide the TELUS Next Generation 9-1-1 Service and all enhancements on them shall be and remain with

³ Pursuant to Telecom Regulatory Policy CRTC 2017-182, paragraph 233.

⁴ Pursuant to Telecom Regulatory Policy CRTC 2020-150, paragraph 22.

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TELUS or its suppliers. Except as expressly set forth elsewhere in this Agreement, this Agreement does not grant the LGA any intellectual property or other rights or licenses in or to any service components listed above.

6 TRUSTED ENTITIES

- 6.1 Trusted entities are entities that have been qualified, certified and authorized by either TELUS and/or CRTC to connect to the TELUS Next Generation 9-1-1 Network.

7 CONFIDENTIAL INFORMATION

- 7.1 Unless the LGA provides express consent or disclosure is pursuant to a legal power, all information kept by TELUS regarding the LGA, other than the LGA's name, address and listed telephone number, is confidential and may not be disclosed by TELUS to anyone other than: i) the LGA; ii) a person who, in the reasonable judgment of TELUS, is seeking the information as an agent of the LGA; iii) another telephone company, provided the information is required for the efficient and cost-effective provision of telephone service and disclosure is made on a confidential basis with the information to be used only for that purpose; iv) an agent retained by TELUS in the collection of the LGA's account, provided the information is required for and is to be used only for that purpose; v) public authority or agent of a public authority, for emergency public alerting purposes, if a public authority has determined that there is an imminent or unfolding danger that threatens the life, health or security of an individual and that the danger could be avoided or minimized by disclosure of information; vi) an Affiliate involved in supplying the LGA with the Services, provided the information is required for that purpose and disclosure is made on a confidential basis with the information to be used only for that purpose.
- 7.2 TELUS is responsible for complying with Canadian privacy legislation (including the Personal Information Protection and Electronic Documents Act (PIPEDA) and substantially similar Canadian provincial privacy legislation) as such is applicable to TELUS in the provision of the Services under this Agreement. TELUS' commitment to the protection of personal information is further detailed in the TELUS Business Customer Privacy Policy available at www.telus.com/businessprivacy. TELUS' provision of the Services is subject to this policy. This policy may be updated by TELUS from time to time. The amended policy will be posted at the location above, and notice of the change will be provided by invoice notification, email, or otherwise. Unless otherwise indicated, the effective date of the amended policy will be the date of posting. The continued use of the Services by the Customer after such date will be deemed to constitute the acceptance of the amended policy. As TELUS does not have a direct contractual relationship with the PSAPs and the End-Users, TELUS relies on and the LGA shall ensure that the LGA (directly or through the PSAPs) has obtained all necessary consents from such End-Users, provided all necessary notices to End-Users, and otherwise have all necessary authority to permit the collection, use or disclosure of personal information by and between LGA and TELUS (if any).
- 7.3 Any information including any and all written documentation provided by TELUS to the LGA, its employees, servants, agents, assigns and/or contractors pertaining to the design, development, implementation, the operation and the maintenance of TELUS the Next Generation 9-1-1 Service is confidential, and will be provided only to such persons who have a need to know for the purposes of this Agreement. The LGA will not permit any of its employees, servants, agents, assignees and/or contractors to duplicate, reproduce, or otherwise copy any such confidential information for any purpose whatsoever, except as may be required by any such employees, servants, agents, assigns and/or contractors with a need to do so for the purposes of this Agreement.
- 7.4 Use all information or data that is provided by an End-User for the sole purpose of

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responding to 9-1-1 related communications, unless the End-User provides express consent for other use or disclosure, or disclosure is ordered pursuant to a legal power. For greater clarity, information or data related to a specific emergency occurrence shall be used only for the purpose of responding to that emergency, unless the End-User provides express consent for other use or disclosure, or disclosure is ordered pursuant to a legal power.⁵ For greater clarity, such obligation also applies to the information or data that are provided on behalf of the End-User, for purposes associated with emergency services accessed through TELUS' NG9-1-1 network. For greater clarity, such obligation also applies when the information or data is stored or otherwise under the custody or control of the PSAP.

- 7.5 The LGA will retain the confidential End-User data, including any audio or video or text files provided and associated information in confidence and will treat the confidential information with the same degree of care that it employs for the protection of its own confidential information and, at a minimum, a reasonable degree of care, and will not use or copy such confidential information except as necessary to perform its obligations under this Agreement, and will not permit disclosure of such confidential information except to employees, servants, agents, assigns and/or contractors, including the PSAP (provided such employees, servants, agents, assigns and/or contractors are bound by similar confidentiality obligations as the one contained in this Agreement and provided such can be evidenced) where there is a need to know for purposes of this Agreement.
- 7.6 The LGA agrees that it will indemnify TELUS against any and all liabilities, losses, damages, costs, and expenses (including legal fees and disbursements on a solicitor and own client basis) resulting from the unauthorized disclosure or use of information identified in paragraphs 7.1 to 7.3 on the part of the LGA, its employees, servants, agents, assigns and/or contractors.
- 7.7 Furthermore, the LGA agrees to abide by all applicable federal and provincial legislation with respect to the protection of privacy and confidential information in effect from time to time.

8 QUALITY OF THE LGA'S SERVICE

- 8.1 The LGA agrees to implement and ensure the operation of its PSAP(s) in a manner that meets the quality standards generally accepted in Canada for such services.
- 8.2 The LGA acknowledges the importance under this Agreement that all PSAPs connected to the TELUS' Next Generation 9-1-1 Network meet at all times the requirements set out under this Agreement and promptly whenever those are changed by TELUS from time to time to assure the operation of TELUS' Next Generation 9-1-1 Network, in accordance with quality standards generally accepted in Canada and that the default of a PSAP to comply with such requirement can compromise the TELUS' Next Generation 9-1-1 Network and affect all End-Users.

9 FORCE MAJEURE

- 9.1 Neither TELUS nor the LGA will be held responsible for any damages or delays as a result of war, invasion, insurrection, demonstrations, or as a result of decisions by civilian or military authorities, fire, floods, strikes, decisions of regulatory authorities, and, generally, as a result of any event that is beyond the LGA's or TELUS' reasonable control ("Force Majeure").
- 9.2 TELUS and the LGA agree that in the event of a Force Majeure, the Parties will cooperate

⁵ Pursuant to Telecom Regulatory Policy CRTC 2017-182, paragraph 232.

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and make all reasonable efforts to provide temporary replacement service until permanent service is completely restored.

- 9.3 The costs required to provide temporary replacement service will be borne according to the sharing of obligations between TELUS and the LGA, as indicated in Articles 3 and 4 of this Agreement.

10 IMPLEMENTATION SCHEDULE

- 10.1 TELUS and the LGA agree that the implementation of TELUS Next Generation 9-1-1 Service within the Serving Area, and based on the requirements set out in Schedule B, will be carried out pursuant to an implementation schedule to be mutually agreed to by the Parties in writing and which may be changed from time to time by agreement of the Parties.

11 LIMITATION OF LIABILITY

- 11.1 TELUS' liability for the performance of its obligations pursuant to this Agreement shall be the one set out in TELUS NG9-1-1 Tariff (CRTC 21461 Item 1001). It is understood that TELUS' limited liability under this Agreement is a condition without which TELUS would not have entered into this Agreement, and therefore, TELUS' liability for the performance of its obligations pursuant to this Agreement shall not exceed any limitation of liability set out under TELUS NG9-1-1 Tariff (CRTC 21461 Item 1001) even if such limitation of liability does not specifically apply or refer to the LGA.
- 11.2 The LGA and TELUS shall, during the Term, maintain sufficient insurance to cover their respective obligations under this Agreement and shall provide evidence of same to the other party or, if either the LGA or TELUS is self-insured, provide to the other party evidence that is satisfactory to that party that the LGA and/or TELUS, as the case may be, is and will be, at all relevant times, in a position to face successfully its monetary obligations stemming from liability under this Agreement.
- 11.3 This Article 11 will survive the present Agreement even if it is annulled, in part or in whole, or even if it is terminated for any other reason.

12 TERM

- 12.1 **Term:** This Agreement will be effective as of the Effective Date, and will be valid for a period of five (5) years, with an automatic renewal for a successive period of five (5) years, unless one party gives to the other at least six (6) months' written notice of termination before the end of the then current five (5) years term.
- 12.2 **Termination or Suspension of a Service:** Notwithstanding Article 13.1, TELUS may immediately suspend the entirety or a portion of the NG9-1-1 Service where TELUS has reasonable cause to believe that the LGA's traffic is compromised or otherwise poses a risk to the NG9-1-1 Service. For any reason other than the integrity of NG9-1-1 Service, the LGA may terminate the NG9-1-1 Service, or TELUS may terminate or suspend the NG9-1-1 Service, in accordance with the terms of the relevant Tariffs with six (6) months prior written notice.

13 REGULATORY APPROVAL

- 13.1 It is expressly understood that TELUS Next Generation 9-1-1 Service is provided pursuant to the terms and conditions of the TELUS NG9-1-1 Tariff (CRTC 21461 Item 1001) as amended from time to time and as approved by the Commission, and this Agreement as amended from time to time and as approved by the Commission.

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13.2 This Agreement (excluding the Schedules) will be subject to approval by the Commission, and is subject to changes imposed by directions or orders of the Commission. Any future amendments to this Agreement (excluding the Schedules) will also be subject to approval by the Commission.

14 WAIVER

14.1 The failure of either party to require the performance of any obligation hereunder, or the waiver of any obligation in a specific instance, will not be interpreted as a general waiver of any of the obligations hereunder, which will continue to remain in full force and effect.

15 RELATIONSHIP OF THE PARTIES

15.1 This Agreement will not create nor will it be interpreted as creating any association, partnership, any employment relationship, or any agency relationship between the Parties.

16 ENTIRE AGREEMENT

16.1 Except as otherwise stated herein, this Agreement, together with the terms of TELUS NG9-1-1 Tariff (CRTC 21461 Item 1001) constitutes the entire agreement of the Parties and supersedes any previous agreement, whether written or verbal. Should any provision of this Agreement be declared null, void, or inoperative, the remainder of the Agreement will remain in full force and effect. In the event of a conflict between this Agreement and TELUS NG9-1-1 Tariff (CRTC 21461 Item 1001), the terms of TELUS NG9-1-1 Tariff (CRTC 21461 Item 1001) will prevail.

17 NOTICES

17.1 Except if expressly specified otherwise elsewhere in the Agreement, all notices necessary under this Agreement shall be given in writing. In the case of TELUS, the notice shall be sent by e-mail and in the case of the LGA, the notice can be either personally delivered, or sent by registered mail or facsimile, or by e-mail at the addresses indicated below. Notices, if personally delivered or sent by facsimile, will be deemed to have been received the same day, or if sent by registered mail, will be deemed to have been received four days (excluding Saturdays, Sundays and statutory holidays) after the date of mailing. Notices delivered by e-mail shall include the following, and shall only be effective if the recipient provides by e-mail a confirmation of delivery and the date of acceptance of the delivery: (i) sender's name, address, telephone number, and e-mail address; and (ii) date and time of the transmission.

17.2 TELUS can change the telecommunication services provided to a PSAP by providing the LGA at least thirty (30) days prior written notice, without the necessity of the Parties signing a formal amendment to this Agreement. By continuing to use the TELUS' Next Generation 9-1-1 Network after TELUS has changed the telecommunication services provided to a PSAP, the change is deemed to have been accepted by the Parties.

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Local Government Authority

TELUS Communications Inc.

TELUS

Regulatory Affairs

Attn: TELUS NG9-1-1 Leadership Team

Regulatory.affairs@telus.com

Or to such other address as either party may indicate in writing to the other.

IN WITNESS WHEREOF the Parties have caused this Agreement to be executed by their duly authorized representatives, such execution effective on the Effective Date.

Local Government Authority

Per: _____

Printed: _____

Title: _____

TELUS Communications Inc.

Per: _____

Printed: **_ Jeff Smith**

Title: **Managing Consultant-Regulatory Affairs**



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Schedule A

1 DEFINITIONS

For the purposes of this Agreement, in addition to other terms defined elsewhere in the Agreement, the following terms have the meanings ascribed below:

1.1 "Automatic Number Identification" or "ANI":

TELUS' NG9-1-1 Network's capability to automatically identify the calling telephone number and to provide a display of the number at the PSAP.

1.2 "Border Control Function" or "BCF":

Provides a secure entry into the ESInet for emergency calls presented to the network. The BCF incorporates firewall, admission control, and may include anchoring of session and media as well as other security mechanisms to prevent deliberate or malicious attacks on PSAPs or other entities connected to the ESInet.

1.3 "Business Continuity Plan":

A plan outlining how to continue operating during an unplanned service disruption; i.e.: technology or relocation.

1.4 "Commission":

The Canadian Radio-television and Telecommunications Commission ("CRTC") and its successors.

1.5 "Default Routing":

Default Routing is a contingency routing scheme whereby 9-1-1 calls, sessions and events are directed to an alternative PSAP or PSAPs due to network issues or missing/invalid location information.

1.6 "Demarcation Point":

The furthest physical point of NG9-1-1 interconnection for the PSAPs. The location of the PSAP is designated by the LGA; however, the PSAP shall determine where the termination equipment/demarcation points are to be located.

1.7 "Emergency Services":

The first responders to situations that require immediate assistance, such as law enforcement, fire department, ambulance service, or other emergency medical assistance service.

1.8 "Emergency Services IP Network" or "ESInet":

An ESInet is a managed, private, dedicated IP network used for Emergency Services communications. The ESInet provides the transport and interconnectivity for trusted entities designated by the CRTC such as NENA i3-compliant PSAPs within the Serving Area, as well as CRTC-registered ONPs supporting 9-1-1 calling over IP-capable networks. For PSAPs, the ESInet is delivered using the Company's IP VPN service to the PSAPs' operations premises authorized by the LGA. ONPs interconnect to the ESInet through designated physical Points of Interconnection (POIs).

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1.9 "End-User":

An end-user with NG9-1-1 Network Access within the boundaries of the LGA, as determined by the Company and the LGA.

1.10 "Emergency Service Zone" or "ESZ":

A defined area within a Serving Area consisting of a specific combination of LGA, law enforcement, fire, emergency medical, and PSAP coverage areas.

1.11 "i3 PSAP":

A PSAP that is capable of receiving IP-based signaling and media for delivery of emergency calls conformant to the i3 standard.

1.12 "Local Government Authority" or "LGA":

An LGA is the relevant government authority, at the provincial, indigenous, territorial, regional and/or municipal level, that governs the PSAPs. For greater clarity, the PSAP is selected or designed by the LGA and is under the responsibility of the LGA.

1.13 "Master Service Addressing Guide" or "MSAG":

The MSAG/SAG is a database of street names and house number ranges; it defines emergency service zones within a community and the emergency service numbers associated to them in order to enable proper routing of basic 9-1-1 and enhanced 9-1-1 calls.

1.14 "Network Access":

A connection that allows calls, sessions, or other types of events intended to be delivered to the Company's NG9-1-1 Network.

1.15 "Next Generation Core Services" or "NGCS":

The base set of services needed to process an NG9-1-1 call, session or event on an ESInet. NGCS includes the Emergency Service Routing Proxy (ESRP), Emergency Call Routing Function (ECRF), Location Validation Function (LVF), Border Control Function (BCF), Bridge, Policy Store, Logging Services and typical IP services such as Domain Name System (DNS). The term NGCS includes the services but not the network on which they operate.

1.16 "NG9-1-1 Network Provider":

The carrier that provides connectivity, services, and management for Next Generation 9-1-1 service to LGAs and their PSAPs.

1.17 "Offnet Agency":

An agency outside of the NG9-1-1 network, such as a poison control centre or a hospital, which the LGA may designate to be able to receive PSTN calls transferred by a PSAP through the ESInet.

1.18 "Originating Network Provider":

A CRTC-approved authorized telecommunications service provider, wireless service provider, or other service provider which delivers traffic to the Company's NG9-1-1 Network for routing to a PSAP.

NEXT GENERATION 9-1-1 LOCAL GOVERNMENT SERVICE AGREEMENT

1.19 "Policy Routing Rules" or "PRRs":

Policy Routing Rules (PRRs) allow PSAP to enable multi-layered treatment policies for diversion within the NG9-1-1 Network, providing more options to a PSAP to divert 9-1-1 calls, sessions and events to another destination based upon multiple conditions defined in the PRRs.

1.20 "Public Safety Answering Point" or "PSAP":

A primary PSAP is a PSAP to which 9-1-1 calls, sessions and events are routed directly as the first point of contact. In some cases, the primary PSAP then contacts the appropriate agency to dispatch emergency responders. However, in cases where local authorities determine that specialized expertise, such as emergency medical services, is required, 9-1-1 calls, sessions and events are then transferred from a primary PSAP to a secondary PSAP.

A secondary PSAP, also known as an Emergency Response Agency dispatch centre, is a PSAP to which NG9-1-1 calls, sessions and events are transferred from a primary PSAP. A secondary PSAP is directly interconnected to an NG9-1-1 Network, allowing for the receipt and display of NG9-1-1 information.

1.21 "PSAP Contingency Plan":

It is a plan prepared by the PSAP, in collaboration with TELUS, to provide Default Routing to ensure 9-1-1 calls are answered. PSAP Contingency Plan is about alternative routing and configuration options related to the NG9-1-1 Network and is more specific than the overall PSAP Business Continuity Plan.

1.22 "Selective Routing and Transfer":

A feature that automatically routes traffic destined for emergency services to the appropriate PSAP based on the location data provided during the setup of the 9-1-1 call, session or event (Automatic Identification information or Geodetic) and facilitates inter-agency transfer.

1.23 "Serving Area":

The area within the LGA's boundaries, as determined by TELUS and the LGA, from which calls, sessions and events sent to the 3-digit emergency telephone number 9-1-1 will be directed to a particular primary PSAP which has a contract with the LGA.

1.24 "TELUS' Next Generation 9-1-1 Network":

A standards-based, all IP emergency communications infrastructure enabling highly reliable and secure voice and multimedia communications.

1.25 "Operator Service":

Operator Service for NG9-1-1 is a last resort routing scheme whereby calls, sessions and events that cannot be routed by the NG9-1-1 network on the ESInet to the PSAP will be routed to an operator service contracted by the NG9-1-1 Service Provider as mandated in Telecom Decision 2019-66.

1.26 "User-to-Network Interface (UNI) Interconnection Design Specifications":

User-to-Network Interface (UNI) Interconnection Design Specifications means the authoritative document which sets the technical specifications an i3-PSAP must comply with.

NEXT GENERATION 9-1-1 LOCAL GOVERNMENT SERVICE AGREEMENT

Schedule B (for TELUS internal resource planning purposes only)

SCHEDULE B - v.1			
List of NG9-1-1 PSAPs, locations & targeted migration			
Current Emergency Zones & PSAP migration identification			
<p>Schedule B is a current list of PSAPs that provide services to the LGA. Please review and confirm accuracy (initial) of all contracted PSAPs. Post transition changes or updates to Schedule B will be communicated to TELUS via current TELUS operations change process.</p>			

LGA initial _____

PSAP Serving Information			
PSAP Name (*1 & *2)	PSAP Address	PSAP Address - Backup Site	Targetted Migration Date
Parkland County ECC	53109A HWY 779 moving to 4820 52 Ave Wabamun Parkland County, AB	53115 Range Road 263a, Acheson AB	2023, Q4

Notes:

*1 – LGA shall ensure all PSAP sites meet the NG9-1-1 requirements.

*2 – LGA shall ensure that if a PSAP changes during the Term, the replacement is aware of the LGA obligations re: PSAPs under this Agreement, and TELUS is notified of the change.

ESZ	Community	Municipality	9-1-1 Answer	Fire
578	South View	S.V. of South View	Parkland County ECC	Parkland County ECC

Notes:

*1 – LGA shall ensure all PSAP sites meet the NG9-1-1 requirements.

*2 – LGA shall ensure that if a PSAP changes during the Term, the replacement is aware of the LGA obligations re: PSAPs under this Agreement, and TELUS is notified of the change.

*3 – “Offnet” Agencies are not connected to the ESInet over an IP-UNI

*4 – This PSAP is only required if there is a PSAP designated as a safety net for a specific Province or Territory.

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NEXT GENERATION 9-1-1 LOCAL GOVERNMENT SERVICE AGREEMENT

Schedule C

Technical requirements\ESInet Access Criteria

Next Generation 9-1-1 is comprised of complex and interactive systems. In order to ensure proper network security, resiliency, diversity, and reliability, the LGA must ensure that all of their PSAPs meet the following technical criteria. A PSAP cannot interconnect to the NG9-1-1 network without meeting these requirements.

PSAPs utilizing networks to process and deliver NG9-1-1 calls outside of the ESInet do so at their own risk and assume all liabilities, including prolonged restoration times in the event of an outage.

LGA must ensure that the PSAP(s):

- 1 Deploy Dual Stack as the preferred method for simultaneous use of IPV4 & IPV6 address space OR to individually perform NAT-PT (Network Address Translation - Protocol Translation) for their Network Domain as defined in the NG9-1-1 network provider's UNI Interconnection Design Specifications, as a mandatory condition to interconnect to the NG9-1-1 network.
- 2 Support a set MTU (Maximum Transmission Unit) value of 1500 bytes for their network domain.
- 3 Utilize the Border Gateway Protocol (BGP) for dynamic routing between peering networks, using registered Autonomous System (AS) numbers, when available.
- 4 Assign a Local Registration Authority ("LRA"). The LRA will be responsible for determining and managing which users will be authorized to access the ESInet. An LRA can be assigned for a specific PSAPs or may be assigned for all PSAPs in an entire serving territory. The PSAP must notify TELUS at least 30 days prior to onboarding to the NG9-1-1 network of its selection and provide TELUS with 60 days' notice prior to any changes to its LRA structure. The LRA will have to enter into a distinct agreement with TELUS regarding the rights and obligations specific to the LRA and agree to TELUS Certificate Policy. For greater clarity, if access to the ESInet is needed for devices, the PSAP must assign an Authorized Organization Representative ("AOR"), which shall also enter into a distinct agreement with TELUS. For greater clarity, LRA and AOR doesn't need to be the PSAP itself.
- 5 Utilize the PCA service provided by the NG9-1-1 network provider, as defined in the UNI Interconnection Design Specifications, as a mandatory condition of interconnection with the NG9-1-1 network until a nation-wide PSAP Credentialing Agency is established.
- 6 Comply with the UNI and any other bulletins or technical documents communicated by TELUS to all LGAs and PSAPs from time to time. Employ a NENA i3 compliant BCF (Border Control Function), as defined in the NG9-1-1 network provider UNI Interconnection Design Specifications, as a mandatory condition of interconnection with the NG9-1-1 network. In addition, the BCF must be deployed in a manner that prevents single points of failure.
- 7 Employ the QoS requirements as defined in the NG9-1-1 network provider UNI Interconnection Design Specifications as a mandatory condition of interconnection with the NG9-1-1 network.
- 8 Implement the mandatory list of audio CODECs as provided by the NG9-1-1 network providers as part of the Onboarding Process, and as updated through the proposed change management process managed by CISC.
- 9 Use the two (2) redundant 9-1-1 IP-VPN circuits and routers provided by TELUS to deliver 9-1-1 calls, sessions and events, and associated data as per TELUS acceptable use policy available at

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NEXT GENERATION 9-1-1 LOCAL GOVERNMENT SERVICE AGREEMENT

www.telus.com/aup. The PSAPs shall not modify, repair, reinstall, or tamper with the 9-1-1 IP-VPN circuits and routers, or use them in a manner that interferes with any service components used to provide them, TELUS' networks, or with the use of TELUS services by other persons, or in a manner that avoids the payment of any charges, or use the 9-1-1 IP-VPN circuits in violation of any law or regulation. TELUS recommends that the PSAP use both 9-1-1 IP-VPN circuits to avoid service impacts in the event of an 9-1-1 IP-VPN circuit or terminating router failure.

- 10 Design and operation the PSAPs WAN/LAN, including resiliency, capacity, management, quality of service and security.
- 11 Support end-to-end encryption of traffic from and towards the ESInet as defined in the TELUS NG9-1-1 UNI Interconnection Design Specifications. PSAPs are strongly encouraged to utilize the TELUS NGCS-based DNS service to ensure the resiliency of DNS functions and seamless PCA functionality. If a PSAP opts to use its own DNS service, it will be the sole responsibility of that agency to design, maintain and administer this element.
- 12 Use the provided ESInet connections strictly for the delivery of NG9-1-1 calling and associated data and not to use any private VPN tunnels across the ESInet.
- 13 Create Policy Routing Rules for NG9-1-1 and communicate their Default Routing, if any, as part of their PSAP Contingency Plans to ensure that 9-1-1 calls are answered in the event of a PSAP outage.
- 14 Synchronize their network elements with those of the NGCS based on the Network Time Protocol resource provided by TELUS.
- 15 Apply on an ongoing basis, the required security updates (including any security patches) promptly, on the schedule communicated by TELUS.

The failure of a PSAP to comply with the technical requirement and access criteria may result in having such PSAP removed from the TELUS Next Generation 9-1-1 network. In the event where a PSAP does not meet the above technical requirements and access criteria to the ESInet, TELUS will inform the LGA before removing the PSAP from the TELUS Next Generation 9-1-1 network.

NEXT GENERATION 9-1-1 LOCAL GOVERNMENT SERVICE AGREEMENT

Schedule D

MULTIPLE REGION PSAPs

This Schedule, or an alternative format agreed to by both the LGA and the Company, must be filled out by the LGAs with their respective PSAPs covering multiple regions and managed by a provincial or federal authority (e.g. Alberta Health Services, British Columbia Health Care Services, Royal Canadian Mounted Police.)

Operating as a provincial or federal secondary PSAP, the following provisions within this agreement does not apply: 4.1.1; 4.3; 4.4.1; 4.4.2; 4.4.3; 4.4.8; 4.8.9; 4.12;

The following provisions of this agreement (4.3.2; 4.3.3; 4.6; 4.8.4; 4.8.5; 4.9) that relate to "all PSAPs" for the purposes of this LGA, shall apply only to the single Multiple Regions PSAP.

Communication Centre Sites	Official Name	LGA (municipalities, counties, etc.)

za

NEXT GENERATION 9-1-1 LOCAL GOVERNMENT SERVICE AGREEMENT

Schedule E

NG9-1-1 GIS REQUIREMENTS * **Provided to TELUS upon GIS introduction**

Municipality, County or Other Government Entity name	GIS Data Provider or *Provincial/ Territorial Designated Data Aggregator name	Provincial /Territorial Legislation (Y/N)

In the absence of Provincial or Territorial legislation defining a Data Aggregator body, by default, the NG9-1-1 Network Provider will be the defined GIS and addressing Data Aggregator ([Telecom Decision CRTC 2020-150 | CRTC](#))

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NEXT GENERATION 9-1-1 LOCAL GOVERNMENT SERVICE AGREEMENT

SCHEDULE F - v.1
LGA must verify with each PSAP and PSAP location listed in Schedule B has a 9-1-1 Contingency Plan and Policy Routing Rules

PSAP Serving Information			
PSAP Name (*1 &*2)	PSAP Addresses	PSAP Address-Backup Site	Contingency Plan & Policy Routing Rules LGA verified (initial)
Parkland County ECC Stony Plain Redundant	53109A HWY 779 moving to	53115 Range Road 263a, Acheson AB	
	4820 52 Ave Wabamun Parkland County, AB		

Notes:

- *1 – LGA shall ensure all PSAP sites meet the NG9-1-1 requirements.
- *2 – LGA shall ensure that if a PSAP changes during the Term, the replacement is aware of the LGA obligations re: PSAPs under this Agreement, and TELUS is notified of the change.
- *3 – "Offnet" Agencies are not connected to the ESInet over an IP-UNI
- *4 – This PSAP is only required if there is a PSAP designated as a safety net for a specific Province or Territory.

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NEXT GENERATION 9-1-1 LOCAL GOVERNMENT SERVICE AGREEMENT

SCHEDULE G - v.1			
LGA must designate a Local Registration Authority ("LRA") reference Schedule C, #4.			
Digital Subscriber Certificate Agreement and Application Form - submitted by LGA's Local Registration Authority designate upon TELUS onboarding			
PSAP Serving Information			
PSAP Name (*1 & *2)	PSAP Addresses	PSAP Address-Backup Site	LGA designated Local Registration Authority ("LRA")
Parkland County ECC	53109A HWY 779 moving to	53115 Range Road 263a, Acheson AB	
	4820 52 Ave Wabamun Parkland County, AB		

Notes:
 *1 – LGA shall ensure all PSAP sites meet the NG9-1-1 requirements.
 *2 – LGA shall ensure that if a PSAP changes during the Term, the replacement is aware of the LGA obligations re: PSAPs under this Agreement, and TELUS is notified of the change.
 *3 – "Offnet" Agencies are not connected to the ESInet over an IP-UNI
 *4 – This PSAP is only required if there is a PSAP designated as a safety net for a specific Province or Territory.

Wildwillow Enterprises

From: pcm1@telusplanet.net
Sent: August 1, 2023 12:49 PM
To: Wildwillow Enterprises; 'sandi benford'
Cc: wendy.wildwillowenterprises.com
Subject: Southview - FW: REFERRAL - 012SUB2023

August 1, 2023

Dear All:

I sought clarification from Mitchell Kofluk, LSAC, with respect to the nature of the subdivision proposed under 012SUB2023, where it was not clear from the supplied documentation.

He has responded with the information below.

Where what is proposed is a boundary adjustment to an existing subdivision, I have no concerns with the proposed subdivision, and recommend that the Municipality would respond to the referral in that manner.

Regards,

Tony Sonnleitner, Development Officer, Summer Village of South View
(780) 718-5479

From: Mitchell Kofluk <mkofluk@lsac.ca>
Sent: Tuesday, August 1, 2023 12:04 PM
To: pcm1@telusplanet.net
Cc: Dev Assistant <devassistant@lsac.ca>
Subject: RE: REFERRAL - 012SUB2023

Good day,

The application for 012SUB2023 should be regarded as a Lot Line Adjustment to increase the parcel size of Proposed Lot 3 within SE 15-54-05 W5M from 20.99 +/- acres to 25.7 +/- acres. Further, this lot line adjustment was applied for by Don Wilson Surveys Ltd. using an old subdivision application form, which we did accept as a submission. This older form does not clearly detail the nature of the application being for a lot line adjustment specifically, but rather a general subdivision. Please regard the referral sent for 012SUB2023 using the above Lot Line Adjustment description.

Thank you for raising the concern in a timely manner,

Mitchell Kofluk

Development Officer, Lac Ste. Anne County
56521 RGE RD 65 | BOX 219 | SANGUDO, ALBERTA T0E 2A0
PHONE: 780.785.3411 Ext. 3601

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



SUBDIVISION REFERRAL

NOTIFICATION of Email Correspondence

of Pages EMAILED: 13

Date: July 31, 2023

Re: PROPOSED SUBDIVISION
Legal: SE 15-54-05 W5M
Lac Ste. Anne County

FILE #: 012SUB2023

Attached is a copy of a subdivision application form and sketch proposing to subdivide the above land as shown. By this EMAIL we request you submit brief, relevant comments and supporting information, with regard to the subdivision application. Unless we have heard from you, **within 21 days**, we will process the proposal as though you have no objections.

Please email or fax your comments to the undersigned at your earliest convenience.



Email: Jane Holman,
Planning/Development Clerk
DevReferrals@LSAC.ca OR
FAX your response to (780) 785-2985

Email: Sarah Gibbs,
Planning/Development Clerk
DevReferrals@LSAC.ca OR
FAX your response to (780) 785-2985

If you have concerns or comments that you wish to discuss with staff, please contact the staff member as indicated below:



Mitchell Kofluk
Development
Officer
780-785-3411
Ext.: 3601
mkofluk@LSAC.ca

Craig Goldsmith
Development Officer
780-785-3411
Ext.: 3684
cgoldsmith@LSAC.ca

Amy Roberts
Development Officer
780-785-3411
Ext.: 3731
aroberts@LSAC.ca

Tanya Vanderwell
Development Officer
780-785-3411
Ext.: 3685
tvanderwell@LSAC.ca

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SCANNED

JUL 05 2023

LAC STE. ANNE COUNTY



Subdivision Application

Planning & Development

THIS FORM IS TO BE COMPLETED IN FULL WHEREVER APPLICABLE BY THE REGISTERED OWNER OF THE LAND THAT IS THE SUBJECT OF THE APPLICATION OR BY A PERSON AUTHORIZED TO ACT ON THE REGISTERED OWNERS BEHALF.

*Please note that by providing your email address as part of this application you are hereby consenting to receiving correspondence electronically in relation to this application.

Office Use Only

File# 12SUB2023 540515

Tax Roll# 540515/001 + 1002

Application Date June 26, 2023

Division 4

NAME OF APPLICANT

Applicant: Nate Wilson For: Don Wilson Surveys Ltd.

Mailing Address: Box 4120

City: Barrhead, Ab Postal Code: T7N 1A1

Phone: 780-674-2287 Email: nate@donwilsonsurveys.com

NAME of LANDOWNER (if different from Applicant)

Registered Owner: Seungryool Lee, Dongnye Koh, Norman & Jantje Satermo

This information has been Redacted as per the Freedom of Information and Protection of Privacy Act (FOIP Act)

LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED

All/part of: Quarter: SE Section: 15 Township: 54 Range: 5 W of 5th Meridian

All/part of: Lot: _____ Block: _____ Plan: _____

Rural Address: 54208 Rge. Rd. 52 (C of T) 54210 Rge. Rd. 52 (Remainder) Division: 01 02 03 04 05 06 07

AUTHORIZATION FORM

I authorize the Staff of Lac Ste. Anne County and other agencies as designated in Section 653(2) of the Municipal Government Act, R.S.A.2000, to enter my land for the purpose of conducting a site inspection in connection with my SUBDIVISION application and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application for subdivision.

The personal information provided will be used to process the SUBDIVISION application and is collected under the authority of Section 653 of the Municipal Government Act. Personal information you provide may be recorded in the minutes of the Municipal Planning Commission, or otherwise made public pursuant to the provisions of the Freedom of Information and Protection of Privacy (FOIP) Act, including Section 39 through 42 therein. If you have any questions about the collection and use of this information, please contact FOIP Coordinator at Lac Ste. Anne County 1-866-880-

5722 56521, RGE RD 65, Lac Ste. Anne County, Box 219, Sangudo, AB T0E 2A0.

01 7/2/23 This information has been Redacted as per the Freedom of Information and Protection of Privacy Act (FOIP Act)

Registered Landowner - Seungryool Lee Registered Landowner - Dongnye Koh Registered Landowner - Norman Satermo

This information has been Redacted as per the Freedom of Information and Protection of Privacy Act (FOIP Act)

Applicants Signature - Don Wilson Surveys Ltd.

Registered Landowner - Jantje Satermo

06/21/23
Date of Application

Designated use of the land as classified under a land use bylaw or a zoning bylaw or a land use classification guide where applicable: Country Residential Ranch (C of T-Proposed Lot 2) Agricultural District 2 (Remainder-Proposed Lot 1)

CRR
5405157002 - Koh, Dongnye
20.99 Acres (8.30 Hectares)
Box 219, Sangudo AB T0E 2A0
T 780.785.3411 TF 1.866.880.5722 F 780.785.2985

AG 2
5405157001 - Satermo, Joanne
134.76 A (54.54 Hectares)
Devassistant@LSAC.ca www.LSAC.ca

RECEIVED
2023 JUN 28 2023
Planning & Development

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LOCATION OF LAND TO BE SUBDIVIDED:

1. The land is situated in the municipality of **Lac Ste. Anne County**
2. Is the land situated immediately adjacent to the municipal boundary? Yes No
 If **YES**, the adjoining municipality is _____
3. Is the land situated within 0.99 miles (1.6km) of the right-of-way of a highway? Yes No
 If **YES**, the Highway No. is 633
4. Is the land situated within 0.5 miles (0.8km) of a (river, stream, watercourse, lake or other permanent body of water, or a canal, or a drainage ditch)? Yes No
 If **YES**, State its name _____
5. Is the proposed parcel within 1.0 miles (1.5km) of a sour gas facility? Yes No
6. Is the land you are developing on within ½ mile of land that is or has been used as a municipal landfill for the disposal of garbage or refuse? Yes No
7. Is the land you are developing on within ½ mile of land that is or has been used as a municipal sewage treatment facility or sewage lagoon? Yes No
8. Is the land you are developing on within ½ mile of land that is or has been used as an intensive livestock operation (Swine, Chicken, Beef, etc.)? Yes No
9. Has the land had a history of flooding? Yes No

EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED: (Please describe)

1. Existing use of the land (crop, hay, etc.): Country Residential
2. Proposed use of the land (crop, hay, pasture, residential, etc.): CR-Country Residential Ranch (C of T) Agricultural 2 (Remainder)
3. The designated use of the land as classified under a Land Use Bylaw: Country Residential Ranch (C of T) Agricultural 2 (Remainder)
4. Number of Parcel(s) being created 2 Type of Parcel(s) being created: CR-Country Residential Ranch and Agricultural 2
5. Area of Parent Parcel (Acres): See Attached Tentative Plan Area of Proposed Parcel (Acres): See Attached Tentative Plan

PHYSICAL CHARACTERISTICS OF LAND BEING SUBDIVIDED:

1. Describe the nature of the topography of the land (flat, rolling, steep, mixed etc.): Mixed
2. Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, sloughs, creeks etc.): Treestands, Shrubs, open areas
3. Describe the kind of soil on the land (sandy, loam, clay etc.): Mixed Gray Wooded

EXISTING BUILDINGS ON THE LAND TO BE SUBDIVIDED:

1. Describe any buildings, historical or otherwise, and any structures on the land and whether they are to be demolished or moved: Old Cabin, House and 3 sheds. None to be moved or demolished.

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1. EXISTING BUILDINGS LOCATED ON THE PROPOSED PARCEL(S):

Describe any buildings, historical or otherwise, and any structures on the land and whether they are to be demolished or moved: Old Cabin, House and 3 sheds. None to be moved or demolished.

2. EXISTING BUILDINGS LOCATED ON THE REMAINDER OF THE QUARTER-SECTION:

Describe any buildings, historical or otherwise, and any structures on the land and whether they are to be demolished or moved: House and outbuildings

REGULATORY REQUIREMENTS FOR SURFACE DEVELOPMENT IN PROXIMITY TO ABANDONED WELLS

New subdivision applications, except for lot line adjustments, must include documentation from the Energy Resources Conservation Board (ERCB) identifying the presence or absence of abandoned wells.

1. Obtain the information from ERCB's Abandoned Well Viewer available on the ERCB Website www.aer.ca

2. Abandoned Well Information Included: YES or NO, If No Why Not: _____

If an abandoned gas or oil well is identified on the land that is subject (the quarter section) of the subdivision application, the applicant must include a map that shows the actual well location, as identified in the field, and the setback established in ERCB Directive 079 in relation to existing or proposed building sites.

To obtain clarification about the information provided by the Abandoned Well Viewer, or if you do not have internet access, contact ERCB Customer Contact Centre by Telephone at 1-855-297-8311 or by email at Inquires@aer.ca or contact Information Services by mail at ERCB, Suite 1000, 250 - 5 Street SW, Calgary, AB T2P 0R4

CONSENT TO REZONING OF THE PROPERTY

If my (our) application is approved, I, Sangudo Inc, Donny Koh, Norman & Jody Setarno, being the registered owner(s) of the presiding application, do so consent to the rezoning of Quarter: SE Section: 15 Township: 54 Range: 5 W of 5th Meridian to a more suitable district (i.e.: Country residential). Further, if the property is under contract for sale I (we), will be responsible to notify all potential buyers of the rezoning process, prior to the registration of said subdivision or after registration of the subdivision plan and prior to bylaw approval.

This information has been Redacted as per the Freedom of Information and Protection of Privacy Act (FOIP Act)

	<u>06/21/23</u>	<u>06/21/23</u>
Registered Landowner Signature	Registered Landowner Signature	Date of Application

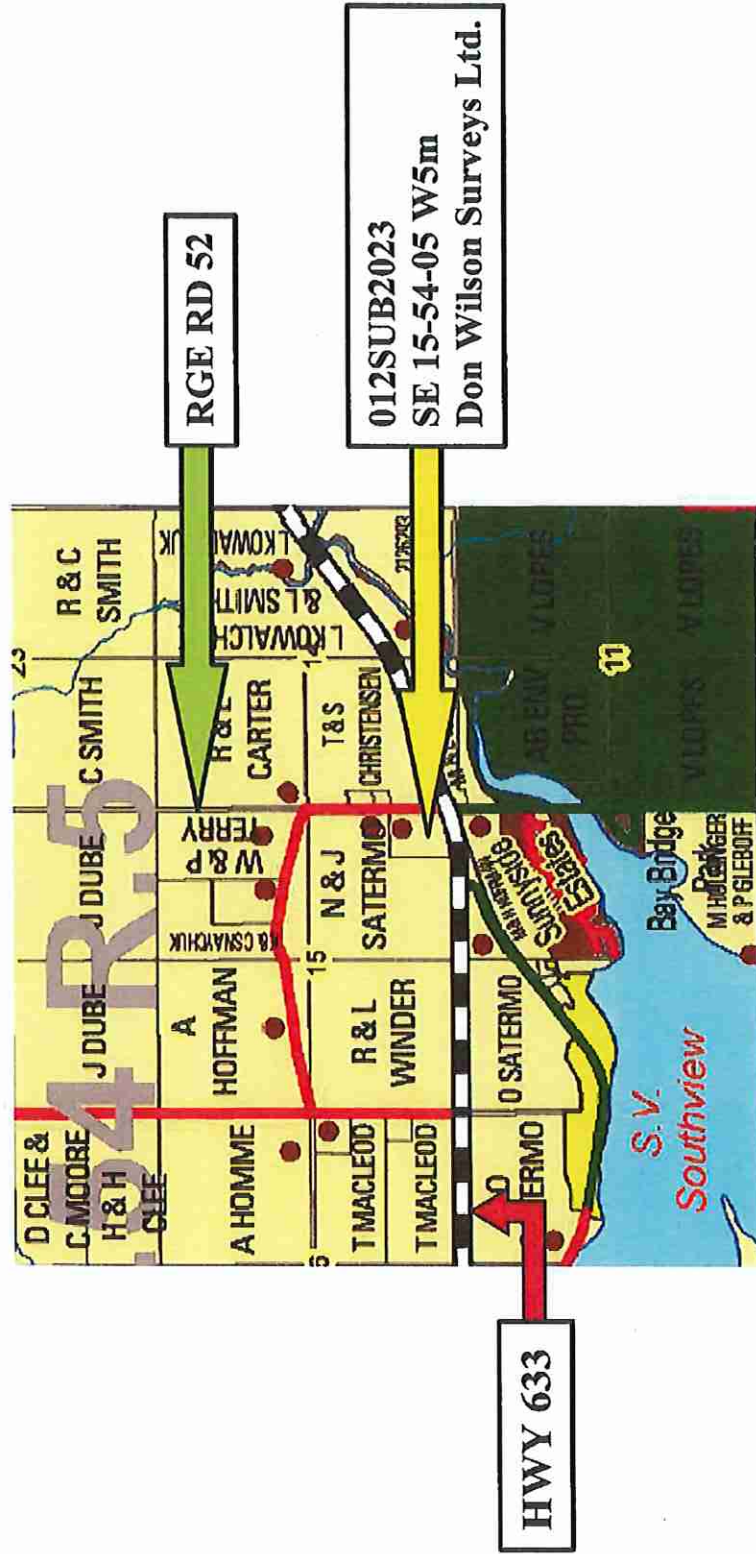
Time Extension Agreement

I, Nate Wilson for Don Wilson/Surveys Ltd. agree to enter into an agreement with Lac Ste. Anne County to extend the legislated subdivision processing time limit for a period for 30 days (90 days instead of 60 days) for decision.

		<u>June 22/23</u>
Applicant(s) Signature	Applicant(s) Signature	Date of Application

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LOCATION SKETCH
 LAC STE. ANNE COUNTY
 SUBDIVISION APPLICATION 012SUB2023



PLAN SHOWING PROPOSED SUBDIVISION OF

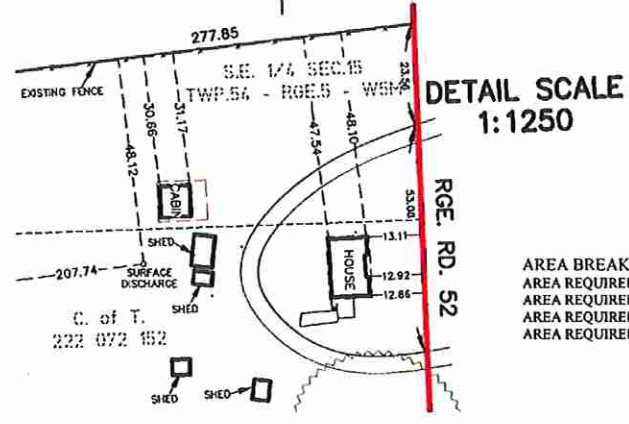
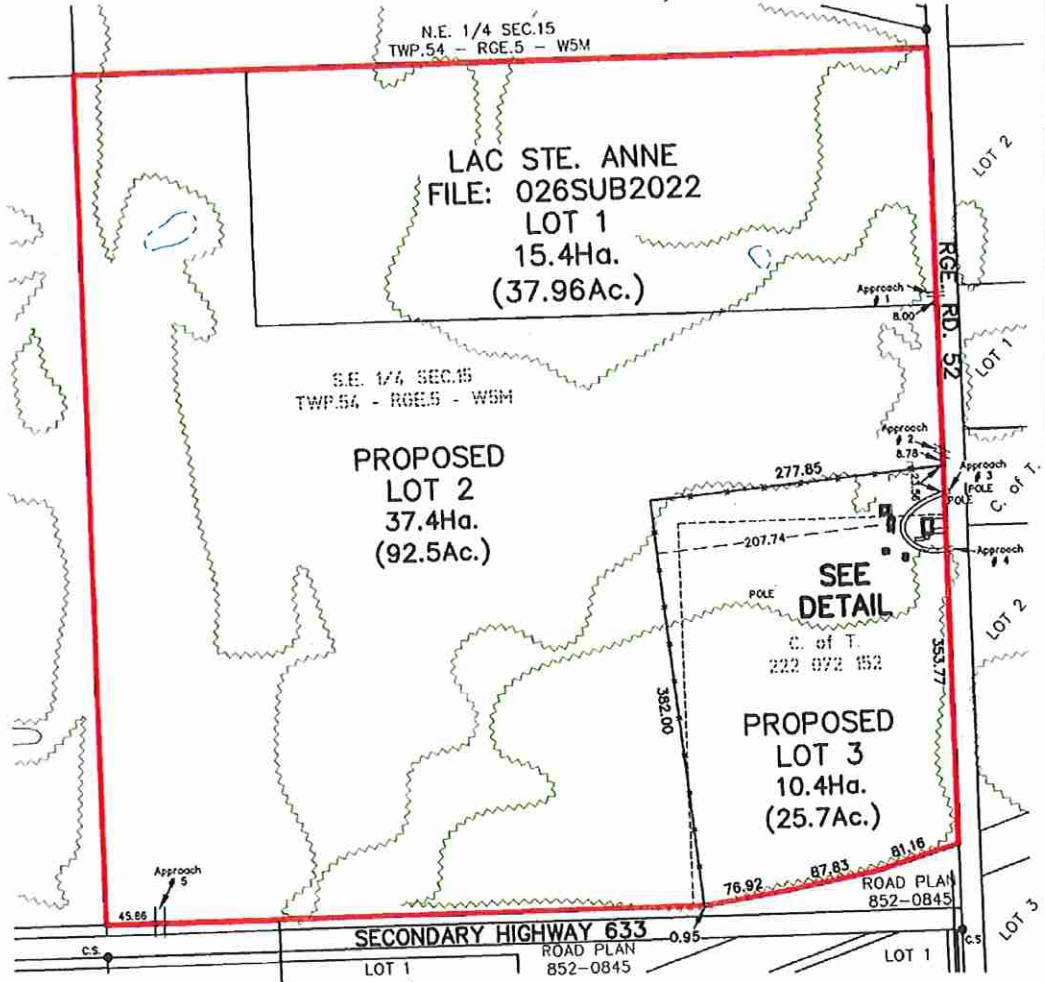
Part of S.E. 1/4 SEC.15 - TWP.54 - RGE.5 - W5M (C. of T. 222 072 152)

and

Remainder of S.E. 1/4 SEC.15 - TWP.54 - RGE.5 - W5M





LAC STE. ANNE COUNTY

SCALE:1:5000 2022 D. WILSON, A.L.S



AREA BREAKDOWN

AREA REQUIRED WITHIN S E 1/4 SEC 15 FOR LOT 1	= 37.3 Ha. (92.35Ac)
AREA REQUIRED WITHIN C of T. 222 072 152 FOR LOT 1	= 0.057Ha. (0.142Ac)
AREA REQUIRED WITHIN S E 1/4 SEC 15 FOR LOT 2	= 1.22 Ha. (3.01Ac)
AREA REQUIRED WITHIN C of T. 222 072 152 FOR LOT 2	= 8.44 Ha. (20.9Ac)

NOTES: DISTANCES ARE IN METRES AND DECIMALS THEREOF
 STATUTORY IRON SURVEY POSTS FOUND SHOWN THUS 
 PROPOSED LOT BOUNDARY SHOWN THUS 
 EDGE OF TREELINE SHOWN THUS 
 EDGE OF WATER FEATURES SHOWN THUS 

DON WILSON SURVEYS LTD.
 BOX 4120, BARRHEAD, ALBERTA
 T7N 1A1 PHONE: (780) 674-2287
 FILE: 22505 DATE: JUNE 4, 2023

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PLAN SHOWING PROPOSED SUBDIVISION OF

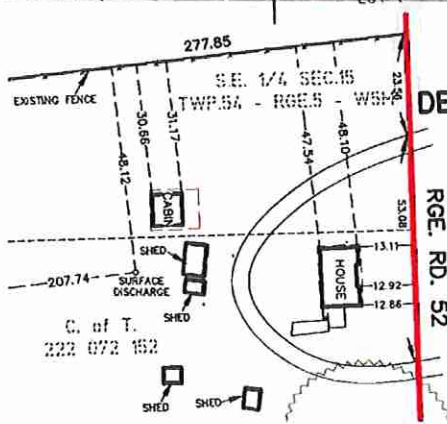
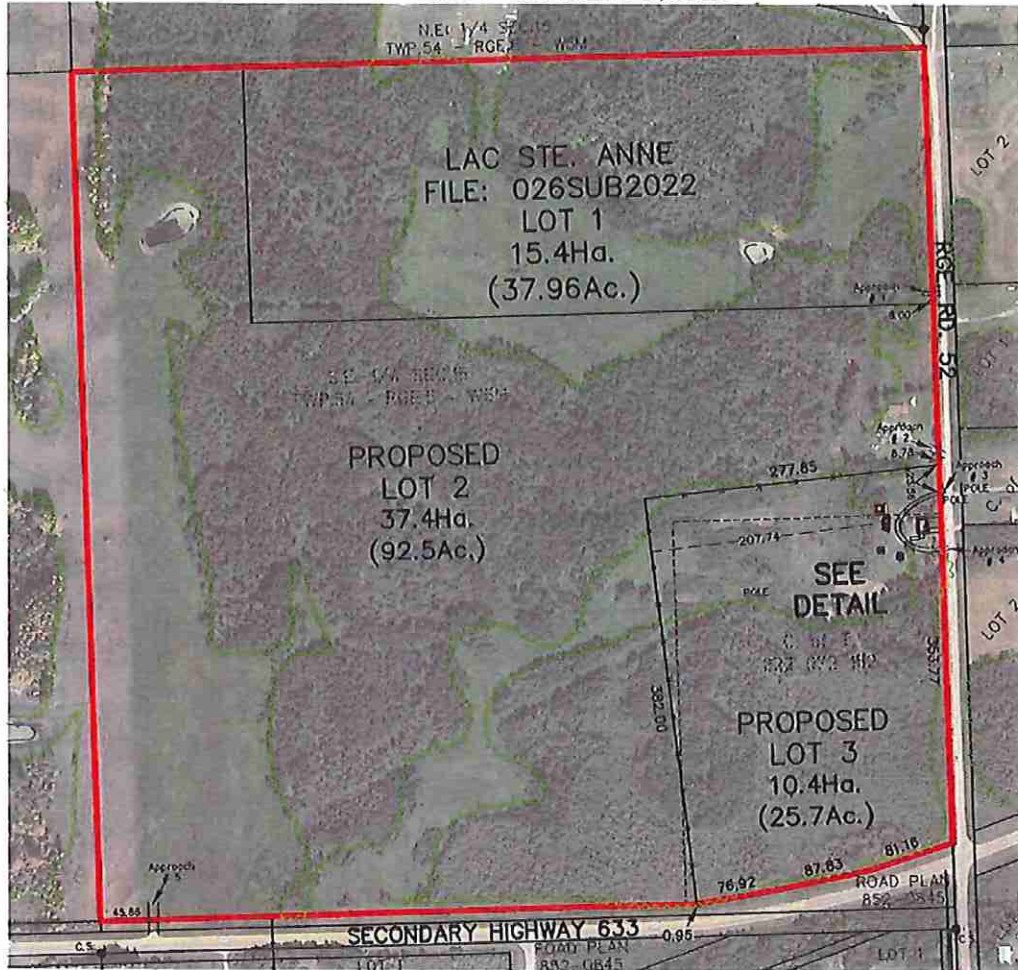
Part of S.E. 1/4 SEC.15 - TWP.54 - RGE5 - W5M (C. of T. 222 072 152)

and

Remainder of S.E. 1/4 SEC.15 - TWP.54 - RGE5 - W5M

LAC STE. ANNE COUNTY





SCALE:1:5000 2022 D. WILSON, A.L.S



DETAIL SCALE
1:1250

AREA BREAKDOWN

AREA REQUIRED WITHIN S.E. 1/4 SEC 15 FOR LOT 1	= 37.3 Ha (92.35Ac.)
AREA REQUIRED WITHIN C. of T. 222 072 152 FOR LOT 1	= 0.057Ha (0.142Ac.)
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 PROPOSED LOT BOUNDARY SHOWN THUS 
 EDGE OF TREELINE SHOWN THUS 
 EDGE OF WATER FEATURES SHOWN THUS 

DON WILSON SURVEYS LTD.
 BOX 4120, BARRHEAD, ALBERTA
 T7N 1A1 PHONE (780) 674-2287
 FILE: 22505 DATE: JUNE 4, 2023

40



SCANNED
JUL 05 2023

LAND TITLE CERTIFICATE

S		
LINC	SHORT LEGAL	TITLE NUMBER
0016 413 958	5;5;54;15;SE	222 072 152

LEGAL DESCRIPTION

ALL THAT PORTION OF THE SOUTH EAST QUARTER OF SECTION FIFTEEN (15)
TOWNSHIP FIFTY FOUR (54)
RANGE FIVE (5)
WEST OF THE FIFTH MERIDIAN DESCRIBED AS FOLLOWS:
COMMENCING AT THE SOUTH EAST CORNER OF THE SAID QUARTER SECTION; THENCE
NORTHERLY ALONG THE EAST BOUNDARY THEREOF ONE THOUSAND TWO HUNDRED AND
NINE (1209) FEET; THENCE WESTERLY AND PARALLEL TO THE SOUTH BOUNDARY
THEREOF EIGHT HUNDRED AND TWENTY FIVE AND SIX TENTHS (825.6) FEET; THENCE
SOUTHERLY AND PARALLEL TO THE SAID EAST BOUNDARY TO THE SAID SOUTH
BOUNDARY; THENCE EASTERLY ALONG THE SAID SOUTH BOUNDARY TO THE POINT OF
COMMENCEMENT, CONTAINING 9.26 HECTARES (22.89 ACRES) MORE OR LESS.
EXCEPTING THEREOUT: 0.767 HECTARES (1.90 ACRES) MORE OR LESS
FOR ROAD PLAN 8520845.
EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE

MUNICIPALITY: LAC STE. ANNE COUNTY

REFERENCE NUMBER: 102 223 878

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
222 072 152	28/03/2022	TRANSFER OF LAND	\$300,000	\$300,000

OWNERS

SEUNGRYOOL LEE

AND

DONGNYE KOH

BOTH OF:

54208 RANGE ROAD 52

LAC STE. ANNE COUNTY

ALBERTA T0E 0L0

AS JOINT TENANTS

(CONTINUED)

41

ENCUMBRANCES, LIENS & INTERESTS

PAGE 2
222 072 152

REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
962 258 332	23/09/1996	UTILITY RIGHT OF WAY GRANTEE - STE ANNE NATURAL GAS CO-OP LIMITED.
222 072 153	28/03/2022	MORTGAGE MORTGAGEE - ROYAL BANK OF CANADA. 10 YORK MILLS ROAD 3RD FLOOR TORONTO ONTARIO M2P0A2 ORIGINAL PRINCIPAL AMOUNT: \$300,000

TOTAL INSTRUMENTS: 002

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN ACCURATE REPRODUCTION OF THE CERTIFICATE OF TITLE REPRESENTED HEREIN THIS 4 DAY OF JULY, 2023 AT 03:57 P.M.

ORDER NUMBER: 47694559

CUSTOMER FILE NUMBER: 12SUB2023



END OF CERTIFICATE

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER, SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION, APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).

42



SCANNED
JUL 05 2023

LAND TITLE CERTIFICATE

S	LINC	SHORT LEGAL	TITLE NUMBER
	0016 413 973	5;5;54;15;SE	232 076 136 +1

LEGAL DESCRIPTION

ALL THAT PORTION OF THE SOUTH EAST QUARTER OF SECTION FIFTEEN (15)
TOWNSHIP FIFTY FOUR (54)
RANGE FIVE (5)
WEST OF THE FIFTH MERIDIAN
EXCEPTING THEREOUT: A) ALL THAT PORTION DESCRIBED AS FOLLOWS:
COMMENCING AT THE SOUTH EAST CORNER OF THE SAID QUARTER SECTION, THENCE
NORTHERLY ALONG THE EAST BOUNDARY THEREOF ONE THOUSAND TWO HUNDRED AND NINE
(1209) FEET THENCE WESTERLY AND PARALLEL TO THE SOUTH BOUNDARY THEREOF EIGHT
HUNDRED AND TWENTY FIVE AND SIX HUNDREDTHS (825.6) FEET, THENCE SOUTHERLY AND
PARALLEL TO THE SAID EAST BOUNDARY TO THE SAID SOUTH BOUNDARY; THENCE EASTERLY
ALONG THE SAID SOUTH BOUNDARY TO THE POINT OF COMMENCEMENT CONTAINING 9.26
HECTARES (22.89 ACRES) MORE OR LESS
B) 0.547 HECTARES (1.35 ACRES) MORE OR LESS FOR ROAD PLAN 8520845
EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE

MUNICIPALITY: LAC STE. ANNE COUNTY

REFERENCE NUMBER: 932 143 391

REGISTERED OWNER(S)				
REGISTRATION	DATE(DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
232 076 136	07/03/2023	SEPARATION - LINCS		

OWNERS

NORMAN VANCE SATERMO

AND

JANTJE JOHANNA JOANNE SATERMO

BOTH OF:

LAKE ISLE

ALBERTA T0E 1H0

AS JOINT TENANTS

(CONTINUED)

43

ENCUMBRANCES, LIENS & INTERESTS

PAGE 2

232 076 136 +1

REGISTRATION

NUMBER	DATE (D/M/Y)	PARTICULARS
7664UH	18/02/1974	CAVEAT RE : DEFERRED RESERVE CAVEATOR - EDMONTON REGIONAL PLANNING COMMISSION.
772 058 546	05/04/1977	UTILITY RIGHT OF WAY GRANTEE - STE ANNE NATURAL GAS CO-OP LIMITED.
782 006 034	11/01/1978	UTILITY RIGHT OF WAY GRANTEE - FORTISALBERTA INC. 320 - 17 AVENUE S.W. CALGARY ALBERTA T2S2Y1 (DATA UPDATED BY: TRANSFER OF UTILITY RIGHT OF WAY 002306278) (DATA UPDATED BY: CHANGE OF NAME 052011011)
072 068 161	05/02/2007	CAVEAT RE : SURFACE LEASE UNDER 20 ACRES CAVEATOR - SILVERWING ENERGY INC. 1250 635 8 AVE SW CALGARY ALBERTA T2P3M3 AGENT - BRITT LAND SERVICES.
172 165 017	28/06/2017	MORTGAGE MORTGAGEE - SERVUS CREDIT UNION LTD. 151 KARL CLARK ROAD NW EDMONTON ALBERTA T6N1H5 ORIGINAL PRINCIPAL AMOUNT: \$115,000

TOTAL INSTRUMENTS: 005

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 4 DAY OF JULY,
2023 AT 03:57 P.M.

ORDER NUMBER: 47694559

CUSTOMER FILE NUMBER: 12SUB2023



END OF CERTIFICATE

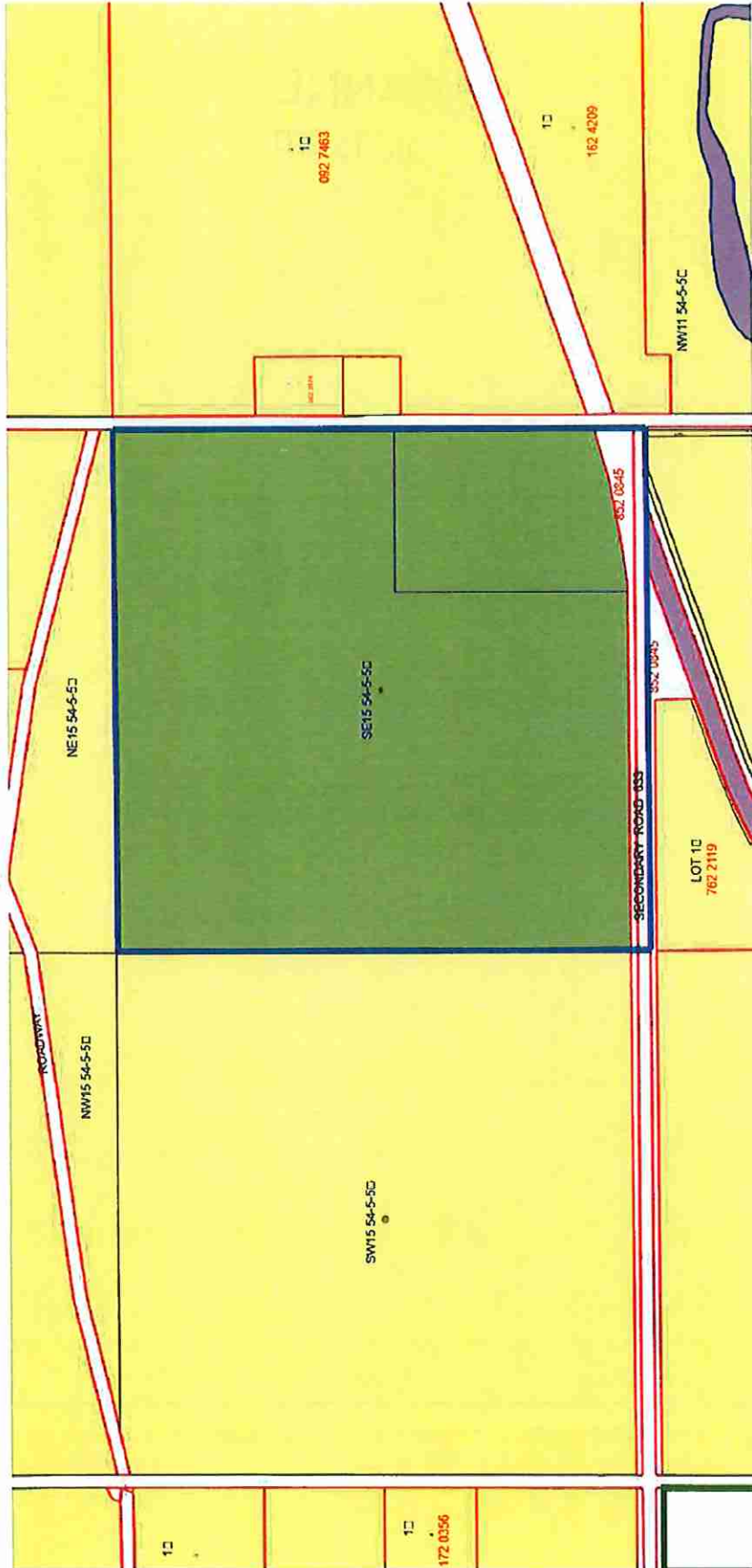
(CONTINUED)

44

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER, SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION, APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).

45



svsouthview@outlook.com

From: Summer Village Office <administration@wildwillowenterprises.com>
Sent: August 1, 2023 1:49 PM
To: svsouthview@outlook.com
Cc: wendy wildwillowenterprises.com
Subject: Fw: claim # ED120400

This just came in for South View.

**Heather Luhtala,
Administration**

Summer Village of Silver Sands - www.summervillageofsiversands.com
Summer Village of South View - www.summervillageofsouthview.com

Email: administration@wildwillowenterprises.com
Phone: 587-873-5765
Fax: 780-967-0431

From: Angie Labossiere
Sent: Tuesday, August 1, 2023 1:22 PM
To: Clarke, Maureen <MClarke@assistplus.ca>
Cc: Summer Village Office <administration@wildwillowenterprises.com>
Subject: Re: claim # ED120400

141 Oscar wikstrom Dr.

On Tue, Aug 1, 2023, 1:02 p.m. Clarke, Maureen wrote:
Heather,

A tree fell on the county property on June 24, 2023. The insured contacted Allstate to report a claim and the tree was removed.

The tree was on county property and therefore the country should be paying for the removal.

As there was danger the tree was going to cause damage to the insured's trailer the tree was removed immediately.

Where do I submit our invoice?

Angie,

Please provide location of property here.

Thanks,

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Allstate Insurance Company of Canada

27 Allstate Parkway, Suite 100
Markham, Ontario L3R 5P8

Description	Quantity	Unit Price	Per	Total Cost
ESTIMATE: Structure (PuroClean Restoration Edmonton South) Claim #ED120400,				
Completed				
FLOORPLAN: Floorplan				
Floorplan - Subtotal				\$0.00
FLOORPLAN: Floorplan 2				
General Items				
Trusty Tree Services Ltd	1	\$1,350.00	EA	\$1,350.00
General Items - Subtotal				\$1,350.00
Floorplan 2 - Subtotal				\$1,350.00
Subtotal				\$1,350.00

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Allstate Insurance Company of Canada
27 Allstate Parkway, Suite 100
Markham, Ontario L3R 5P8

ESTIMATE: Structure (PuroClean Restoration Edmonton South) Claim #ED120400,

 Completed

Total Materials:	\$900.00
Total Labor:	\$0.00
Total Equipment:	\$450.00
Subtotal:	\$1,350.00
Add 10.00% overhead:	\$135.00
Subtotal:	\$1,485.00
Add 12.00% profit:	\$178.20
Subtotal:	\$1,663.20
GST 5.000%:	\$83.16
Estimate Subtotal:	\$1,746.36
Deductible (\$600.00):	\$(600.00)
Estimate Total:	\$1,146.36

Finalization

49

Cause of Loss:

1



2



Cause of Loss:



Cause of Loss:

5



6



Cause of Loss:

7



8



Re: Summer Village of Southview survey

Jason Madge <jasonmadge2@gmail.com>

Mon 5/8/2023 8:05 AM

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

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

Good morning Heather!

So the trees on the north side are mostly on municipal property.

There is a bigger issue on the east side where they have campers and structures on municipal property. I'll stop and see Wendy this morning and we can call you to discuss.

JM

54

On Sun, May 7, 2023 at 9:04 AM Summer Village Office <administration@wildwillowenterprises.com> wrote:

Thanks Jason.

So are the trees on SV property or the Campground property. Sorry, I can not tell from the comments or pictures.

**Heather Luhtala,
Administration**

Summer Village of Silver Sands - www.summervillageofsilversands.com

Summer Village of South View - www.summervillageofsouthview.com

Email: administration@wildwillowenterprises.com

Phone: 587-873-5765

Fax: 780-967-0431

From: Jason Madge <jasonmadge2@gmail.com>

Sent: Saturday, May 6, 2023 2:04 PM

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

Subject: Fwd: Summer Village of Southview survey

Ladies here is the surveyors comments on the two locations in SV.

Let me know if there's anything else I can do.

JM

----- Forwarded message -----

From: **Jay Stout** <surveyjms@gmail.com>

Date: Sat, May 6, 2023 at 1:55 PM

Subject: Re: Summer Village of Southview survey

To: Jason Madge <jasonmadge2@gmail.com>

Hi Jason,

At the boat launch where we met a paving stone is on the NW Property Corner. See attached photo. I marked the corner with a white paint pen "X". You may have to zoom into the photo to see it.

See attached Sketch of the Campground Stakeout. Fence Lines are Red and the Centerline Road is Blue.

The Fence Line on the west side encroaches slightly into the boat launch lot. I put stakes "**1.0m OFFSET TO PL**" just off the fence. See attached Photo.

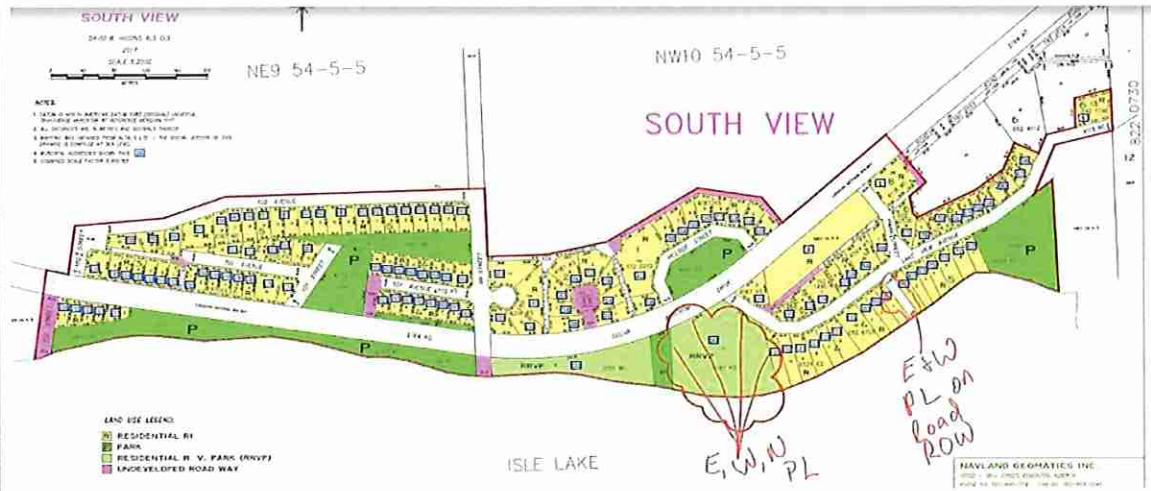
The Fence Line and Gate on the NE side encroaches into the ROW. I put stakes along the Fence Line with Offsets to the Property Line. See attached Photo.

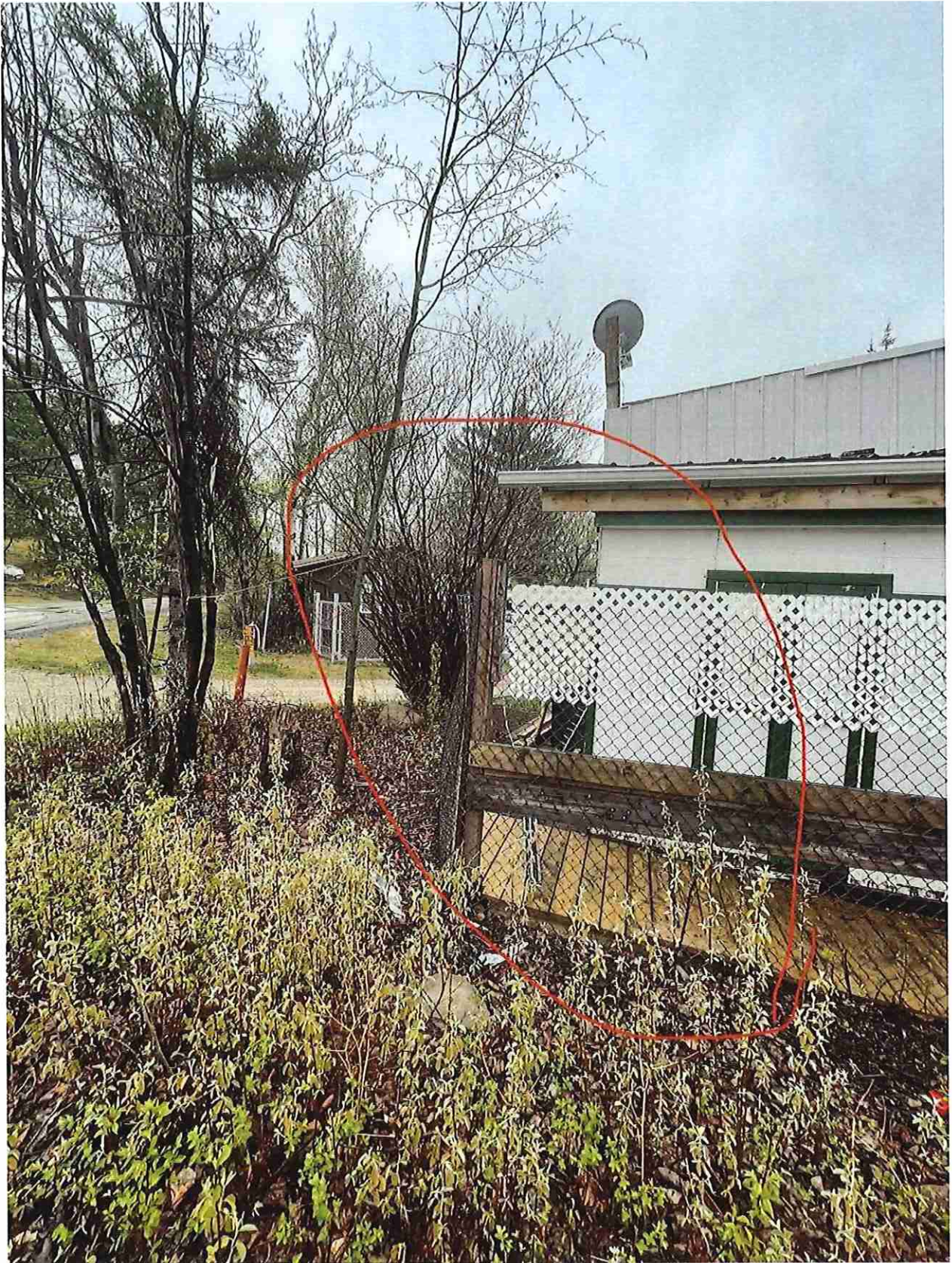
55

Invoice attached for South View.

Have a look and give me a call if you have any questions.

Thanks - Jay















svsouthview@outlook.com

From: Summer Village Office <administration@wildwillowenterprises.com>
Sent: August 1, 2023 2:38 PM
To: svsouthview@outlook.com
Subject: Fw: Quote on Trees

Angela, this is the latest quote from Bugs who would manage the project for South View.

I have highlighted the German Camp/Summer Village trees quote in pink. And just so you are aware, we already had the other 3 areas done this year that you can see also quoted below.

Thanks,

Heather Luhtala,
Administration

Summer Village of Silver Sands - www.summervillageofsilversands.com

Summer Village of South View - www.summervillageofsouthview.com

Email: administration@wildwillowenterprises.com
Phone: 587-873-5765
Fax: 780-967-0431

From: office bugslawncare.com <office@bugslawncare.com>
Sent: Thursday, June 8, 2023 12:17 PM
To: Summer Village Office <administration@wildwillowenterprises.com>
Subject: RE: Quote on Trees

Ok, I've been in contact with Travis again re the German camp. He has spoken with Fortis, who would come in and drop the high voltage line if we were to proceed. Travis would be a little cheaper at 28,000 than Neighbours who was at 28,800. This is including having them come in knock everything down, to grade and cleanup. The firewood would be hauled by Bugs, while the debris etc will be cleaned up by Timbertrim.

This quote is provided the Village and GCCA are going to work together to remove all trees as there are trees on each side of the property line, as well as some shared trees as well Fortis provides safe "Limits of approach" for all trees. Timbertrim assumes no liability should fortis require their own staff in efforts of providing Travis safe limits of approach due to the High Voltage line running through this group of trees.

If you have any questions please feel free to let me know.

Regards,

Chris
www.bugslawncare.com

From: office bugslawncare.com
Sent: Friday, May 12, 2023 12:03 PM
To: Summer Village Office <administration@wildwillowenterprises.com>
Subject: Quote on Trees

Going over quotes received from Timbertrim as well as Neighbours This morning, here is the breakdown on the projects. There are a few factors such as 15 Park st moving their vehicle, Power lines being arranged. Quotes are for Cutting down the Trees, cleaning up the brush and debris.

Prices do include some budget for Bugs for managing the project, and dealing with the leftover wood.

15 park st - Willow

Timbertrim - \$600 – \$650 Neighbours - \$600 – \$650

239 OWD – Aspen, Poplar, Spruce

Timbertrim - \$800 – \$850 Neighbours - \$1,300 – 1,350

101st 101 Ave – Birch

Timbertrim - \$2,300 – \$2,500 Neighbours - \$2,300 – \$2,550

I have received a quote from Neighbours on the German camp Breakdown is as follows, again this is inclusive of Bugs managing the project and dealing with the leftover firewood.

South View - 84 Trees – \$18,000

German Camp – 33 Trees - \$10,800

My recommendation at this point is going to be bringing out Timbertrim to work on the first 3 projects as those all need to be done in a timely manner, the larger project I would be more comfortable waiting to see what Timbertrim quotes on this, as I do believe he will be cheaper and I will need some time in all honesty before I would have staff available to move larger amounts of wood.

We would simply need to arrange with power on when lines can be dropped so the work can be done safely, Travis is willing to work with us and them.

Regards,

Chris

www.bugslawncare.com



Fire Rescue International



August 5, 2023

Attention: All Onoway Regional Fire Services Member Municipalities
Regarding: Soliciting Advice About Your Intent to Enter a New Agreement When Current Agreement Expires

Dear Mayors & Councils,

During our AGM this spring I asked that it be added to the agenda Fire Rescue International (FRI)'s request that each municipality return to their respective councils and discuss the long-term interest they have (or do not have) to continue within the Onoway Regional Fire Services Group that we have formed together. Upon completing those internal discussions, FRI requested that each municipality provide a letter of intent concerning their municipality's general desire to continue to build on the service we have created together or choose another path towards fire services provisions. To date, FRI has received no responses.

Of course, a letter of intent at this stage would not be a commitment as the terms, conditions, and fees of a new contract have not been yet brokered. It would, however, help FRI with some of our long-term capital purchase planning. Letters of intent will also help FRI leadership in terms of longer-term legacy and/or succession planning. This type of guidance from your council will help FRI continue to deliver the city-like performance we are known for as well as prepare for the future our member municipalities dictate.

Box 1550 Onoway, AB T0E 1V0
780-777-4688
1-855-710-3473
di@secondwindenterprises.com

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FRI advocates strongly for continued collaboration between the ten municipalities and in fact, would welcome a dialogue that might invite additional municipalities into the fold (such as Birch Cove, Sunrise Beach, Sandy Beach, West Cove, and possibly Lac Ste Anne or Seba Beach as well). FRI believes there is strength in numbers and by retaining or even adding to the membership, we may be in a position to improve the current level of service at no additional cost per title or maintain the current level of service and actually cut the cost per title for service delivery. Of course, all options are on the table and will be subject to the wishes of the elected officials of our member communities.

If possible, on behalf of Fire Rescue International I request that your municipality consider signaling it's contract re-negotiation preferences by way of a letter of intent to FRI by September 30th if possible. Once in hand, FRI can govern itself accordingly and prepare for the next stage of contract negotiations with those who are interested: 2024 Terms, Conditions, & Levels of Service commencing 2026). If it would be helpful, I can make myself available to come before your council to answer any fire service questions or discuss the merits of building on the success we have created together as a team.

Kind Regards,
FIRE RESCUE INTERNATIONAL



David Ives
Fire Chief

Box 1550 Onoway, AB T0E 1V0
780-777-4688
1-855-710-3473
di@secondwindenterprises.com

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PRE-CONVENTION SESSIONS

Cost: \$395 + tax

All sessions run concurrently from 8:30 am to 4:00 pm on Tuesday, September 26

EOEP - Effective Meetings

Join the inaugural offering of EOEP's newest course, Effective Meetings! The course builds on highly rated education sessions at recent ABmunis and RMA conventions by providing participants:

- Understand what makes a great meeting and how you can help make meetings great
- Examine how rules of order and proper procedure enhance your meetings
- Discover ways to set up great decisions
- Identify action items that you can implement at your next council meeting

As an elected official, you spend a good chunk of your life in meetings. This course provides tools, tips, and ideas to make your meetings work best!

**Please note this course is not applicable for associate or affiliate members.

EOEP - Municipal Corporate Planning and Finance

Understanding municipal finances is fundamental to the job of an elected official. Municipal councils are expected to plan, govern and set policy for the best interests of their community, supporting a healthy municipality that can ensure that its current and future service commitments are funded in a sustainable manner.

It is important that elected officials understand how financial planning and monitoring align with the municipality's business cycle, including strategic planning, business planning and understand their role in establishing and prioritizing competing service level demands on behalf of citizens and then determine strategies to fund those service level commitments.

**Please note this course is not applicable for associate or affiliate members.

RMRF Legal Course

* Please note this course is not applicable for associate or affiliate members.

The Reynold Mirth Richards and Farmer LLP legal pre-convention session will focus on two different subjects through the day:

CAOs: The One and Only

This session will cover a variety of topics related to the lifecycle of a Chief Administrative Officer, including hiring and firing, employment contracts, healthy communications between unique roles of Council and the CAO in a municipality. In addition, we will discuss some of the more mundane aspects of life as a CAO such as signing authority, going in camera and

Back Off: Harassment in the Workplace

As employers, municipalities have an obligation to provide a safe workplace for employees, which includes providing a workplace free from bullying, harassment or intimidation. This session will explore workplace interactions and what options municipalities have available to them to avoid potential liability under Occupational Health and Safety legislation, Human Rights legislation, Workers' Compensation Act and the new brand new tort of harassment. But this session will also address internal challenges and the importance of those at the top leading by example.

STUDY TOUR

Edmonton International Airport (YEG) Airport City Sustainability Campus Tour

Tuesday, September 26 from 2:00 pm to 4:30 pm (Complimentary)

Join us for an exciting tour of the Airport City Sustainability Campus, a hub of leading and emerging technologies from all sectors focused on aviation, commercial development and tourism. Over the past nine years, the YEG campus houses many types of businesses in the transportation, cargo logistics, manufacturing, sustainability, technology development, training and tourism. The campus' integrated ecosystem that spurs collaboration and innovation while fostering the commercialization of clean and emerging technologies.

Attendees will be picked up from the Edmonton Convention Centre, and will be dropped off at the same location at the conclusion of the study tour.

** Timing for this tour overlaps with Pre-Convention sessions. If you are registered for Pre-Convention, please do not register for the YEG Airport Tour.

Analysis: INCOME REPORT ENDING JULY 31ST

31May2023

Description	2023 BUDGET	2023 ACTUAL	VARIANCE
INCOME REPORT ENDING JULY 31ST	(1)	(2)	(3)
--- Begin	01Jan2023	01Jan2023	01Jan2023
Period 1: - End	31Dec2023	31Jul2023	31Dec2023
--- Type	B	A	B
(less) --- Begin	000000000	000000000	01Jan2023
Period 2: - End	000000000	000000000	31Jul2023
--- Type			A
Ratios: % of Account			
Graphs: # of Columns, Scale	0 0	0 0	0 0

Description	2023 BUDGET	2023 ACTUAL	VARIANCE
REVENUE			
TAXATION			
RESIDENTIAL TAX- (MUNICIPAL)	171,590.40	171,590.37	0.03
RESIDENTIAL TAX- (SCHOOL)***	48,339.60	48,339.61	0.01-
VACANT RES TAX- (MUNICIPAL)	7,267.62	7,267.60	0.02
VACANT RES TAX- (SCHOOL)***	2,047.40	2,047.38	0.02
LINEAR TAX- (MUNICIPAL)	2,607.46	2,607.46	0.00
LINEAR TAX- (SCHOOL)***	466.00	466.00	0.00
LINEAR TAX-(DIP)	9.89	9.89	0.00
SENIOR'S FOUNDATION	4,287.27	4,287.28	0.01-
MINIMUM TAX (2023- \$1,125)	28,832.53	28,832.56	0.03-
(2021- \$1,050) (2022- \$1,075)			
SPECIAL TAX	0.00	0.00	0.00
TOTAL TAXES	265,448.17	265,448.15	0.02
OTHER INCOME\GRANTS			
PENALTIES & COSTS ON TAXES	3,000.00	1,273.14	1,726.86
INVESTMENT INCOME (INTEREST)	6,707.99	5,627.18	1,080.81
GRANT (MSI-O)	11,784.00	11,784.00	0.00
GRANT (MSI-C)	0.00	0.00	0.00
GRANT (FGTF)	0.00	0.00	0.00
GRANT- ELECTIONS (SENATE)	0.00	0.00	0.00
GRANT- MSP (PLAYGROUND EQUIP)	0.00	0.00	0.00
GRANT- MOST-11784-1\2 DEF.REV	0.00	0.00	0.00
RESERVES (TREE REMOVAL??)	3,000.00	0.00	3,000.00
SPECIAL PROJECTS (LUB\FIRESMT)	18,215.00	0.00	18,215.00
CAPITAL PROJECTS INCOME	109,003.00	0.00	109,003.00
UNRESTRICTED	0.00	0.00	0.00
ADMIN			
SALES OF GOODS & SERVICES	0.00	76.32	76.32-
TAX CERTIFICATES	100.00	300.00	200.00-
N.S.F. FEES	0.00	0.00	0.00
FORTIS FRANCHISE FEE (3%)	2,400.00	1,302.06	1,097.94
TRANS FROM RES (ELECTIONS)	0.00	0.00	0.00
ANIMAL CONTROL\CPO\BYLAW			
BY-LAW FINES	0.00	0.00	0.00
FIRE INCIDENT RECOVERY (NEW)	0.00	0.00	0.00

Description	2023 BUDGET	2023 ACTUAL	VARIANCE
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Analysis: INCOME REPORT ENDING JULY 31ST

31May2023

Description	2023 BUDGET	2023 ACTUAL	VARIANCE
PUBLIC WORKS\COMMON SERVICES			
LARGE BIN (EVERY 2ND YR) (RES)	1,500.00	0.00	1,500.00
SALE OF TCA	0.00	0.00	0.00
TRANSFER FROM RESERVE	0.00	0.00	0.00
PARKS & RECREATION			
LAKE WEEDS COST RECOVERY	3,700.00	2,475.00	1,225.00
PROVINCIAL GRANT FCSS	3,508.00	2,690.20	817.80
GRANT FCSS (VOL.PICNIC\ALLNET)	1,555.00	0.00	1,555.00
TRANSFER FROM RESERVE	0.00	0.00	0.00
PLANNING & DEVELOPMENT			
SAFETY CODE PERMIT FEES	1,000.00	789.79	210.21
DEVELOPMENT PERMITS	1,500.00	500.00	1,000.00
TOTAL REVENUE	432,421.16	292,265.84	140,155.32
REQUISITIONS			
SENIOR FOUNDATION	4,287.27	4,287.27	0.00
UNDER\OVER UTILIZED LEVY	0.00	0.00	0.00
SCHOOL	50,853.00	25,075.99	25,777.01
UNDER\OVER UTILIZED LEVY	0.00	0.00	0.00
DIP	9.89	0.00	9.89
UNDER\OVER UTILIZED LEVY	0.00	0.00	0.00
TOTAL REQUISITIONS	55,150.16	29,363.26	25,786.90
NET REVENUE FOR MUN PURPOSES	377,271.00	262,902.58	114,368.42

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Description	2023 BUDGET	2023 ACTUAL	VARIANCE
EXPENSE REPORT ENDING JUL 31ST	(1)	(2)	(3)
--- Begin	01Jan2023	01Jan2023	01Jan2023
Period 1: - End	31Dec2023	31Jul2023	31Dec2023
--- Type	B	A	B
(less) --- Begin	000000000	000000000	01Jan2023
Period 2: - End	000000000	000000000	31Jul2023
--- Type			A
Ratios: % of Account			
Graphs: # of Columns,Scale	0 0	0 0	0 0

Description	2023 BUDGET	2023 ACTUAL	VARIANCE
COUNCIL			
DEVELOPMENT	1,000.00	1,425.00	425.00-
MEETING FEES	6,500.00	2,875.00	3,625.00
MONTHLY REIMBURSE (\$140\MTH)	5,040.00	2,100.00	2,940.00
TRAVEL & SUBSISTENCE	4,000.00	2,413.49	1,586.51
SVLSACE COMMITTEE FEES	600.00	578.76	21.24
EMERGENCY MGMT FEE-MOVE '23	8,000.00	5,377.40	2,622.60
PUBLIC RELATIONS & PROMO	300.00	402.50	102.50-
TOTAL	25,440.00	15,172.15	10,267.85
ADMINISTRATION			
ELECTION & CENSUS	0.00	0.00	0.00
ADMINISTRATOR CONTRACT	54,315.00	27,506.78	26,808.22
ADMIN ADDITIONAL WORK REQ.	0.00	0.00	0.00
WCB	525.00	522.56	2.44
TRAVEL & SUBSISTENCE	2,000.00	1,152.00	848.00
POSTAGE\PHONE\STORAGE	4,500.00	2,304.10	2,195.90
ADVERTISING & PRINTING	2,500.00	1,602.00	898.00
MEMBERSHIP DUES	1,650.00	1,653.18	3.18-
AUDITOR	3,700.00	3,985.00	285.00-
ASSESSMT ('25)5520\5680\5840	5,520.00	4,140.00	1,380.00
ASSESSMENT REVIEW BOARD	850.00	835.40	14.60
SDAB BOARD	300.00	300.00	0.00
LEGAL FEES	15,000.00	12,906.59	2,093.41
INSURANCE	4,500.00	4,442.00	58.00
COMPUTER SUPPORT\WEBSITE	1,600.00	0.00	1,600.00
PUBLIC RELATIONS & PROMO	0.00	0.00	0.00
MEETING ROOM FEES	0.00	0.00	0.00
BANK CHARGES\PENALTIES	400.00	35.00	365.00
LAND TITLE CHARGES	50.00	10.00	40.00
TAX REBATES\CANCELLATIONS	0.00	0.00	0.00
INTEGRITY COMMISSIONER	1,000.00	500.00	500.00
TOTAL	98,410.00	61,894.61	36,515.39
PUBLIC WORKS\ROADS			
CONTRACTED SERVICES	3,000.00	3,272.54	272.54-
SNOW REMOVAL\GRADING\SANDIN	7,500.00	3,305.00	4,195.00
STREET SWEEPING	1,500.00	0.00	1,500.00
REPAIRS\POTHOLES\CRACKFILL	3,000.00	4,432.92	1,432.92-
SUPPLIES	250.00	0.00	250.00

Description	2023 BUDGET	2023 ACTUAL	VARIANCE
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Analysis: EXPENSE REPORT ENDING JUL 31ST

31May2023

Description	2023 BUDGET	2023 ACTUAL	VARIANCE
SIGNS	300.00	0.00	300.00
STREET LIGHTS	14,000.00	7,097.58	6,902.42
WAGES (INCL.STEP)	0.00	0.00	0.00
PAYROLL DEDUCTIONS	0.00	0.00	0.00
TOTAL	29,550.00	18,108.04	11,441.96
DRAINAGE			
GENERAL SUPPLIES	0.00	0.00	0.00
DRAINAGE STUDY	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00
LAGOON\SEWER			
LAGOON\SEWER CAPITAL	0.00	0.00	0.00
LAGOON\SEWER OPERATING	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00
SOLID WASTE COLLECTION			
COLLECTION (CALAHOO)	7,500.00	3,783.57	3,716.43
LARGE BIN (EVERY 2 YEARS)	3,000.00	0.00	3,000.00
COMMISSION (HWY 43)	0.00	0.00	0.00
TOTAL	10,500.00	3,783.57	6,716.43
PLANNING & DEVELOPMENT			
D.O. CONTRACT (ANNUAL)	4,800.00	1,200.00	3,600.00
D.O. MEETINGS\MILEAGE	650.00	0.00	650.00
DEVELOPMENT PERMITS	1,000.00	0.00	1,000.00
DEVELOPMENT ENFORCEMENT	2,000.00	333.81	1,666.19
MUNICIPAL PLANNING	500.00	0.00	500.00
SAFETY CODES ADMIN	2,000.00	1,000.00	1,000.00
TOTAL	10,950.00	2,533.81	8,416.19
LIBRARIES			
LIBRARY (YRL) (4.39) (67)	358.00	138.47	219.53
TOTAL	358.00	138.47	219.53
FAMILY & COMMUNITY SUPPORT SER			
FCSS (\$3,727) (\$657 ADMIN)	4,385.00	2,507.75	1,877.25
FCSS (VOL.PICNIC\ALL-NET)	1,555.00	588.00	967.00
TOTAL	5,940.00	3,095.75	2,844.25
RECREATION & PARKS			
TREE REMOVAL	5,000.00	3,875.00	1,125.00
GRASS CUTTING (2026)	30,000.00	19,173.82	10,826.18
SPRING\FALL CLEAN UP	0.00	0.00	0.00
PORTA-POTTY (JUN-OCT)	800.00	0.00	800.00
EQUIP & SUPPL(FUEL, STRING)	500.00	704.40	204.40
WEED INSPECTIONS	250.00	0.00	250.00
LAKE WEED CUTTING (LIAMS)	3,000.00	0.00	3,000.00
EAST END BUS	350.00	350.00	0.00
TOTAL	39,900.00	24,103.22	15,796.78
EMERGENCY\SHARED SERVICES			
Description	2023 BUDGET	2023 ACTUAL	VARIANCE

Analysis: EXPENSE REPORT ENDING JUL 31ST

31May2023

Description	2023 BUDGET	2023 ACTUAL	VARIANCE
LIBRARY (LOCAL)	1,000.00	0.00	1,000.00
FIRE SUPP (2021-2025)	13,440.00	9,954.81	3,485.19
FIRE INCIDENT RECOVERY	0.00	0.00	0.00
CPO (\$6,615 & MILEAGE)	7,000.00	4,148.22	2,851.78
EMERGENCY RELIEF (COVID)	0.00	0.00	0.00
EMERGENCY MANAGEMENT FEES	0.00	0.00	0.00
PROV POLICING(20\21 1ST YR)	3,252.00	3,207.00	45.00
YR 1 -B 1,626 A(1,621)			
YR 2 -B 2,441 A(2,434)			
YR 3 -B 3,252 A(3,207)			
YR 4 -B 4,881			
YR 5 -B 4,881			
(AVG OVER 5 YEARS)\$3,417			
TOTAL	24,692.00	17,310.03	7,381.97
RESERVE ACCOUNTS			
PROVINCIAL POLICING RESERVE	165.00	0.00	165.00
SUSTAIN.RESERVE(1\2 MSI-O)	0.00	0.00	0.00
TREE REMOVAL RESERVE	1,050.00	0.00	1,050.00
SNOW REMOVAL RESERVE	0.00	0.00	0.00
LEGAL RESERVE	1,050.00	0.00	1,050.00
ELECTIONS RESERVE	788.00	0.00	788.00
LARGE BIN RESERVE	1,260.00	0.00	1,260.00
ST LAGOON\SEWER- \$50\LOT	0.00	0.00	0.00
TOTAL	4,313.00	0.00	4,313.00
YEAR-END AUDIT ACCOUNTS			
ANNUAL AMORTIZATION	0.00	0.00	0.00
GAIN\LOSS ON SALE OF TCA	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00
SPECIAL PROJECTS			
PARK RESERVE SUBDIVISION	0.00	0.00	0.00
BYLAW\POLICY\BUDGETS\MDP'S	0.00	0.00	0.00
FLOWER RUSH-2019\2020\2021	0.00	0.00	0.00
BRUSH CLEARING (FIRESMART)	5,000.00	0.00	5,000.00
LAND USE BYLAW (20K BUDGET)	13,215.00	0.00	13,215.00
50TH & CANADA DAY	0.00	0.00	0.00
ENTRANCE SIGNS REFURB	0.00	0.00	0.00
TOTAL	18,215.00	0.00	18,215.00
CAPITAL PROJECTS			
PROJECT- LAGOON EXP MTGS	0.00	0.00	0.00
PROJECT- BOAT LAUNCH(MSI)	0.00	300.00	300.00
PROJECT- DRAINAGE	0.00	0.00	0.00
2023 SUGGESTED PROJECTS			
PROJECT-PAVING LAKE ST\LOOP	0.00	1,800.00	1,800.00
PROJECT-PARK RECOG-BENCHES	4,000.00	3,700.00	300.00
PROJECT-ENTRANCE RDS (LSA)	100,000.00	0.00	100,000.00
PROJECT-REGRAVEL RD 91&95	0.00	0.00	0.00
PROJECT-BASKETBALL CT (NET)	5,003.00	200.00	4,803.00
Description	2023 BUDGET	2023 ACTUAL	VARIANCE

Analysis: EXPENSE REPORT ENDING JUL 31ST

31May2023

Description	2023 BUDGET	2023 ACTUAL	VARIANCE
PROJECT-REGIONAL SEWER	0.00	0.00	0.00
PROJECT-WILD H2O (\$43,541)	0.00	0.00	0.00
PROJECT-WATER TANK	0.00	0.00	0.00
PROJECT-	0.00	0.00	0.00
TRANS. TO RESERVES\DEF.REV	0.00	0.00	0.00
TOTAL	109,003.00	6,000.00	103,003.00
TOTAL EXPENSES	377,271.00	152,139.65	225,131.35

Late ...Mayors Report May/June 2023

sandi benford <sandi.benford@gmail.com>

Tue 6/20/2023 7:07 PM

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

May 16 County/mayor's mtg

- Wildfire update
- Mutual Aide
- Regional emergency mgmt Services
- Lake water levels
- Lagoon commission process changes
- ICF/IDP discussions

May 21 DO Inspection

June 3 German Club trees, proper fence or visual barrier

- 5 year encroachment agreement with insurance liability clause at their cost

- Fire/building codes, documents of Compliance delivered

- Joint picnic bbq on August 12

June 8 & 21 enviro and consultation

June 19 YRL

June 21 Regional

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Summer Village of South View

Report to Council

Meeting: August 18, 2023 - Regular Council Meeting

Originated By: Tony Sonnleitner, Development Officer, Summer Village of South View

Development Permits: None

Enforcement:

23DP01-32 Plan 4187 KS, Block 1, Lot 1 : 10 Hillside Street (the "Lands")

CONTRAVENTION ORDER TO ADDRESS REFUSE UPON LANDS.

Action: Required action by 14 days from June 23, 2023.

Note: Returned mail for Order on July 10, 2023. Copy of Order affixed to the front door of the dwelling on July 11, 2023.

July 16, 2023 – Response from landowner, remediation under way.

23DP04-32 Plan 4187 KS, Block 1, Lot 7 : 34 Hillside Street (the "Lands")

CONTRAVENTION ORDER TO ADDRESS TALL GRASS & WEEDS AND ACCESSORY BUILDING NOT COMPLETED.

Action: Required action by 14 days from June 28, 2023.

To Be sent to Legal Counsel

Additional Enforcement Action:

Plan 6656 MC, Block 3, Lot 5 : 102 Lakeview Avenue (the "Lands")

Letter both sent, and posted upon the front door on July 11, 2023, indicating that an Accessory Building has been constructed without benefit of Development Authority approval.

Ongoing, no response. Matter to be brought to the attention of Safety Codes

Plan 6524 KS, Block 4, Lot 7 : 119 Lakeview Avenue (the "Lands")
Letter both sent, and posted upon the front door on July 11, 2023, indicating that a Swimming Pool has been erected without benefit of Development Authority approval. Such approval would require the erection of a 6-foot tall fence with locking gate.

Infraction remains

Regards,

Tony Sonnleitner, Development Officer



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR111593

July 7, 2023

Her Worship Sandra (Sandi) Benford
Mayor
Summer Village of South View
PO Box 8
Alberta Beach AB T0E 0A0

Dear Mayor Benford:

Further to my predecessor's letter of March 2, 2023, a strong partnership between the province and local governments remains a key priority for the Government of Alberta. To that end, I am pleased to confirm the allocation amounts to your community for the Municipal Sustainability Initiative (MSI) Capital and Operating programs, and the Canada Community-Building Fund (CCBF) program.

For the Summer Village of South View:

- The **2023 MSI Capital allocation is \$33,285.**
- The **2023 MSI Operating allocation is \$11,784,** double the 2022 allocation amount.
- The **2023 CCBF allocation is \$9,194.**

MSI and CCBF funding amounts for all municipalities and Metis Settlements are posted on the Government of Alberta website at open.alberta.ca/publications.

I look forward to working together with you to support your local infrastructure and operating needs, and building strong, vibrant communities across Alberta.

Sincerely,

Ric McIver
Minister

cc: Wendy Wildman, Chief Administrative Officer, Summer Village of South View



Alberta Beach

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

July 20, 2023

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

**Re: Alberta Beach Councillor Resignation
Appointment of Mayor & Deputy Mayor**

Alberta Beach Council at their July 18th, 2023 regular Council meeting received a letter of resignation from Councillor (Mayor) Angela Duncan. At this meeting Council elected Councillor Tara Elwood as Mayor and Councillor Debbie Durocher as Deputy Mayor. As well Council made a motion that a By-election date be set for September 28, 2023.

Alberta Beach Council members are as follows;

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

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

Sincerely,

Kathy Skwarchuk
Kathy Skwarchuk,
C.A.O.



August 4, 2023

Wendy Wildman
Summer Villages of Silver Sands & South View
Box 8
Alberta Beach AB T0E 0A0

Dear Wendy,

As a valued partner and member of Yellowhead Regional Library (YRL), I am happy to share the YRL 2022 Annual Report with you and your stakeholders.

For YRL member municipalities and school divisions, we know return on your investment with us is critical. The 2022 Annual Report demonstrates several key indicators of our value to your residents and students. Here are two examples from residents in the YRL region, including your community:

- 101,127 international newspaper/magazine issues read through [PressReader](#).
- 228,183 books, audiobooks and/or magazines checked out through [OverDrive](#).

The power of regional collaboration opens a world of resources to every person living in the YRL region. The power of our collective purchasing and distribution delivers a catalogue of materials beyond what any individual library could maintain on its own. And, the power of our continuous improvement brings the latest technology and best practices to each member library and the patrons they serve. I hope you find the Annual Report informative and reflective of a remarkable year.

I am available to discuss this document and/or answer any questions you may have. Please contact me at kpalichuk@yrl.ab.ca or 780-962-2003, x226.

In addition, we would be happy to speak to your Council about YRL services, governance and our [2023-2025 Strategic Plan](#). To schedule a presentation, please contact our Executive Assistant, Laurie, at lhaak@yrl.ab.ca or 780-962-2003, x221.

Thank you for your support of YRL and library services.

Yours truly,

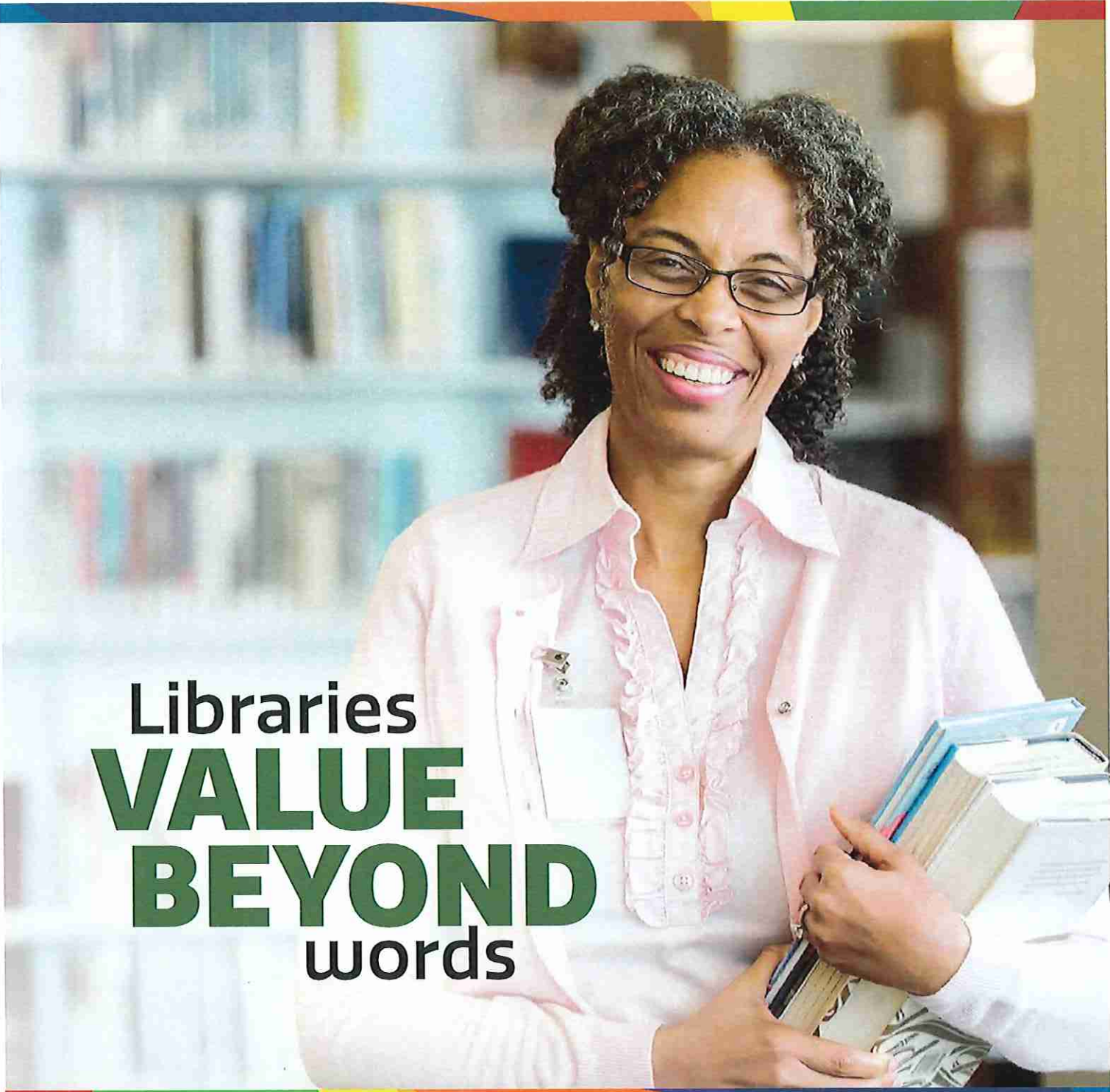
Karla Palichuk, Director
Yellowhead Regional Library

Enclosure

Copies: Summer Village of Silver Sands Deputy Mayor Liz Turnbull, YRL Trustee
Summer Village of South View Mayor Sandi Benford, YRL Trustee

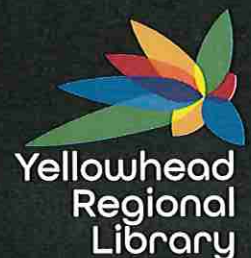
Libraries
**VALUE
BEYOND**
words

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Libraries
**VALUE
BEYOND**
words

2022 Annual
Report





Message from the Board Chair

Over the past year, Yellowhead Regional Library (YRL) continued to demonstrate its commitment to service excellence. The role of YRL is to collaboratively support and enable public and school member libraries to deliver timely, responsive services to their respective patrons.

This partnership yields tremendous results, both financial and operational.

The return on investment to communities is more than monetary. We regularly hear stories of people accessing resources, upgrading job skills, learning to read and having fun – all at their local public and school libraries. Libraries truly are the hubs of their communities, and to more fully express this, the YRL team developed a tagline: Libraries Value Beyond Words. This tagline is being used on a range of materials, including approaches to advocacy with elected officials.

We believe this will help people to see libraries' full contributions to the quality of life we enjoy every day.

Hendrik (Hank) Smit
Chair, Yellowhead Regional Library Board of Trustees



Message from the Director

This past year was incredibly active for YRL staff, with new programs and services delivered to public and school libraries within the region. These include: an updated program guide to help school librarians understand YRL's services, delivery of high-end training on topics such as managing the impacts of homelessness and how to hold crucial conversations, and new advocacy efforts to support a better understanding of the value that libraries bring to communities.

Additionally, YRL staff visited each of the 43 public libraries in the region, to meet with library staff and offer in-person support. We coordinated wireless printing options, made significant cyber-security upgrades, and completed the legwork on creating new library websites.

Perhaps the greatest outcome, though, is the daily collaboration that occurs between and among YRL staff and member libraries. Partnering with the wonderful library staff in communities across our region is highly rewarding. We appreciate the innovation and creativity that comes from our joint efforts. Working together, we can help all member libraries to shine brightly.

Karla Palichuk
Director, Yellowhead Regional Library

YRL In the Community

In 2022, Library Development Services staff met with 43 public libraries, provided 64 on site consulting visits, and held 1,329 remote consulting sessions (online). In addition, Technology Services staff met with 14 public libraries, provided 29 on site visits, held 200 remote sessions, and resolved 1,769 IT helpdesk tickets.





Board of Trustees

Executive Committee Members as of December 2022

YRL Chair

Hendrik (Hank) Smit

Town of Hinton

YRL Vice Chair

Wayne Rothe

City of Spruce Grove

Barb Maddigan

Northern Gateway School Division

Robert (Bob) Robinson

City of Beaumont

Carla Frybort

City of Leduc

Sally Kucher Johnson

Parkland County

Eric Meyer

Town of Stony Plain

Sandy Morton

Town of Mayerthorpe

Kathy Rooyackers

County of Wetaskiwin No. 10

Tara Elwood

Village of Alberta Beach

For the complete list of trustees, please visit yrl.ab.ca.

YRL Leadership

Extending beyond their YRL roles, key personnel also held leadership positions with provincial organizations in 2022.

Hank Smit

*Vice President, Alberta
Library Trustees' Association*

Karla Palichuk

*Chair, The Alberta
Library*

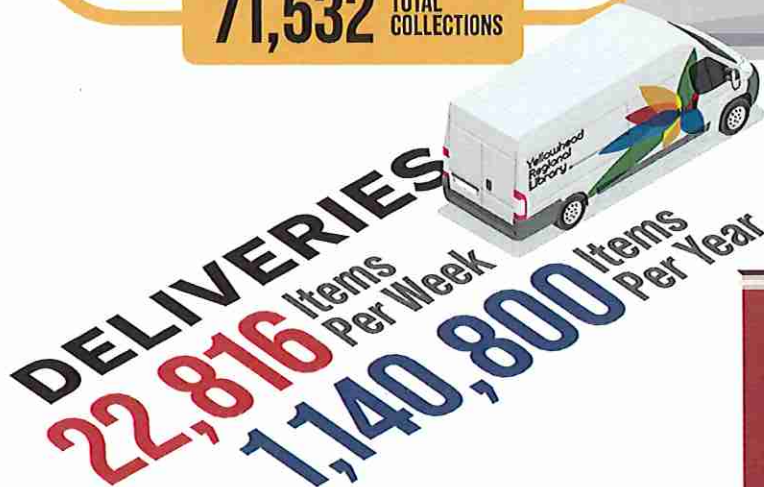
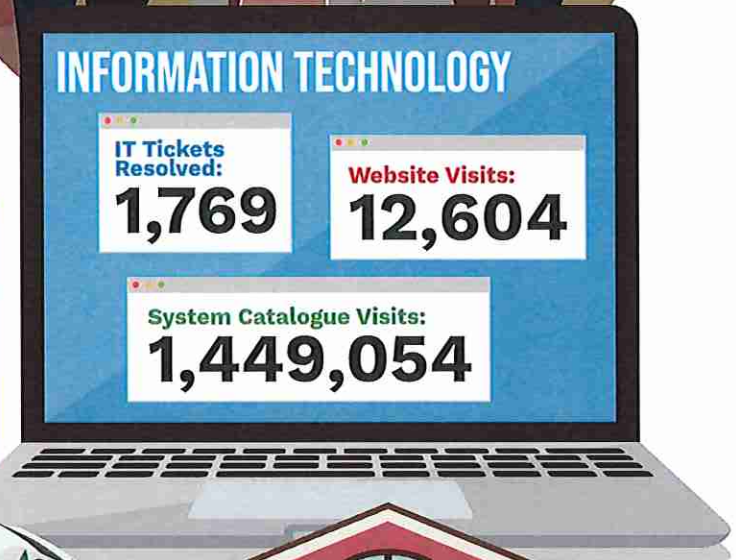
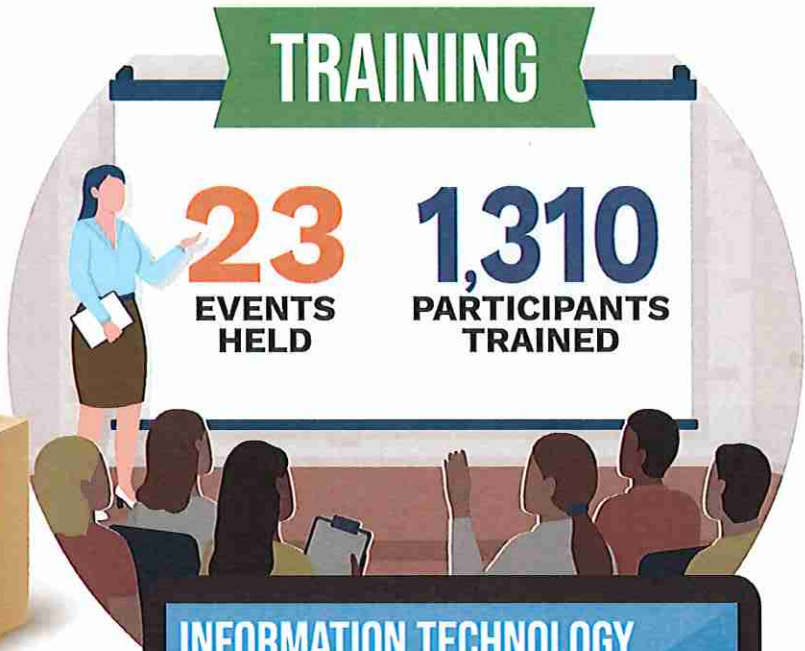
Jessica Knoch

*President, Library
Association of Alberta*



A Year in Review

By the Numbers



Collections and Resource Sharing (CRS)

Our member libraries took advantage of the access through YRL to many virtual and physical collections in 2022, helping their patrons in life-long learning and enjoying a variety of content.

- Overdrive and Libby checkouts increased to 228,183 (up from 225,552 in 2021). Audiobook Cloud use increased 3% and Read Alberta eBooks use increased by 50%.
- More than 240 library patrons, an increase of 10% from the previous year, used Pronunciator to help them to learn and practice languages, including: French, Spanish, Russian and Ukrainian.
- LinkedIn Learning saw patrons record 640 hours of training time, up 14% from 2021.
- CRS facilitated six special orders for school and public libraries to support grant-funded programs, community events, community partnerships, one school-one book programs and more.

“Thanks to YRL, we were able to special order books for the Town of Devon’s 2022 MMIWG2S* Awareness Kits, lessening the financial barrier for our community to access information about this important subject.”

**Missing and Murdered Indigenous Women, Girls, and Two-Spirit*

Technology Services (TS)

2022 saw TS staff busy helping the member public libraries to upgrade and strengthen the technology and computer networks at their sites to ensure stable and secure connections.

- 52 equipment orders were placed by TS staff for 18 libraries ensuring good quality computers met network standards for security and function.
- 572 questions by patrons about CloudLibrary/OverDrive/hoopla were answered by TS staff, allowing better access to these popular virtual collections.
- 29 site visits were made by TS staff to work in person at member libraries to help maintain the computer networks.
- Cyber security training through Sophos Phish Threat was offered to libraries to lessen the chance of future cyber hacks or incidents.
- Jasper Municipal Library was supported by TS staff with technical advice, securing contingency funding in case network devices were impacted and arranging for extra wi-fi hubs to arrive during the major wildfire that impacted internet connectivity in the Jasper townsite.
- 6 libraries were supported by TS staff in upgrading to VOIP phone systems on the SuperNet network allowing for new money saving technology.
- Libraries were surveyed, and the data analysed about the new website platform coming in 2023, allowing libraries to provide their opinion on what priorities should be included.

Library Development Services (LDS)

LDS staff were out and about in 2022 in person and remotely to support our members in making their libraries better than ever.

Homeless Library Academy

Total Tutorials	35	Total Tutorial Enrollments	288
Total Tutorials Accessed	35	Total Learners	85

Over the past few years, public libraries have seen a marked increase in interactions with people who are unsheltered. LDS purchased specialized, self-paced homelessness training tutorials to help member library staff learn the skills needed to effectively work with this population.

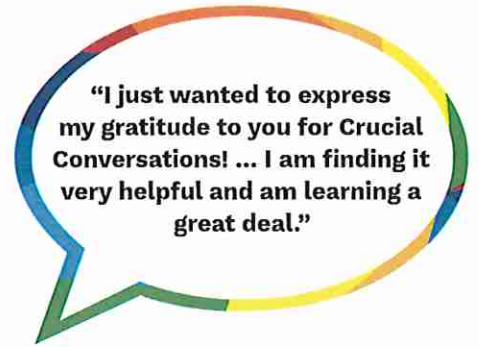
“I am super excited and grateful that YRL purchased a subscription to this training for all of us and thankful that we have such a great regional system who cares about the issues we are having in our library.”

Since its rollout in late 2021, all 35 virtual tutorials have been accessed by member library staff. LDS staff also had follow up discussions with members who viewed the tutorials about how to implement some of the concepts that were presented.

Crucial Conversations

Being able to communicate effectively in the workplace is a skill everyone wants to do well especially with regards to human resources and promoting psychological safety in the workplace. To that end, LDS provided access to a virtual course and three workshops to help our member library directors, managers, and other library leadership to learn this skill set.

Total Learners	36
Total Live Discussions	3
Total Visits to the Course Website <i>(as of Dec 2022)</i>	161



Networks and Group Meetups

Both the Indigenous Services Working Group and Peer Support Network for member library staff were new initiatives in 2022 and well received by our members. Both provided opportunities for networking and delving deeper into each subject matter.

	Total Sessions
Peer Support Network for Library Staff	6
Indigenous Services Working Group	3
Coffee Chat for Managers	12

General Consultation and Client Support

Primary Purpose	In Person	Virtual	Email	Total
AskYRL <i>(all categories)</i>	0	0	1,329	1,329
Collections	16	14	0	30
Customized Training <i>(on site or at YRL)</i>	3	1	0	4
Library Visits	44	0	0	44
Manager Onboarding	9	0	0	9
Policy	1	12	0	13
Strategic Planning	1	2	0	3
TOTAL	74	29	1,329	1,432
YRL Public Libraries Reached	100%			
YRL School Divisions Reached	100%			
YRL School Libraries Reached	24% <i>(note this includes in-person or virtual contacts only and does not include email)</i>			

Programming Support - Kits

Total Kits	120
Total Kit Bookings	251
Public Libraries that Borrowed Kits	68%



Administrative Services (AS)

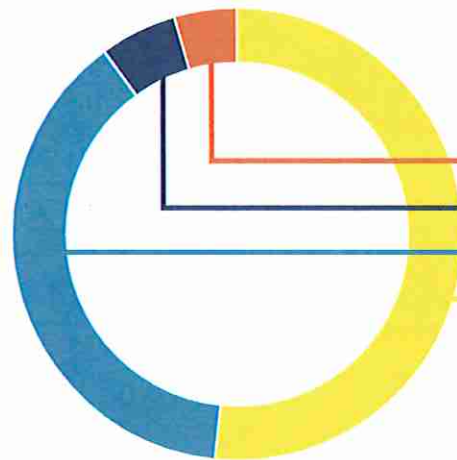
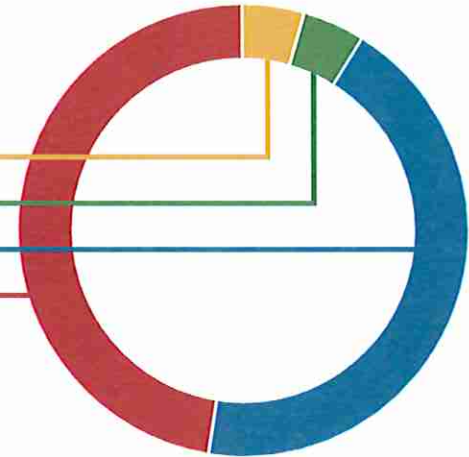
In 2022, the AS staff were behind the scenes, keeping staff, facilities and funding in line with the priorities and wants of our members.

Planning and Finances

A new Plan of Service was completed for the period 2023-2025, based on the current plans of member libraries, municipalities and school divisions.

Revenue:

School Levies	\$146,899 (4.5%)
Contract Services	\$147,884 (4.5%)
Provincial Government	\$1,415,451 (43.5%)
Municipal Levies	\$1,546,823 (47.5%)
Total	\$3,257,057



Expenses:

Administration	\$152,638 (4.6%)
Building and Capital	\$180,330 (5.4%)
Direct Services	\$1,269,002 (38.4%)
Staffing	\$1,708,206 (51.6%)
Total	\$3,310,176

Stewardship

- ✦ A new investment strategy was developed and approved, netting nearly \$70,000 in interest (compared to \$15,483 in 2021).
- ✦ A new cyber insurance policy was purchased, increasing the per-incident coverage from \$150,000 to \$2,000,000.
- ✦ A new vehicle was purchased to augment the fleet.

Yellowhead Regional Library

Mailing Address
Box 4270, Spruce Grove, AB T7X 3B4

Building Location
433 King Street, Spruce Grove, AB T7X 2C6

Phone Toll-free
780-962-2003 1-877-962-2003

yrl.ab.ca

From: ASVA Exec Director <summervillages@gmail.com>
Sent: August 8, 2023 3:43 PM
To: Kathy Krawchuk (execdirector@asva.ca)
Subject: Fwd: 2023 ASVA McIntosh Bulrush Award Nominations
Attachments: McIntosh Bulrush Award Guidelines.pdf; 302 - Schedule A - Bulrush Nomination Notice.pdf; 302 - Schedule B - Nomination Form-Fillable.pdf

Good afternoon,

ASVA knows that you have some amazing people in your community that exemplifies what it means to be lake stewards. A friendly reminder to nominate them for this year's 2023 McIntosh Bulrush Award.

Please click on this link <http://www.asva.ca/> and on the homepage click on **Lake StewardShip**, scroll down to **McIntosh Bulrush Award**. There you will find the McIntosh Bulrush Award Policy 302 to review, as well as Schedule A - Nomination Notice and Schedule B - fillable Nomination Form. I have also attached the forms.

Please submit your nomination forms to me no later than **August 31, 2023** to execdirector@asva.ca

or by mail to:

ASVA
C/O Kathy Krawchuk
2- 51109 RR 271
Spruce Grove, AB
T7Y 1G7

Any questions, please let me know, thank you.

Warm regards,

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



McIntosh Bulrush Award Guidelines/ Criteria

Every year the Association of Summer Villages of Alberta, at our annual Fall Conference, presents the McIntosh Bulrush Award to an Individual or Organization that exemplifies lake stewardship activities.

- Use of personal time to improve:
 - The environment of any Alberta Lake
 - Any lake shore
 - Increase awareness of the lake wellness issues to Summer Village residents
- Use of professional knowledge/skills to improve:
 - The environment of any Alberta Lake
 - Any lake shore
 - Increase awareness of the lake wellness issues to Summer Village residents

Nomination Form

As many of you will know the McIntosh Bulrush Award is presented at the annual ASVA Conference. There is a formal process to undertake the nomination.

Attached you will find a nomination sheet, the guidelines to be used for the submission and the judging criteria. The nomination cover sheet may be photocopied if submitting multiple nominations.

If your Council knows of anyone or any organization that meets these criteria, please fill in the Nomination Form and return it to execdirector@asva.ca or by mail to ASVA, 2 – 51109 RR 271, Spruce Grove, AB, T7Y 1G7 on or before August 31st, annually.

We look forward to receiving your nominations!

Past Award Recipients

2004 - Summer Village of Ross Haven

2005 - Bruce McIntosh

2006 - Lori Jeffery-Heaney

2007 - Peter Wright

2008 - County of Lac La Biche

2009 - Not Awarded

2010 - Don Davidson - SV of Grandview

2011 - Kelly Aldridge - SV of Seba Beach

2012 - Sylvan Lake Management Committee

2013 - Glen Usselman - SV of Sunrise Beach

2014 - Pigeon Lake Watershed Association

2015 - Kate Wilson - AIS, Alberta Environment and Parks

2016 - Bob Lehman and Roger Montpellier - SV of Val Quentin

2017 - Thom Jewell - SV of Birchcliff

2018 - Pat and Wayne Deschamps - SV of Parkland Beach

2019 - BAILS: Baptiste & Island Lakes Stewardship

2020 - Lake Isle & Lac Ste Anne, Water Quality Mgmt. Society

2021 - Living in Harmony, SV of Crystal Springs

2022 - Pigeon Lake Watershed Association

2023-

2024-

2025-



ASSOCIATION OF SUMMER VILLAGES OF ALBERTA POLICY MANUAL

Schedule "A"

Request for Nominations

McIntosh Bulrush Award Guidelines/ Criteria

Every year the Association of Summer Villages of Alberta, at our annual Fall Conference, presents the McIntosh Bulrush Award to an Individual or Organization that exemplifies lake stewardship activities.

- Use of personal time to improve:
 - The environment of any Alberta Lake
 - Any lakeshore
 - Increase awareness of the lake wellness issues to Summer Village residents
- Use of professional knowledge/skills to improve:
 - The environment of any Alberta Lake
 - Any lakeshore
 - Increase awareness of the lake wellness issues to Summer Village residents

Nomination Form

As many of you will know the McIntosh Bulrush Award is presented at the annual ASVA Conference.

There is a formal process regarding nominations. Attached you will find a nomination sheet as well as the policy which outlines the guidelines to be used for the submission and the judging criteria.

If your Council knows of anyone or any organization that meets these criteria, please fill in the Nomination Form and return it to execdirector@asva.ca or by mail to ASVA, 2 – 51109 RR 271, Spruce Grove, AB, T7Y 1G7 **on or before August 31st annually.**

We look forward to receiving your nominations!

Past Award Recipients:

2004 – Summer Village of Ross Haven	2015 – Kate Wilson – AIS AB Environment & Parks
2005 – Bruce McIntosh	2016 – Bob Lehman & Roger Montpellier, SV of Val Quentin
2006 – Lori Jeffery - Heaney	2017 - Thom Jewell, SV of Birchcliff
2007 – Peter Wright	2018 - Pat & Wayne Deschamps, SV of Parkland Beach
2008 – County of Lac La Biche	2019 – BAILS: Baptiste & Island Lakes Stewardship
2009 – Not Awarded	2020 – Lake Isle & Lac Ste Anne, Water Quality Mgmt. Society
2010 – Don Davidson, SV of Grandview	2021 – Living in Harmony, SV of Crystal Springs
2011 – Kelly Aldridge, SV of Seba Beach	2022 – Pigeon Lake Watershed Association
2012 – Sylvan Lake Management Committee	2023-
2013 – Glen Usselman, SV of Sunrise Beach	2024-
2014 – Pigeon Lake Watershed Association	2025-

**ASSOCIATION OF SUMMER VILLAGES OF ALBERTA
POLICY MANUAL**

Schedule "B"

McIntosh Bulrush Award – Nomination Form

Nominee Name: Click or tap here to enter text.

Nominee is a:

- Summer Village
- Organization
- Individual

Name of Working Titles of Project (if applicable)

Click or tap here to enter text.

Address of Nominee:

Street No. Click or tap here to enter text.

Municipality: Click or tap here to enter text.

(summer village, village, town, city, county)

Province: Alberta

Postal Code: Click or tap here to enter text.

Telephone No. Click or tap here to enter text.

Email: Click or tap here to enter text.

Nominated by: Click or tap here to enter text.

Telephone No. Click or tap here to enter text.

Email: Click or tap here to enter text.

Signature of Nominee

Date of Nomination

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA POLICY MANUAL

Complete your nomination using the following headings:

Project Description – What was/were the objectives of the initiative?

Click or tap here to enter text.

Summary of Activity – Describe the results/successes of the initiative or, in the case of an individual award, the accomplishments of the individual.

Click or tap here to enter text.

When did the achievement or activity begin and if complete, end?

Click or tap here to enter text.

Where was the project conducted?

Click or tap here to enter text.

If required, attached additional information.

Town of Mayerthorpe

Report Title : SOUTHVIEW TOTAL CONTRACT HRS

Report Range Start: 2023/07/01 0000 End: 2023/07/31 2359

Man Hour Report by User

TOWN OF MAYERTHORPE

KASAMBA, GERVAIS

Event start: 2023/07/06 1600 Event end: 2023/07/06 1630 Time: (30) Minutes

Address: SUMMER VILLAGE

Activity Type: GENERAL PATROL

Total Time on Call for this Event : 0 Hours 30 Minutes

Event start: 2023/07/07 1630 Event end: 2023/07/07 1800 Time: (90) Minutes

Address: SUMMER VILLAGE

Activity Type: GENERAL PATROL

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

Event start: 2023/07/14 1800 Event end: 2023/07/14 1930 Time: (90) Minutes

Address: SUMMER VILLAGE

Activity Type: GENERAL PATROL

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

Event start: 2023/07/21 1200 Event end: 2023/07/21 1330 Time: (90) Minutes

Address: SUMMER VILLAGE

Activity Type: GENERAL PATROL

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

Event start: 2023/07/29 1630 Event end: 2023/07/29 1800 Time: (90) Minutes

Address: SUMMER VILLAGE

Activity Type: GENERAL PATROL

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

KASAMBA, GERVAIS : Total Time On Calls 6 Hours 30 Minutes

Total Group Time: 6 Hours 30 Minutes

Town of Mayerthorpe

Report Title : SOUTHVIEW TOTAL CONTRACT HRS

Report Range **Start:** 2023/07/01 0000 **End:** 2023/07/31 2359

Man Hour Report by User

All Officers: Total Time On Calls **6 Hours** **30 Minutes**

94

svsouthview@outlook.com

From: Jennifer Cunningham <Jennifer.Cunningham@gov.ab.ca>
Sent: August 10, 2023 11:29 AM
To: Jennifer Cunningham
Subject: Minister Meetings during the Alberta Municipalities Convention

Good afternoon,

I am pleased to advise that Honourable Devin Dreeshen, Minister of Transportation and Economic Corridors will be hosting a limited number of meetings on September 28, 2023 during the upcoming Alberta Municipalities convention in Edmonton.

If you would like to request a meeting with the Minister during this convention, please reply to this email by August 23, 2023.

Due to limited availability, please provide your meeting requests and three priority items for discussion as soon as possible. A response will be provided as soon as the meeting schedule has been established.

If you would like to request a meeting with Transportation and Economic Corridors regional staff during the convention, I can also assist in the scheduling of those meeting requests.

Should you have any questions or concerns, please feel free to contact me directly.

Thank you,

Jennifer Cunningham

Issues Manager, Assistant Deputy Minister Office
Construction and Maintenance Division
Alberta Transportation and Economic Corridors
780-427-5718 or 587-372-5305

Classification: Protected A