

**SUMMER VILLAGE OF SILVER SANDS
AGENDA**

Thursday, March 28th, 2024 at the Fallis Hall (located at 53303 Range Road 52)
and via Zoom Commencing at 9:00 a.m.

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

1. Call to order

Treaty 6 Territory Land Acknowledgement

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

2. Agenda a) Thursday, March 28th, 2024 Regular Council Meeting

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

3. Minutes: a) Friday, February 23rd, 2024 Regular Meeting Minutes

p 1-5
(approve minutes as is, or with amendments)

4. Delegations: n/a

5. Public Hearings: n/a

6. Bylaws a) Bylaw 340-24 – being a bylaw to establish Fees & Charges

p 6-8
for the provision of goods and services. Changes and
additions to the bylaw are highlighted in **red** for quick
reference.

*(that Bylaw 340-2024, being a bylaw to establish Fees &
Charges for the provision of goods and services, be given
first reading (as presented or amended))*

*(that Bylaw 340-2024 be given second reading (as
presented or amended))*

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*(that Bylaw 340-2024 be presented for third reading as
presented or amended))*

*(that Bylaw 340-2024 be given third and final reading (as
presented or amended))*

p 9-25

- b) Bylaw 341-2024 - being a bylaw to regulate the procedure and conduct of Council and Council Committee Meetings. Administration recently attended a Roles & Responsibilities session with Municipal Affairs where they referenced that the direction for Council to "recess" during a Council meeting including during any "Closed Meetings" should be referenced in the Council Procedural Bylaw. Our current Procedural Bylaw does not provide the direction for Recessing the meeting, the additions to the bylaw are highlighted in red for quick reference (*section 50-53*).

*(that Bylaw 341-2024, being a bylaw to regulate the
procedure and conduct of Council and Council Committee
Meetings, be given first reading (as presented or amended))*

*(that Bylaw 341-2024 be given second reading (as
presented or amended))*

*(that Bylaw 341-2024 be presented for third reading as
presented or amended))*

*(that Bylaw 341-2024 be given third and final reading (as
presented or amended))*

7. Business:

p 26-27

- a) East End Bus Annual Meeting – the invitation was previously emailed out to Council, the meeting was scheduled for Tuesday, March 26th, 2024 at the Town of Onoway.

*(if anyone attended: that the attendance of Council and
Administration to the East End Bus Annual Meeting held on
Tuesday, March 26th, 2024 be ratified)*

Or

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(accept for information)

Or

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

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- b) Municipal Affairs – Notice of ICF Engagement Sessions – Municipal Affairs is considering potential changes to Intermunicipal Collaboration Framework (ICF) provisions in the Municipal Government Act and set up two in-person engagement sessions during the Municipal Leaders Caucus and the RMA Spring Convention (March 13 and 20 respectively). If anyone attended, we should ratify same, otherwise accept for information.

*(that the attendance of _____ at the
Intermunicipal Collaboration Framework Sessions be ratified)*

Or

(accept for information)

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- c) FireSmart Grant – The Summer Village applied for a \$500.00 FireSmart grant to help offset the costs to hold a community municipal reserve cleanup day event and has received notice that the application for the funding has been approved.

*(that execution and submission of the FireSmart Canada
Wildfire Community Preparedness Day Promotion Award
Acceptance, Consent and Release Form be ratified)*

p 31-33

- d) Alberta Municipal Affairs - The Summer Village's annual return that was declared by the appointed assessor has been audited and they are advising that the Annual Audit Stage 2 is complete for the Silver Sands. Attached is the Annual Audit Results report that is produced following an audit of the annual return showing the regulated assessment quality standards have been met.

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(accept for information)

Or

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

e) Onoway Regional Fire Services:

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Letter to Town of Onoway: On February 22, 2024, the Town of Onoway passed a motion to withdraw from the Fire Services Contract, without first discussing their intent with the members of Onoway Regional Fire Service. Although the exact wording of the motion was not known, Mayors from seven members of Onoway Regional Fire Services met to discuss concerns with the administration of our fire service, as well as what Onoway's motion means for us and how we are to proceed. It was decided that a joint letter would be sent to the Town of Onoway Administration and Council expressing concerns with the administration of the fire service and requesting further information on the wording and intent of the motion passed by Onoway Council. As the letter was time sensitive, Silver Sands Council agreed, via email, to be a signatory on the letter. Signatories on the letter include: Alberta Beach, and the Summer Villages of Silver Sands, South View, Sunset Point, Val Quentin, and Nakamun Park. Further to this, it was discussed that those present would each contribute \$1,000 to support a legal review of the contracts to assist us in determining our next steps.

The video recording of the February 22, 2024 Onoway Council meeting is online and various news and media releases have been issued by the Town (attached) regarding their intent to withdraw. However, notice of termination of the contracts was not received from Onoway until March 12, 2024 (attached)

Also of note, the existing contract is set to end December 31, 2025, and there has been previous correspondence from the Town regarding renewed contract negotiations. This motion only shortens the contract term by 9 months. We do not know what prompted the early termination so close to the end of the

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contract or why such a significant decision was made on a short timeline with no consultation or communication with the member municipalities. It is possible that the October 2025 Municipal Elections factored into the rush decision.

(That Mayor Poulin's signing of the February 29, 2024 letter to the Town of Onoway Administration and Council, regarding Onoway Regional Fire Services decision-making and communication process, be ratified)

Termination of the Agreements: As previously mentioned, at their February 22, 2024 Council meeting, the Town of Onoway made a motion to terminate the Fire Services Agreement, 9 months before the end of the contract. A letter was sent via registered mail to the Summer Village on March 7, 2024 and received on March 12, 2024. The letter states a contract termination date of March 7, 2025. There are various issues that will need to be resolved regarding the operations of Onoway Regional Fire Services (ORFS) and the orderly wrap up and transition of Fire Services in light of the termination of the Agreement by the main contract partner.

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(that the March 7, 2024 letter from the Town of Onoway regarding the termination of the Fire Services Agreement be accepted for information and further that a letter be sent to the town requesting a meeting between the Town and the Member Municipalities for the purposes of discussing the orderly wrap up and transition of the Onoway Regional Fire Service)

AND

(that the Summer Village of Silver Sands begin exploring options for fire services, to commence upon the termination of the current contract on March 7, 2025)

Or

(some other direction as determined at meeting time.)

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Letters from and to Lac Ste. Anne County - On January 10, 2024, the Summer Village of Silver Sands received correspondence from Lac Ste. Anne County Reeve, Joe Blakeman, regarding mutual aid and dual dispatch protocols with respect to fire services. This letter walks back previous verbal commitments that were made by Lac Ste. Anne County regarding dual dispatch protocols which were put in place to keep our residents safe when travelling to and from our communities. It also outlines concerns Reeve Blakeman has regarding public discourse around fire services in the region. Mayors of seven members of the Onoway Regional Fire Service met to discuss this letter and other concerns regarding fire services and decided to send out a joint letter to Lac Ste. Anne County in response to the letter from Reeve Blakeman. As the letter was time sensitive, Silver Sands Council agreed, via email, to be a signatory on the letter. Signatories on the letter include: Alberta Beach, and the Summer Villages of Silver Sands, South View, Val Quentin, and Nakamun Park.

(That the January 10, 2024 correspondence from Reeve Blakeman regarding Onoway Regional Fire Services mutual aid and dual dispatch be accepted for information and FURTHER that Mayor Poulin's signing of the February 29, 2024 response letter from members of Onoway Regional Fire Services be ratified.)

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Invite to fire meeting at County: Reeve Blakeman is requesting Mayors, or their alternate, attend a meeting at 10:00 a.m. on Friday, March 22, 2024 to discuss the fire services correspondence. Administration is also welcome to attend.

(ratify the attendance of Mayor Poulin and CAO Wildman at the Friday, March 22, 2024 meeting as requested by Lac Ste. Anne County Reeve Blakeman for the purpose of discussing the fire letters)

Or

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

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- f) 2024 Draft Operating and Capital Budget – the noted draft budget will be reviewed at meeting time, this will be Council and Administration’s third and final review of the draft budget. Changes have been made as directed at the last meeting, and this draft budget has a 5.1% increase in municipal tax dollars collected from the previous year. This budget needs to be finalized at this meeting so administration can prepare the tax rate bylaw for the April meeting. In 2023, the minimum municipal tax was \$1,050, in 2022 it was \$1,000 which was a jump from the 2021 amount of \$850. If the budget is passed at 5.1%, Council may want to increase the minimum municipal tax by the 5.1% as well to \$1,100 ($\$1,050 \times 5.1\% = \53.55).

(that changes to the Draft 2024 Operating and Capital Budget be made as directed at meeting time, and that the final budget along with the 2024 tax rate bylaw be brought to the April meeting for approval)

g)

h)

i)

- 8. Financial a) Income & Expense Statement – included in the 2024 Draft Budget

- 9. Councillors’ Reports
 - a) Mayor
 - b) Deputy Mayor
 - c) Councillor

(accept Council Reports for information)

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10. Administration Reports

- p46
- p47
p48-52
- p53-56
p57-58
- a) Public Works Report
 - b) Working on audit and budget
 - b) Working on Fire Services
 - c) Working on Summer Village vs Village status (meeting)
 - d) Fire Rescue International – letter of support
 - e) Fire Rescue International – media release on two recent fires
 - f) SVLSACE – 2024 membership dues
 - g) Lot 13 Poplar – Crebas development request
 - h)

(accept above items for information)

11. Information and Correspondence

- p59
- p60-61
- p62-63
p64-65
p66-67
p68-69
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- a) Municipal Services Division Update – February 2024 on Recall Petition Populations and Training Initiatives
 - b) Budget 2024 Letter from the Minister of Municipal Affairs – February 29, 2024
 - c) 2024 Minister's Awards for Municipal and Public Library Excellence
 - d) Community Peace Officer\Bylaw Stats for February 2024
 - e) 2024 Education Property Tax Requisitions – February 29th, 2024 email from Assistant Deputy Minister Ethan Bayna
 - f) Alberta Municipal Affairs – February 29th, 2024 letter from Minister Ric McIver on Budget 2024
 - g) Alberta Municipal Affairs – undated letter from Minister Ric McIver on upcoming Intermunicipal Collaboration Frameworks (ICFs) review
 - h)

(accept correspondence for information)

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

13. Closed Meeting (if required):

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14. Adjournment

Next Meetings:

- May – No Council Meeting Scheduled
- June 28, 2024 – Regular Council Meeting
- July 26, 2024 – Regular Council Meeting

SUMMER VILLAGE OF SILVER SANDS
REGULAR COUNCIL MEETING MINUTES
FRIDAY, FEBRUARY 23, 2024
HELD IN-PERSON AT FALLIS HALL AND VIRTUALLY VIA ZOOM

	PRESENT	<p>Mayor: Bernie Poulin Deputy Mayor: Liz Turnbull Councillor: Graeme Horne – Via Zoom</p> <p>Administration: Wendy Wildman, Chief Administrative Officer (CAO) Heather Luhtala, Assistant CAO</p> <p>Public Works: Dustin Uhlman, Public Works Supervisor</p> <p>Attendees: n/a</p> <p>Delegation(s): Dennis Woolsey, Local Director of Emergency Management & Rick Wagner, Local Deputy Director of Emergency Management</p> <p>Public at Large: 1</p>
1.	CALL TO ORDER	<p>Mayor Poulin called the meeting to order at 9:00 a.m.</p> <p>The Summer Village of Silver Sands acknowledges that we are meeting on Treaty 6 Territory and on the homelands of the Metis Nation. We acknowledge all indigenous peoples who have walked these lands for centuries. We acknowledge the harms and mistakes of the past, and we dedicate ourselves to move forward in partnership with indigenous communities in a spirit of reconciliation and collaboration.</p>
2.	AGENDA 38-24	<p>MOVED by Deputy Mayor Turnbull that the February 23, 2024 Regular Council Meeting agenda be approved with the following addition:</p> <p>Closed Session: a) Intergovernmental relations – Fire Services – FOIPP Act Sections 21, 22, 23 and 24 and Legal - Solicitor Client Privileged</p> <p style="text-align: right;">CARRIED</p>
3.	MINUTES 39-24	<p>MOVED by Councillor Horne that the minutes of the January 26, 2024 Regular Council Meeting be approved as presented.</p> <p style="text-align: right;">CARRIED</p>



SUMMER VILLAGE OF SILVER SANDS
REGULAR COUNCIL MEETING MINUTES
FRIDAY, FEBRUARY 23, 2024
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4.	DELEGATIONS	<p>9:05 a.m. – Dennis Woolsey, Local Director of Emergency Management and Rick Wagner, Local Deputy Director of Emergency Management to discuss the recent FireSmart program meeting</p> <p>MOVED by Deputy Mayor Turnbull that the FireSmart presentation and the update on the block captains initiative discussion with Dennis Woolsey, Local Director of Emergency Management and Rick Wagner, Local Deputy Director of Emergency Management be accepted for information.</p> <p style="text-align: right;">CARRIED</p> <p>Dennis Woolsey and Rick Wagner exited the meeting at 9:40 a.m.</p>
40-24		
5.	PUBLIC HEARINGS	n/a
6.	BYLAWS	n/a
7.	BUSINESS	<p>MOVED by Deputy Mayor Turnbull that Administration track their hours for time spent on the assessment sub-class project.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Horne that the discussion regarding the draft assessment sub-class bylaw be accepted for information AND THAT the Summer Village of Silver Sands initiate public engagement with respect to the potential establishment of an assessment sub class bylaw in summer of 2024.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Mayor Poulin that the Summer Village of Silver Sands co-host an Alberta Working Well Workshop in conjunction with other interested municipalities, up to a maximum cost of \$300.00.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Turnbull that the February 1, 2024 letter from Fire Rescue International regarding a potential future fire station in the Lake Isle Area be accepted for information.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Mayor Poulin that the request made by the owner of 31 Hillside for the Summer Village to consider moving the municipal reserve area between lots 6A and 8 to between lots 8 & 9 be denied.</p> <p style="text-align: right;">CARRIED</p>
41-24		
42-24		
43-24		
44-24		
45-24		

SUMMER VILLAGE OF SILVER SANDS
REGULAR COUNCIL MEETING MINUTES
FRIDAY, FEBRUARY 23, 2024
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	<p>46-24</p> <p>47-24</p> <p>48-24</p> <p>49-24</p>	<p>MOVED by Deputy Mayor Turnbull that as per section 454 of the Municipal Government Act, the Summer Village of Silver Sands appoint the following to the Capital Region Assessment Services Commission's Assessment Review Board for the 2024 year:</p> <p>ARB Chairman: Raymond Ralph Certified ARB Clerk: Geryl Amorin Certified Panelists: Darlene Chartrand, Sheryl Exley, Tina Groszko, Stewart Hennig, Richard Knowles, Denis Meier and Raymond Ralph</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Mayor Poulin that Council and Administration be authorized to attend the AB Munis webinar respecting Alberta's 2024 Budget Overview scheduled for March 1st, 2024 from 3:00 to 4:30 p.m.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Turnbull that administration follow up on the possibility of a c-can/RV/boat storage area at the old landfill site further to the development permit application from June 2015 that was refused by Lac Ste. Anne County for same.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Horne that the 2024 draft operating and capital budget discussions be accepted for information and that Administration make changes to this draft budget as directed at meeting time and a revised draft budget come back to the next Council meeting for further review.</p> <p style="text-align: right;">CARRIED</p>
<p>8.</p>	<p>50-24</p> <p style="text-align: center;">FINANCIAL</p>	<p>MOVED by Deputy Mayor Turnbull that Council accept for information the income and expense statements as at January 31st, 2024.</p> <p style="text-align: right;">CARRIED</p>
<p>9.</p>	<p>51-24</p> <p style="text-align: center;">COUNCIL REPORTS</p>	<p>MOVED by Deputy Mayor Turnbull that the Council reports be accepted for information as presented.</p> <p style="text-align: right;">CARRIED</p>
<p>10.</p>	<p>52-24</p> <p style="text-align: center;">ADMINISTRATION REPORTS</p>	<p>MOVED Deputy Mayor Turnbull that Council accept for information the Administration reports as presented.</p> <p style="text-align: right;">CARRIED</p>

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SUMMER VILLAGE OF SILVER SANDS
REGULAR COUNCIL MEETING MINUTES
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11.	CORRESPONDENCE 53-24	<p>MOVED by Councillor Horne that the following correspondence be accepted for information as presented:</p> <ul style="list-style-type: none"> a) Community Peace Officer Report for January 2024 b) Community Peace Officer Online Reporting System – see January 31st, 2024 email attached. c) Alberta Health Services – February 5th, 2024 letter to Onoway Regional Fire Services on MFR Direct Financial Support of \$18,426.00 d) Safety Codes Council – 2023 Annual Internal Review for the Summer Village of Silver Sands – Accreditation No: M000301 e) AB Munis – January 31st, 2024 email from President Tyler Gandam on submitting a resolution for debate at the 2024 convention (due date is May 31) <p style="text-align: right;">CARRIED</p>
12.	OPEN GALLERY 54-24	<p>MOVED by Mayor Poulin that the discussion with the open gallery be accepted for information.</p> <p style="text-align: right;">CARRIED</p>
13.	CLOSED MEETING 55-24	<p>MOVED by Mayor Poulin that pursuant to section 197(2) of the Municipal Government Act, Council go into a closed meeting session at 10:58 a.m. to discuss the following item:</p> <p>-Intergovernmental relations – Fire Services – FOIPP Act Sections 21, 22, 23 and 24</p> <p style="text-align: right;">CARRIED</p> <p>The meeting recessed at 10:59 a.m.</p> <p>The meeting reconvened at 11:03 a.m.</p> <p>The following individuals were present at the Closed Meeting: Bernie Poulin Liz Turnbull Graeme Horne (via Zoom) Wendy Wildman Heather Luhtala Dustin Uhlman</p>
	56-24	<p>MOVED by Deputy Mayor Turnbull that Council return to an open meeting at 11:22 a.m.</p> <p>The meeting recessed at 11:23 a.m.</p> <p>The meeting reconvened at 11:25 a.m.</p> <p style="text-align: right;">CARRIED</p>



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	57-24	MOVED by Mayor Poulin that the Summer Village of Silver Sands authorize up to \$1,000.00 towards legal fees for review of fire services matters. CARRIED
14.	NEXT MEETING(S) 58-24	MOVED by Mayor Poulin that the Regular Council Meeting for March be rescheduled to Thursday, March 28, 2024 at 9:00 a.m. in-person at Fallis Hall and virtually via Zoom (Friday, March 29 th , 2024 is a statutory holiday). CARRIED
15.	ADJOURNMENT	The meeting adjourned at 11:26 a.m.

Mayor, Bernie Poulin

Chief Administrative Officer, Wendy Wildman

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**THIS IS A BYLAW OF THE SUMMER VILLAGE OF SILVER SANDS, IN THE
PROVINCE OF ALBERTA, TO BE KNOWN AS THE SUMMER VILLAGE OF SILVER
SANDS FEES & CHARGES BYLAW.**

WHEREAS, in accordance with the *Municipal Government Act*, a municipality has the authority to establish fees and charges for the provision of goods and services;

AND WHEREAS, the Summer Village of Silver Sands wishes to establish, in a bylaw, certain fees and charges.

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

1. That this Bylaw may be cited as the "FEES and CHARGES BYLAW".
2. That the Summer Village of Silver Sands shall charge fees as established in Schedule A, 'The Fee Schedule', attached hereto.
3. Bylaw #304-2020 is hereby repealed.
4. THAT this BYLAW shall come into force and have effect on the date of the third and final reading.

Read a first time on this 23rd day of February, 2024.

Read a second time on this 23rd day of February, 2024.

Unanimous Consent to proceed to third reading on this 23rd day of February, 2024.

Read a third and final time on this 23rd day of February, 2024.

Signed this 23rd day of February, 2024.

Mayor, Bernie Poulin

Chief Administrative Officer, Wendy Wildman



SCHEDULE 'A' – Page 1 of 2	
BYLAW #340-2024 FEES & CHARGES	
Summer Village of Silver Sands	
ADMINISTRATIVE FEES	
REQUEST FOR COPIES OF VILLAGE DOCUMENTS PER REQUEST	\$25
COST OF COPIES PER COPY	\$0.50
SPECIAL SERVICES RATE PER HOUR	\$75
TAX CERTIFICATE	\$25 \$50
WEBSITE ADVERTISING FEE (ANNUAL)(BUSINESS CARD SIZE)	\$100
APPEAL/AMENDMENT FEES	
ASSESSMENT APPEAL FEE (Refundable if applicant is successful) <i>(MATTERS RELATING TO ASSESSMENT COMPLAINTS REGULATION, 2018, Alberta Regulation 201/2017 & Section 481(1) of the MGA)</i>	\$50
<i>(Note: the fee amount and the fee being refundable is legislated)</i>	
DEVELOPMENT APPEAL FEE (Refundable if applicant is successful)	\$200 \$1,250
SUBDIVISION APPEAL FEE	\$200 \$1,250
STOP ORDER APPEAL FEE – NEW	\$200 \$1,250
LAND USE BYLAW AMENDMENT FEE	\$2,000
DEVELOPMENT FEES	
DEVELOPMENT PERMITS - DWELLINGS	\$150
DEVELOPMENT PERMITS - ACCESSORY/ADDITIONS	\$125
DEVELOPMENT PERMITS - SEPTIC, CISTERN, FENCE	\$100
DEVELOPMENT PERMITS - DEMOLITION	\$90
DEVELOPMENT PERMITS - COMMERCIAL	\$250
LETTER OF COMPLIANCE - STANDARD	\$75
LETTER OF COMPLIANCE - RUSH	\$150
PLAN CANCELLATION BYLAW (LOT CONSOLIDATION)	\$800
PLAN CANCELLATION BYLAW REGISTRATION	\$35
BUILDING PERMITS	AS PER
ELECTRICAL PERMITS	SAFETY CODES
PLUMBING PERMITS	SERVICE PROVIDER
GAS & HEATING PERMITS	FEES



SCHEDULE 'A' – Page 2 of 2	
BYLAW #340-2024 FEES & CHARGES	
Summer Village of Silver Sands	
SUB-DIVISION FEES (SUBDIVISION AUTHORITY)	
Subdivision fees at application for up to 3 lots, including any remainder	\$700 + \$100 per lot \$750 + \$250 per lot
Extension – The extension request and fee must be received before the file expires. Once a file has expired, an extension cannot be processed, and a new subdivision application will be required.	\$250 \$350
Re-circulation	\$250
Fee at Endorsement **Endorsement fees are charged at time of endorsement for all subdivisions except Separation of Titles	\$100 + (\$150 per lot) \$200 per lot
Current Land Title	\$12 (per title) \$15
G.S.T. is payable on all Subdivision Fees (Subdivision Authority) NEW	
Subdivision fees at application for 4 or more lots, including any remainder	\$700 + \$250 per lot
Separation of Titles (MGA 652 (4))	\$700
Condominium Plan Consent	\$50 per unit
Extension	\$250
Air Photo	\$7 (per photo)
SUB-DIVISION FEES (MUNICIPALITY)	
Lot Subdivision fee for lots that were previously consolidated:	
-1 st Lot	\$5,000
-each subsequent lot	\$2,500
RE-DISTRICTING/RE-ZONING FEES	
Re-districting application	\$2,000
Amend Municipal Development Plan	\$2,000
Amend Land Use Bylaw	\$2,000
Amend Provision of a Statutory Plan	\$2,000
Adoption of New Statutory Plan	\$2,000
<i>GST will be charged where applicable.</i>	



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

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

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

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

Citation

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

Definitions

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

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

Application

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

Severability

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

General

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

C.

Meetings

11. The regular meetings of Council shall be established by resolution of Council at its annual organizational meeting.
12. Special meetings of Council shall be established as required by Council according to the provisions of the Municipal Government Act and the public shall be given notice.
13. Council, by resolution, may establish other Council meeting dates.
14. The meetings of Council committees shall be established by resolution of each committee and the public must be given notice or advertised as required by the provisions of the Municipal Government Act.
15. Regular meetings of Council shall begin at 9:00 a.m.
16. The times for the beginning of Council committee meetings shall be set by resolution of each committee.
17. As soon after the hour of which the meeting was called, and a quorum is present, the Mayor shall take the chair and call the meeting to order.
18. In a case where the Mayor is not in attendance within fifteen (15) minutes after the hour of which the meeting was called, and a quorum is present, the Deputy Mayor shall call the meeting to order.
19. If a quorum is not present within thirty (30) minutes after the time fixed for the meeting, the CAO shall record the names of the members present and the meeting shall stand adjourned until the next meeting;
20. Recordings: Council or Council committee meetings may not be filmed or voice-recorded.
21. Other Recordings: Any other person may not use a mechanical or electronic recording device at a public Council or Council Committee Meeting or a Public Hearing. All such devices must be removed from the meeting room.
22. Recording Devices: No concealed electronic recording devices, including but not limited to cellular telephones, are permitted at any meetings.

Conduct of Meetings

23. Each member or delegate, as the case may be, shall address the chair but shall not speak until recognized by the chair.



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

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or not as the case may be.

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

other persons to attend, as it considers appropriate, and the minutes of the meeting must record the names of those persons and the reasons for allowing them to attend.

Delegations

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

Provision for Attendance and Participation by Electronic Means

46. In accordance with the provisions of Section 199 of the Municipal Government Act, Council herein provides that meetings of council, including committee meetings and public hearings, may be conducted by Electronic Means, when

deemed necessary to do so for the effective and expedient governance of the municipality and engagement with the public, at the discretion of Council.

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

47. In providing for Electronic Means, the Council authorizes the following electronic means for virtual participation in meetings:

- a) Telephone participation, both traditional landline and cellular mobile participation;

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

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

Motion to Recess

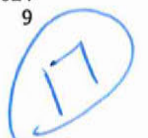
50. The Chair, without a Motion, may Recess the meeting for a specific period of no more than ten (10) minutes.
51. Any Councillor may move that Council Recess for a specific period.
52. After the Recess, business will be resumed at the point where it was interrupted.
53. A Recess will follow a motion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

Rules of Order

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

Agenda and Order of Business

55. Prior to each meeting, the CAO shall prepare a statement of the order of business to be known as the "Agenda" of all matters to be brought before Council. To enable the CAO to do so, all documents and notice of delegation,



intended to be submitted to the Council, shall be received by the CAO not later than 1:00 p.m. on a business day at least five (5) days before the meeting.

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

Recording of the Minutes

61. The CAO may delegate any duties to a recording secretary but shall accept all responsibilities of the duties.
62. If a member of Council arrives late, leaves before the meeting is adjourned, or is temporarily absent from the meeting, it shall be so recorded in the minutes.

63. After each meeting, the CAO shall prepare a statement of what was done at the meeting which will be known as the "Minutes" of the meeting. The minutes will be the written record of the proceedings of the meeting and will be a record of what was done at the meeting, and not what was said at the meeting;

Bylaws

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

Website

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

73. Unapproved meeting minutes are to be posted on the Summer Village website within 7 business days of the meeting.
74. Approved minutes are to be posted on the Summer Village website within 3 business days of the meeting.
75. Other items will be posted on the Summer Village website as directed by the CAO or designate.

This Bylaw repeals Bylaw #338-2024 and comes into full force and effect upon third and final reading.

READ a first time this 29th day of March, 2024.

READ a second time this 29th day of March, 2024.

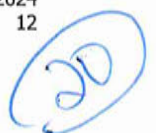
UNANIMOUS CONSENT to proceed to third reading this 29th day of March, 2024.

READ a third and final time this 29th day of March, 2024.

SIGNED this 29th day of March, 2024.

Mayor, Bernie Poulin

Chief Administrative Officer, Wendy Wildman



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SUMMER VILLAGE OF SILVER SANDS
APPENDIX A

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

General duties of Councillors
153

Councillors have the following duties:

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

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



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SUMMER VILLAGE OF SILVER SANDS
APPENDIX B

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

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

1994 cM-26.1 s154;1995 c24 s21



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SUMMER VILLAGE OF SILVER SANDS
APPENDIX C
Public Hearing Procedure

Policy

Council may adopt a procedure for statutory public hearings.

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

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

Public Hearing Principles

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

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

Public Hearing Procedures

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Definitions

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

SUMMER VILLAGE OF SILVER SANDS PUBLIC HEARING

Date Time

Bylaw #

INTRODUCTION & PROCEDURES

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

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

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

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

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

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

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

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

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

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

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

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2024 Notice of Annual Meeting

Tuesday, March 26th 2024 at 11:00 am

A notice convening the Annual Meeting of
Lac Ste. Anne East End Bus Society to be
held at 11:00 am at Town of Onoway 4812
51 St, Onoway, AB T0E 1V0

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EEB Annual Meeting

lorna porter <eastendbus@gmail.com>

Tue 2/27/2024 9:38 AM

📎 1 attachments (83 KB)

ANNUAL MEETING POSTER 2024.docx;

Good Morning,

Please find attached the notice of Annual Meeting for Lac Ste. Anne East End Bus Society.

At the meeting, board members will share the society's insights with the stakeholders regarding the past year's performance, strategies and outlook going forward. This will allow interested parties to gain a higher understanding and the importance of their investment in the operations of Lac Ste. Anne East End Bus Society in the following years.

If you need further information please feel free to contact me.

Lorna Porter

Seniors Event Coordinator

Lac Ste. Anne East End Bus Society

780 905-3934

eastendbus@gmail.com

Facebook: Lac Ste. Anne East End Bus Society

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Municipal Affairs - Notice of ICF Engagement Sessions

municipalservicesdivision@gov.ab.ca <municipalservicesdivision@gov.ab.ca>

Wed 2/28/2024 9:07 AM

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

To all municipal Chief Administrative Officers...

As you are aware, Municipal Affairs is considering potential changes to Intermunicipal Collaboration Framework (ICF) provisions in the Municipal Government Act.

An online survey will be released shortly, inviting all municipal councils and administrations to provide their input on a variety of issues relating to ICFs.

In addition to the survey, Municipal Affairs has partnered with the Alberta Rural Municipal Administrators' Association and the Local Government Administration Association to offer two in-person engagement sessions for municipal administrators. The sessions are being scheduled in conjunction with the upcoming ABMunis Municipal Leaders Caucus and the RMA Spring Convention, in hopes of minimizing travel requirements for interested administrators.

The two sessions are scheduled as follows:

Wednesday March 13, 2024 - 1:00 to 3:30 p.m.

Commerce Place Conference Centre, located at 10155 102 Street NW, on the second floor of Commerce Place.

(Easiest access is via the main escalators in the central rotunda of Commerce Place; once on the second floor, turn south and head toward Jasper Avenue. The Conference Centre is on the right about 2/3 of the way toward Jasper Avenue.)

Wednesday March 20, 2024 - 1:00 to 3:30 p.m.

Edmonton Convention Centre. Information on the specific room for this conversation will be confirmed shortly and provided upon registration.

These sessions are intended for municipal administrators who have practical experience developing ICFs. The input shared in-person will supplement the feedback that will be gathered from an online survey for all municipalities that is expected to be launched in early March. Any CAOs who cannot attend this session will still have the opportunity to provide feedback via the online survey.

The session will cover the following topics:

- Content and definitions;
- Dispute resolution processes;



- Minister's role in ICFs; and
- Resources to support ICF development;
- Any other opportunities to improve the ICF legislation.

To ensure there is sufficient space, chairs, etc. for everyone, please RSVP your attendance to ma.engagement@gov.ab.ca. If you have any questions about the session, you can contact the Municipal Affairs' Engagement Team at that same email address.

Cheers

Gary Sandberg
Assistant Deputy Minister
Municipal Services
Municipal Affairs

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Congratulations!

Your Wildfire Community Preparedness Day 2024 application for Summer Village of Silver Sands was successful! You will receive \$500 to support your event along with a kit of FireSmart goodies.

WILDFIRE COMMUNITY PREPAREDNESS DAY PARTNERS

As FireSmart™ Canada Wildfire Community Preparedness Day partners, The Co-operators Group Ltd., the Institute for Catastrophic Loss Reduction, the National Fire Protection Association, and the provincial and territorial wildfire agencies are committed to bringing neighbours together to help reduce risk to homes and neighbourhoods from wildfire.

WHAT TO DO NEXT

1. Please review, sign, and return the *Award Acceptance, Consent and Release Form* which was attached along with this letter to the congratulations email you received. **Return the signed form to laura.a.stewart@gov.ab.ca.**
2. Please complete Step 1 by Monday, March 18th, 2024!

Once we receive the completed and signed Acceptance Form and the Award Recipient Information, you will receive the \$500 award via E-transfer sent to the email address you identify on the Acceptance form. In addition to the \$500, a resource kit will be sent in mid April.

Additionally, upon permission and subject to availability, a Co-operators Insurance advisor may be interested in attending your event to show support and commitment to wildfire resilience.

SIMPLE WAYS TO HELP US SHARE WILDFIRE COMMUNITY PREPAREDNESS DAY

1. We urge you to invite local media and elected representatives to participate in your event. Visit our website for a sample media advisory.
2. Visit our [Facebook](#) page to connect with other communities and share stories about your Wildfire Community Preparedness Day event.
3. Participate in FireSmart Canada's Prep Day contest to win prizes! Details will be included in your Prep Day kit.

Thank you for your application and for working with your community to help reduce risk from wildfire!


FireSmart, Intelli-feu and other associated Marks are trademarks of the Canadian Interagency Forest Fire Centre Inc. (CIFFC).

ASSET - 2023 Annual Audit for the Summer Village of Silver Sands

ASSETmail@gov.ab.ca <ASSETmail@gov.ab.ca>

Mon 3/11/2024 2:18 PM

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

 1 attachments (52 KB)

audit_munc_notice.rtf;

An auditor has audited the 2023 annual return that was declared by the appointed assessor.

Annual Audit Stage 2 is complete for the Summer Village of Silver Sands (0283).

Attached is the Annual Audit Results report that is produced following an audit of the annual return.

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Summer Village of Silver Sands Code: 0283 Assessment Year: 2023
2024 Annual Audit Results

Actual Use Group Description	Value Range Strata	NBR. of IOV Used	COD	COD Quality Standards Results	COD Audit Flag	Median Quality Assessment Ratio	Median Quality Standards Results
Commercial- Office	VQ1-4	0		Inferred	Inadequate	1.000	Inferred
Commercial - Retail	VQ1-4	0		Inferred	Inadequate	1.000	Inferred
Single Family Dwellings	VQ1-4	48	9.500	Meets		0.955	Meets
Vacant Commercial	VQ1-4	0		Inferred	Inadequate	1.000	Inferred
Vacant Residential	VQ1-4	28	13.300	Meets		0.993	Meets

Calculated Residential Assessment Level	Calculated Non-Residential Assessment Level
0.957	1.000

COD NOTES: The Coefficient of Dispersion (COD) Standard
Property containing 1, 2 or 3 dwelling units is 0 - 15.0. All other property is 0 - 20.0
If the number of IOV used was less than 5 then results = 'NA'. If the number of IOV used was 0 then results = 'Inferred'

MEDIAN NOTES: The standard for Median Assessment Ratio for all property is 0.950 - 1.050.
If the number of IOV used was 0 then results = 'Inferred'

Appointed Assessor: Mike Krim
Assessment Company: Tanmar Consulting Inc.

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Auditor: Frank Wong
Report Date: March 11, 2024



Summer Village of Silver Sands Code: 0283 Assessment Year: 2023
2024 Annual Audit Results

Assessment Year & Asmnt Year Loads

Auditor's Statement
March 11, 2024

The regulated assessment quality standards have been met and the assessment levels calculated by ASSET will be used in the equalized assessment calculation.

Auditor's Comment

The annual audit ratio study is used to infer statistically if each ratio study stratum of the municipality Annual audit ratio study results that meet the quality standards should not be taken as evidence that each of the municipality's market value based assessments meet the provincial market value standard.

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February 29, 2024

Sent via email

Attention: **Town of Onoway Council and Administration**

Re: **Onoway Regional Fire Services Decision-Making and Communication Process**

The Councils of the undersigned member municipalities would like to make the Town of Onoway aware of concerns that have developed regarding decisions that are being made and communications that are being sent out on behalf of Onoway Regional Fire Services and its member municipalities.

As you are aware, the Town holds the Fire Services Agreement with our contracted service provider and the member municipalities have agreements with the Town for the provision of fire services. Recently, the town has been negligent in its duties, as they pertain to its various contracts. Most notably, the Town has been making decisions and issuing communications without prior discussion, direction, or approval from the Fire Services Committee. While this has been an ongoing issue for some time, there are two recent examples of this occurring that we would like to highlight, in order to demonstrate the issue: the December 21, 2023 letter from the Town and Lac Ste Anne County regarding changes to dispatch procedures, and the January 16, 2024 letter from Onoway to Chief Ives regarding medical consumables.

The December 21, 2023 letter outlines changes to dispatch protocols. It is our understanding that these changes occurred in October and were at the direction of Lac Ste Anne County. This letter, signed by the CAO of Onoway, implies that the Town was both a party to, and in favour of, this decision. These changes should not have been agreed to by the Town and a letter sent from the Town without first discussing the situation and the appropriate response with the Fire Services Committee. While these changes may appear inconsequential, and in fact they may be, it was not for the Town to decide. Further, it is prudent to remind the Town that the dual dispatch system originated after significant effort by the Town and its partner municipalities, on behalf of Onoway Regional Fire Services, following the deaths of four (4) people on Highway 633 in two separate incidents. We would like to know more about how the decision was made, Onoway's role in it, and how these changes are being implemented through the dispatch center. We would also appreciate written confirmation from the Town of Onoway that you have confirmed that Onoway Regional Fire Services is being called out to all calls where there is a life-safety risk. Public safety must be our number one priority, and this decision may very well put the safety of our residents in question.

The January 16, 2024 letter to Chief Ives also shows an example of decisions being made without due process. Neither the Fire Services Committee nor the membership has passed a Fire Administration budget for the 2024 year. Without this budget being passed, we do not yet know what the committee or membership will approve regarding consumables in 2024. We ask that you do not make commitments on our behalf without due process. Further, the 2024 fire administration budget should have been passed in 2023 or early in 2024, yet no meeting has been scheduled for the purposes of passing the budget. We

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require that a meeting be scheduled with the Fire Services membership for the purpose of passing the 2024 budget.

The Town is also likely aware of a letter that was sent on January 10, 2024 from Lac Ste Anne County Reeve Blakeman regarding mutual aid and dual dispatch. In this letter, Reeve Blakeman states his belief that the Town of Onoway can independently make decisions, including changing service providers for Onoway Regional Fire Service, without the consent of the member municipalities. We are not sure why he believes this, but would like to ensure that the Town does not share in this sentiment. Both the Contract between the Town and Fire Rescue International (previously Northwest Fire and Rescue) and the Contracts between the Town and the member municipalities have a section regarding the Fire Services Committee. For ease of reference this section reads:

The Town will facilitate the creation of a Fire Services Committee comprised of such representatives of the Town and other municipalities with whom the Town has contracted respecting Fire Services as deemed appropriate. The Fire Service Committee shall have such duties as the Town, the other municipalities, and the committee deem appropriate. It is expected that these duties will include making recommendations to the Town respecting the use of any reserve fund created in respect of Fire Services. (The Fire Services Committee will initially consist of 3 elected representatives: one from Onoway, one from Alberta Beach, and one from the Summer Villages group.)

This verbiage is the same in all agreements, with the exception of the part in brackets which is only included in the agreements between the Town and the member municipalities. Additionally, to refresh your memory, recently, our fire service provider changed its name and status to the non-profit, Fire Rescue International. This was an exercise in frustration as this simple change required the consent of all of Onoway Regional Fire Services member municipalities. We can only imagine the challenge the Town would have changing our fire service provider, even with the consent of the membership. We expect that, in the future, all decision and direction regarding Onoway Regional Fire Services be discussed and decided at the committee level. These are NOT decisions for Onoway Council or Administration to make.

Reeve Blakeman's letter also highlights disappointment with the tone and nature of recent public communications. We agree there are recent communications, initiated by Fire Chief Ives, which have been unnecessary and/or inappropriate. It is important to note that the Town is not faultless here. The comments made by Fire Chief Ives were an understandable and relatable reaction to being left in the dark on the nature and implementation of critical changes that have the potential to significantly impact public safety. Fire Chief Ives attempted to address these concerns with the Town, who should be its administrative advocate, not its gatekeeper, with limited success. The frustrations and communications from Fire Chief Ives were, in part, the result of your administrative failure, and now we are all apologizing for this oversight – you should consider doing the same.

Further to this, we understand that, at your February 22, 2024 Regular Council meeting, a motion was passed to give one years notice to terminate the Fire Contract. We acknowledge that both the agreement between the Town and Fire Rescue International (Northwest Fire and Rescue) and the Town and the member municipalities have a termination clause, and the Town may terminate these agreements. However, our agreements with the Town specifically refer to the service provider being Northwest Fire and Rescue (or Fire Rescue International); any change to service provider for Onoway Regional Fire Service, without the consent of the group, is not contemplated in the agreement. Recall, again, the struggle we

have had simply changing the name of our current service provider. We request the exact wording of the motion from the February 22, 2024 Regular Council Meeting, so that we may plan accordingly.


Although we are not surprised by the actions of Onoway Council and Administration, we are disappointed that significant decisions are being made, that impact the entire region without input or discussion from the Town's partners. We hoped that you would have the courage and resolution to at least hold a meeting and inform us of your intentions to withdraw from our agreements, instead of hastily passing an impactful motion that will put the health and safety of all of our residents in jeopardy.

Finally, we would like to reiterate that Administration for the Town of Onoway should be managed separately from the Administration of Onoway Regional Fire Services and the Fire Service Contracts. What is in the best interest of the Town may not be in the best interest of Onoway Regional Fire Services, or vice versa. When acting in the capacity of administration for Fire Services it is your responsibility and obligation to work in the best interest of the fire service, as a whole, not the best interests of Onoway.


Sincerely,



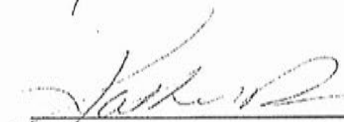
Mayor Kelly Muir, Alberta Beach




Mayor Bernie Poulin, Summer Village of Silver Sands



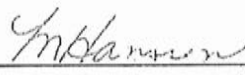
Mayor Gwen Jones, Summer Village of Sunset Point



Mayor Kathy Dion, Summer Village of Val Quentin



Mayor Sandi Benford, Summer Village of South View



Mayor Marge Hanssen, Summer Village of Nakamun Park

Cc: Onoway Regional Fire Services Member Municipalities
Lac Ste Anne County Council and Administration



TOWN OF ONOWAY

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

Via Registered Mail

March 7, 2024

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

Mayor and Council,

*rec'd
March 12 24*

Re: Termination of Fire Services Agreement

The Town of Onoway (the "Town")

The Town has decided to terminate its Fire Services Agreement with North West Fire Rescue – Onoway Ltd. (also known as Fire Rescue International) ("**North West**") pursuant to the Agreement. The termination will take effect March 7, 2025.

As part of this termination, the Fire Services Agreement, effective December 31, 2015, and the Amending Agreement, effective January 1, 2021 (together, the "**Fire Services Agreement**") between the Town and the Summer Village of Silver Sands ("**Silver Sands**") will also need to be terminated.

This letter serves as formal written notice of the Town's intention to terminate the Fire Service Agreement as of March 7, 2025 ("**Termination Date**"), pursuant to section 21 of the Fire Services Agreement.


The Town is currently working with North West to effect a smooth and orderly transition to another fire service provider. The Town will continue to provide all fire services, through North West, pursuant to the Fire Services Agreement up until the Termination Date. At Termination Date, the Basic Annual Fee outlined in the fee schedule at Schedule "B" shall be prorated accordingly, with any necessary refund paid back to Summer Village of Silver Sands.

The Fire Services Committee remains constituted until the Termination Date and will be involved in the transition. Further details regarding the transition will be provided in due course.

Yours truly,

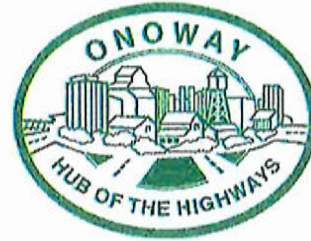
The Town of Onoway

PER:


Len Kwasny

Mayor

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News Release
For Immediate Release

Friday, March 8, 2024

Town Council Approves Change in Approach to Fire Services

Onoway, AB – On Thursday, February 22, 2024, Onoway Town Council voted in favour of changing the Town's approach to Fire Services.

Until this point, the Town of Onoway has offered Fire Services through a private contractor, rather than through the more typical structure of a public Emergency Services Department. With this change, Council has approved a one-year transition period, maintaining the current service delivery model while working on a new agreement for public service delivery.

The Town will also transition out of providing services to nine municipalities that currently have an agreement with the Town for Fire Service provision.

"We're excited to move forward in this process of modernizing the delivery of Fire Services for our community," said Onoway Mayor Len Kwasny. "This change will help ensure a high level of service throughout the entire region, while eliminating potential jurisdictional confusion amongst departments."

This model of service is quite typical across the province, and is considered best practice amongst municipalities and regions comparable to the Town of Onoway across Alberta.

"We appreciate the efforts of the current contractors serving Onoway and our regional partners, who work diligently to keep our community safe," Mayor Kwasny said. "This change is not a reflection of that dedication, but rather to align our efforts with best practice and sustainability of service."

Media contact:

Jennifer Thompson, Chief Administrative Officer

cao@onoway.ca

780-967-5338

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← [Back to News Listing](#)

Did you know? Fire Services

March 11 2024



Town Council has approved a change in our approach in Fire Services, and we want to bring you into the conversation!

Until now, the Town of Onoway has offered Fire Services through a private contractor, rather than through the more typical structure of a public Emergency Services Department. This has resulted in a number of challenges for the municipality, compounded by the fact that the Town of Onoway provides Fire Services to nine other municipalities, each of which depends on us when an emergency hits.

This change was also made to ensure that residents continue to receive a high level of service, and to eliminate potential jurisdictional confusion amongst departments. The Town will also transition out of providing services to nine municipalities that currently have an agreement with the Town for Fire Services provision.

What Now?

Council has approved a one-year transition period to move from a private contractor to a public-sector department. During this time, we will continue to be served by the awesome firefighters who have been so dedicated to keeping our community safe to date.

We're in the process of negotiating terms of service with Lac Ste. Anne County for regional Fire Service delivery.

We commit to keeping you in the loop as this process continues. In the meantime, we are excited to be able to find efficiencies for our residents, and we are so thankful for all our emergency personnel.

Thank you!

www.onoway.ca



4812 51 St, Onoway, AB, T0E 1V0

Did you know? Fire Services

Mar. 11, 2024

Town Council Approves Change in Approach to Fire Services

Mar. 08, 2024

March Message from the Mayor

Mar. 06, 2024

Town of Onoway

10000 Highway 100, Onoway, AB

Location

Town Office: 4812 - 51 Street
Mail: Box 540 Onoway, AB
T0E-1V0

Contact

Phone: 780-967-5338
Fax: 780-967-3226

Connect

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[Contact Us](#)

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January 10, 2024

Municipalities Partnered in
Onoway Regional Fire Services

Attn: Mayors & Councils

Re: Onoway Regional Fire Services Mutual Aid / Dual Dispatch

Lac Ste. Anne County finds it necessary to reiterate the relationships between the parties involved with fire service mutual aid provisions to the municipalities involved with Onoway Regional Fire Services (ORFS):

- The County has an agreement with the Town of Onoway to provide and receive mutual aid in relation to fire services. There is no agreement for automatic or dual dispatch. There is no agreement between the County and FRI/NWFR.
- The Town has an agreement with the ORFS municipal partners to provide fire services.
- The Town has an agreement with FRI/NWFR to contract municipal fire services. There is no agreement between ORFS, or it's member municipalities, and FRI/NWFR.

What this means is that the Town itself is the only entity that has care and control over the contracted fire service provider (i.e. FRI/NWFR). Although ORFS members have an expectation, through agreement, to receive fire services there is no obligation to the ORFS members that the Town provides that service via their current contractor. It also means that ORFS, and/or it's member municipalities, do not have care and control over the town's contracted provider.

As indicated the County's current Mutual Aid Agreement is between the County and the Town of Onoway. As such, we have expressed concerns regarding the antics of FRI/NWFR, specifically Fire Chief David Ives, directly with the Town. However, as these concerns continue to escalate, we find it necessary to share our position with the ORFS member municipalities.

Lac Ste. Anne County is extremely frustrated and disappointed, to say the least, in recent actions of Chief Ives with public statements against County Council, Senior Administration, and Fire Services Personnel, of which the County considers both libelous and slanderous.

As you are aware, the Town and the County issued a joint letter (dated December 21, 2023) to ORFS members, outlining the minor change in dispatch protocol for non-critical events. For clarity, the change in protocol addresses two points:

- Within the designated highways, if the initial information received by dispatch clearly indicates that there are no injuries and the severity/complexity is considered low, ORFS will not be dual dispatched unless requested by LSACFS.

If the initial information received by dispatch identifies injuries, entrapments or the severity/complexity is considered more than "low" the dual dispatch will apply.

- Dual dispatch of ORFS has been cancelled for fires; with LSACFS only being dispatched. ORFS will be dispatched if LSACFS determines mutual aid assistance is required.

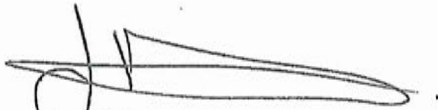
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Chief Ives has been provided with the specific memo forwarded to Parkland Dispatch, and this same clarity.

The written and verbal statements of Chief Ives continue to discredit and criticize the County and our Fire Department. Further, they undermine the attempts to grow the relationship between the two fire services and instead the trust is diminishing. The success of two entities working together is dependent on the confidence that both are committed to 'getting the job done' in a professional and proficient manner, but this is now compromised.

The County reminds everyone that a court order affirming the County is the authority having jurisdiction on the area highways and the prevention of FRI/NWFR responding without the request of County Fire Services remains in effect. After much deliberation and discussion with ORFS members, the County voluntarily implemented the dual dispatch protocol for motor vehicle collisions on a trial basis. However with the recent events, we will be discussing our reaction to Chief Ives communications, including potential impacts to dual dispatch or the cancellation of same.



Joe Blakeman
Reeve, Lac Ste. Anne County

c.c. Town of Onoway Mayor & Council
Lac Ste. Anne County Council
Mike Primeau, County Manager, Lac Ste. Anne County
Trista Court, General Manager of Community Engagement



February 29, 2024

Sent via Email

Attention: Lac Ste Anne County Reeve and Council

Re: January 10, 2024 Letter from Reeve Blakeman regarding Onoway Regional Fire Services Mutual Aid / Dual Dispatch

The Councils of the undersigned municipalities acknowledge receipt of the above noted correspondence from Reeve Blakeman and have had an opportunity to discuss this correspondence, individually and collectively. In his letter, Reeve Blakeman covers a variety of points which we feel are necessary for us to respond to.

First and foremost, we echo your frustration with the public discourse and communications that have happened, as of late, particularly regarding fire. It is disconcerting to see the relationships that we have worked so hard to build and maintain start to crumble over the past several months. Open, honest, and upfront communication have been key to relationship building in the region and it appears that the current lack of open, honest and upfront communication is playing a role in our current conundrum.

Thank you for your interpretation of the various contracts and agreements between the Town of Onoway, our fire service provider, the various municipalities served through Onoway Regional Fire Service, and Lac Ste Anne County. For the record, we disagree with much of your interpretation and would like to offer clarification, from our perspective.

Mutual aid agreements, automatic aid, and dual dispatch:

As you point out, Lac Ste. Anne County has a mutual aid agreement with the Town of Onoway and it is agreed that this Agreement does not cover automatic aid or dual dispatch. We would like to point out that each municipality who contracts with Onoway Regional Fire Services has signed an addendum, as per section 28 of the Mutual Aid Agreement, essentially making this an Agreement amongst Onoway, Lac Ste. Anne County, and the members of Onoway Regional Fire Service. We would also like to draw to your attention section 7 of the Agreement, which states:

The parties covenant and agree they will actively consider, in good faith, whether they can respond in a timely fashion to calls received from the Dispatch Centre, in light of, among other things, their current manning, the location of the incident in question, and the seriousness of the incident.

We also agree that, without a written agreement otherwise, LSAC may alter the terms of our dual dispatch protocols. However, we did have various verbal agreements regarding these protocols. Changing these protocols without first discussing them with us and then waiting months to inform us, when there were

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verbal agreements in place, caught us off-guard as we were operating under the assumption that you and the County could be taken at your word.

Once again, Lac Ste. Anne County has withdrawn or changed the nature of how we work together with zero communication or consultation with its regional partners. The changes to dispatch protocols occurred in October, and we were not notified until December, after we had discovered the change through other means. Which leads us to two important questions. Would we have been informed, had we not found out otherwise? And, what prompted these changes?

While on the topic, we have been informed that section 16 of the Mutual Aid Agreement between the Town and LSAC is not being followed. "Both Parties agree to participate in semi-annual meetings of their respective Fire Chiefs and appropriate staff as deemed necessary". Despite repeated attempts by our Fire Chief to schedule meetings, they have not been occurring.

Agreements between Onoway, Fire Rescue International, and member municipalities:

Your interpretation of how the various agreements work and interact with each other was curious but we disagree. Our interpretation of the agreements is that the Town cannot commit the members of Onoway Regional Fire Service to a new service provider without the consent of the member municipalities. There is an obligation for the Town to maintain our current service provider, or withdraw from the agreements with the members of Onoway Regional Fire Service, entirely, should they wish to change providers without the consent of the group.

Discourse and Communication:

We understand and agree that there have been heated public communications, of late, from our fire service provider. Some of these communications were unnecessary and we are dealing with the matter internally. However, we ask that you consider the reasons for the reaction.

We do not know why the County has made changes to the protocols; we do not know why the County chose to communicate these changes months after the fact, or if LSAC did communicate these changes and the communications didn't make it to us. We are concerned about the safety of our residents, and county residents as well, on our highways. Let us not forget that there were four (4) deaths in two separate incidents on Highway 633 in the lead up to our dual dispatch protocols. These protocols were implemented to ensure that all of our residents and visitors could count on a high quality of emergency response when travelling through our region. If the standard of service is changing, we ought to be engaged in the decision-making process.

Onoway Regional Fire Services is highly trained in medical response and offers a high level of service, in addition to chute times that are comparable to paid city fire departments. We know that an ambulance from AHS is often 20-30 minutes away. That is an awfully long time to wait, injured and distressed, on the side of the highway, even if you are not at risk of dying. We ask that you truly consider if your training, response levels, and times are equal to or better than ours. If they are not, it would be prudent to reconsider this change to dispatch protocols, in the name of public safety.

This is not to call into question the capabilities of the County Fire Service. We appreciate their work, and commitment to public safety. However, the County has informed us, on many occasions, that the paid-on-call nature of your fire service means that there may not be someone there to answer the call. When

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seconds matter, this dual dispatch system has saved lives. Our Fire Chief has asked Onoway, Lac Ste. Anne County and Parkland Dispatch to comment on the changes: why they were made, how they are being rolled out, and when they will be dually dispatched. The response has been underwhelming. We are trying to understand the change and ensure that all our residents are taken care of to the highest possible standard.

We value our partnership with Lac Ste Anne County and look forward to continuing to work together in the future. In addition to considering if this change is truly in the public interest, we ask that Lac Ste Anne County considers their role in this communication conundrum, while we deal with our part. Moving forward, we trust that LSAC will engage with us regarding changes that will impact our operations or our residents. Further, we encourage collaboration and communication ~~before~~ changes are made that will impact us, so that we may work together to ensure public safety and to avoid unpleasantness, conflict, and unanticipated consequences. Public Safety must be the number one priority. It is time to get back to working together towards ensuring this is the case.

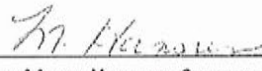
Sincerely,



Mayor Kelly Muir, Alberta Beach



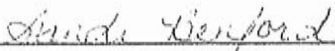
Mayor Bernie Poulin, Summer Village of Silver Sands



Mayor Marge Hanssen, Summer Village of Nakamun Park



Mayor Kathy Dion, Summer Village of Val Quentin



Mayor Sandi Benford, Summer Village of South View

Cc: Onoway Regional Fire Services Member Municipalities
Town of Onoway Administration
Town of Onoway Council

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Response to letters re fire.

Joe Blakeman <JBlakeman@lsac.ca>

Tue 3/5/2024 4:42 PM

To: Joseph Poulin <berniepoulin@icloud.com>; Sandi Benford <sandi.benford@gmail.com>; Ren Giesbrecht <renjgiesbrecht@gmail.com>; Kelly Muir <kellymuir@albertabeach.com>; Gwen Jones <gwen.jones@sunsetpoint.ca>; Don Bauer <mayor@svyellowstone.ca>; Ray Huskal Ross Haven <Ray.hutscal@rosshaven.ca>; Marge Hanssen <marge.hanssen@svnakamun.com>; Jon Ethier <jon@rideriverside.com>; Mike Primeau <mprimeau@lsac.ca>; Trista Court <tcourt@lsac.ca>; Cindy Suter <csuter@lsac.ca>; k.dion@valquentin.ca <k.dion@valquentin.ca>; Don Bauer <mayor@svyellowstone.ca>
Cc: wendy wildwillowenterprises.com <wendy@wildwillowenterprises.com>; Marlene Walsh <marlenehwalsh@gmail.com>; Matthew Ferris <mferris@lsac.ca>; Dwight Moskalyk <ddm@kronprinzconsulting.ca>; Village of Alberta Beach <aboffice@albertabeach.com>

I find it more than disappointing that I must request this meeting.

But I believe it is time to chat in person.

I believe when the Bullshit starts to spread let's put the bull in the pen maybe even load it on a truck. You say you value your partnership with LSAC? I disagree! Your communications say it but your actions prove otherwise.

We will be hosting a meeting on March 22nd at 10:00 am to deal with the bull.

Whomever can attend please do if you as the mayor cannot send one delegate

And your admin is welcome.

Regards

Joe

Sent from my iPhone

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Send linkPublic Works Report
SVSS Council Meeting March 28, 2024

Update from February 23, 2024

1. Continuing to cut down problem trees.

New Items

1. New crack sealing equipment is assembled and ready to go as soon as the roads are thawed and swept.
2. Working on getting the village quad ready to sell.
3. All new and existing drainage seemed to be working through the quick thaw that we had.

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Summer Village of Silver Sands

Box 8,

ALBERTA BEACH, AB. T0E 0A0

Phone: 587-873-5765 Fax: 780-967-0431

Email: administration@wildwillowenterprises.com

March 14, 2024

Fire Rescue International
c/o David Ives, Fire Chief
P.O. Box 1550 Onoway, AB. T0E 1V0
david.ives@firerescueinternational.net

To Whom it May Concern:

Re: Letter of Reference – Fire Rescue International – Not-for-Profit Fire and Rescue Services

In reference to the above matter, and on behalf of the Summer Village of Silver Sands Council, Administration and Community, I am pleased to provide this Letter of Reference for Fire Rescue International. We understand that Fire Rescue International is looking to expand their service with new partnerships in our region, and as a long-standing municipal client-partner of this organization, we wholeheartedly offer our endorsement of this first-rate fire service to any other prospective partners.

The Summer Village of Silver Sands, as one of the founding members of the Onoway Regional Fire Service network, through which Fire Rescue International (previously North West Fire and Rescue) has been engaged as Fire Service provider (including Enhanced Medical Response) for nearly a decade, could not be more pleased with the service we have received – both in our community, and within our region. Fire Rescue International sets the standard for education, dedication, training, professionalism, response times, and patient care in our region. They have an admittedly unique business model, but one that provides access to a large pool of highly trained personnel with real world experience, along with the fire and medical equipment they need to handle the situations they face.

Moreover, they have remained passionate advocates and loyal partners in our mutual mission of "doing our best today and being even better tomorrow." With Fire Rescue International we are confident that you will have much more than a typical business-client relationship, in our experience you will gain a team that you can trust and a partnership that you can rely on now and long into the future.

If you have any questions, please feel free to contact us and we can discuss in more detail.

Yours truly,

Wendy Wildman
Chief Administrative Officer
Summer Village of Silver Sands

cc: Silver Sands Council

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FIRE RESCUE INTERNATIONAL (DIVISION 7801)

MEDIA RELEASE:

Val Quentin, AB – March 10, 2024
RE: Small Structure Fire Lakeview Drive

At 0102 this morning Fire Rescue International – a non profit “P3” corporation (FRI) was paged to a structure fire in within the Summer Village of Val Quentin. Initial reports stated one or more outbuildings were engulfed in flames while others were threatened as well as several spruce trees.

One minute later FRI’s first unit was rolling towards the scene with three others departing immediately behind it. Within six-minutes of the page out fire units were arriving on scene. Crews found a fully involved outbuilding and spruce on fire with a vehicle and additional outbuilding threatened. Due to the quick action of the firefighters, water was applied to the fire within four-minutes of arrival and total knock-down achieved shortly thereafter.



www.firerescueinternational.net **855-710-3473** info@firerescueinternational.net
4935-50th Ave P.O. Box 278 Alberta Beach, Alberta T0E-0A0

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FIRE RESCUE INTERNATIONAL (DIVISION 7801)



Luckily with snow-cover, the fire did not spread to further vegetation or the homes within the community. Out of an abundance of caution, four apparatus and nine members responded to the scene as well as RCMP and Alberta Health Services EMS. No members of the public or firefighters were injured during this event. Citizens are reminded to ensure proper space around heating appliances or lights and only use approved equipment.

For more information about this incident or Fire Rescue International, please contact Fire Chief Ives at 780-777-4688

www.firerescueinternational.net **855-710-3473** info@firerescueinternational.net
4935-50th Ave P.O. Box 278 Alberta Beach, Alberta T0E-0A0

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FIRE RESCUE INTERNATIONAL (DIVISION 7801)

MEDIA RELEASE:

Onoway, AB – March 16, 2024

RE: Hazardous Materials Onoway Industrial Park

At 1927 Friday March 15th Fire Rescue International (FRI) was paged to what was originally coded as a low priority outside side fire. Within one-minute several units were on route. Roughly one-minute later FRI's first command unit on scene. This unit reported black smoke inside a hazardous materials worksite area and that fire was threatening a large flammable liquids tank farm. By 1933 the first pumper was on scene, securing a water source and moving into position. Within ten-minutes of arrival, the tank farm containing volatile fluids had been cooled and protected. Fire crews then turned their attention on the large roll-off bin that was still burning.

After considerable efforts, the fire was contained. However, a significant amount of potentially toxic smoke had been released into the area. In an abundance of caution, at 2029 an air-quality advisory was requested for the Town of Onoway by FRI crews. FRI then worked to further overhaul the burning material while Alberta Environment was alerted of the incident. After overhaul the hazmat material was covered in sand then the site was turned over to the property owner.

Ten firefighters and 4 fire units were engaged in the firefight. No injuries were reported on the site or incurred by the firefighters during the operation. Fire Rescue International would like to thank our firefighting team for their fast-actions and professional actions while mitigating risks within a site that could have turned catastrophic. FRI would also like to thank Lac Ste. Anne County Patrol for their assistance on scene.

For more information about this incident or to learn more about your fire department, please contact Fire Chief David Ives at 780-777-4688

**www.firerescueinternational.net 855-710-3473 info@firerescueinternational.net
4935-50th Ave P.O. Box 278 Alberta Beach, Alberta T0E-0A0**

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FIRE RESCUE INTERNATIONAL (DIVISION 7801)

March 14, 2024

Village of Alberta Beach, Summer Villages of Nakamun Park, Ross Haven, Yellowstone, Castle Island, Sunset Point, Val Quentin, South View, & Silver Sands,

A lot has gone on over the past few weeks – in particular as things relate to the Town of Onoway and its decision to terminate the contract early. Until this week, we have not been able to say too much on the matter because we had not received official notice until March 11th. As to our official position regarding the termination, I can not comment as the matter is under review by our legal council.

What I can tell you is that this decision came without any consultation or warning. We are in receipt of the motion that was carried in September 2023 stating the Town of Onoways' intent to negotiate in good faith with Fire Rescue International (FRI) with the goal of entering another long-term contract. I can also confirm that we had been invited to attend a round-table discussion on March 8th that was to be the pre-negotiation meeting for the next agreement. Unfortunately, as it turns out, on February 22nd, council passed a motion to terminate the agreement early. What precipitated this this change in the town's position is completely unknown to FRI. What we do know is that as per the Onoway's' media release, the decision has nothing to do with the performance of FRI. Frankly, FRI's performance statistics speak for themselves. We have also heard that the decision was based on money, but can not confirm this much less understand such an argument. By our calculations, the Town of Onoway generates a gross profit of \$20,000.00 per year hosting a fire station and administering the contract.

From the view of your fire department, the matter of Onoway's termination is mostly an issue that needs to be worked out between the ratepayers of the town and their council. Although we do not believe termination of the fire services agreement will save Onoway a penny and see no option that could possibly bring better service, this matter shouldn't create panic within the other areas we serve. The principals of FRI are people of their word... We are not going anywhere. When FRI entered this agreement, the contemplated end was December 31st 2025. FRI has no plans to renege on the deal as originally contemplated.

www.firerescueinternational.net **855-710-3473** info@firerescueinternational.net
4935-50th Ave P.O. Box 278 Alberta Beach, Alberta T0E-0A0

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FIRE RESCUE INTERNATIONAL (DIVISION 7801)

Presuming the balance of our communities also intend to continue in the spirit of the original agreement I can confirm the following:

- A) There will be no change to the service levels, response protocols, or pricing for the remaining 9-members prior to March 7th 2025
- B) After March 7th of next year, FRI has every intention on fulfilling the original contract term ending December 31st 2025 with as little change to the service delivery model as possible.
- C) FRI will undertake to provide a proposal that will allow for continued operations with little or no financial impact on the remaining 9-municipalities.

In other words: As far as Fire Rescue International is concerned, things are business as usual for then next 12-months and for the final 9-months of 2025, we are confident we can work with our team of communities to continue the same fine service our ratepayers deserve at a cost the municipalities can afford. This leaves us ample time to continue our regular contract negotiations as originally planned without undue stress or pressure.

While Onoway residents, visitors, and businesses may have good reason to worry, rest assured; your residents do not. I look forward to your continued faith and support as well as our future agreement to provide long-term and affordable medical aid, firefighting, and rescue services.

David Ives

Fire Chief

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2024 MEMBERSHIP REQUISITION ALLOCATIONS

SV Name	Amount Paid 2023	2024 Lots Count	2024 % of Lots	SVLSACE Portion Due 2024	All-Net Costs Due 2024	Total Invoice Due 2024
Birch Cove	\$ 350.17	72	3.2%	\$ 367.93		\$ 367.93
Castle Island	\$ 92.41	19	0.8%	\$ 97.09		\$ 97.09
Nakamun Park	\$ 1,424.52	173	7.6%	\$ 884.05	\$ 618.33	\$ 1,502.39
Ross Haven	\$ 1,113.74	229	10.1%	\$ 1,170.22		\$ 1,170.22
Sandy Beach	\$ 2,154.05	322	14.2%	\$ 1,645.46	\$ 618.33	\$ 2,263.80
Silver Sands	\$ 2,173.50	326	14.4%	\$ 1,665.90	\$ 618.33	\$ 2,284.24
South View	\$ 1,166.76	119	5.2%	\$ 608.11	\$ 618.33	\$ 1,226.44
Sunrise Beach	\$ 1,463.43	180	7.9%	\$ 919.82	\$ 618.33	\$ 1,538.16
Sunset Point	\$ 1,507.20	189	8.3%	\$ 965.81	\$ 618.33	\$ 1,584.15
Val Quentin	\$ 1,497.47	185	8.1%	\$ 945.37	\$ 618.33	\$ 1,563.71
West Cove	\$ 2,003.28	291	12.8%	\$ 1,487.05	\$ 618.33	\$ 2,105.38
Yellowstone	\$ 802.48	165	7.3%	\$ 843.17		\$ 843.17
External Clients:						
SVREMP	\$ 588.00				\$ 618.33	\$ 618.33
Island Lake	\$ 588.00				\$ -	\$ -
	\$ 15,749.00	2,270	100.0%	\$ 11,600.00	\$ 5,565.00	\$ 17,165.00

Approved - February 24th 2024 SVLSACE Regular Meeting

Please pay by June 1st 2024.
 Payments may be sent to:
 SVLSACE
 Box 8 Albert Beach, AB
 TOE OAO

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SUMMER VILLAGES of LAC STE. ANNE COUNTY EAST
2024 Operating Budget and Member Requisitions

INCOME	2023 Budget	2023 Actual	2024 Budget
Member Requisitions	\$ 11,045	\$ 11,045	\$ 11,600
Operating Interest		\$ 1,471	
Donations			
Reserve Transfers	\$ -	\$ -	
Other (All-Net Revenue)	\$ 5,880	\$ 5,880	\$ 5,565
TOTAL INCOME	\$ 16,925	\$ 18,396	\$ 17,165
EXPENSES	2023 Budget	2023 Actual	2024 Budget
Executive Board:			
Executive Duties	\$ 600	\$ 829	\$ 750
Executive Expenses	\$ 350	\$ 265	\$ 350
Rural Education Symposium	\$ -	\$ 1,195	\$ 1,200
Special Motions			
Meeting Expenses	\$ 150	\$ 126	\$ 150
Celebrations/Functions/Regional	\$ 2,000	\$ 1,420	\$ -
Administration:			
Admin. Contract	\$ 2,520	\$ 2,520	\$ 3,000
Administration Expenses		\$ 263	\$ 600
Supplies/Stationary	\$ 375	\$ 525	\$ 600
All-Net Membership Admin Fee	\$ 5,880	\$ 5,880	\$ 5,565
Website	\$ 500	\$ 181	\$ 250
Bank Fees			
Municipal Partnerships/SARM/MSP:			
Meetings Fee	\$ 750	\$ 1,607	\$ 1,000
Meeting Expenses	\$ 375	\$ 176	\$ 350
Meeting Rentals	\$ 100		\$ 150
Legal			
Lakes and Watershed Committee:			
Meeting Fees	\$ 750	\$ 450	\$ 600
Meeting Expenses	\$ 375	\$ 238	\$ 300
East End Bus:			
Meeting Fees	\$ 450	\$ 450	\$ 450
Meeting Expenses	\$ 250	\$ 310	\$ 350
Training and Development:			
Workshops/Courses			
Workshop Expenses			
Workshop Rentals			
Reserve Contributions	\$ 1,500	\$ 1,500	\$ 1,500
TOTAL EXPENSES	\$ 16,925	\$ 17,931	\$ 17,165
BUDGET SURPLUS	\$ -	\$ 464	\$ -

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SUMMER VILLAGES of LAC STE. ANNE COUNTY EAST
2024 - 2026 Operating Budget Projections

INCOME	2024	2025	2026
Member Requisitions	\$ 11,600	\$ 12,000	\$ 12,150
Operating Interest		\$ -	\$ -
Donations		\$ -	\$ -
Reserve Transfers		\$ 1,750	\$ -
Other	\$ 5,565	\$ 5,565	\$ 5,565
TOTAL INCOME	\$ 17,165	\$ 19,315	\$ 17,715
EXPENSES	2024 Budget	2025	2026
Executive Board:			
Executive Duties	\$ 750	\$ 700	\$ 750
Executive Expenses	\$ 350	\$ 400	\$ 450
Rural Education Symposium	\$ 1,200	\$ 1,550	\$ 1,600
Special Motions		\$ -	\$ -
Meeting Expenses	\$ 150	\$ 175	\$ 200
Celebrations/Functions	\$ -	\$ 1,750	\$ -
Administration:			
Admin. Contract	\$ 3,000	\$ 3,000	\$ 3,000
Administration Expenses	\$ 600	\$ 600	\$ 600
Supplies/Stationary	\$ 600	\$ 650	\$ 750
All-Net Membership Fee (Group)	\$ 5,565	\$ 5,565	\$ 5,565
Website	\$ 250	\$ 250	\$ 250
Bank Fees		\$ -	\$ -
Municipal Agreements/SARM:			
Meetings Fee	\$ 1,000	\$ 750	\$ 500
Meeting Expenses	\$ 350	\$ 225	\$ 225
Meeting Rentals	\$ 150	\$ 75	\$ 75
Legal			
Lakes and Watershed Committee:			
Meeting Fees	\$ 600	\$ 750	\$ 800
Meeting Expenses	\$ 300	\$ 325	\$ 350
East End Bus:			
Meeting Fees	\$ 450	\$ 450	\$ 500
Meeting Expenses	\$ 350	\$ 350	\$ 350
Training and Development:			
Workshops/Courses			
Workshop Expenses			
Workshop Rentals			
Reserve Contributions	\$ 1,500	\$ 1,750	\$ 1,750
TOTAL EXPENSES	\$ 17,165	\$ 19,315	\$ 17,715
BUDGET SURPLUS	\$ -	\$ -	\$ -
Anticipated Reserve Balance:	\$ 22,009.69	\$ 22,009.69	\$ 23,759.69

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Fw: SVLSACE 2024 Membership Requisition and All-Net Fees - Due June 1st, 2024

svsunrisebeach.wildwillowenterprises.com <svsunrisebeach@wildwillowenterprises.com>

Tue 3/19/2024 3:52 PM

To:wendy.wildwillowenterprises.com <wendy@wildwillowenterprises.com>;reception.wildwillowenterprises.com <reception@wildwillowenterprises.com>

1 attachments (104 KB)

SVLSACE 2024 BUDGET (Approved).pdf;

From: ddm@kronprinzconsulting.ca <ddm@kronprinzconsulting.ca>

Sent: Tuesday, March 19, 2024 9:06 AM

To: cao@birchcove.ca <cao@birchcove.ca>; svcastle@telus.net <svcastle@telus.net>; cao@svnakamun.com <cao@svnakamun.com>; cao@rosshaven.ca <cao@rosshaven.ca>; sv sandyb@xplornet.ca <sv sandyb@xplornet.ca>; Summer Village Office <administration@wildwillowenterprises.com>; sv southview@outlook.com <sv southview@outlook.com>; svsunrisebeach.wildwillowenterprises.com <svsunrisebeach@wildwillowenterprises.com>; office@sunsetpoint.ca <office@sunsetpoint.ca>; cao@valquentin.ca <cao@valquentin.ca>; svwestcove@outlook.com <svwestcove@outlook.com>; office@svyellowstone.ca <office@svyellowstone.ca>

Subject: SVLSACE 2024 Membership Requisition and All-Net Fees - Due June 1st, 2024

Good morning CAOs,

Please find the attached approved SVLSACE budget, as well as the three-year plan for your reference. These budgets were approved at the February 24th, 2024 meeting. Further to the approval of the budget, also included is the attached is the table of membership requisitions and dues for All-Net Connect (for those subscribed for that services in 2024).

Please remit payment for the total invoice amount for your municipality indicated on the table of requisitions on or before June 1st, 2024. Payment can be mailed in to the address provided, or dropped of at the office (2317 TWP Rd. 545 in Lac Ste. Anne County).

Also, please share with your councils that the next SVLSACE meeting date is scheduled for **Saturday June 22nd, 2024** (Val Quentin as host, location and agenda to be sent closer to date).

Thank you,

Dwight Darren Moskalyk
Administrator
SVLSACE

5b

Fw: March meeting

Summer Village Office <administration@wildwillowenterprises.com>

Sun 3/24/2024 11:30 PM

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

See request from Mr. Crebas below.

Heather Luhtala,

Assistant CAO/Administration

Summer Village of Silver Sands - www.summervillageofsilversands.com

Email: administration@wildwillowenterprises.com

Phone: 587-873-5765 Fax: 780-967-0431

NOTE: NEW CONTACT INFORMATION FOR THE SUMMER VILLAGE OF SOUTH VIEW

Summer Village of South View - www.summervillageofsouthview.com

NEW - email: svsouthview@outlook.com

NEW - phone: 780-967-0271

NEW - Assistant CAO/Administration Contact - Angela Duncan

From: Tim Crebas

Sent: Saturday, March 23, 2024 8:15 PM

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

Subject: March meeting

Good day Wendy,

Here are my requests for an administrative decision or for council to look at. I would like to borrow for about 75 days the edge of the green space so as to provide safety to the construction workers who will put in the new footings and basement for our cabin located at 13 Poplar Avenue. The location of this request would start between 4 and 5 meters back from our retaining wall, on the lake side and go for a length of 58 feet. To achieve a slope of 45 degrees which is what is required to provide safety the cut back would go 5 feet back from the property line. The slope would start at the grade of the area and go down to the level of the bottom of the footings. The excavator would place the black dirt in one pile and the sandy clay in another pile. We would get the surveyors to map out the undulating grade so as to allow us to place the soils back as close as possible to how it was originally. We would talk with Alberta environment to locate grass seed that would closely match existing grasses.

My second request is to have permission to temporarily park a holiday trailer for my personal use on the lot at 14 Poplar Avenue. This use would be for those days that I had to put in long hours and would be better to stay overnight. After the cabin is back on the foundation and we have electricity in the cabin we would no longer need the trailers use and would remove it. This would be accomplished before construction is complete. I have talked to the landowner about this need and was told that it was good with him if we received permission from administration or council. The reason that I not able to have it on my property is that I need to reserve the driveway space for material deliveries and to allow for movement of construction equipment around the site in a safe effective manner. Thank you for looking at these requests.

Tim and Caroline Crebas

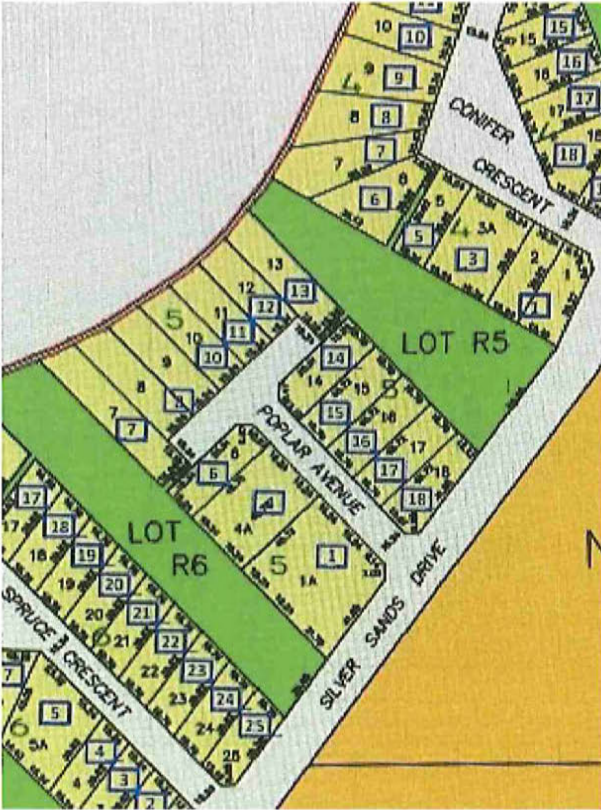
57

(No subject)

wendy wildwillowenterprises.com <wendy@wildwillowenterprises.com>

Mon 3/25/2024 5:02 PM

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



Sent from my iPhone

58



Municipal Services Division

Update February 2024

Recall Petition Populations

- The ministry is aware of some confusion in relation to the source of population data to be used for recall petitions under the *Municipal Government Act*.
- Ministerial Order MSD: 021/23 signed on April 6, 2023, provides recall guidance for Chief Administrative Officers (CAOs) and indicates that the 2019 Municipal Affairs Population List (MAPL), excluding the shadow population, is to be used for the purposes of recall petitions under section 240.5(a) of the *Municipal Government Act*. This Ministerial Order remains in effect.
- For purposes other than recall petitions, Ministerial Order MSD: 004/24 was signed on February 1, 2024, approving the 2023 MAPL.

Municipal Affairs Administrators' Training Initiative (MAATI) – Spring Sessions

- MSD is hosting two in-person sessions as part of the spring MAATI program.
 - April 16 in Lethbridge
 - April 17 in Cochrane
- Registration information will be available on the [Training for Municipal Officials](#) webpage starting March 4.
- Virtual MAATI sessions will be offered from mid-April to mid-May. Registration information will be available on the [Training for Municipal Officials](#) webpage starting March 15.



Alberta 



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Plays*

AR113944

February 29, 2024

Dear Chief Elected Officials:

I am writing to share information with you about *Budget 2024*, which my colleague, the Honourable Nate Horner, President of Treasury Board and Minister of Finance, has tabled in the Alberta Legislature. You will find below some details about *Budget 2024* that are most closely related to Alberta Municipal Affairs.

Budget 2024 is a responsible plan for a growing province that invests more than \$1 billion to build stronger communities across Alberta. Through these important investments, my ministry will continue to support local governments in providing fiscally responsible, collaborative, and accountable services to Albertans.

I am particularly excited about the Local Government Fiscal Framework (LGFF), which will deliver predictable capital infrastructure funding to municipalities and Metis Settlements across Alberta for many years to come. As we are all aware, the LGFF represents years of collaboration between the province and local governments, and the LGFF replaces the Municipal Sustainability Initiative (MSI) with a more sustainable model. We set the initial capital funding baseline for the LGFF at \$722 million to remain consistent with the average amount municipalities have received annually over the last three years of the MSI Capital program.

We now have a true partnership in place through the Revenue Index Factor, which will see municipal funding rise and fall at a one-to-one ratio that is based on changes in provincial revenue from three years prior. Our new framework will deliver the predictability and partnership that municipalities have long been asking for, and I would like to thank you once again for your input to the development of the LGFF to ensure it effectively supports communities and residents provincewide. The MSI Operating program will continue as LGFF Operating funding and will provide \$60 million in 2024/25 to local governments to assist with your operational costs and help to respond to inflationary pressures. More information about the LGFF and the 2024 allocations can be found online.

Additionally, *Budget 2024* includes \$60 million over three years for the Local Growth and Sustainability Grant, a new grant to help relieve some of the pressures facing fast-growing communities. This new grant will help address acute infrastructure priorities and economic development opportunities. More details about the program will be shared with you later this year.

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320 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-3744 Fax 780-422-9550

Printed on recycled paper

Classification: Protected A

As with previous years, our budget includes capital support through the federal Canada Community-Building Fund and Investing in Canada Infrastructure Program. We are also pleased to maintain the strong support we have for public libraries with more than \$33 million going towards operating grants for libraries across the province.

Budget 2024 puts Albertans and Alberta families first by investing in strong health care, a modern education system, and supports to keep life affordable. This budget also invests in safe and supportive communities in Alberta by managing our resources wisely.

I look forward to continuing our work together over this next year as we continue to build strong and vibrant communities that contribute to a stronger province and a brighter future for Albertans and their families.

Sincerely,

A handwritten signature in blue ink that reads "Ric Mclver". The signature is written in a cursive, flowing style.

Ric Mclver
Minister

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ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR113651

Dear Chief Elected Official or Library Board Chair:

I am pleased to invite your municipality or library board to provide submissions for the 2024 Minister's Awards for Municipal and Public Library Excellence. This program recognizes excellence in municipal government initiatives and provision of library services, and promotes knowledge-sharing to build capacity. These awards offer an opportunity to recognize the truly great work happening in communities across Alberta.

Submissions will be accepted in the following categories:

- **Building Economic Strength (open to all municipalities)** – An award will be given for an innovative initiative that builds the economic capacity and/or resiliency of the community, and/or improves the attractiveness of the community to businesses, investors, and visitors.
- **Enhancing Community Safety (open to all municipalities)** – An award will be given for an innovative initiative that engages the community to address a safety issue. This could involve crime prevention, infrastructure enhancements (for example: lighting, accessibility, traffic calming measures), and community services initiatives.
- **Partnership (open to all municipalities)** – An award will be given for an innovative initiative involving a local or regional partnership that achieves results that could not have otherwise been accomplished by the municipality alone. This could involve cooperation, coordination and collaboration with other municipalities, businesses, Indigenous communities, non-profit organizations, community groups, and other orders of government to achieve a specific outcome.
- **Public Library Services (open to Library Boards serving a population over 10,000)** – Two awards will be given for library service initiatives that demonstrate excellence and/or innovation. The initiatives should demonstrate responsiveness to community needs and provide direct benefit to the public.

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- **Public Library Services (open to Library Boards serving a population under 10,000)** – Two awards will be given for library service initiatives that demonstrate excellence and/or innovation. The initiatives should demonstrate responsiveness to community need(s) and provide direct benefit to the public.
- **Red Tape Reduction (open to all municipalities)** – An award will be given for an innovative initiative that improves a municipal program or service by saving time, money, and resources, or impacts municipal operations by reducing regulatory, policy, or process requirements.
- **Service Delivery Enhancement (open to all municipalities)** – An award will be given for an innovative initiative that improves, or presents a new approach to, how a municipality can deliver a program or service.
- **Smaller Municipalities (open to municipalities with populations less than 5,000)** – An award will be given for a municipal initiative that demonstrates leadership, resourcefulness or innovation, or both, to better the community.

Details regarding eligibility and submission requirements are available on the Minister's Awards for Municipal and Public Library Excellence webpage at www.alberta.ca/ministers-awards-for-municipal-excellence.aspx. The deadline for submission is **April 15, 2024**.

Questions about the program from municipalities can be sent to municipalexcellence@gov.ab.ca or program advisors may be reached at 780-427-2225 (toll-free by first dialing 310-0000).

Questions about the program from library boards can be sent to libraries@gov.ab.ca or program advisors can be reached at 780-427-4871 (toll-free by first dialing 310-0000).

I encourage you to share your stories, and I look forward to celebrating these successes with your communities.

Sincerely,



Ric McIver
Minister

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Town of Mayerthorpe

Report Title : SILVER SANDS TOTAL CONTRACT HRS
Report Range Start: 2024/02/01 0000 End: 2024/02/29 2359

Man Hour Report by User

S.V. SILVER SANDS

KASAMBA, GERVAIS

Event start: 2024/02/13 1546 Event end: 2024/02/13 1547 Time: (1) Minutes
Address: 4 BAY DRIVE
Activity Type: REPORT WRITING (CASE REPORT)
Total Time on Call for this Event : 0 Hours 1 Minutes

Event start: 2024/02/13 1610 Event end: 2024/02/13 1612 Time: (2) Minutes
Address: 4 BAY DRIVE
Activity Type: REPORT WRITING (CASE REPORT)
Total Time on Call for this Event : 0 Hours 2 Minutes

Event start: 2024/02/13 1610 Event end: 2024/02/13 1612 Time: (2) Minutes
Address: 4 BAY DRIVE
Activity Type: REPORT WRITING (CASE REPORT)
Total Time on Call for this Event : 0 Hours 2 Minutes

Event start: 2024/02/13 1610 Event end: 2024/02/13 1612 Time: (2) Minutes
Address: 4 BAY DRIVE
Activity Type: REPORT WRITING (CASE REPORT)
Total Time on Call for this Event : 0 Hours 2 Minutes

Event start: 2024/02/13 1610 Event end: 2024/02/13 1610 Time: 0 Minutes
Address: 4 BAY DRIVE
Activity Type: REPORT WRITING (CASE REPORT)
Total Time on Call for this Event : 0 Hours 0 Minutes

KASAMBA, GERVAIS : Total Time On Calls 0 Hours 7 Minutes

Total Group Time: 7 Hours 7 Minutes

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Town of Mayerthorpe

Report Title : SILVER SANDS TOTAL CONTRACT HRS

Report Range

Start: 2024/02/01 0000

End: 2024/02/29 2359

Man Hour Report by User

TOWN OF MAYERTHORPE

KASAMBA, GERVAIS

Event start: 2024/02/02 1230 Event end: 2024/02/02 1400 Time: (90) Minutes
 Address: SUMMER VILLAGE
 Activity Type: GENERAL PATROL
 Total Time on Call for this Event : 1 Hours 30 Minutes

Event start: 2024/02/09 1130 Event end: 2024/02/09 1300 Time: (90) Minutes
 Address: SUMMER VILLAGE
 Activity Type: GENERAL PATROL
 Total Time on Call for this Event : 1 Hours 30 Minutes

Event start: 2024/02/15 1300 Event end: 2024/02/15 1430 Time: (90) Minutes
 Address: SUMMER VILLAGE
 Activity Type: GENERAL PATROL
 Total Time on Call for this Event : 1 Hours 30 Minutes

Event start: 2024/02/22 1130 Event end: 2024/02/22 1300 Time: (90) Minutes
 Address: SUMMER VILLAGE
 Activity Type: GENERAL PATROL
 Total Time on Call for this Event : 1 Hours 30 Minutes

KASAMBA, GERVAIS : Total Time On Calls 6 Hours 0 Minutes

Total Group Time: 6 Hours 0 Minutes

All Officers: Total Time On Calls 6 Hours 7 Minutes

65

Fwd: 2024 Education Property Tax Requisitions

svsunrisebeach wildwillowenterprises.com <svsunrisebeach@wildwillowenterprises.com>

Thu 2/29/2024 9:06 PM

To: wendy wildwillowenterprises.com <wendy@wildwillowenterprises.com>; reception wildwillowenterprises.com <reception@wildwillowenterprises.com>

FYI

Get [Outlook for iOS](#)

From: taxprogramdelivery@gov.ab.ca <taxprogramdelivery@gov.ab.ca>

Sent: Thursday, February 29, 2024 6:33:12 PM

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

Subject: 2024 Education Property Tax Requisitions

Following today's provincial budget announcement, your municipality's 2024 education property tax requisition is available on MERO (Municipal Education Requisition Online) through the *Milenet* system at www.milenet.ca.

On this website you will find:

- - Your municipality's 2024 education property tax requisition. The posted requisition amount is based on equalized assessment data as of January 22, 2024. Any changes to your equalized assessment after January 22 will be reflected in the quarterly updates;
- - Forms for preparing local education property tax rates and property tax bylaws; and
- - Information about the 2024 education property tax requisition, including assistance for seniors and the *Education Property Tax: Facts and Information*

Please ensure you log on to MERO, review your education property tax requisition package, and update and save your assessment data in the Local Education Tax Rate Calculator.

Education property tax brochures are available through MERO, and online at <https://open.alberta.ca/dataset/education-property-tax-facts-and-information>.

Requisition Highlights

For 2024-25, education property tax rates will be frozen at the same rates as last year. While rates will be frozen, strong growth in property values and increased development mean that education property tax revenue is expected to grow by 9.2 per cent or \$229 million in 2024-25.

This revenue increase will help mitigate the cost pressures of rising enrolment in our schools and bring the proportion of education operating costs funded by the education property tax closer to historical levels to almost 30 per cent.

The provincial equalized assessment base used to determine education property taxes this year reflects 2022 property values. In 2024, municipalities will continue to be billed at a rate of \$2.56 per \$1,000 of their total residential/farmland equalized assessment value. The non-residential rate will be set at \$3.76 per \$1,000 of equalized assessment value, the same rate as last year.

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If you have questions regarding the calculation of your 2024 education property tax requisition, please contact the Grants and Education Property Tax Branch at 780-422-7125, toll-free in Alberta by dialing 310-0000 first, or by email at taxprogramdelivery@gov.ab.ca. Please direct any questions regarding invoicing or payment of the requisition to Shanon Vergara, Accounting Analyst, Alberta Education at 780-427-2172.

Yours truly,

Ethan Bayne
Assistant Deputy Minister
Municipal Assessment and Grants

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ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR113944

February 29, 2024

Dear Chief Elected Officials:

I am writing to share information with you about *Budget 2024*, which my colleague, the Honourable Nate Horner, President of Treasury Board and Minister of Finance, has tabled in the Alberta Legislature. You will find below some details about *Budget 2024* that are most closely related to Alberta Municipal Affairs.

Budget 2024 is a responsible plan for a growing province that invests more than \$1 billion to build stronger communities across Alberta. Through these important investments, my ministry will continue to support local governments in providing fiscally responsible, collaborative, and accountable services to Albertans.

I am particularly excited about the Local Government Fiscal Framework (LGFF), which will deliver predictable capital infrastructure funding to municipalities and Metis Settlements across Alberta for many years to come. As we are all aware, the LGFF represents years of collaboration between the province and local governments, and the LGFF replaces the Municipal Sustainability Initiative (MSI) with a more sustainable model. We set the initial capital funding baseline for the LGFF at \$722 million to remain consistent with the average amount municipalities have received annually over the last three years of the MSI Capital program.

We now have a true partnership in place through the Revenue Index Factor, which will see municipal funding rise and fall at a one-to-one ratio that is based on changes in provincial revenue from three years prior. Our new framework will deliver the predictability and partnership that municipalities have long been asking for, and I would like to thank you once again for your input to the development of the LGFF to ensure it effectively supports communities and residents provincewide. The MSI Operating program will continue as LGFF Operating funding and will provide \$60 million in 2024/25 to local governments to assist with your operational costs and help to respond to inflationary pressures. More information about the LGFF and the 2024 allocations can be found online.

Additionally, *Budget 2024* includes \$60 million over three years for the Local Growth and Sustainability Grant, a new grant to help relieve some of the pressures facing fast-growing communities. This new grant will help address acute infrastructure priorities and economic development opportunities. More details about the program will be shared with you later this year.

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As with previous years, our budget includes capital support through the federal Canada Community-Building Fund and Investing in Canada Infrastructure Program. We are also pleased to maintain the strong support we have for public libraries with more than \$33 million going towards operating grants for libraries across the province.

Budget 2024 puts Albertans and Alberta families first by investing in strong health care, a modern education system, and supports to keep life affordable. This budget also invests in safe and supportive communities in Alberta by managing our resources wisely.

I look forward to continuing our work together over this next year as we continue to build strong and vibrant communities that contribute to a stronger province and a brighter future for Albertans and their families.

Sincerely,



Ric McIver
Minister



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Flays*

AR113898

To All Chief Elected Officials:

I am inviting your municipality to participate in the review of the *Municipal Government Act* requirements related to Intermunicipal Collaboration Frameworks (ICFs). ICFs encourage integrated and strategic planning, delivery, and funding of inter-municipal services.

Municipal Affairs welcomes your insight and feedback to ensure any future legislative changes consider the needs of municipalities. The scope of this engagement covers the following topics:

- required content of ICFs;
- ICF agreement duration;
- cost calculations;
- mediation and arbitration; and
- enforcement.

I encourage you to complete the survey and share your perspectives on these important matters. The survey is available at extranet.gov.ab.ca/opinio6//s?s=ICFReview and should take 15 to 20 minutes to complete. The survey is available until **April 12, 2024**.

Ministry staff will also be seeking input from chief administrative officers through discussion sessions to supplement the survey and focus on practical implementation considerations. The collective outcomes of the engagement will inform future legislative changes targeted for 2025.

If you have any questions about this review or the collection and use of this information, please email ma.engagement@gov.ab.ca.

Thank you for your participation.

Sincerely,

Ric McIver
Minister

cc: All Chief Administrative Officers

TO