

# SUMMER VILLAGE OF SOUTH VIEW AGENDA

Regular Council Meeting held at the Municipal Office 2317 Twp Rd 545 LSA County  
Public may participate in person or via zoom  
Tuesday, February 17, 2026 at 9:30 a.m.

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1. Call to Order:

2. Treaty 6 Territory Land Acknowledgement

The Summer Village of South View 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.

3. Agenda:

Page 1-8

- a) February 17, 2026 Regular Council Meeting Agenda  
*(approve agenda as is or with amendments)*

4. Minutes:

Page 9-15

- a) January 20, 2026 Regular Council Meeting Minutes  
*(approve minutes as is or with amendments)*

5. Appointments:

- a) N/A

6. Bylaws:

- a) N/A

7. Business

No attachment

- a) Capital Region Assessment Services Commission (CRASC)

As a participant in the Assessment Review Board (ARB) program, Council is required to appoint the ARB Officials for 2026, as listed below (as per Municipal Government Act (MGA) section 454):

ARB Chairperson – Raymond Ralph  
Certified ARB Clerk – Geryl Amarin  
Certified Panelists: Darlene Chartrand, Sheryl Exley, Tina Groszko, Richard Knowles, Marcel LeBlanc, Roland Merkosky and Raymond Ralph

*(authorize the appointment of ARB Chairperson – Raymond Ralph, Certified ARB Clerk – Geryl Amarin, Certified Panelists: Darlene Chartrand, Sheryl Exley, Tina Groszko, Richard Knowles, Marcel LeBlanc, Roland Merkosky and Raymond Ralph as a part of the Assessment Review Board program),*

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Or

*(direction as determined at meeting time.)*

b) TAXervice Inc. Engagement Letter

Page 16-19

South View has used TAXervice for several years to navigate tax recovery proceedings, when necessary. We have found them professional and easy to work with. All expenses related to tax recovery are placed on the tax roll. If there are no tax recovery proceedings, there are no costs. They have forwarded a new engagement letter for the period January 1<sup>st</sup>, 2026 to December 31<sup>st</sup>, 2028. To continue with this service, we are requesting Council approval for the continued use of TAXervice for the period of Jan. 1/26 to Dec. 31/28.

*(that the Summer Village of South View continue to utilize TAXervice Inc. to manage tax arrears recovery on the Summer Village's behalf for a term of three (3) years, beginning January 1<sup>st</sup>, 2026 to December 31<sup>st</sup>, 2028,*

Or

*direction as determined at meeting time.)*

c) Family and Community Support Services Accountability Framework

Page 20-30

The long-anticipated Family and Community Support Services (FCSS) accountability framework is arriving in 2026. Our FCSS Coordinator, Shelley, has met with the provincial FCSS team to discuss the new requirements. We are still working out what this means for the Summer Village of South View but wanted to ensure Council is aware that changes are coming which may impact who and what we fund. In the agenda package is some information provided by FCSS to help Council understand the changes and consider how things might be funded moving forward.

Additionally, included is the FCSS spreadsheet for Council's consideration and direction. Shelley will be available at meeting time to speak to this, and answer questions council may have.

*(that the information and discussion regarding the Family and Community Support Services (FCSS) accountability framework be accepted for information; FURTHER that FCSS funding be allocated as follows:\_\_\_\_\_.)*

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- d) Director of Emergency Management (DEM) and Deputy Director of Emergency Management Remuneration (DDEM)

No attachment

Motion 164-19, passed at the October 23, 2019 Regular Council Meeting, set out the remuneration for the DEM and DDEM to be in line with the current Council Expense Reimbursement Policy C-COU-REM-1. Since then, the Council Expense Reimbursement Policy C-COU-REM-1 has been amended as passed by Motion 220-2025 on November 18, 2025.

*(that the appointed Director of Emergency Management and Deputy Director of Emergency Management, when representing the Summer Village of South View, be reimbursed in line with the current Council Expense Reimbursement Policy C-COU-REM-1 (or the policy as amended from time to time).,*

Or

*some other direction as provided by Council at meeting time.)*

- e) Missing Link Internet Inc. Agreement

Page 31-34

Further to the presentation to council at our last meeting, Missing Link Internet Inc. has provided a draft of the proposed Agreement. Administration has reviewed the agreement and has some comments.

*(to approve the Missing Link Internet Inc. draft Agreement in principle as presented (or with amendments made thereto):*

Or

*some other direction as provided by Council at meeting time.)*

- f) Wildwillow Enterprises Inc. Invoice 2026-Jan-SV

This invoice is in relation to James Woslyng v. Summer Village of South View and Wendy Wildman, filed June 12, 2024. A copy of the invoice will be sent under separate cover.

*(authorize the payment of Wildwillow Enterprises Inc. Invoice 2026-Jan-SV*

Or

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*deny the payment of Wildwillow Enterprises Inc. Invoice 2026-Jan-SV*

Or

*some other direction as provided by Council at meeting time.)*

g) March Regular Council Meeting date change

No attachment

Due to Summer Villages Regional Emergency Management Partnership (SVREMP) scheduling the Emergency Management Functional Exercise for March 16-18, 2026, Council should consider if the Tuesday, March 17, 2026 meeting should be changed to another date.

*(that in consideration of the Summer Villages Regional Emergency Management Partnership (SVREMP) Emergency Management Functional Exercise being scheduled for March 16-18, 2026, Council approve changing the March 17, 2026 Regular Council Meeting to \_\_\_\_\_ commencing at \_\_\_\_ a.m./p.m.)*

h) Special Meeting to review tenders - Drainage Plan

No attachment

The tender is closing February 23, 2026 for the Drainage Plan. The Request for Proposal (RFP) indicates a decision will be made by Monday, March 2, 2026. Council will need to have a special meeting to review the tenders and determine next steps.

*(that a Special Meeting to review tenders for the Drainage Plan be called for \_\_\_\_\_.*

Or

*some other direction as provided by Council at meeting time.)*

i) Big Bin Cleanup

Page 35-36

The Summer Village holds a large bin clean up every three years. The next large bin cleanup will take place in 2026. As such, administration has obtained quotes from 2 waste management providers for your review. The Big Bin clean up has been tentatively scheduled for July 18, 2026.

*(that the quotes from Environmental 360 Solutions Ltd. and Standstone Waste & Water Services Ltd. be accepted for information*

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*AND FURTHER THAT Administration proceed to contract with*

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*Or,*

*some other direction as provided by Council at meeting time)*

j) Amended Policy A-TRA-BOAT-1 Boat Launch Inspection & Maintenance

Page 37-45

Administration has drafted a new policy that better reflects our launch. A draft version of this policy is included in your meeting package.

*(that amended Policy A-TRA-BOAT-1 Boat Launch Inspection & Maintenance be approved as presented/amended and FURTHER that the policy be put into effect as of \_\_\_\_\_.,*

*Or,*

*some other direction as provided by Council at meeting time.)*

k) Draft 2026 Operating Budget

Page 46-53

Attached is our next review of the draft 2026 Operating Budget for the Summer Village of South View. This draft budget will be reviewed at meeting time. The budget presented in January contemplated a 15.07% (\$35,849) increase in tax dollars collected. Today's draft contemplates a 12.03% (\$28,627) increase in tax dollars collected.

*(That the 3<sup>rd</sup> review of the Draft 2026 Operating Budget be accepted for information, and that Administration makes changes to this Draft 2026 Operating Budget as directed at meeting time, and that a FINAL review of the updated Draft 2026 Operating Budget take place at a future Council meeting.,*

*Or,*

*Some other direction as provided by Council at meeting time.)*

l)

m)

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n)

8. Financial:  
Page 54-59  
Under separate cover
- a) Income and Expense Statement as of January 31, 2026.
  - b) Bank account balance as of January 31, 2026.
- (accept the Financial Report as of January 31, 2026 for information.)*

9. Council Reports:
- a) Mayor Benford
  - b) Deputy Mayor Ward
  - c) Councillor Richardson
- (accept Council reports for information.)*

10. Chief Administrator's Report:
- 1. Active Motions and Things to Do
  - 2. Administration Meetings and Other Engagements
  - 3. Reports and Other Items
  - 4. Attachments
- (accept the Chief Administrative Officer's Report for information)*

11. Information and Correspondence:
- a) Government of Alberta, Dana Garner, Acting Executive Director, Municipal Capacity and Sustainability Branch – January 12, 2026 – Municipal Accountability Program extension to December 31, 2026 request approved.  
Page 79
  - b) Village of Alberta Beach, Mayor Tara Elwood – January 20, 2026 - Letter to the Minister of Transportation and Economic Corridors, Honourable Devin Dreeshen- Emergency Response Dispatch Practices on a Provincially Significant Transportation Corridor.  
Page 80-82
  - c) Village of Alberta Beach, Mayor Tara Elwood – January 22, 2026 – Letter to Parkland County, Request for Mutual Aid Agreement – Regional Emergency Services Collaboration.  
Page 83-84

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- Page 85-86 d) Village of Alberta Beach, Mayor Tara Elwood – January 22, 2026 – Letter to Yellowhead County, Request for Mutual Aid Agreement – Regional Emergency Services Collaboration.
- Page 87 e) Association of Summer Villages of Alberta (ASVA), Brian Waterhouse – January 26, 2026 – Advertising Bylaw – Reference Information.
- Page 88 f) Association of Summer Villages of Alberta (ASVA), Brian Waterhouse – January 26, 2026 – Fire and Dock Insurance Reference Information.
- Page 89 g) Alberta Municipalities, Dana Mackie – February 2, 2026 – 2026 Call for Resolutions.
- Page 90 h) Government of Alberta, Director of Law Enforcement, C.M. (Curtis) Zablocki – January 22, 2026 - Renewed Police Funding Model, Preliminary 5-year Estimate for Summer Village of South View.
- Page 91 i) DR Consulting Services, David Rist – February 9, 2026 – Grant and strategy support for your 2026 municipal priorities.

*(accept the above information items for information.)*

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

*(Accept the discussion for information.)*

## 13. Closed Meeting Session:

- a) Enforcements

*(Pursuant to section 197(2) of the Municipal Government Act, that Council go into a closed meeting session at \_\_\_\_\_ a.m. to discuss the following:*

*(Access to Information Act Section 20(1) – disclosure harmful to personal privacy.)*

- a) *Enforcements*

*(come out of closed meeting at \_\_\_\_\_ a.m.)*

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AGENDA**

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*(further direction as provided at meeting time.)*

14. Next meeting: March \_\_\_\_, 2026

15. Adjournment:

SUMMER VILLAGE OF SOUTH VIEW  
REGULAR COUNCIL MEETING MINUTES

TUESDAY, JANUARY 20, 2026

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

PRESENT: Council: Mayor Sandi Benford  
Deputy Mayor Garth Ward  
Councillor Colleen Richardson

Administration: Angela Duncan, Chief Administrative Officer  
Sandra Schneider, Administration  
Wendy Wildman, Assistant Chief Administrative Officer (from 12:17 p.m. to 12:36 p.m.)

Absent: N/A

Appointments: Craig Bondy, Missing Link Team Internet, from 9:45 a.m. until 10:12 a.m.

Public at Large: 0 – Via Zoom / 1 – In Person

	MOTION #	
1.	<b>CALL TO ORDER</b>	Mayor Benford called the meeting to order at 9:30 a.m.
2.	<b>TREATY 6 TERRITORY LAND ACKNOWLEDGEMENT</b>	The Summer Village of South View 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.
3.	<b>AGENDA</b> 001-2026	<b>MOVED</b> by Councillor Richardson that the January 20, 2026 Regular Council Meeting Agenda be approved as presented.  <b>CARRIED</b>
4.	<b>MINUTES</b> 002-2026	<b>MOVED</b> by Mayor Benford that the November 18, 2025 Regular Council Meeting Minutes be approved as presented.  <b>CARRIED</b>
5.	<b>APPOINTMENTS</b> 003-2026  004-2026	<b>MOVED</b> by Mayor Benford that the presentation by Craig Bondy of Missing Link Internet be accepted for information.  <b>CARRIED</b>  <b>MOVED</b> by Mayor Benford that the agreement between Missing Link Internet and the Summer Village of South View be approved in principle pending entering into a final agreement. <b>FURTHER THAT</b>

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		the presentation be posted to the Summer Village of South View's website.  <b>CARRIED</b>
<b>6.</b>	<b>BYLAWS</b>	N/A
<b>7.</b>	<b>BUSINESS</b>	
	005-2026	<b>MOVED</b> by Councillor Richardson that payment of invoice 2026.036 from North Saskatchewan Watershed Alliance, in the amount of \$100.00 for the Summer Village of South View's 2026 funding contribution, be approved.  <b>CARRIED</b>
	006-2026	<b>MOVED</b> by Deputy Mayor Ward to accept the Yellowhead Regional Library \$0.75 per capita municipal allotment rate and the \$5.60 per capita provincial allotment rate for information AND THAT the Summer Village of South View assign its 2026 Yellowhead Regional Library allotment funds and 2025 Library Services Grant to the Darwell Public Library.  <b>CARRIED</b>
	007-2026	<b>MOVED</b> by Deputy Mayor Ward that the agreement between Environmental 360 Solutions and Summer Village of South View be approved for a 5 year term and its execution authorized.  <b>CARRIED</b>
	008-2026	<b>MOVED</b> by Mayor Benford that the attendance of Mayor Benford and Executive Assistant Schneider to the informal meeting of Mayors and Reeve of Lac Ste. Anne County area municipalities in Onoway on January 14, 2026 be ratified.  <b>CARRIED</b>
	009-2026	<b>MOVED</b> by Councillor Richardson that the attendance of Mayor Benford and CAO Duncan to the Meet and Greet of regional municipalities hosted by Summer Villages of Lac Ste. Anne County East (SVLSACE) dated January 17, 2026 be ratified.  <b>CARRIED</b>
	010-2026	<b>MOVED</b> by Deputy Mayor Ward that the attendance of Council and administration to the Regional Municipalities meeting dated January 30, 2026 be authorized.  <b>CARRIED</b>

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	011-2026	<p><b>MOVED</b> by Deputy Mayor Ward that the attendance of Council to the Regional Emergency Management meeting dated January 21, 2026 be authorized.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	012-2026	<p><b>MOVED</b> by Councillor Richardson that the discussion on the Police Funding Model changes be accepted for information.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	013-2026	<p><b>MOVED</b> by Mayor Benford that the request for decision and discussion regarding Snow Clearing on Public Roadways and Traffic and Road Control Bylaws be accepted for information and to bring back the Traffic Bylaw to a future meeting.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	014-2026	<p><b>MOVED</b> by Deputy Mayor Ward that amendments to the request for proposals be made as discussed AND FURTHER THAT Administration move forward with requesting proposals for the Drainage project.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	015-2026	<p><b>MOVED</b> by Mayor Benford that the Communication and Engagement Plan for the Land Use Bylaw Review be approved as presented.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	016-2026	<p><b>MOVED</b> by Mayor Benford that Council and Administration be authorized to attend the Alberta Municipalities Spring Municipal Leaders Caucus on March 26 to 27 at the Edmonton Convention Center.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	017-2026	<p><b>MOVED</b> by Councillor Richardson that the 2<sup>nd</sup> review of the Draft 2026 Operating Budget be accepted for information, and that Administration make changes to this Draft 2026 Operating Budget as directed at meeting time, and that a 3<sup>rd</sup> review of the updated Draft 2026 Operating Budget take place at a future Council meeting.</p> <p style="text-align: right;"><b>CARRIED</b></p>
8.	<p><b>FINANCIAL</b> 018-2026</p>	<p><b>MOVED</b> by Deputy Mayor Ward that the financial report, as of December 31, 2025, be accepted for information.</p> <p style="text-align: right;"><b>CARRIED</b></p>

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9.	<b>COUNCIL REPORTS</b> 019-2026	<p><b>MOVED</b> by Mayor Benford that the Council reports be accepted for information.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p>The meeting was recessed from 11:14 a.m. to 11:20 a.m.</p>
10.	<b>CAO REPORT</b> 020-2026  021-2026  022-2026	<p><b>MOVED</b> by Deputy Mayor Ward that Policy C-COU-PWL-1 Public Works Liaison Policy, be approved as presented.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p><b>MOVED</b> by Councillor Richardson that Administration proceed with ordering the signs according to the list as presented with the following changes and additions:</p> <ol style="list-style-type: none"> <li>1. 18" traffic cones</li> <li>2. U channel posts</li> <li>3. 1 "No Dumping"</li> <li>4. Speed Bump</li> </ol> <p style="text-align: right;"><b>CARRIED</b></p> <p><b>MOVED</b> by Mayor Benford that the Chief Administrative Officer's Report be accepted for information.</p> <p style="text-align: right;"><b>CARRIED</b></p>
11.	<b>INFORMATION AND CORRESPONDENCE</b> 023-2026	<p><b>MOVED</b> by Councillor Richardson that the following Information and Correspondence items be received for information:</p> <ol style="list-style-type: none"> <li>a) Northwest of 16, Walter Preugschas, Chair – November 18, 2025 – November Newsletter.</li> <li>b) Alberta Summer Villages Association (ASVA) Electronic Recycling Association (ERA) Electronics Recycling – November 21, 2025 – Exclusive Offer.</li> <li>c) Ste. Anne Summer Villages Regional Emergency Partnership (SVREMP). Janice Christiansen and Marlene Walsh – November 22, 2025 – appointment of Stephen Wright for Regional Director of Emergency Management (RDEM) position.</li> </ol>

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		<p>d) National Police Federation, Brian Sauvé, President and CEO – November 27, 2025 – letter of introduction and Public Research</p> <p>e) Government of Alberta, Minister of Municipal Affairs, Dan Williams – December 5, 2025 – Fire Service - What We Heard report.</p> <p>f) Yellowhead Regional Library (YRL), Laurie Haak – December 8, 2025, Yellowhead Regional Library 2026-2030 Strategic Plan.</p> <p>g) Town of Mayerthorpe – December 11, 2025 – Committees Boards and Commissions.</p> <p>h) Alberta Summer Villages Association (ASVA), Kathy Krawchuk, Executive Director – December 11, 2025 – ASVA Executive.</p> <p>i) Alberta Summer Villages Association (ASVA), Brian Waterhouse, President – December 12, 2025 – Joint Use and Planning Agreements Regulation.</p> <p>j) Government of Alberta, JD Kliewer, Executive Director, Grants and Education Property Tax Branch – December 16, 2025 – Courtesy reminder restrictions remain in effect at this time.</p> <p>k) Government of Alberta, Honourable Ric McIver, Speaker of the Legislative Assembly of Alberta – December 16, 2025 – Congratulations and Seasons Greetings.</p> <p>l) Municipal Affairs – December 17, 2025 – Municipal Affairs Newsletter.</p> <p>m) Alberta Municipalities – December 18, 2025 – Notice of Settlement in Class Action Lawsuit.</p> <p>n) Alberta Lung – December 22, 2025 – Health Canada Radon testing.</p> <p>o) Alberta Summer Villages Association (ASVA), Brian Waterhouse, President – December 22, 2025 – Year in Review Newsletter.</p> <p>p) East End Bus Society, Jennifer Thompson, Chief Administrative Officer – January 5, 2026 – funding request letter.</p>
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		<p>q) Government of Alberta, Municipal Affairs, Office of Minister Williams – January 7, 2026 – Meeting request with Minister Williams at the ABMunis Spring Municipal Leaders Caucus 2026.</p> <p>r) Brownlee LLP – January 8, 2026 – Emerging Trends in Municipal Law.</p> <p>s) 4<sup>th</sup> Quarter Safety Codes.</p> <p style="text-align: right;"><b>CARRIED</b></p>
12.	<b>OPEN FLOOR DISCUSSION WITH GALLERY (15 min)</b>	N/A
13.	<b>CLOSED MEETING</b> 024-2026	<p><b>MOVED</b> by Mayor Benford that Pursuant to section 197(2) of the Municipal Government Act, that Council go into a closed meeting session at 11:41 a.m. to discuss the following:</p> <p>a) Altercation between resident and contractor (Access to Information Act Section 20(1) – disclosure harmful to personal privacy.)</p> <p>b) Contractor List (Access to Information Act Section 19(1) – disclosure harmful to business interests of a third party.)</p> <p>c) Enforcements (Access to Information Act Section 20(1) – disclosure harmful to personal privacy.)</p> <p>d) Chief Administrative Officer (CAO) contract (Access to Information Act Section 19(1) – disclosure harmful to business interests of a third party.)</p> <p style="text-align: right;"><b>CARRIED</b></p> <p>The meeting was recessed from 11:42 a.m. until 11:45 a.m.</p> <p><u>Present in Closed Session:</u> Mayor Benford Deputy Mayor Ward Councillor Richardson CAO Duncan Assistant CAO Wildman (from 12:17 p.m. to 12:36 p.m.) Executive Assistant Schneider</p> <p>Councillor Richardson noted a conflict of interest regarding item a) and a pecuniary interest regarding item b) and left the room at 11:42 a.m.</p>



January 27, 2026



By Email: (original to remain on file)

Summer Village of South View                      ENGAGEMENT LETTER

Attention: Wendy Wildman, Chief Administrative Officer

Re: Management of Property Tax Arrears Recovery

Thank you for choosing TAXervice to manage your property tax arrears recovery. If this engagement letter meets with your approval, please sign and return one copy to our office.

**Outline of the Process**

TAXervice undertakes to manage property tax arrears recovery for you from beginning to end. Along with owner and property information, you undertake to provide us with an Arrears by Year report directly from your accounting system showing all eligible properties and all arrears. (if no eligible properties, then by March 31) At the relevant time, we will advise what additional owner and arrears information is required.

**Fees**

Our fees are detailed in Appendix "A". These fees may change from year to year provided that we give you 30 days' notice of any such change.

Once you provide us with the property information, we will initiate the process. As soon as we begin to work on entering your information into our database, we will send our invoice(s) to you. These costs are to be entered into your accounting system and added to each roll number. Once we send our invoices to you, our fee is payable, since a great deal of time and effort is expended entering the information and ensuring it is accurate. If the property is redeemed prior to delivery of our invoice to you, we will waive our fees. However, we will not waive/refund our fees on any properties sent to us in error or which redeem after we have sent you our invoices.

**Process**

During the course of the tax recovery process, both TAXervice and the municipality will have specific responsibilities. Please see Appendix "B" for an overview of those responsibilities.

We will send you an update at each significant step in the process. We provide you with one sample copy of each type of document sent to ratepayers for your information and records. We do not provide copies of every notice sent nor do we provide copies of notices received from land titles. We do provide you with reports of any ratepayer or registered interest holder issues or requests that may arise. (eg. if a taxpayer has specific questions and we communicate with them). We encourage you to forward any inquiries pertaining to the tax recovery process to our office. We strongly suggest that there be only one contact for tax enforcement and that be us.

TAXervice's use of the information provided by the municipality will be limited to tax enforcement for the municipality and TAXervice will comply with all FIPPA/LAFOIP/FOIP requirements in dealing with this information.

**Auction**

Please contact us to reserve your tax sale date. If you bring a resolution to set the date before Council, please check with us first to confirm the date is available. We will do our utmost to ensure your tax sale occurs on the date scheduled. As you are aware however, it may be necessary to postpone the tax sale date due to circumstances beyond our control (eg. inability to notify a deceased or missing owner, etc.)

Based on our experience, we have devised and revised our auction sale conditions. Unless arranged otherwise, we will use our auction sale terms and conditions, without alteration.

**Term**

This engagement is for a three-year term ending December 31, 2028. Our arrangement will automatically renew for a further three-year term unless terminated by either party on 30 days written notice prior to the end of the term.

In the event of termination of this agreement by you without cause, for each part or full year remaining in the term, you will pay us an amount equal to \$750 times the maximum number of rolls you have sent us in any prior calendar year. This is a genuine pre-estimate of damages and not a penalty. Any unbilled fees or disbursements will be invoiced by TAXervice and any outstanding invoices will be immediately due and payable. There will be no refunds of unearned fees or disbursements. Unless other arrangements are made, your files will be closed and no further work done. (e.g. discharges)

**Indemnity**

You agree to indemnify and hold us and our officers, directors, agents and employees harmless from any claim or demand, including legal fees and disbursements, made by any third party due to or arising out of the performance of our services on your behalf. This indemnity does **not** apply if the action(s) or inaction(s) which are the subject of the claim were performed negligently or in contravention of any applicable statute or regulation.

**Agreements**

If we prepare an agreement for the payment of tax arrears, you agree that we may use Docusign to facilitate signing of the agreement by the owner(s) and/or you.

We look forward to working with you. In the meantime, if you have any questions, please do not hesitate to contact our office.

Yours truly,  
TAXervice



Tyler Burnside,  
President

By signing a copy of this letter, the undersigned acknowledges and agrees to the terms set out above.

SUMMER VILLAGE OF SOUTH VIEW



\_\_\_\_\_

Authorized Signing Officer

Name: \_\_\_\_\_

Title: \_\_\_\_\_

## APPENDIX “A” – Outline of Costs:

### 1. Fees

	Fee	Misc
Setup	\$395	\$40
Auction	\$320	\$50

(Fee schedule above effective January 1, 2026)

- Our fee for properties with arrears of \$25 or less will be discounted by \$50 at the first stage. If the property is not redeemed before April 1 of the following year, full fees will apply.
- In the event that a property owner has more than one property subject to tax sale, our setup fees per property will be reduced on those properties with less than \$2,500 in arrears.

### 2. Special Service Fees

	Fee	Misc
Search for Owner/Registered Interest Holder	\$175	\$20
Corporate Owner	\$125	\$15
Locate new address for a corporation and resend notice	\$125	\$15
Service on beneficial owner, deceased owner, dissolved corporation	\$175	\$15
Arrange personal service of notice upon one registered owner or interest holder	\$195	\$20
Agreement exploration, including preparation of agreement, if applicable (plus \$75 per roll to a maximum fee of \$500)	\$200+	\$25
<b>Extraordinary Fees</b>		
Default letter/reminder notice with respect to an agreement	\$150	\$15
Notice to Remove Belongings/Vacate	\$325	\$30
Notice of Surplus Proceeds	\$395-\$595	\$45
Surplus Proceeds Application + Order Review	\$475	\$45
Bankruptcy/Insolvency/CRA Judgment Review	\$475	\$45
Discharge (old tax notice or lien registration)	\$100	\$10
"Urgency Fee" for payment through Taxervice or for agreement less than 48 business hours before auction (plus regular fees)	\$175	\$20
Attempt to locate missing serial number	\$150	\$15
Ministerial Order	\$395	\$35

3. **Disbursements** - We do our best to ensure that disbursements are reasonable. Disbursements may include, but are not limited to: land titles fees; document service fees; mailing costs; advertising/auction costs; miscellaneous searches; etc.. An administration fee of 15% will be added to all disbursements. (minimum \$5.00)
4. **Office Administration Charge** – this charge (referred to as “Miscellaneous”) covers miscellaneous office expenses such as opening files, file retention and storage, long distance and fax costs, photocopies, laminating, email, regular postage, etc..
5. **Legal Services Rate** – Where legal services are required and have been authorized by the client, those fees will be billed at the rate of \$500 per hour.

**Please Note:** If the property has been redeemed, but we were not notified and further fees and/or disbursements have been incurred, the municipality will be responsible for those further costs incurred.

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## APPENDIX “B” - RESPONSIBILITIES

TAXervice’s responsibilities:

- track all deadlines
- register the Tax Notification with land titles (Land)
- register Financing Statement in Personal Property Registry (DMH)
- prepare and arrange notice to every owner and person having a registered interest
- prepare and arrange publication of the Notice of Public Auction in both the Alberta Gazette and local paper
- arrange conduct of the tax sale auction and, if necessary, be available by teleconference
- prepare transfer/transmission following auction

The municipality’s responsibilities:

- provide an Arrears by Year report (generated directly from your accounting software)
- pursuant to s 412 of the Municipal Government Act, at all times to post a copy of the tax arrears list in the municipal office in a place accessible to the public
- provide the information from the tax rolls as requested by Taxervice
- field inquiries for redemption amounts and include our fees and disbursements in the amount
- receive payments from taxpayers by cash, certified cheque or any other form of **guaranteed** payment and advise our office of same by email or fax as soon as possible
- sign documents requiring municipal signatures

# FCSS Accountability Framework

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Live Training - Frequently Asked Questions



## Definitions and Scope

### Community outreach programming: what is the difference between a referral activity and a program activity?

The key distinction lies in the depth of engagement and tracking requirements. Referral activities are typically one-time interactions, such as providing someone with contact information or directing them to a service.

In contrast, program activities under the Community Outreach Programming category often involve dedicated personnel delivering hands-on support, such as navigation services. These activities often include ongoing engagement, and participants should be tracked to reflect the depth and continuity of support. While referrals may occur within these programs, they do not need to be tracked individually, as interaction and engagement are already captured through the key performance measure of participant interactions.

### What counts as a “partner” in FCSS reporting?

A community partnership is defined as a collaborative working relationship, either formal (e.g., written agreements) or informal, between local FCSS programs and other organizations. These may include non-profits, schools, health services, community centres and businesses that contribute meaningfully to service delivery or community outcomes.

#### *Key Clarifications:*

- Organizations should be counted once, even if involved in multiple distinct initiatives.
- Funded organizations delivering indirect services are not considered partners.
- Individual schools within the same school board should be counted as separate partners if they are directly involved.
- Businesses should be included if they play an active role in collaboration or support.
- Municipal departments should not be counted as partners if they are engaged in collaborative work.
- Other local FCSS programs should be counted as partners when involved in joint initiatives.



## **What is a “collaborative working relationship”?**

A collaborative working relationship is a formal or informal relationship between committed organizations that utilizes joint efforts to achieve common goals.

## **What is the difference between direct and indirect service delivery?**

Direct service delivery refers to services that are provided directly by the FCSS program or its staff. Indirect service delivery refers to services that are delivered by individuals or organizations funded through FCSS grants. These partners carry out programming or supports on behalf of FCSS but are not FCSS staff themselves.

## **Is “Family and Sexual Violence” a single category, or two distinct categories: Family Violence and Sexual Violence?**

Family and Sexual Violence are two distinct concepts that fall under the same Provincial Prevention Priority.

## **Information and referrals: is one family considered one unit?**

For information, one family is considered one unit.

For referrals, the scope of the referral needs to be considered. If a family attends their local FCSS and receives two referrals for services that benefit the family as a whole (such as family counselling and the food bank), it would be considered one referral interaction. Whereas if a family attends their local FCSS and the grandmother is referred to a senior’s support group, and the child is referred to a children’s day program, it would be considered two referral interactions.

## **Surveys**

### **Can we modify the language of survey questions?**

FCSS programs may use plain language or adapt the wording of survey questions, as long as the intent of the question remains unchanged. This flexibility allows programs to ensure



questions are clear, accessible, and appropriate for their audiences. Programs are also encouraged to be innovative in how they administer surveys, whether through paper forms, digital tools, interviews, or creative engagement methods, so long as the data collected aligns with the intended performance measures.

### **Can we survey children in child and youth programs?**

FCSS programs delivering child and youth programming may choose to survey children directly or survey their parents, caregivers, or other relevant partners. Programs should use their judgment to determine the most appropriate approach based on the age, developmental stage, and context of the participants. Survey questions and methods should be tailored to suit the audience, ensuring they are age-appropriate and effective in capturing meaningful feedback.

### **Can we use a four-point Likert scale in our surveys?**

FCSS programs are asked to use a five-point Likert scale for survey questions. This standardization ensures consistent data collection across all programs, allowing standardized when analyzing and aggregating results.

### **Can I use direct quotes from participant feedback in impact narratives?**

FCSS programs may use direct quotes from participant feedback in their impact narratives, providing the quotes are relevant and reflect the intent of the narrative. However, it's important to work with your municipality to understand any communications or privacy requirements that may apply, especially regarding participant consent and public use of personal feedback. If needed, quotes can be lightly edited for clarity, but the original meaning should remain unchanged.

## **Reporting**

### **Why can only one prevention priority be selected per activity?**

While many FCSS activities, such as navigation services and interagency collaboration, naturally support multiple prevention priorities, selecting one primary priority per activity



ensures consistent, clear, and comparable data across programs. This approach helps avoid complications in analysis, diluted insights, and inconsistent reporting.

## **How do I report if my program does not align with the Provincial Prevention Priorities?**

We encourage FCSS programs to consider the following when categorizing Prevention Priorities:

- What is the program trying to promote or prevent?
- What skills does the program aim to build in its participants? What are these skills promoting or preventing?

Not every program is going to clearly match one specific single Prevention Priority. We ask that the most appropriate category be chosen.

If your program does not appear to align with one of the Prevention Priorities, you have additional questions or would like additional support with this, please book a program consultation with a member of the FCSS team at [scss.fcssadmin@gov.ab.ca](mailto:scss.fcssadmin@gov.ab.ca).

## **Do I need to track where referrals are going?**

For provincial government purposes, FCSS programs are not required to track referral destinations. While we recognize the value in understanding where referrals are being made, the current reporting requirement focuses on capturing referral interactions, not the specific organizations or services referred to. This approach keeps data collection manageable while still reflecting the role of FCSS programs in connecting individuals to supports. You may wish to check with your municipality to see if it wants referral destinations to be tracked.

## **Is there an upper limit on the number of prevention strategies we can select?**

There is no strict upper limit, but FCSS programs are generally encouraged to select between 2 to 4 prevention strategies. This range helps ensure that programs remain focused and strategic, while still capturing the breadth of their work. Selecting too



many priorities can dilute the clarity of your program’s intent and make reporting more complex.

## **Can I report activities together if they have similar outcomes and objectives?**

FCSS programs may report multiple activities together under a single activity item if they share the same prevention priority and prevention strategies. For example, if you offer a series of individual workshops for seniors (such as lunch-and-learns on topics like healthy relationships, mental wellness, and staying socially connected) and all of these support the prevention priority of “aging well in community” through prevention strategies like “promoting active engagement” and “developing and maintaining healthy relationships”, you can report them collectively as one activity. This approach helps streamline reporting while still accurately reflecting the intent and impact of the programming.

## **How do we report participants in a jointly delivered program across multiple municipalities?**

If your FCSS program is **jointly delivered by multiple municipalities**, there are two recommended options for reporting participant counts:

### **1. Split participants proportionally by funding contribution**

If each municipality contributes a different amount of funding, you may divide the total number of participants based on each municipality’s share of the funding.

*Example:* If Municipality A contributes 50%, Municipality B 30%, and Municipality C 20%, and the program served 100 participants, you would report 50, 30, and 20 participants respectively.

### **2. Split participants equally across municipalities**

If funding is shared equally or proportional reporting isn’t feasible, you may divide the total participant count evenly across the municipalities involved.

*Example:* If three municipalities jointly deliver a program and 90 participants were served, each municipality could report 30 participants.



## **Should volunteers be counted as attendees at community events?**

Volunteers should not be counted as attendees. The description of an event attendee is: *“Anyone who attends or takes part in any way in a community event.”* This refers specifically to individuals who are engaging with the event as its intended audience. Volunteers, staff, and others involved in delivering or supporting the event are not considered attendees for reporting purposes.

## **Does a volunteer appreciation event count as a community event?**

A volunteer appreciation event for FCSS volunteers is not categorized as a community event. Instead, it should be reported under the activity type of “Community Development and Capacity Building” → “Volunteerism,” as it supports volunteer capacity and engagement.

While participants at these events include volunteers, they should not be counted as attendees for the purpose of community event reporting. Volunteer contributions are captured separately through “unique volunteer counts” and “volunteer hours,” not through participation in appreciation activities.

## **How do I report unique volunteers that support multiple FCSS-funded programs?**

We understand that tracking unique volunteers across organizations and programs can be challenging. We recommend that you continue to do the best you can in this regard.

Alternatively, you may wish to adopt a “volunteer interaction” metric for counting volunteers in which you count each instance of volunteer engagement as an interaction, rather than trying to track unique individuals.

## **How do I report volunteers that are funded through FCSS capacity building, while they are volunteering at a non-FCSS funded program?**

Volunteers that are funded through FCSS Capacity Building should only be counted when they are volunteering for FCSS programs.

## **Our program doesn't quite fit the healthy relationships description: is there a better category for it?**

FCSS programs that promote social cohesion or involve addressing social discourse issues and do not better fit the description of other categories should be reported under Group-Based Social Connection/Social Well Being Programming.

## **Our school-aged program doesn't fit into a "drop-in" or "camp" model: where should it be categorized?**

FCSS programs that do not fit these categories because of their registration model may fall into the "Skill Building" or "Healthy Relationships" program categories.

## **Community groups: do I have to specify which Indigenous populations are attending the program?**

If your program is intended for First Nations, Métis, or Inuit peoples primarily, there will be a new option to specify this under the Community Groups section. If your program is for Indigenous peoples generally, you do not need to indicate a sub type and are not required to ask program participants details about their Indigenous status.

## **Funded Agency Support**

### **Can we share the training package and recorded sessions with indirect service delivery partners?**

Sharing the training package and recorded sessions with indirect service delivery partners is encouraged. This helps ensure consistent understanding of key concepts and expectations across all organizations contributing to service delivery.

### **Is there a form that lists requirements for funded agencies that I can share directly with them?**



Sharing of the training package and supplementary material created by individual FCSSs is encouraged. Included in this is the checklist. Please inquire with the FCSSAA for additional support in this area.

## Other

### **Do I need to complete a community needs assessment, and what does it involve?**

Currently, FCSS programs are not required to complete a community needs assessment. However, we encourage programs to conduct one to better understand local needs and inform service planning. For now, we are simply asking whether a needs assessment has been completed, and if so, what year it was conducted.

A community needs assessment is a process used to identify the strengths, gaps, and priorities within a community. It may include:

- Surveys or interviews with residents
- Focus groups or community consultations
- Data analysis from local sources
- Engagement with community partners

The goal is to gather meaningful input that can guide program development and ensure services are responsive to community needs.

We intend to provide training and tools to support programs in conducting needs assessments. In the meantime, programs are encouraged to explore approaches that suit their local context and capacity.

## 1 UNIQUE PARTNERSHIP

A partnership built on a shared commitment to prevention.

Funding comes from:

**80%** Government of Alberta  
**20%** Municipalities & Métis Settlements

## Prevention Focus

FCSS programs *must* be **preventive** in nature. Prevention:

- Strengthens protective factors
- Promotes well-being
- Reduces vulnerabilities
- Enhances quality of life
- Empowers people to meet life's challenges

## 2 LEVELS of PREVENTION

### FCSS DOES FUND

#### PRIMARY prevention

**Tackling root causes**

e.g., Workshops on parenting and employability

#### SECONDARY prevention

**Early intervention**

e.g., Short-term counselling

### FCSS DOES NOT FUND

#### TERTIARY prevention

**Crisis response or direct aid**

e.g., Food banks & financial assistance services that are:

- Already provided by government
- Recreational or rehabilitative
- Direct assistance (money, shelter, food)

## 3 GUIDING FRAMEWORKS

## FCSS Governance



### FCSS Act

Provides legal authority & funding structure



### FCSS Regulation

Outlines operational rules & expectations



### Accountability Framework

Measures impact & ensures alignment



**SUMMER VILLAGE OF SOUTH VIEW FCSS FUNDING**

<b>EVENT</b>	<b>FUNDING 2026</b>	<b>FUNDING 2025</b>	<b>FUNDING 2024</b>	<b>FUNDING 2023</b>	<b>FUNDING 2022</b>	<b>CHEQUE MADE OUT TO</b>
ALLNET		\$ 625.30	\$ 588.00	\$ 588.00	\$ 544.79	S.V. OF SOUTH VIEW
CHRISTMAS IN THE PARK					\$ 500.00	ONOWAY CHAMBER OF COMMERCE
DARWELL LIBRARY		\$ 500.00	\$ 1,656.98	\$ 500.00	\$ 432.46	DARWELL LIBRARY
DARWELL SCHOOL		\$ 500.00			\$ 750.00	PO BOX 140, DARWELL, AB T0E 0L0
LSAC HOME SUPPORT					\$ 1,000.00	LAC STE ANNE COUNTY
SANTAS HELPERS					\$ 500.00	ONOWAY SANTA'S HELPERS
CANADA DAY BBQ/COMMUNITY APPRECIATION						
EAST END BUS		\$ 375.00	\$ 350.00	\$ 350.00		HAND DELIVERED
SOUTH VIEW VOLUNTEER				\$ 754.40		
EMERGENCY SERVICES APPRECIATION DINNER				\$ 660.65		
FIRESMART DAY & VOLUNTEER APPRECIATION		\$ 1,584.75	\$ 800.00			
DARWELL BETTERMENT ASSOCIATION (DARWELL SCHOOL)		\$ 539.05		\$ 1,000.00		TERRY STARKS - PO Box 140, Darwell, AB T0E 0L0
KRONPRINZ (SCREEN RENTAL)			\$ 500.00			
<b>TOTAL</b>		<b>\$ 4,124.10</b>	<b>\$ 3,894.98</b>	<b>\$ 3,853.05</b>	<b>\$ 3,727.25</b>	
<b>FCSS FUNDING</b>	<b>\$ 4,126.50</b>	<b>\$ 4,124.10</b>	<b>\$ 3,894.98</b>	<b>\$ 3,853.05</b>	<b>\$ 3,727.25</b>	
<b>LEFT TO SPEND</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

<b>GOVERNMENT FUNDING</b>	<b>\$ 3,668.00</b>
<b>MUNICIPAL PORTION</b>	<b>\$ 917.00</b>
<b>TOTAL FCSS</b>	<b>\$ 4,585.00</b>
 <b>ADMINISTRATION FEE</b>	 <b>\$ 458.50</b>

MEMORANDUM OF AGREEMENT

FOR PLACEMENT OF  
COMMUNICATION INSTALLATIONS  
IN ROAD RIGHT-OF-WAY

BETWEEN:

**The Summer Village of [X]**

a municipal corporation established and  
existing under the laws of the Province of Alberta  
(hereinafter call the "Municipality")

OF THE FIRST PART

- and -

**MISSING LINK INTERNET INC.**

a body corporate  
to carry on business in the Province of Alberta  
(hereinafter called "the Operator")

OF THE SECOND PART

WHEREAS all roads in the Municipality are subject to the direction, control and management of the Municipality pursuant to the Section 18 of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, 2000, and amendments thereto;

AND WHEREAS the Operator is a corporation which operates communication facilities in the Province of Alberta pursuant to the Telecommunications Act, Chapter 38 of the Statutes of Canada;

AND WHEREAS the Operator requires the Municipality's consent to construct a communication cable on, across, over, under or along a road, and the Operator desires to place a fibre-optic communication cable ("cable") in the road right-of-way along the routing with vertical and horizontal layouts as shown in Appendix "A":

NOW THEREFORE this agreement witnesses that in consideration of the premises; covenants and agreements contained herein, the parties agree as follows:

1. The Municipality approves the Operator's use of the road right-of-way to lay, construct, maintain, inspect and operate the fibre-optic communication

cable (hereinafter call "cable") under and along the road right-of-way, subject to conditions and provisions of this agreement.

2. The Operator shall, before commencing any work in the road right-of-way related to cable equipment, alteration, and/or maintenance, obtain the County's approval of a plan outlining details of the work intended in the road right-of-way.

The Municipality's approval will not be required in case of maintenance of marker signs and surface cable splice points.

In the case of cable breakage or other emergency, the Operator may proceed to attend such repairs, but shall notify the Municipality of such an emergency and remedial work, as soon as is reasonably practical.

3. The cable shall be placed in a location and depth within the road right of way as approved by the Municipality so as not to interfere with any municipal or other utility and in such a fashion so as not to interfere with the operation, maintenance, and where practical, the future upgrading of the road facility.
4. All work inside the road right-of-way shall conform to current standards and regulations, and be carried out in such a manner so as not to endanger public safety.
5. The Operator hereby indemnifies and saves harmless the Municipality, its councillors, officers, employees, servants, agents, contractors and subcontractors, from and against all liabilities, actions, causes of action, proceedings, claims, demands, suits, losses, costs, damages and expenses including legal fees on a solicitor and own client full indemnity basis, of whatsoever nature that may arise from actions or claims brought against the Municipality by a third party arising from the exercise by the Operator, its contractors or agents of any of the rights granted by this agreement.
6. The Operator shall be responsible for all costs of any damages to the road or road right-of-way, resulting from cable placement, maintenance and operation and return the road to its original condition following any construction in an expeditious manner.
7. The presence of the cable within the road right-of-way shall, under no circumstances, increase the Municipality's costs for road operation, construction or maintenance, and if so, the added cost shall be borne by the Operator.

8. If at any time, after the commencement of this agreement, the Municipality introduces any type of fee or charge that is enabled by legislation and applicable to the cable within the road right-of-way, this cable installation shall be subject to the fee or charge, as determined by the Municipality.
9. The Operator agrees to relocate the cable within the road right-of-way to a location approved by the Municipality, if and when required for road or road-related work approved by the Municipality. The Operator shall be solely responsible for all such cable modification and/or relocation costs.
10. The Operator places its cable on the right-of-way entirely at its own risk, and the Municipality, their representative or agent, shall not be responsible or liable in any way to the Operator, its contractors, agents or its customers for any damage or loss to the cable and for any damage done to the cable done by any action of a party other than the Municipality including other utility operators, residents, contractors or other users of the road.
11. In the event road or road-related or Municipal utility work authorized by the Municipality involves a ground disturbance within five meters of the cable location, except in an emergency, the Municipality or authorized representative or agent shall give forty-eight hours notice (Weekends and statutory holidays excluded) to the Operator, through Alberta First Call. The Operator shall, within forty-eight hours notice, mark or expose the cable. The cable shall then be hand exposed by the Operator before excavation machinery is used. The costs to maintain current membership in Alberta First Call, locate, mark and expose the cable shall be borne by the Operator.
12. The Operator shall restore the road right-of-way, to the original or better condition, following any work done by the Operator, his representatives or contractors in the road right-of-way.
13. The Operator shall be responsible for proper and adequate cable marking, as well as maintenance of the cable markers within the road right-of-way.
14. Either party may, by notice in writing, appoint a representative to act on its behalf in matters pertaining to this agreement.

Notices or communications required or desired to be given pursuant to this agreement may be given to the Municipality by delivery to or by mail addressed.

Summer Village of [X]  
 Address  
 Address

Notices or communications required or desired to be given to this agreement may be given to the Operator by delivery to or by mail addressed.

MISSING LINK INTERNET INC.  
5031-50<sup>th</sup> Avenue  
Rimbey, Alberta  
T0C 2J0

Either party may change its address by advising the other party in writing.

Proof of the giving of any notice not sent by registered mail shall be on the party giving the same. Notices mailed shall be deemed to have been given at the time they would be delivered in the ordinary course of mailing.

- 15. This agreement shall be binding upon the parties involved and their respective heirs, successors and assigns.
- 16. The parties agree to give this Agreement a fair and reasonable interpretation and application, and when required, to negotiate with fairness and candor for any modifications or alterations thereof for the purpose of carrying out the intent of this Agreement and rectifying any omission in any of these provisions.

**IN WITNESS WHEREOF** the parties hereto have executed this Agreement on **this** \_\_\_\_\_ day of \_\_\_\_\_, A.D. 2017.

SIGNED in the presence of

Summer Village of [X]

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Name:

MISSING LINK INTERNET INC.

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Name:

**FW: South View Big Bin Clean up**

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**From** Wildwillow Enterprises <angela@wildwillowenterprises.com>

**Date** Tue 2/10/2026 1:42 PM

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

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**From:** Kory Perrott <kperrott@e360s.ca>

**Sent:** February 6, 2026 3:17 PM

**To:** Wildwillow Enterprises <angela@wildwillowenterprises.com>

**Subject:** RE: South View Big Bin Clean up

Hi Angela,

We would definitely be able to help you out with your Big Bin Event. Much like the Silver Sands Event, we could provide 20yd roll off bins. Typically, we drop a bin for household waste, one for mixed wood or C&D material, and a metals bin (including stoves and freon items). We would offer this at **\$440/lift**. That price includes bin delivery, removal and transport to Hwy 43 landfill and would apply for any extra lifts as well.

Feel free to give me a call next week to further discuss.

Thanks, and have a great weekend

Kory

**Kory Perrott** | Territory Sales

**Environmental 360 Solutions Ltd.**

55013 Rge Rd 10, Calahoo, Sturgeon County, AB T8R 0K3

T. 780-900-8718 | [kperrott@e360s.ca](mailto:kperrott@e360s.ca) | [www.e360s.ca](http://www.e360s.ca)



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**From:** Standstone Waste & Water Services Ltd. <[info@standstonevac.ca](mailto:info@standstonevac.ca)>  
**Sent:** Thursday, February 5, 2026 1:24 PM  
**To:** [svsouthview@outlook.com](mailto:svsouthview@outlook.com) <[svsouthview@outlook.com](mailto:svsouthview@outlook.com)>  
**Cc:** [angela@wildwillowenterprises.com](mailto:angela@wildwillowenterprises.com) <[angela@wildwillowenterprises.com](mailto:angela@wildwillowenterprises.com)>  
**Subject:** FW: South View Big Bin Clean up

Good Afternoon Sandra,

I think the 12-yard bins should work for you, but I am not exactly sure how much room you have on the boat launch. The 12-yard bins measure 12 feet long by 8 feet wide with rear doors that open for easy access.

We would recommend bringing 3 bins for easy sorting at the landfill. Once for waste, metal, and wood.

Your rate would be \$285 + tax per bin. (Reg. \$325)

Please let me know if these would work for you or if smaller bins are required.

Thank you & Have a great afternoon!  
Carlene Simpson, Office Manager  
780.967.2118

*The Service You Need, From People You Trust*



**From:** Standstone Waste & Water Services Ltd.  
**Sent:** Wednesday, February 4, 2026 4:00 PM  
**To:** 'Summer Village of South View' <[svsouthview@outlook.com](mailto:svsouthview@outlook.com)>  
**Subject:** RE: South View Big Bin Clean up

Hi Sandra!

Thank you for giving us the opportunity. We certainly can help you with your spring clean-up.

We just got some 12 yard roll off bins that might be perfect for the job! I just want to double check the size on them to ensure they will fit nicely on the boat launch area, and I will get back to you tomorrow with a quote.

Thank you & Have a great evening!  
Carlene Simpson, Office Manager  
780.967.2118

*The Service You Need, From People You Trust*





# Summer Village of South View

## Administrative Policy

Number	Title			
A-TRA-BOAT-1	Boat Launch Inspection & Maintenance			
Approval	Approved		Last Revised	
(CAO initials)	Resolution No:	17-20	Resolution No:	
	Date:	January 29-20	Date:	

### POLICY STATEMENT

The Summer Village of South View will inspect and maintain the municipally-controlled boat launch on a yearly basis.

### PURPOSE

The Summer Village of South View has deemed it necessary to provide the users of the boat launch a safe environment to lessen the likelihood of personal or property harm.

### RELATED INFORMATION

The Summer Village of South View, upon inspection, having found a defective or worn area of the boat launch, may elect to repair the equipment or remove it from service until such time that it can be returned to service.

### RESPONSIBILITIES

It will be the responsibility of the Chief Administrative Officer or designate to ensure completion of an annual checklist and identify all defective or worn areas of the boat launch. The Chief Administrative Officer or designate will determine whether the launch site or specific areas of the launch site will be removed from service or repaired taking into consideration the approved annual operating budget.



# Summer Village of South View

## Administrative Policy

### Boat Launch Inspection Report

Site: Summer Village of South View				Date:
Area of Inspection	Okay	Concern	N/A	Comments
<b>Launch Ramp</b>				
Gravel approach condition				
Cable condition				
Concrete pad condition				
Concrete pad position				
Granular fill between pads				
Signage				
Rip Rap condition / quantity				
<b>Building Interior</b>				
General Cleanliness				
Plumbing fixtures and fittings				
Washroom/Laundry coin boxes				
Condition of paint and trim				
Floors free of debris exits not blocked				
<b>Fire Lanes and Parking Lot</b>				
Check fire lanes and hydrant are clear				
Lighting				
Catch Basins				
Garbage area				
Seasonal - Weeds				
Free of ice/snow				



# Summer Village of South View

## Administrative Policy

Floating Dock				
Gangways - check hinge pins, transition plates, surface, rollers, wheel guards & landings - lubricate when necessary				
Life rings/Rope				
Deck Planks & Rub Boards				
Piles, Pile wells & rings				
Floatation tubs				
Float transition plates				
No storage of gear, skiffs or other materials				
Channels free of debris				
Safety ladders				
Vessel tie up lines				
Free of ice/snow				
Electrical				
<b>Main Electrical Panel:</b> Doors and locks lubricated, breakers clearly marked				
<b>Transformer Panel -</b> Breakers clearly marked				
<b>Receptacle Panel: Ensure that door has sticker showing cord requirements &amp; check for damaged outlets</b>				
Check for uncertified cords, plugs & adaptors				
Check for damaged cords & corroded plugs				
Check for cord tripping hazards				
Check dock lighting				
Used oil collection area				
Inspect area for spills and waste				



# Summer Village of South View

## Administrative Policy

Visual check of oil tank and drums for collection				
Signage maintained				
<b>Misc Items</b>				
Panic Book in Visible Area of Office				
WHMIS Information Binders up to date				
Safety Equipment				
Flammables Locker				
<b>Signature of Inspector</b>				<b>Date of Inspection:</b>



# Summer Village of South View

## Administrative Policy

**DRAFT**

Number	Title		
<b>A-TRA-BOAT-1</b>	<b>Boat Launch Inspection &amp; Maintenance</b>		
Approval	Approved		Last Revised
(CAO initials)	Resolution No:		Resolution No:
	Date:		Date:

### 1. Policy Statement

The Summer Village of South View is committed to providing a safe and well-maintained municipally controlled boat launch for residents, visitors, and staff. The boat launch shall be inspected and maintained on a regular basis to reduce the risk of injury, property damage, and environmental harm.

### 2. Purpose

The purpose of this policy is to:

- Establish a consistent inspection and maintenance process for the municipal boat launch;
- Identify hazards, defects, or wear in a timely manner;
- Ensure the boat launch remains safe and functional throughout the boating season; and
- Provide clear documentation of inspections through a standardized inspection report (Schedule “A”).

### 3. Description of Boat Launch Infrastructure

The municipally controlled boat launch consists of:

- A launch structure constructed of metal skids extending into the water;
- Metal guide railings mounted to the skids to assist with vessel alignment during launching and retrieval;
- Railings painted high-visibility yellow to enhance safety and visibility for users;
- An adjacent approach area used for vehicle and trailer access.



# Summer Village of South View

## Administrative Policy

**DRAFT**

### 4. Scope

This policy applies to all inspections, maintenance activities, and operational decisions related to the municipal boat launch owned or controlled by the Summer Village of South View.

### 5. Inspection Frequency

1. The boat launch shall be inspected:
  - Annually, prior to or at the beginning of the boating season; and
  - As required, following significant weather events, reported damage, or safety complaints.
2. Additional inspections may be conducted at the discretion of the Chief Administrative Officer (CAO) or designate.

### 6. Responsibilities

#### 6.1 Chief Administrative Officer or Designate

The CAO or designate is responsible for:

- Ensuring inspections are completed in accordance with this policy;
- Completing or overseeing completion of the Boat Launch Inspection Report (Schedule “A”);
- Identifying defects, hazards, or areas of concern;
- Determining whether repairs are required or whether all or part of the boat launch should be temporarily removed from service;
- Prioritizing repairs within the approved operating budget; and
- Maintaining inspection records.

#### 6.2 Council

Council is responsible for:

- Approving this policy and any amendments;
- Approving budget allocations related to major repairs or replacements.



# Summer Village of South View

## Administrative Policy

**DRAFT**

### 7. Maintenance and Corrective Actions

1. Where an inspection identifies a defect, hazard, or excessive wear, the Summer Village may:
  - Repair or replace the affected component;
  - Implement temporary safety measures (e.g., barricades, signage); or
  - Close all or part of the boat launch until repairs are completed.
2. Priority shall be given to issues that pose an immediate risk to public safety or structural integrity.
3. All maintenance actions taken as a result of an inspection should be documented and retained with the inspection report.

### 8. Records Management

Completed Boat Launch Inspection Reports shall be retained in accordance with the Summer Village's records retention policies and may be used for risk management, budgeting, and reporting purposes.



# Summer Village of South View

## Administrative Policy

### Schedule “A” – Boat Launch Inspection Report

**DRAFT**

Boat Launch Inspection Report

Site: Summer Village of South View

Inspector: \_\_\_\_\_

Date of Inspection: \_\_\_\_\_

Area of Inspection	Okay	Concern	N/A	Comments
<b>Launch Structure</b>				
Metal skids – overall condition				
Metal skids – alignment and stability				
Evidence of corrosion or metal fatigue				
Fasteners, bolts, and welds secure				
<b>Guide Railings</b>				
Railing alignment and integrity				
Railing securely fastened to skids				
Yellow paint visibility and condition				
Sharp edges or damage present				
<b>Approach Area</b>				
Surface condition (gravel/pavement)				
Adequate traction and grading				
Free of debris and obstructions				
<b>Safety and Visibility</b>				
Signage present and legible				
Railings clearly visible from land and water				
No exposed hazards to users				
<b>General Conditions</b>				



# Summer Village of South View

## Administrative Policy

**DRAFT**

Area of Inspection	Okay	Concern	N/A	Comments
Evidence of vandalism or misuse				
Environmental concerns (erosion, debris)				
Overall suitability for use				

**Corrective Actions Required:**

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**Recommended Action:**

- No action required
- Monitor
- Repair required
- Remove from service

**Inspector Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

# S.V. of South View

Updated February 12, 2026

Municipal Taxes Collected 2025 (Actual)	\$	237,872
Municipal Taxes Collected 2026 (Draft)	\$	266,499
Percentage Increase from prior year:		12.03%
Each % equates to:	\$	2,379
Variance from Prior Year	\$	28,627

These blue cells will calculate automatically as you fill in the budget numbers.

Function	2025 BUDGET	2025 ACTUALS (as at December 31)	Variance	2026 BUDGET	2026 ACTUALS (as at )
<b>Taxation Income</b>					
Municipal Tax	214,045	214,045	0		
School Foundation Tax	56,550	56,550	0		
Minimum Tax (\$1,155 - 2025)	23,827	23,827	0		
Senior Foundation Tax	4,997	4,997	0	5,707	
Designated Industrial Tax	10	10	0		
<b>Sub-Total Taxation</b>	<b>\$ 299,429</b>	<b>\$ 299,429</b>	<b>\$0</b>	<b>\$ 5,707</b>	
<b>Grant &amp; Reserve Funding Income</b>					
Operating Grant - LGFF Operating	11,784	11,784	0	11,784	
Operating Grant - FIRESMART Canada	500	500	0	500	
Operating Grant -	-		0		
Capital Grant - MSI-C / LGFF	-		0		
Capital Grant - CCBF	-		0		
Special Projects Funding (from reserves or from grant \$ in deferred revenue or from Grant Deposits) - <b>LUB Completion</b>	8,000	4,304	3,696	9,975	
Capital Projects Funding (from reserves or from grant \$ in deferred revenue)	116,143	31,070	85,073	138,000	
<b>Sub-Total Grant &amp; Reserve Funding</b>	<b>\$ 136,427</b>	<b>\$ 47,658</b>	<b>\$88,769</b>	<b>\$ 160,259</b>	<b>\$ -</b>
<b>Other Income</b>					
Penalties on Taxes	2,500	2,763	-263	2,500	
Bank (Investment) Income	5,500	5,708	-208	4,500	
<b>Sub-Total Other Income</b>	<b>\$ 8,000</b>	<b>\$ 8,471</b>	<b>-\$471</b>	<b>\$ 7,000</b>	<b>\$ -</b>
<b>Admin/Council Income</b>					
Admin - Sales of Good and Services	-	2,815	-2,815		

Function	2025 BUDGET	2025 ACTUALS (as at December 31)	Variance	2026 BUDGET	2026 ACTUALS (as at )
Admin - Tax Certificates	250	450	-200	250	
Admin - NSF Fees	-		-		
Admin - Fortis Franchise Fee (3%) (change for 2026 to 5%)	2,500	2,653	153	4,250	
Admin - Other (2024 Court Costs)	-		-		
Admin - Transfer from Reserves (MAP Review)	1,500		1,500		
Admin - Transfer from Reserves (Election)	3,078	3,078	-		
Admin - Transfer from Reserves (Council Orientation)	1,400		1,400		
<b>Sub-Total Admin Income</b>	<b>\$ 8,728</b>	<b>\$ 8,996</b>	<b>-\$268</b>	<b>\$ 4,500</b>	<b>\$ -</b>
<b>Animal Control / CPO / Bylaw</b>					
Bylaw/Emergency Services - Fines	-	925	-925	-	
Bylaw/Emergency Services - Fire Incident Recovery	-		0	-	
Transfer from Reserves - Provincial Policing	-		0	-	
<b>Sub-Total Animal Control / CPO / Bylaw Income</b>	<b>\$ -</b>	<b>\$ 925</b>	<b>-\$925</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Public Works Income</b>					
Public Works - Large Bin (every 3rd year)(from reserves)(2026 IS THE NEXT YEAR)	-		0	3,167	
Public Works - Sale of TCA	-		0	-	
Public Works - Transfer from Reserves	-		0	-	
<b>Sub-Total Public Works Income</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$0</b>	<b>\$ 3,167.00</b>	<b>\$ -</b>
<b>Parks &amp; Recreation Income</b>					
Parks & Recreation - Lake Weeds Cost Recovery	5,900	4,790	1,110	5,900	
Parks & Recreation - Grant FCSS	3,665	3,666	-1	3,668	
Parks & Recreation - Transfer from Reserve (Trees)	4,103	4,103	0	1,158	
<b>Sub-Total Parks &amp; Recreation</b>	<b>\$ 13,668</b>	<b>\$ 12,559</b>	<b>\$ 1,109</b>	<b>\$ 10,726</b>	<b>\$ -</b>
<b>Planning &amp; Development Income</b>					
Planning & Development - Safety Codes Permit Fees	1,250	1,097	153	1,000	
Planning & Development - Development Permit Fees	1,750	1,400	350	1,500	
Planning & Development - Development Appeal Fees	-		0		
<b>Sub-Total Planning &amp; Development</b>	<b>\$ 3,000</b>	<b>\$ 2,497</b>	<b>\$503</b>	<b>\$ 2,500</b>	<b>\$ -</b>
<b>Requisitions Collected by Municipality (offset)</b>					
Requisitions - Senior Foundation	-	4,997	-	5,707	

Function	2025 BUDGET	2025 ACTUALS (as at December 31)	Variance	2026 BUDGET	2026 ACTUALS (as at )
Requisitions - Over\Under Utilized Levy	-		0		
Requisitions - School Foundation	56,550	56,550	0		
Requisitions - Over\Under Utilized Levy	-		0		
Requisitions - Designated Industrial	10	-	-10		
Requisitions - Over\Under Utilized Levy	-		0		
<b>Sub-Total Requisitions</b>	<b>-\$ 61,557</b>	<b>-\$ 61,547</b>	<b>-\$ 10</b>	<b>-\$ 5,707</b>	<b>\$ -</b>
<b>Net Revenue for Municipal Purposes</b>	<b>\$ 407,695</b>	<b>\$ 318,987</b>	<b>\$ 88,708</b>	<b>\$ 188,152</b>	<b>\$ -</b>
<b>Expense Function</b>					
<b>Council</b>					
Development	3,650	2,387	1,263	3,000	
Meeting Fees	10,000	8,196	1,804	10,000	
Monthly Reimburse (\$325/month)	8,640	8,640	0	11,700	
Travel \ Subsistence	6,250	4,646	1,604	7,000	
SVLSACE Membership Fees	625	626	-1	626	
Public Relations & Promo	500	100	400	500	
Council emails	255	650	-395	300	
Integrity Commissioner	1,061	531	530		
<b>Sub Total Council</b>	<b>\$ 30,981</b>	<b>\$ 25,776</b>	<b>\$ 5,205</b>	<b>\$ 33,126</b>	<b>\$ -</b>
<b>Administration</b>					
Election & Census	5,000	4,221	779	-	
Administration Contract	61,594	61,399	195	62,888	

Function	2025 BUDGET	2025 ACTUALS (as at December 31)	Variance	2026 BUDGET	2026 ACTUALS (as at )
Admin Additional Work	1,500	511	989	2,000	
Admin Development	1,000	982	18	1,000	
WCB	550	663	-113	750	
Travel & Subsistence	2,300	780	1,520	2,300	
Postage / Phone / Storage	4,600	4,583	17	4,750	
Advertising, Printing, and subscriptions	2,850	1,800	1,050	3,000	
Membership Dues	1,838	1,838	0	1,938	
Auditor (Seniuk & Marcato)	4,300	4,200	100	4,450	
Assessment (MASG)	5,840	4,380	1,460	6,000	
Assessment Review Board	941	941	0	941	
SDAB Agreement / SDAB / ARB Hearing	2,300	2,148	152	2,300	
Legal Fees	3,000	4,102	-1,102	3,500	
Insurance	5,000	4,989	11	5,300	
Computer Support / Website	2,150	2,590	-440	2,600	
Public Relations / Promo	500	-	500	500	
Meeting Room Fees	-	-	0		
Bank Charges / Penalties	100	68	33	150	
Land Title Charges	50	10	40	50	
Tax Rebates Cancellations	-	-	0		
<b>Sub-Total Administration</b>	<b>\$ 105,413</b>	<b>\$ 100,204</b>	<b>\$ 5,209</b>	<b>\$ 104,417</b>	<b>\$ -</b>
<b>Public Works</b>					
Contracted Services	1,000	473	527	1,000	
Snow Removal / Grading / Sanding	7,000	9,365	-2,365	8,000	
Street Sweeping	1,500	2,600	-1,100	2,600	

Function	2025 BUDGET	2025 ACTUALS (as at December 31)	Variance	2026 BUDGET	2026 ACTUALS (as at )
Repairs / Potholes / Crackfill	3,500	3,400	100	7,000	
Supplies	250	75	175	250	
Signs	300	-	300	300	
Street Lights	15,200	16,019	-819	15,500	
Wages	-	-	0		
Payroll Deductions	-	-	0		
<b>Sub-Total Public Works</b>	<b>\$ 28,750</b>	<b>\$ 31,932</b>	<b>-\$ 3,182</b>	<b>\$ 34,650</b>	<b>\$ -</b>
<b>Drainage</b>					
General Supplies	-	-	0	-	-
Culverts	-	-	0	-	-
<b>Sub-Total Storm Water/Dainage</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Lagoon / Sewer</b>					
Lagoon/Sewer Capital	-	-	0	-	-
Lagoon/Sewer Operating	-	429	-429	-	-
<b>Sub-Total Lagoon / Sewer</b>	<b>\$ -</b>	<b>\$ 429</b>	<b>-\$ 429</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Waste Collection</b>					
Collection (E360S)	8,400	8,855	-455	8,900	
Large Bin (every 3 years) (2026 IS THE NEXT YEAR)	-	-	0	3,500	-
Waste Commission (Hwy 43)	-	-	0	-	-
<b>Sub-Total Waste Collection</b>	<b>\$ 8,400</b>	<b>\$ 8,855</b>	<b>-\$ 455</b>	<b>\$ 12,400</b>	<b>\$ -</b>
<b>Municipal Planning &amp; Development</b>					
Development Officer Contract (Annual)	9,070	8,933	137	10,927	
Development Officer Meetings / Mileage	-	-	0		
Development Permits	-	300	-300		
Development Enforcement	1,000	44	956	-	
Municipal Planning	-	-	0	-	
Safety Codes Administration	2,121	2,121	0	2,164	
<b>Sub-Total Municipal Planning &amp; Development</b>	<b>\$ 12,191</b>	<b>\$ 11,398</b>	<b>\$ 793</b>	<b>\$ 13,091</b>	<b>\$ -</b>
<b>Libraries</b>					
Library - YRL	342	342	0	350	
<b>Sub-Total Libraries</b>	<b>\$ 342</b>	<b>\$ 342</b>	<b>\$ -</b>	<b>\$ 350</b>	<b>\$ -</b>
<b>FCSS</b>					

Function	2025 BUDGET	2025 ACTUALS (as at December 31)	Variance	2026 BUDGET	2026 ACTUALS (as at )
FCSS (\$4,126.50)(\$458.50 Admin)(2026)	4,583	4,583	0	4,585	
<b>Sub-Total FCSS</b>	\$ 4,583	\$ 4,583	\$ -	\$ 4,585	\$ -
<b>Recreation &amp; Parks</b>					
Tree Removal	4,103	4,524	-421	8,000	
Grass Cut / Fall & Spring Clean Up	32,000	29,869	2,131	32,320	
Porta Potty (Jun to Oct)	-	-	0		
Equipment & Supply (Fuel)	750	1,006	-256	1,000	
Weed Inspections	330	238	92	330	
Lake Weed Cutting (LIAMS)	6,400	5,080	1,320	6,400	
East End Bus	375	375	0	375	
Boat Launch (NEW)	-	-	0	750	
Flowering Rush (M#093-2024)	1,000	1,000	0	1,000	
<b>Sub-Total Recreation &amp; Parks</b>	\$ 44,958	\$ 42,092	\$ 2,866	\$ 50,175	\$ -
<b>Emergency &amp; Shared Services</b>					
Library (Local)	1,000	1,000	0	1,000	
Recreation (LSA Contribution)	500	500	0	500	
Fire Suppression (2021-2025)	15,400	15,271	129	16,136	
Fire Incident Recovery	-	2,395	-2,395		
CPO / Enhanced Policing	9,800	9,183	617	9,500	
Emergency Relief	-	-	0		
Emergency Management Fees	9,000	8,547	453	9,900	
Provincial Policing (Year 5 - \$4,882)(Avg over 5 years \$3,417)	4,774	4,840	-66	6,538	
<b>Sub-Total Emergency Services</b>	\$ 40,474	\$ 41,736	-\$ 1,262	\$ 43,574	\$ -
<b>Planned Reserve Contributions (5% Increase Annually)</b>					
Provincial Policing	-	-	0		-
Sustainability Reserve	180	180	0	189	-
Tree Removal Reserve	1,158	1,158	0	1,216	-
Snow Removal Reserve		-	0	500	-
Legal Reserve	1,158	1,158	0	1,216	-
Election Reserve	1,500	1,500	0	1,575	-
Large Bin Reserve	1,389	1,389	0	1,458	-
MAP Review Reserve	525	525	0	551	-
Appeal Reserve	1,050	1,050	0	1,103	-

Function	2025 BUDGET	2025 ACTUALS (as at December 31)	Variance	2026 BUDGET	2026 ACTUALS (as at )
<b>Sub-Total Planned Reserve Contribution</b>	\$ 6,960	\$ 6,960	\$ -	\$ 7,808	\$ -
<b>Year-End Audit Accounts</b>					
Annual Amortization	-	-	0	-	-
Gain\Loss On Sale Of TCA	-	-	0	-	-
<b>Sub-Total Year-End Audit Accounts</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Special Projects</b>					
Brush Clearing - Firesmart	500	1,354	-854	2,500	-
Land Use Bylaw Review	8,000	2,950	5,050	9,975	-
Asset Management - SVLSACE		577	-577		
<b>Sub-Total Special Project</b>	\$ 8,500	\$ 4,881	\$ 3,619	\$ 12,475	\$ -
<b>Capital Projects</b>					
<b>2026 Project</b> - Drainage Design and Implementation	-	-	0	35,000	-
<b>2024/2025 Project</b> - Boat Launch MSI-C (do not close application in 2024)	11,136	-	11,136		-
<b>2026 Project</b> - Gazebo and Park Improvements	-	-	0	100,000	-
<b>2026 Project</b> - Regional Asset and Land Management Project		-	0	-	-

Function	2025 BUDGET	2025 ACTUALS (as at December 31)	Variance	2026 BUDGET	2026 ACTUALS (as at )
<b>2024/2025 Project</b> - Large Bins (Made application mid-year for \$12K - was not budgeted for originally)(do not close app in 2024)	2,007	437	1,570		-
<b>2025 Project</b> - Fire Hazard Signs	3,000	3,055	-55	3,000	-
<b>2025 Project</b> - East Access Road	100,000	27,578	72,422		-
<b>Sub-Total Capital Projects</b>	\$ 116,143	\$ 31,070	\$ 85,073	\$ 138,000	\$ -
<b>TOTAL</b>	\$ 407,695	\$ 310,258	\$ 97,437	\$ 454,651	\$ -
Income Less Expenses - Surplus / (Defecit)	-\$ 0	\$ 8,729		-\$ 266,499	\$ -
	<b>2025 Draft Budget</b>	<b>2025 ACTUALS (as at December 31)</b>	<b>Variance</b>	<b>2025 Draft Budget</b>	<b>2026 ACTUALS (as at )</b>

Description	INTERIM BUDGET	2026 ACTUALS	VARIANCE
INCOME REPORT - SOUTH VIEW	(1)	(2)	(3)
--- Begin	01Jan2025	01Jan2026	01Jan2025
Period 1: -  End	31Dec2025	31Jan2026	31Dec2025
--- Type	B	A	B
(less)  --- Begin	000000000	000000000	01Jan2026
Period 2: -  End	000000000	000000000	31Jan2026
--- Type			A
Ratios: % of Account			
Graphs: # of Columns, Scale	0 0	0 0	0 0

Description	INTERIM BUDGET	2026 ACTUALS	VARIANCE
REVENUE			
TAXATION			
RESIDENTIAL TAX- (MUNICIPAL)	203,561.30	0.00	203,561.30
RESIDENTIAL TAX- (SCHOOL)***	53,975.74	0.00	53,975.74
VACANT RES TAX- (MUNICIPAL)	7,624.44	0.00	7,624.44
VACANT RES TAX- (SCHOOL)***	2,021.68	0.00	2,021.68
LINEAR TAX- (MUNICIPAL)	2,859.43	0.00	2,859.43
LINEAR TAX- (SCHOOL)***	552.40	0.00	552.40
LINEAR TAX-(DIP)	10.19	0.00	10.19
SENIOR'S FOUNDATION	4,996.62	0.00	4,996.62
MINIMUM TAX (2025- \$1,155)	23,826.83	0.00	23,826.83
SPECIAL TAX	0.00	0.00	0.00
TOTAL TAXES	299,428.63	0.00	299,428.63
OTHER INCOME\GRANTS			
PENALTIES & COSTS ON TAXES	2,500.00	779.84	1,720.16
INVESTMENT INCOME (INTEREST)	5,500.00	320.52	5,179.48
GRANT (MSI-O)\(LGFF-OP)	11,784.00	0.00	11,784.00
GRANT (MSI-C)(\$291,775)	0.00	0.00	0.00
*MUST SPEND \$65,922 MSI-C-'24			
GRANT (LGFF)(\$68,409 '24)	0.00	0.00	0.00
GRANT (CCBF)(\$89,361 END'23)	0.00	0.00	0.00
*MUST SPEND \$44,474 '24)			
GRANT (FIRESMART)	500.00	0.00	500.00
GRANT-	0.00	0.00	0.00
RESERVES	0.00	0.00	0.00
SPECIAL PROJECTS(LUB)(FIRESM)	8,000.00	0.00	8,000.00
CAPITAL PROJECTS INCOME	116,143.00	0.00	116,143.00
UNRESTRICTED	0.00	0.00	0.00
ADMIN\COUNCIL			
SALES OF GOODS & SERVICES	0.00	0.00	0.00
TAX CERTIFICATES	250.00	0.00	250.00
N.S.F. FEES	0.00	0.00	0.00
FORTIS FRANCHISE FEE (3%)	2,500.00	221.97	2,278.03
OTHER (2024 COURT COSTS)	0.00	0.00	0.00
TRANS FR RES (MAP REVIEW)	1,500.00	0.00	1,500.00
TRANS FR RES (ELECTION)	3,078.00	0.00	3,078.00
TRANS FR RES (COUNCIL ORIENT)	1,400.00	0.00	1,400.00

Description	INTERIM BUDGET	2026 ACTUALS	VARIANCE
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Description	INTERIM BUDGET	2026 ACTUALS	VARIANCE
ANIMAL CONTROL\CPO\BYLAW			
BY-LAW FINES	0.00	0.00	0.00
FIRE INCIDENT RECOVERY (NEW)	0.00	0.00	0.00
PROVINCIAL POLICING (FR.RES)	0.00	0.00	0.00
PUBLIC WORKS\COMMON SERVICES			
LARGE BIN (EVERY 2ND YR) (RES)	0.00	0.00	0.00
SALE OF TCA	0.00	0.00	0.00
TRANSFER FROM RESERVE	0.00	0.00	0.00
PARKS & RECREATION			
LAKE WEEDS COST RECOVERY	5,900.00	0.00	5,900.00
PROVINCIAL GRANT FCSS	3,665.00	917.00	2,748.00
GRANT FCSS (VOL.PICNIC\ALLNET)	0.00	0.00	0.00
TRANSFER FROM RESERVE (TREES)	4,103.00	0.00	4,103.00
PLANNING & DEVELOPMENT			
SAFETY CODE PERMIT FEES	1,250.00	0.00	1,250.00
DEVELOPMENT PERMITS	1,750.00	0.00	1,750.00
DEVELOPMENT APPEAL	0.00	0.00	0.00
TOTAL REVENUE	469,251.63	2,239.33	467,012.30
REQUISITIONS			
SENIOR FOUNDATION	4,996.62	0.00	4,996.62
UNDER\OVER UTILIZED LEVY	0.00	0.00	0.00
SCHOOL	56,549.82	0.00	56,549.82
UNDER\OVER UTILIZED LEVY	0.00	0.00	0.00
DIP	10.19	0.00	10.19
UNDER\OVER UTILIZED LEVY	0.00	0.00	0.00
TOTAL REQUISITIONS	61,556.63	0.00	61,556.63
NET REVENUE FOR MUN PURPOSES	407,695.00	2,239.33	405,455.67

Description	INTERIM BUDGET	2026 ACTUALS	VARIANCE
EXPENSE REPORT- SOUTH VIEW	(1)	(2)	(3)
--- Begin	01Jan2025	01Jan2026	01Jan2025
Period 1: -  End	31Dec2025	31Jan2026	31Dec2025
--- Type	B	A	B
(less)  --- Begin	000000000	000000000	01Jan2026
Period 2: -  End	000000000	000000000	31Jan2026
--- Type			A
Ratios: % of Account			
Graphs: # of Columns, Scale	0 0	0 0	0 0

Description	INTERIM BUDGET	2026 ACTUALS	VARIANCE
COUNCIL			
DEVELOPMENT	3,650.00	0.00	3,650.00
MEETING FEES	10,000.00	500.00	9,500.00
MONTHLY REIMB (\$325\MONTH)	8,640.00	325.00	8,315.00
TRAVEL & SUBSISTENCE	6,250.00	28.80	6,221.20
SVLSACE COMMITTEE FEES	625.00	0.00	625.00
PUBLIC RELATIONS & PROMO	500.00	0.00	500.00
COUNCIL EMAILS	255.00	0.00	255.00
INTEGRITY COMMISSIONER	1,061.00	0.00	1,061.00
TOTAL	30,981.00	853.80	30,127.20
ADMINISTRATION			
ELECTION & CENSUS	5,000.00	0.00	5,000.00
ADMINISTRATOR CONTRACT	61,594.00	5,132.83	56,461.17
ADMIN ADDITIONAL WORK (MAP)	1,500.00	450.00	1,050.00
ADMIN DEVELOPMENT	1,000.00	0.00	1,000.00
WCB	550.00	0.00	550.00
TRAVEL & SUBSISTANCE	2,300.00	37.96	2,262.04
POSTAGE\PHONE\STORAGE	4,600.00	357.75	4,242.25
ADVERTISING & PRINTING	2,850.00	153.00	2,697.00
MEMBERSHIP DUES	1,838.00	724.00	1,114.00
AUDITOR	4,300.00	0.00	4,300.00
ASSESSMT ('25) 5520\5680\5840	5,840.00	1,500.00	4,340.00
ASSESSMENT REVIEW BOARD	941.00	0.00	941.00
SDAB AGREEMENT\HEARINGS	2,300.00	300.00	2,000.00
LEGAL FEES	3,000.00	0.00	3,000.00
INSURANCE	5,000.00	0.00	5,000.00
COMPUTER SUPPORT\WEBSITE	2,150.00	0.00	2,150.00
PUBLIC RELATIONS & PROMO	500.00	0.00	500.00
MEETING ROOM FEES	0.00	0.00	0.00
BANK CHARGES\PENALTIES	100.00	1.00	99.00
LAND TITLE CHARGES	50.00	0.00	50.00
TAX REBATES\CANCELLATIONS	0.00	0.00	0.00
INTEGRITY COMMISSIONER	0.00	0.00	0.00
TOTAL	105,413.00	8,656.54	96,756.46
PUBLIC WORKS\ROADS			
CONTRACTED SERVICES	1,000.00	0.00	1,000.00
SNOW REMOVAL\GRADING\SANDIN	7,000.00	0.00	7,000.00
STREET SWEEPING	1,500.00	0.00	1,500.00

Description	INTERIM BUDGET	2026 ACTUALS	VARIANCE
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Description	INTERIM BUDGET	2026 ACTUALS	VARIANCE
REPAIRS\POTHOLES\CRACKFILL	3,500.00	0.00	3,500.00
SUPPLIES	250.00	0.00	250.00
SIGNS	300.00	0.00	300.00
STREET LIGHTS	15,200.00	0.00	15,200.00
WAGES	0.00	0.00	0.00
PAYROLL DEDUCTIONS	0.00	0.00	0.00
TOTAL	28,750.00	0.00	28,750.00
DRAINAGE			
GENERAL SUPPLIES	0.00	0.00	0.00
DRAINAGE STUDY	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00
LAGOON\SEWER			
LAGOON\SEWER CAPITAL	0.00	0.00	0.00
LAGOON\SEWER OPERATING	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00
SOLID WASTE COLLECTION			
COLLECTION (E360S)	8,400.00	816.30	7,583.70
LARGE BIN (EVERY 3 YEARS)	0.00	0.00	0.00
COMMISSION (HWY 43)	0.00	0.00	0.00
TOTAL	8,400.00	816.30	7,583.70
PLANNING & DEVELOPMENT			
D.O. CONTRACT (ANNUAL)	9,070.00	867.25	8,202.75
D.O. MEETINGS\MILEAGE	0.00	0.00	0.00
DEVELOPMENT PERMITS	0.00	0.00	0.00
DEVELOPMENT ENFORCEMENT	1,000.00	0.00	1,000.00
MUNICIPAL PLANNING	0.00	0.00	0.00
SAFETY CODES ADMIN	2,121.00	0.00	2,121.00
TOTAL	12,191.00	867.25	11,323.75
LIBRARIES			
LIBRARY (YRL)	342.00	0.00	342.00
TOTAL	342.00	0.00	342.00
FAMILY & COMMUNITY SUPPORT SER			
FCSS (\$3,727)(\$657 ADMIN)	4,583.00	0.00	4,583.00
FCSS	0.00	0.00	0.00
TOTAL	4,583.00	0.00	4,583.00
RECREATION & PARKS			
TREE REMOVAL	4,103.00	0.00	4,103.00
GRASS CUT\CLEAN UP (2026)	32,000.00	0.00	32,000.00
PORTA-POTTY (JUN-OCT)	0.00	0.00	0.00
EQUIP & SUPPLY (FUEL)	750.00	0.00	750.00
WEED INSPECTIONS	330.00	0.00	330.00
LAKE WEED CUTTING (LIAMS)	6,400.00	0.00	6,400.00
EAST END BUS	375.00	0.00	375.00
BOAT LAUNCH (NEW)	0.00	0.00	0.00
FLOWERING RUSH (M#093-2024)	1,000.00	0.00	1,000.00
Description	INTERIM BUDGET	2026 ACTUALS	VARIANCE

Description	INTERIM BUDGET	2026 ACTUALS	VARIANCE
TOTAL	44,958.00	0.00	44,958.00
EMERGENCY & SHARED SERVICES			
LIBRARY (LOCAL)	1,000.00	0.00	1,000.00
RECREATION-LSA CONTRIBUTION	500.00	0.00	500.00
FIRE SUPP (2021-2025)	15,400.00	1,279.21	14,120.79
FIRE INCIDENT RECOVERY	0.00	0.00	0.00
CPO\ENHANCED POLICING	9,800.00	0.00	9,800.00
EMERGENCY RELIEF (COVID)	0.00	0.00	0.00
EMERGENCY MANAGEMENT FEES	9,000.00	0.00	9,000.00
PROV POLICING(20\21 1ST YR)	4,774.00	0.00	4,774.00
YR 1 -B 1,626 A(1,621)			
YR 2 -B 2,441 A(2,434)			
YR 3 -B 3,252 A(3,207)			
YR 4 -B 4,881 A(4,512)			
YR 5 -B 4,881			
(AVG OVER 5 YEARS)\$3,417			
TOTAL	40,474.00	1,279.21	39,194.79
RESERVE ACCOUNTS (5% INC)			
PROVINCIAL POLICING RESERVE	0.00	0.00	0.00
SUSTAINABILITY RESERVE	180.00	0.00	180.00
TREE REMOVAL RESERVE	1,158.00	0.00	1,158.00
SNOW REMOVAL RESERVE	0.00	0.00	0.00
LEGAL RESERVE	1,158.00	0.00	1,158.00
ELECTIONS RESERVE	1,500.00	0.00	1,500.00
LARGE BIN RESERVE	1,389.00	0.00	1,389.00
MAP REVIEW	525.00	0.00	525.00
APPEAL RESERVE	1,050.00	0.00	1,050.00
TOTAL	6,960.00	0.00	6,960.00
YEAR-END AUDIT ACCOUNTS			
ANNUAL AMORTIZATION	0.00	0.00	0.00
GAIN\LOSS ON SALE OF TCA	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00
SPECIAL PROJECTS			
BRUSH CLEARING (FIRESMART)	500.00	0.00	500.00
LAND USE BYLAW REVIEW	8,000.00	0.00	8,000.00
ASSET MANAGEMENT	0.00	0.00	0.00
TOTAL	8,500.00	0.00	8,500.00
CAPITAL PROJECTS			
2025 PROJECT- BOAT LAUNCH-MSI	11,136.00	0.00	11,136.00
2025 PROJECT- EAST ACCESS-MSI	100,000.00	0.00	100,000.00
2025 PROJECT- LARGE BINS-MSI	2,007.00	0.00	2,007.00
2025 PROJECT-FIRE SIGNS-LFGG	3,000.00	0.00	3,000.00
2026 PROJECT-DRAINAGE DES\IMPL	0.00	0.00	0.00
2026 PROJECT-GAZEBO & PARK IMP	0.00	0.00	0.00
Description	INTERIM BUDGET	2026 ACTUALS	VARIANCE

Description	INTERIM BUDGET	2026 ACTUALS	VARIANCE
TOTAL	116,143.00	0.00	116,143.00
TOTAL EXPENSES	407,695.00	12,473.10	395,221.90



## CHIEF ADMINISTRATIVE OFFICER'S REPORT

February 17, 2026

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### Active Motions and Things to Do

This list was developed so that Council can track the status of motions that have been made and for Council to have an understanding of administration's current workload. The list has been backdated to January 2025. Active motions made before then have not been recorded below.

### ADMINISTRATION

#### **ACP Grant Application**

- 029-2025 **MOVED** by Mayor Benford that the core asset condition assessment and plans of survey quotes be accepted for information and further that administration follow up on an Alberta Community Partnership Grant application for an asset condition assessment, asset management plan, and GIS system, as discussed.
- Mar 11 25 Regional Partners have been identified and MPE Engineering is in the process of drafting this grant application for us. This is related to motion 005-2025.
- 180-2025 **MOVED** by Mayor Benford that the Summer Village of South View supports the submission of a 2025-26 Alberta Community Partnership (ACP) grant application in support of the Regional Asset and Land Management Strategy project and is prepared to manage the grant project and related compliance requirements. There is no matching contribution required.
- Oct 6 25 Various motions of support have been received and forwarded to MPE.
- 205-2025 **MOVED** by Mayor Benford that administration request support from MLA Shane Getson regarding the Alberta Community Partnership Grant application in support of the Regional Asset and Land Management Strategy project.
- 25 10 30 MLA Getson has provided his support for the project.
- Nov 27 25 ACP grant application was submitted.

#### **MCCAC Climate Resilience Capacity Building Program**

- 083-2025 **MOVED** by Mayor Benford that Council approve CAO Duncan's participation in the Climate Resilience Capacity Building Program – Collaborative Learning Stream through the Municipal Climate Change Action Center and further that the Letter of Commitment be signed and its execution authorized.
- Jun 11 25 Angela has been attending the sessions and working on a draft business case as part of the program.
- Aug 8 25 Module 1 of the program has been completed. The deliverable for module 1 was developing a business case for a climate resilience plan. This business case is Attachment 1 to the August 19, 2025 CAO report.



## CHIEF ADMINISTRATIVE OFFICER'S REPORT

February 17, 2026

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Jan 27 26 Module 2 of the program has been completed. The deliverable is attached to this report (Feb 2026) for information.

### Public Works Liaison Policy

110-2025 **MOVED** by Councillor Richardson that administration draft a Council Public Works Liaison Policy and FURTHER that the policy be brought back to a future Council meeting for review.

26 01 12 A draft policy has been included in the January meeting package.

019-2026 **MOVED** by Deputy Mayor Ward that Policy C-COU-PWL-1 Public Works Liaison Policy, be approved as presented.

Feb 9/26 Policy listing has been updated, and policy has been added to the website.

### Asset Management Plan

200-2025 **MOVED** by Deputy Mayor Ward that the asset management proposal from Matthewson & Co. in cooperation with the Summer Villages of Lac Ste. Anne County East be approved to a maximum cost \$1000 for the Summer Village of South View.

25 10 30 Motion has been forwarded as appropriate.

26 01 12 Matthewson has started work on this. All requested information has been forwarded.

Feb 9/26 Matthewson is requesting a significant amount of work from administration on this plan. Administration attended a meeting with Matthewson on February 5 where the consultant reviewed the purpose of asset management and discussed next steps. From this meeting, administration feels that Matthewson is acting as more of a guide for us to complete the work, as opposed to a consultant who is doing the work. To date, we have gone through the spreadsheet of assets provided by Matthewson and done our best to confirm life remaining, asset condition, and asset importance. We have also cross-referenced this list to our TCA listing and flagged duplications and concerns. **This list has been sent to Council for further review and comment.** We are now being requested to complete the FCM asset readiness management scale, which will take some time.

### North Saskatchewan Watershed Alliance Invoice

005-2026 **MOVED** by Councillor Richardson that payment of invoice 2026.036 from North Saskatchewan Watershed Alliance, in the amount of \$100.00 for the Summer Village of South View's 2026 funding contribution, be approved.

26 01 30 The Invoice has been paid.

### Yellowhead Regional Library Allotment Funds

006-2026 **MOVED** by Deputy Mayor Ward to accept the Yellowhead Regional Library \$0.75 per capita municipal allotment rate and the \$5.60 per capita provincial allotment rate for information AND THAT the Summer Village of South View assign its 2026 Yellowhead

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## CHIEF ADMINISTRATIVE OFFICER'S REPORT

February 17, 2026

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Regional Library allotment funds and 2025 Library Services Grant to the Darwell Public Library.

Feb 9/26 Information has been sent to YRL.

### **E360 Solutions Agreement**

007-2026 **MOVED** by Deputy Mayor Ward that the agreement between Environmental 360 Solutions and Summer Village of South View be approved for a 5 year term and its execution authorized.

26 01 21 Agreement completed via Docusign.

### **FireSmart Wildfire Community Preparedness Grant**

216-2025 **MOVED** by Deputy Mayor Ward that the Summer Village of South View apply for the FireSmart Wildfire Community Preparedness Grant, in the amount of \$500.00 to host a community FireSmart clean-up and education day, as well as a community BBQ, in August, 2026.

26 01 12 Application has not yet been submitted as we want to discuss the implications regarding changes to FCSS programming.

26 01 20 Council confirmed want to proceed with application and chose the date August 15, 2026.

26 01 27 Submitted application.

### **Agendas**

221-2025 **MOVED** by Deputy Mayor Ward that Administration is to provide a paper copy of the Agenda to Council for review prior to the scheduled Council meeting.

26 01 12 Angela will work with Mayor Benford to ensure meeting packages are printed and delivered to Council.

26 01 20 Council requested that Agendas be more streamlined with fewer information items.

### **Enforcements**

026-2026 **MOVED** by Mayor Benford that Administration proceed to obtain legal counsel as next steps for the Enforcements as discussed.

Feb 9/26 Email was sent to Patriot law on Jan 27, 2026. Awaiting a response. A follow up email was sent on February 9.

### **Wildwillow Enterprises Inc. Administrative Contract**

027-2026 **MOVED** by Mayor Benford that Council and Wildwillow Enterprises Inc. enter into negotiations for a new administrative contract effective January 1, 2027.



## CHIEF ADMINISTRATIVE OFFICER'S REPORT

February 17, 2026

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### Missing Link Internet Fibre

- 004-2026 **MOVED** by Mayor Benford that the agreement between Missing Link Internet and the Summer Village of South View be approved in principle pending entering into a final agreement. FURTHER THAT the presentation be posted to the Summer Village of South View's website.
- Jan 21 26 An All Net message sent out advising residents about Missing Link coming to SV and a presentation posted to the website.
- Feb 9/26 Missing Link has provided a draft agreement. Administration has reviewed the agreement and has a few comments. This is on the February agenda.

## COUNCIL

### Intermunicipal Collaboration Framework

- 046-2025 **MOVED** by Deputy Mayor Ward that the deadline to review the Intermunicipal Collaboration Framework Agreement between the Summer Village of South View and Lac Ste Anne County be extended to March 31, 2027, as permitted by Ministerial Order MSD:024-23 and FURTHER that Council requests to start discussions following the 2025 municipal election.

### Privacy Legislation

- 049-2025 **MOVED** by Mayor Benford that the Summer Village of South View partner with the Summer Village of Nakamun Park to engage legal counsel to investigate and prepare the requirements for compliance with the new privacy legislation, Access to Information Act (AIA) and Protection of Privacy Act (POPA), including a comprehensive Privacy Management Plan.
- Jul 11 25 CAO completed the online POPA / ATIA Courses and ensure that contact information is up to date.
- Nov 19 25 Administration requested an update from Summer Village of Nakamun Park.
- Jan 12 26 Administration is in receipt of drafts and is reviewing them.

### Land Use Bylaw Review

- 052-2025 **MOVED** by Councillor Richardson that administration continue with the drafting and review of the Land Use Bylaw and Public Engagement Plan for Council's review, with the public engagement to commence after the 2025 Municipal Election.
- Jun 11 25 This will be picked back up after the election.
- Aug 28 25 Administration is discussing next steps with both Dwight Moslakyk (consultant) and the Development Officer. Further information should be available at the October meeting.
- Oct 6 25 I met with Paul Hanlan to discuss this and we have put together a proposal.

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## CHIEF ADMINISTRATIVE OFFICER'S REPORT

February 17, 2026

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- 194-2025 **MOVED** by Deputy Mayor Ward that the joint proposal from Paul Hanlan (operating as SV Planning and Development) and Angela Duncan (operating as Municipal Rising Tides) to complete the Land Use Bylaw review be approved and its execution authorized.
- 195-2025 **MOVED** by Mayor Benford that the Council Land Use Bylaw Planning Workshop be scheduled for December 9, 2025 commencing at 9:00 a.m.
- 015-2026 **MOVED** by Mayor Benford that the Communication and Engagement Plan for the Land Use Bylaw Review be approved as presented.
- Jan 21 26 Communication and Engagement Plan posted on website and an All Net sent out advising residents.

### WILD Water Commission

- 174-2025 **MOVED** by Mayor Benford that the discussion with Dwight Moskalyk, Chief Administrative Officer, WILD Water Commission be accepted for information and FURTHER that the WILD Water Commission be placed on the November 2025 Regular Meeting agenda.
- Nov 4 25 Has been placed on the November Agenda.
- 215-2025 **MOVED** by Deputy Mayor Ward that Administration invite a representative from the Tri-Village water distribution feasibility study to a future meeting to discuss their findings.

### Regional Multi-day Emergency Management Exercise

- 181-2025 **MOVED** by Mayor Benford that the South View Director of Emergency Management and Deputy Director of Emergency Management be approved to attend the Regional Multi-Day Emergency Management Functional Exercise being held in Lac Ste Anne County on October 6 to 9, 2025 and FURTHER that any costs that cannot be absorbed in the annual budget be paid for from reserves.
- Oct 6 25 This exercise has been postponed to the new year.
- Feb 9/26 The date has been set as March 16-18, 2026 at the East County Building. This conflicts with our March Council meeting.

### 2026 Budget

- 217-2025 **MOVED** by Deputy Mayor Ward that the first review of the Draft 2026 Operating Budget be accepted for information, and that Administration make changes to this Draft 2026 Operating Budget as directed at meeting time, and that a second review of the updated Draft 2026 Operating Budget take place at a future Council meeting.



## CHIEF ADMINISTRATIVE OFFICER'S REPORT

February 17, 2026

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- 218-2025 **MOVED** by Mayor Benford that an Interim 2026 Operating Budget be passed at half the 2025 Approved Operating Budget and that this Interim 2026 Operating Budget cease to have any force and effect once the 2026 Operating Budget is approved.
- 219-2025 **MOVED** by Mayor Benford that the 2026 Capital budget be approved as presented.
- 017-2026 **MOVED** by Councillor Richardson that the 2<sup>nd</sup> review of the Draft 2026 Operating Budget be accepted for information, and that Administration make changes to this Draft 2026 Operating Budget as directed at meeting time, and that a 3<sup>rd</sup> review of the updated Draft 2026 Operating Budget take place at a future Council meeting.

### Family and Community Support Services (FCSS) Agreement

- 215-2025 **MOVED** by Mayor Benford that the Family and Community Support Services (FCSS) Agreement between His Majesty the King in Right of Alberta and Summer Village of South View be approved and its execution authorized.
- Dec 1 25 Directed Shelley to finalize the FCSS Agreement and submit before the December 31, 2025 deadline.
- Jan 23 26 Received fully executed Agreement.

### Traffic Bylaw

- 013-2026 **MOVED** by Mayor Benford that the request for decision and discussion regarding Snow Clearing on Public Roadways and Traffic and Road Control Bylaws be accepted for information and to bring back the Traffic Bylaw to a future meeting.

### 2026 Alberta Municipalities Spring Municipal Leaders Caucus

- 016-2025 **MOVED** by Mayor Benford that Council and Administration be authorized to attend the Alberta Municipalities Spring Municipal Leaders Caucus on March 26 to 27 at the Edmonton Convention Center.
- Jan 22 26 Hotel rooms have been booked for Council and possibly Administration.
- Feb 3 26 Registered Mayor Benford for Alberta Municipalities Spring Municipal Leaders Caucus.

## PUBLIC WORKS

### Darwell Lagoon Commission – Transmission Line Project

- Apr 29 25 A mail out for the Darwell Phase A line was sent to Residents April 29 regarding the proposed sewer system and upcoming tank inspections.
- Aug 8 25 Darwell Lagoon Commission has completed the tank inspections in the summer village.

### Fire hazard & other signs



## CHIEF ADMINISTRATIVE OFFICER'S REPORT

February 17, 2026

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- 108-2025 **MOVED** by Mayor Benford that the removal of the current fire hazard signs and the purchase and installation of two new fire level hazard signs be approved FURTHER that the total cost is not to exceed \$6000 and FURTHER that an application be made to utilize capital grant funding for the project.
- Jun 27 25 2 fire signs have been ordered. The plan is to remove the old signs and utilize the existing structures for the new signs. An LGFF grant application has been opened for this project.
- 135-2025 **MOVED** by Deputy Mayor Ward that an additional, smaller, fire level sign be ordered for Hillside Park, along with various road signs as discussed at meeting time and to a maximum expense of \$7000 and FURTHER that the costs be applied to the grant for fire and road signs.
- Jul 18 25 All three fire signs have been installed.
- Oct 11 25 Confirmation has been received that CCBF funding has been approved for this project. Administration is awaiting further direction from Council regarding signage purchase.
- Nov 19 25 Council provided a list of signs requested.
- Dec 3 25 Admin researched online sites for availability and costs of requested signs.
- Dec 12 25 Admin created a spreadsheet for council summing up costs and availability. This will be reviewed at the meeting.
- 021-2026 **MOVED** by Councillor Richardson that Administration proceed with ordering the signs according to the list as presented with the following changes and additions:
1. 18" traffic cones
  2. U channel posts
  3. 1 "No Dumping"
  4. Speed Bump

### Drainage Plan

- 123-2025 **MOVED** by Mayor Benford that Jason Madge (Jaymad Contracting) be requested to present to Council options and quotes to do an overlay or otherwise fix part of Lake View Avenue, between 75 Lake View Avenue and 67 Lake View Avenue, to direct the drainage towards the drainage system on the North side of the road and FURTHER that we confirm the location of the road right-of-way and FURTHER that the costs be applied to the drainage grant, if possible.
- Aug 12 25 A request for decision has been included in the August 19, 2025 meeting package.
- 162-2025 **MOVED** by Deputy Mayor Ward that Lake View Avenue drainage improvements be considered in conjunction with a potential municipal drainage plan.



## CHIEF ADMINISTRATIVE OFFICER'S REPORT

February 17, 2026

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- 163-2025 **MOVED** by Deputy Mayor Ward that administration obtain engineering quotes for a municipal drainage plan.
- Jan 12 26 Administration is working on an RFP which may be ready for review by meeting time.
- 014-2026 **MOVED** by Deputy Mayor Ward that amendments to the request for proposals be made as discussed AND FURTHER THAT Administration move forward with requesting proposals for the Drainage project.
- Jan 23 26 RFP was updated and emailed to Stantec, MPE, Bolson, and Jaymad as well as posted on the website. Stantec, Bolson, and MPE have indicated that they will bid on the project. Jaymad respectfully declined. With the tender closing on February 23, we can either set a special meeting date now or can do one as a call of the chair, to review the tenders. In our RFP we indicate that we will make a decision by Monday March 2.

### Lake View Avenue Brush Pile

- 185-2025 **MOVED** by Deputy Mayor Ward that Mayor Benford follow up with JRC Contracting regarding the burn pile on Lake View Avenue and FURTHER that once WCB and liability insurance have been confirmed, JRC contracting be requested to push the burn pile as directed by Council.
- Oct 21 25 The Pile has been moved and administration has followed up with the fire department who will confirm if the pile is acceptable for the winter burn.
- Jan 12 26 Council was updated via email regarding the control burn. Do to the recent warm weather, we may need to postpone until we get more snow.
- Jan 19 26 Successful burn with FRI supervising the burning of the pile and JRC Contracting looking after the clean up.
- Feb 9/26 The cost for the aftercare was \$1200. Waiting on Council direction regarding removal of the ashes.

### Hill Side Park Gazebo

- 161-2025 **MOVED** by Mayor Benford that the Summer Village gather information to build a gazebo in Hill Side Park with the intention of applying for the 2026 Alberta Blue Cross Built Together Grant.
- Nov 6 25 Administration has reached out to 3 companies to gather information and quotes for the project.
- Dec 4 25 2 companies came back that they do not do this kind of work.
- Dec 15 25 Sent information to 2 new companies asking for a quote.
- Jan 8 26 Called companies asking for an update on quote.



## CHIEF ADMINISTRATIVE OFFICER'S REPORT

February 17, 2026

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- Jan 9 26 Received a quote from one of the companies.
- Jan 20 26 Updated council on progress of quotes. Still waiting for one company. Mayor Benford suggested contacting TimBrMart to ask for a quote.
- Jan 26 26 Requested a quote from TimBrMart. When I spoke with Andy on Friday, he stated that TimBrMart does not contract the work, they only supply the materials. I asked that he provide some names of contractors he would recommend when he sends the quote for the materials.
- Feb 03 26 Received request for more information from one of the contractors I reached out to earlier.

### 1. Administration Meetings and Other Engagements

- a) January 30, 2026 – Lac Ste Anne County Regional Meeting
- b) February 5, 2026 – Asset Management Meeting

### 2. Reports and Other Items

- a) 2025 Audit – Engagement letter has been signed, and the audit is officially underway.
- b) Alberta Municipalities Appointment – I am pleased to be appointed to the Alberta Municipalities Governance Committee.
- c) Big Bin Clean up – in the process of getting quotes from Standstone and E360S.
- d) Damage to garbage bins – Deputy Mayor Ward informed us of damage that was done to the bin enclosures when the bins were lowered after dumping. We have followed up with E360S.

### 3. Attachments

- a) Climate Resilience Capacity Building Program – Climate Risk Assessment

# Climate Risk Assessment

## Climate Resilience Capacity Building Program - Collaborative Learning Stream Module 2 – Climate Risk Assessment

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Community: Summer Village of South View

Date: January 18, 2026

Prepared by: Angela Duncan

## 1. RISK ASSESSMENT SCOPE

### Which climate hazards will you include in your risk assessment?

- |                                                                       |                                                          |
|-----------------------------------------------------------------------|----------------------------------------------------------|
| <input type="checkbox"/> Extreme Heat                                 | <input type="checkbox"/> Tornado                         |
| <input type="checkbox"/> Hotter Summers                               | <input type="checkbox"/> Freezing Rain                   |
| <input type="checkbox"/> Extreme Cold                                 | <input type="checkbox"/> Heavy Snowfall                  |
| <input checked="" type="checkbox"/> Heavy Rainfall and Flash Flooding | <input type="checkbox"/> Hailstorm                       |
| <input type="checkbox"/> Creek and Lake Flooding                      | <input type="checkbox"/> Freeze-Thaw Cycles              |
| <input checked="" type="checkbox"/> Drought                           | <input type="checkbox"/> Outbreak of Invasive Species    |
| <input checked="" type="checkbox"/> Wildfire                          | <input type="checkbox"/> Lake Water Quantity and Quality |
| <input checked="" type="checkbox"/> Windstorm                         | <input type="checkbox"/>                                 |

### What is the organizational scope of your climate risk assessment?

This assessment will cover the entire Municipality of South View. The primary focus is personal safety, followed by impact on utilities and key public infrastructure, then impacts to private property and non-key public infrastructure.

### What are the geographic boundaries of the assessment?

The geographic boundaries are the boundaries of the Summer Village of South View.

### What future timeframe are you focused on?

Due to the limited capacity in the Summer Village, this assessment will focus on a 25-year timeframe until 2051.

### Which greenhouse gas emissions scenario are you focused on?

This assessment contemplates a high greenhouse gas emissions scenario - Representative Concentration Pathway (RCP) 8.5

## 2. ENGAGEMENT AND COMMUNICATIONS

Who	Why	How	When
Summer Village Council	Council is the ultimate decision maker in this process.	Council is kept informed through regular meetings. This is also the format where decisions are made.	Council is engaged throughout the process.
Summer Village Regional Emergency Management Program (SVREMP) / Emergency Service Providers	SVREMP and Emergency Service providers have expert information and experience that will assist the Summer Village in adapting and responding to risk.	Engagement should start with email communications outlining what we are doing and why. From there, these organizations can help determine how and when they can contribute. These organizations are also responsible for or participate in emergency planning and will be engaged through that. They should be involved in meetings and open houses.	These organizations should be informed at the start of the process to help better determine how and when they will participate.
Water Quality Organizations (LILSA, LIAMS, SRWA, NSWA)	These organizations have expert knowledge on the impact of heavy rainfall, drought, and wildfire on the watershed. They can help us determine the impacts of climate risks.	Email communications are the best way to start this engagement, followed by meetings between stakeholders and potentially an open house.	They should be informed near the beginning of the project to help determine how best to integrate them into the project. Meetings could be scheduled once drafts are complete.
Utility Providers	These experts can help us identify the impact of risks on electricity and natural gas utilities. There are currently no water or wastewater utilities in the Summer Village.	Email and phone communications. They will also be involved in the development of plans. If there are open houses, these groups should be involved.	They should be contact near the beginning of the project to help determine the level of engagement that is appropriate for the Summer Village.
Residents and Property Owners	Most residents will choose not to be engaged in the process, opting to be informed at the end. However, those residents who choose to be engaged should be given the opportunity to do so.	Email communications to inform residents of the project and relevant information on how to be involved should they choose. Open house at to educate residents.	This should be done once other stakeholders have had input and there is something that can be shared to obtain feedback. Open house will be done near the end of the project.
Regional Municipalities and First Nations	These groups may have already done their own assessment and work that they are willing to share. There is also the potential to work regionally and create a bigger assessment.	Email communications at the beginning of the project to help determine how they would like to engage and where they are at in their own work.	Email communication at the beginning of the project.

### 3. COMMUNITY VULNERABILITY

#### **Identify and describe the critical assets and services in your community to be considered in the risk assessment.**

Privately owned water systems are at risk during periods of drought, as aquifers drain. Periods of heavy rainfall are unlikely to help this situation as the water does not absorb and refill the aquifer.

Drainage systems are already struggling to keep up during rainfall events and periods of melting. The stormwater system suffers erosion during major rainfall events and is also likely to be impacted by debris in high rainfall events.

Roads are at risk due to flash flooding and changing lake levels.

Electrical utility is located above ground and can be impacted by storms and high winds, as well as wildfire.

Gas utility can be impacted during storms and wildfire.

Communications and internet are subject to interference during storms and wildfire.

Boatlaunch and parks are at risk during windstorms, rainfall events and wildfire. These are critical to the health, wellbeing, and enjoyment of the residents and visitors.

Finances are always a concern. The Summer Village maintains a Line of Credit to be used in the case of an emergency. But limited capacity and reserves means that small events drain resources and a large event could prove to be catastrophic for South View's finances.

Emergency response is a risk as well. In the case of large scale events, emergency response and emergency services will be stretched thin through multiple communities.

#### **Identify social and economic vulnerability factors for your community.**

South View is a somewhat isolated community with most services provided in Spruce Grove, about 40 minutes away, or other larger centers. Further, emergency services are shared amongst multiple municipalities. To the best of our ability, these concerns are addressed in our Municipal Emergency Management Plan.

#### **Identify physical and environmental vulnerability factors for your community.**

South View is a well-treed community. Over time, many of these trees on private and public property have aged and have the potential to pose a hazard during storms, particularly with heavy wind. They can block roads, and knock down communication and utility infrastructure. They also increase the risk to the community in the event of a wildfire.

Our stormwater system is in need of maintenance and cannot keep up with heavy rainfall events. Further, debris can clog up the system.

Road, while well-maintained, could be washed out during heavy rainfall events and can also be blocked by falling trees and debris.

Private residences are impacted by all of the above issues.

### Vulnerability Mapping

There are not a lot of maps available for our area. The province has not done flood mapping and most other maps are for larger centers. Below is a Heat Wave exposure map that shows part of Lake Isle, but does not include information for the Summer Village of South View.



#### 4. CONSEQUENCE SCALE

System ↓	Limited (1)	Minor (2)	Moderate (3)	Major (4)	Catastrophic (5)
<b>Social / Cultural</b>	<ul style="list-style-type: none"> <li>Minimal health effects. Minimal disruption to daily life</li> <li>Minimal or no impact on cultural resources and/or practices</li> <li>&lt;1% of the population in the area are likely to be evacuated, sheltered in place, or stranded</li> <li>Short term inconvenience</li> </ul>	<ul style="list-style-type: none"> <li>Temporary disruption to some residents or seasonal users</li> <li>Short-term access restrictions</li> </ul>	<ul style="list-style-type: none"> <li>Displacement of some residents (hours to days)</li> <li>Temporary loss of community amenities</li> <li>Increased stress on vulnerable populations</li> </ul>	<ul style="list-style-type: none"> <li>Significant displacement (days to weeks)</li> <li>Disruption to community cohesion and seasonal use</li> <li>Potential injuries or health impacts</li> </ul>	<ul style="list-style-type: none"> <li>Significant and widespread health effects including fatalities, injuries, or illnesses.</li> <li>Months long disruption to daily life</li> <li>≥20% of the population in the area likely to be evacuated, sheltered in place, or stranded</li> <li>High damage to cultural resources and/or practices, full recovery may not be possible or could take years.</li> </ul>
<b>Economic</b>	<ul style="list-style-type: none"> <li>Minor disruption of businesses and industry</li> <li>Public and business reaction is minimal</li> <li>Negligible costs and clean up expenses</li> </ul>	<ul style="list-style-type: none"> <li>Small repair or response costs</li> <li>Minor impacts to tourism or seasonal use</li> </ul>	<ul style="list-style-type: none"> <li>Noticeable repair and recovery costs</li> <li>Loss of seasonal revenue or increased insurance claims</li> </ul>	<ul style="list-style-type: none"> <li>High repair and recovery costs</li> <li>Long-term impacts on property values or local economy</li> </ul>	<ul style="list-style-type: none"> <li>Very high economic losses</li> <li>Long-term financial strain on residents and municipality</li> </ul>
<b>Built</b>	<ul style="list-style-type: none"> <li>Minimal or no damage</li> <li>Little or no expected additional costs</li> <li>Minimal or no impact on operations and delivery of services</li> </ul>	<ul style="list-style-type: none"> <li>Minor damage to outbuildings, docks, landscaping, or utilities</li> <li>Short service interruptions</li> </ul>	<ul style="list-style-type: none"> <li>Damage to homes or municipal infrastructure requiring repair</li> <li>Road closures or utility outages (days)</li> </ul>	<ul style="list-style-type: none"> <li>Severe damage to multiple buildings or critical infrastructure</li> <li>Prolonged service disruptions (weeks)</li> </ul>	<ul style="list-style-type: none"> <li>Widespread damage, with cost of damages far exceeding funding capacity and contingency.</li> <li>≥20% of the population, without a critical services for &gt; 72 hours</li> <li>Destruction of homes and critical infrastructure</li> <li>Infrastructure failure requiring rebuilding</li> </ul>

System ↓	Limited (1)	Minor (2)	Moderate (3)	Major (4)	Catastrophic (5)
Natural Environment	<ul style="list-style-type: none"> <li>Minimal or no environmental disruption or damage</li> <li>Short-term, localized disturbance</li> <li>Natural systems recover quickly</li> </ul>	<ul style="list-style-type: none"> <li>Localized vegetation stress or erosion</li> <li>Minor wildlife disturbance</li> </ul>	<ul style="list-style-type: none"> <li>Noticeable habitat damage</li> <li>Shoreline erosion, tree loss, or water quality impacts</li> </ul>	<ul style="list-style-type: none"> <li>Widespread ecosystem damage</li> <li>Loss of mature vegetation, habitat degradation, or fish/wildlife mortality</li> </ul>	<ul style="list-style-type: none"> <li>Widespread and irreversible damage to wildlife, habitat and ecosystems.</li> </ul>

## 5. CLIMATE RISK ASSESSMENT

Climate Hazard	Local Impact	Likelihood	Consequence	Risk Score
Heavy rainfall and flash flooding	Stormwater system capacity exceeded	5	2	10
	Road and property flooding	5	3	15
	Water damage to Property	3	4	12
Drought	Impact on natural environment	3	3	9
	Wildfire susceptibility	4	4	20
	Loss of aquifer/access to water	2	5	10
Wildfire	Loss of use of Boat Launch	3	1	3
	Loss of access to community	2	4	8
	Loss of homes	2	5	5
	Loss of life	1	5	5
	Smoke and lowered air quality	4	3	12
	Loss of critical infrastructure	1	4	4
	Structural damage to buildings	3	3	9
Windstorm	Trees falling on utility lines	4	3	12
	Road Blockages – normal	4	2	8
	Road Blockages – no emergency access	4	4	16
	Power outage	4	1	4

## 6. RESULTS AND PRIORITIES

**Climate Risk Assessment Matrix for Summer Village of South View**

<b>CONSEQUENCE</b>	Catastrophic (5)	Wildfire – loss of life	Drought – loss of aquifer/water Wildfire – Loss of homes			
	Major (4)	Wildfire – Loss of critical infrastructure	Wildfire – loss of community access	Heavy Rain/Flash Flood – Damage to property	Windstorm – loss of emergency access Drought – Wildfire susceptibility	
	Moderate (3)			Drought – impact on enviro. Windstorm – damage to buildings	Wildfire – air quality Windstorm – Trees on utility lines	Heavy Rain/Flash Flood – Road/Prop. Flood
	Minor (2)				Windstorm – Road Blockages	Heavy Rain/Flash Flood – Exceeds system capacity
	Insignificant (1)			Drought – loss of boat launch use	Windstorm – Power outage	
		Rare (1)	Unlikely (2)	Possible (3)	Likely (4)	Almost Certain (5)
<b>LIKELIHOOD</b>						

## 7. NEXT STEPS

### What are the priority climate risks facing your community?

The highest risk situations facing South View windstorms, heavy rain and flash flooding, and wildfire susceptibility in times of drought.

Emergency response plans are in place in the case of wildfire and the community is working to decrease the susceptibility of the community to wildfire through FireSmart education and planning.

Heavy rain and flash flooding are an increasingly common issue. The community is prioritizing the development of a full-scale drainage plan.

Windstorms often knock down trees. The Summer Village is working on reducing the number of dead and dangerous trees on public property and should work on educating residents on the importance of good tree management as it reduces the likelihood of wildfire spread and a tree impact structures and utilities.

### Example Climate Adaptation Planning Decision Framework

Risk Level	Risk Score	Recommendation
Very Low Risk	0-2	No action required, beyond consideration as part of regular reviews
Low Risk	3-7	No action required, beyond consideration as part of regular reviews
Moderate Risk	8-14	Actions could be developed if low-cost options are available that provide other social, economic or environmental benefits
High Risk	15-19	Actions should be developed as part of action planning
Very High Risk	20-25	Actions must be developed as part of action planning

### How might you expand or scale up this assessment in the future?

This assessment could be expanded to better detail the possible impacts. It could also be expanded to deal with additional climate issues like impact on lake water quality and quantity, lake flooding, invasive species, heat, heavy snowfall, etc.

AR117946

January 12, 2025

Ms. Angela Duncan  
Chief Administrative Officer  
Summer Village of South View  
PO Box 8  
Alberta Beach AB T0E 0A0

Dear Ms. Duncan:

Thank you for your email of December 3, 2025, regarding an extension for the 2024 Municipal Accountability Program report for the Summer Village of South View.

I commend the summer village for the work done to date to address the gaps identified in the Municipal Accountability Program report. I understand that the summer village requires some additional time to resolve the requirement noted for the municipal development plan, and to conduct all public hearings and engagements on the update.

While the previous timeline for completion was March 27, 2026, I approved an extension to December 31, 2026. I look forward to receiving confirmation that the final outstanding items have been completed on or before this date.

For further information or assistance, please contact Nnamdi Njoku, Municipal Accountability Advisor, toll-free by dialing 310-0000 first, then 780-422-5811 or via email at [nnamdi.njoku@gov.ab.ca](mailto:nnamdi.njoku@gov.ab.ca).

Thank you for your continued cooperation.

Yours truly,

*Dana Garner*

Dana Garner  
Acting Executive Director  
Municipal Capacity and Sustainability Branch

cc: Gary Sandberg, Assistant Deputy Minister, Municipal Affairs  
Sarah Ranson, Director, Municipal Sustainability and Accountability  
Nnamdi Njoku, Municipal Accountability Advisor, Municipal Affairs



# Alberta Beach

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

January 20, 2026

Honourable Devin Dreesen  
Minister of Transportation and Economic Corridors  
Government of Alberta  
127 Legislature Building  
10800 – 97 Avenue  
Edmonton, AB  
T5K 2B6

Dear Minister Dreesen:

## **Re: Emergency Response Dispatch Practices on a Provincially Significant Transportation Corridor**

I am writing to raise a serious transportation safety concern regarding emergency response dispatch practices along a provincially significant transportation corridor within Lac Ste. Anne County. Specifically, the current model does not provide for automatic multi-agency fire response for high-acuity incidents, despite the corridor's traffic volume, speed environment, and collision history.

Under the current arrangement, dispatch notifies only Lac Ste. Anne County Fire Services (LSACFS), granting that service discretion to determine whether Alberta Beach Fire Services (ABFS) should be requested. This approach introduces avoidable delay, limits early scene capacity, and creates unnecessary risk to motorists, patients, and emergency responders.

This practice is particularly concerning because Alberta Beach was advised that high-acuity incidents—fire service *Delta* priority and Alberta Health Services *Red / Hot Response*—would result in automatic dual dispatch. However, records obtained through a Freedom of Information and Protection of Privacy (FOIP) request demonstrate multiple instances where Alberta Beach Fire Services was not dispatched to incidents meeting those criteria.

I wish to emphasize that this correspondence is not intended to criticize Lac Ste. Anne County Fire Services. The concern is one of system design, not individual performance. On major highways, minutes matter, and response capacity at the earliest stage of an incident is critical.

### **Transportation Safety and Borderless Emergency Response:**

Alberta has already adopted a borderless, patient-centred dispatch philosophy within its emergency medical services system. Alberta Health Services states that its EMS dispatch system is designed to send the nearest available ambulance to a patient regardless of any geographic boundaries. AHS further explains that consolidated dispatch exists to ensure the ability to send the closest, most appropriate resource to respond to each emergency. This principle reflects what the public reasonably expects on Alberta's highways that the closest and most capable help is sent immediately, regardless of municipal boundaries. While this approach is well established for EMS, the current fire dispatch model on this transportation corridor operates in the opposite manner—placing jurisdictional sequencing ahead of proximity, capacity, and speed. From a transportation safety perspective, this inconsistency is difficult to justify.

#### Emergency Management Doctrine and Interoperability:

Alberta's emergency management framework reinforces the same expectations. The Alberta Emergency Management Agency prescribes the Alberta Incident Management System (AIMS) as the province's standard for emergency response, stating that AIMS is Alberta's prescribed command, control and coordination system for managing emergencies and disasters. AIMS exists specifically to ensure that emergency responders from different organizations and jurisdictions can work together using common structures, terminology, and scalable response models. Restrictive dispatch practices that delay the involvement of readily available resources undermine these principles and delay the establishment of unified command.

Following fatal highway incidents in Alberta, Provincial leadership—including guidance from the Office of the Fire Commissioner, under Fire Commissioner Spence Sample emphasized the importance of inter-agency cooperation and coordinated emergency response on highways. The expectation that emergency services work together, rather than sequentially, has long been understood as a provincial safety priority.

#### Highway Incident Management and Risk Reduction:

From a transportation perspective, rapid, well-resourced emergency response is essential to:

- Reduce the likelihood of secondary collisions
- Accelerate scene stabilization and clearance
- Support timely extrication and medical intervention
- Protect emergency responders operating in live traffic environments

Best practices in traffic incident management consistently demonstrate that longer clearance times increase exposure to secondary crashes, compounding risk to both motorists and responders. Automatic multi-agency dispatch improves early staffing, enhances traffic control, and supports safer and faster restoration of roadway operations.

#### Operational Capacity Considerations:

Alberta Beach Fire Services routinely has a minimum of six trained firefighters immediately available, many of whom are Emergency Medical Responder (EMR) qualified. In contrast, LSAC Fire Services operates as a volunteer-based service and may initially assemble only two responders, with additional personnel mobilizing after notification.

Allowing a service with limited immediate staffing to determine whether additional, readily available resources should be dispatched places unnecessary reliance on discretion rather than designed redundancy—a principle fundamental to highway safety and risk management.

#### Provincial Role and Request for Direction:

While fire services are municipally delivered, Alberta Transportation has a clear interest in public safety, incident management, and risk reduction on provincial highways. The Government of Alberta has the authority to coordinate emergency and essential services where public safety is at risk. Alberta communities are also explicitly encouraged to collaborate regionally and share emergency management resources.

Given the significance of this transportation corridor, I respectfully request that your office review the current dispatch arrangement and consider providing policy direction or guidance that supports:

- Automatic multi-agency fire dispatch for high-acuity incidents (*Fire Delta / AHS Red or higher*) on provincial highways
- Dispatch practices that prioritize proximity, capacity, and speed over jurisdiction
- Alignment with AIMS principles of interoperability and unified command
- Consistency between intermunicipal commitments and operational practice

I would welcome the opportunity to meet with you or your officials to discuss this matter further and to share the documentation obtained through FOIP. The current system introduces avoidable delay and unnecessary risk. It is my sincere hope that this issue can be addressed proactively—before a preventable tragedy occurs.

Thank you for your attention to this important transportation safety matter. I look forward to your response.

Sincerely,



Tara Elwood,  
Mayor  
Village of Alberta Beach

References:

- Alberta Health Services, EMS Dispatch – Borderless Ambulance System. Public EMS Dispatch information and FAQs.
- Alberta Health Services. One EMS Dispatch System – Closest and Most Appropriate Resource.
- Government of Alberta, Alberta Emergency Management Agency. Alberta Incident Management System (AIMS): Doctrine and Training Standards.
- Federal Highway Administration (FHWA). Traffic Incident Management: Secondary Crash Risk and Clearance Time.
- Government of Alberta. Emergency Management Act, RSA 2000, eE-6-8.
- Government of Alberta. Emergency Management Planning Guidance for Municipalities (Alberta.ca).

Cc: Hon. Dan Williams, Minister, Alberta Municipal Affairs  
Hon. Shane Getson, MLA, Lac Ste. Anne - Parkland  
Alberta Beach Council  
Lac Ste. Anne County  
Summer Village of Birch Cove  
Summer Village of Castle Island  
Summer Village of Nakamun Park  
Summer Village of Ross Haven  
Summer Village of Sandy Beach  
Summer Village of Silver Sands  
Summer Village of South View  
Summer Village of Sunrise Beach  
Summer Village of Sunset Point  
Summer Village of Val Quentin  
Summer Village of West Cove  
Summer Village of Yellowstone  
Town of Onoway



# Alberta Beach

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

January 22, 2026

Parkland County  
53109A Hwy 779  
Parkland County, AB  
T7Z 1R1

Attention: Mayor Rod Shaigec and Council

Dear Mayor Shaigec and Council:

**Re: Request for Mutual Aid Agreement – Regional Emergency Services Collaboration**

On behalf of the Village of Alberta Beach, I am writing to formally request that Parkland County consider entering into a Mutual Aid Agreement (MAA) for emergency fire and rescue response affecting several neighbouring communities protected by the Alberta Beach Fire Department.

While the Village of Alberta Beach serves as the managing partner of the fire service, the communities most directly affected by this request include the Summer Villages of Castle Island, Silver Sands, South View, Val Quentin and the Village of Alberta Beach all of which are geographically proximate to Parkland County resources, particularly those based in and around Wabamun.

**Provincial Direction and Regional Expectations:**

The Government of Alberta has been clear and consistent in its encouragement of intermunicipal collaboration and regionalized service delivery, particularly where public safety and emergency response are concerned. As stated publicly by the Minister of Municipal Affairs: *“Albertans benefit when their communities work together to overcome differences, build partnerships and face challenges.”* This request is made squarely within that provincial context. Mutual aid agreements are a recognized and responsible mechanism to ensure operability, preparedness, and coordinated response before emergencies occur – rather than relying on improvised arrangements during moments of crisis.

**Purpose and Scope of the Request:**

This request is not intended to create a primary or automatic response obligation for Parkland County, nor to replace existing local or first-call mutual aid arrangements. Rather, it seeks to establish a second-line or last-line mutual aid option for rare but high-impact scenarios where: local resources have been fully committed; primary mutual aid partners are experiencing concurrent demand; and regional events (such as wildfire, severe weather, or multiple simultaneous incidents overwhelm available capacity. Any agreement would remain discretionary, respectful of Parkland County’s operational priorities, and activated only when circumstances warrant.

**Addressing Geographic and Governance Considerations:**

We recognize that the Village of Alberta Beach itself does not directly border Parkland County. However, the Summer Village of Silver Sands does, and the other communities are within close proximity of said border and all could benefit from additional mutual aid resources. Emergency response effectiveness is governed by travel time, access routes, and hazard exposure, not municipal boundaries alone.

In practical terms, Parkland County resources are among the closest and most logical reinforcement options for several of these communities during major incidents. A formal MAA simply ensures that, should such assistance ever be requested, both municipalities are operating from a shared understanding rather than under ad hoc conditions.

A Matter of Good Neighbour Governance:

At its core, this request reflects the values of good-neighbour cooperation, regional responsibility, and public duty. Residents and visitors reasonably expect that neighbouring municipalities will assist one another when faced with extraordinary circumstances that exceed local capacity.

We respectfully ask Council to consider whether declining to formalize such cooperation aligns with those expectations, particularly in light of increasing wildfire risk, climate-driven emergencies, and the Province's clear direction toward collaborative solutions.

The Village of Alberta Beach would welcome the opportunity for further discussion at the Council level and is prepared to participate in joint planning conversations at your convenience.

Sincerely,



Tara Elwood,  
Mayor

Cc: Alberta Beach Council  
Summer Village of Castle Island  
Summer Village of Silver Sands  
Summer Village of South View  
Summer Village of Val Quentin



# Alberta Beach

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

January 22, 2026

Yellowhead County  
2716 – 1 Avenue  
Edson, AB  
T7E 1N9

Attention: Mayor Wade Williams and Council

Dear Mayor Williams and Council:

**Re: Request for Mutual Aid Agreement – Regional Emergency Services Collaboration**

On behalf of the Village of Alberta Beach, I am writing to respectfully request that Yellowhead County consider entering into a Mutual Aid Agreement (MAA) for emergency fire and rescue response affecting neighbouring lake-area communities protected by the Alberta Beach Fire Department.

Although the Village of Alberta Beach serves as the managing partner of the fire service, this request is made specifically in the interest of the Summer Villages of Silver Sands and South View, which lie in close geographic and operational proximity to Yellowhead County and share many of the same wildfire, rural, and wildland-urban interface risks that your communities routinely manage.

**Provincial Direction and Regional Expectations:**

The Province of Alberta has consistently encouraged municipalities to collaborate regionally to strengthen emergency preparedness and public safety. As stated publicly by the Minister of Municipal Affairs: *“Albertans benefit when their communities work together to overcome differences, build partnerships and face challenges.”* Mutual aid agreements are a practical expression of this provincial direction, ensuring interoperability, preparedness, and clarity of expectations before emergencies occur – rather than relying on informal or improvised arrangements during critical incidents.

**Purpose and Scope of the Request:**

This request is not intended to establish a primary or automatic response obligation for Yellowhead County, nor to replace existing local or first-call mutual aid arrangements. Rather, it seeks to formalize a second-line or last-line mutual aid option for rare but high-impact situations where: local Alberta Beach Fire Department resources are fully committed; our primary mutual aid partner is experiencing concurrent or region-wide demand; and large scale incidents – most notably wildfire, severe weather, or multiple simultaneous emergencies – overwhelm available capacity. Any agreement would remain fully discretionary, respectful of the Yellowhead County’s operational priorities, and activated only when circumstances clearly justify such assistance.

**Geographic Reality and Operational Logic:**

We acknowledge that Alberta Beach itself does not directly border Yellowhead County. However, the communities served by our fire department are within close proximity of said border and could benefit from additional mutual aid resources. Emergency response effectiveness is governed by travel time, access routes, and terrain, not municipal boundaries alone.

In practical terms, Yellowhead County resources – particularly those based in or around Evansburg – represent some of the most logical and effective reinforcement options for these lake-area communities during major incidents. A formal MAA ensures that, should assistance ever be requested, both municipalities are operating within a clear and mutually understood framework rather than under ad hoc conditions.

**A Shared Wildfire and All-Hazards Responsibility:**

Yellowhead County has long demonstrated leadership in managing large-scale and complex emergency events. The communities we protect face similar risks, particularly during wildfire season when conditions can escalate rapidly and resources across the region may be simultaneously strained.

Residents reasonably expect that neighbouring municipalities will assist one another when extraordinary circumstances exceed local capacity. Formalizing that cooperation reflects good governance, shared responsibility, and prudent risk management in an increasingly complex emergency environment.

The Village of Alberta Beach would welcome the opportunity for further discussion at the Council level and is prepared to engage in joint planning discussions at your convenience.

Sincerely,



Tara Elwood,  
Mayor

Cc: Alberta Beach Council  
Summer Village of Silver Sands  
Summer Village of South View



Association of  
**SUMMER VILLAGES**  
OF ALBERTA

January 26, 2026

## Advertising Bylaw – Reference Information

As you may be aware, Section 606(1) of the Municipal Government Act (MGA) outlines specific requirements regarding advertising under certain circumstances. When these situations occur, notice is required to be given using one of the following methods:

- (a) published at least once a week for 2 consecutive weeks in at least one newspaper or other publication circulating in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held,
- (b) mailed or delivered to every residence in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held, or
- (c) given by a method provided for in a bylaw under section 606.1.

Most summer villages do not have a local newspaper that effectively reaches most residents, making mailed notifications the primary means of communication. However, electronic notification is the most efficient method for disseminating information. If you wish to advertise electronically, a bylaw is required in accordance with Section 606.1 and requires a public hearing prior to being passed. When passed, the bylaw will allow the summer village to be more efficient and lower advertising costs.

The ASVA will leave this information with you. If you have any questions or require a bylaw template to follow, please reach out to Kathy at [execdirector@asva.ca](mailto:execdirector@asva.ca).

Regards,

Brian Waterhouse  
President, ASVA



Association of  
**SUMMER VILLAGES**  
OF ALBERTA

January 26, 2026

Dear member CAOs,

At the most recent ASVA Board meeting, the subject of insurance coverage for fire incidents and docks was discussed. Insurance providers offer a wide range of home insurance policies. The majority of Summer Villages fund Fire Services to remain on standby; however, if firefighters are dispatched, the landowner is responsible for the related service fees. These costs can be significant if residents lack sufficient insurance coverage. It is strongly advised that all residents review their policies to confirm that they have appropriate protection for firefighting expenses. Insurance companies typically charge only a nominal fee for this additional coverage.

Dock replacement costs can be considerable, and it is possible that some residents may not have ensured their docks are adequately covered by insurance. Residents are advised to carefully review their insurance policies to confirm they possess sufficient coverage for potential loss or damage to their docks.

Feel free to share this information with your residents.

Sincerely,

Brian Waterhouse  
President, ASVA

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## 2026 Call for Resolutions

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**From** Executive Assistant on Behalf of Dana Mackie <ea\_dmackie@abmunis.ca>

**Date** Mon 2/2/2026 1:41 PM

**To** Colleen Richardson <svsouthview@outlook.com>

Dear Mayors, Councillors, and CAOs,

Is there a municipal issue that you think requires advocacy by Alberta Municipalities (ABmunis) to the provincial or federal governments? Sponsoring a resolution for debate at ABmunis' 2026 Convention is an excellent way to bring attention to an issue and empower ABmunis to take action if your resolution is supported by the majority of ABmunis' members.

Alberta Municipalities members are now invited to submit resolutions for debate at our 2026 Convention in Edmonton, September 23-25. If your municipal council is interested in sponsoring a resolution, please visit our [Resolutions page](#) to access all the details, including our Guide on 2026 Resolutions, Resolution Template, and Resolutions Policy.

### Deadline for 2026 Resolutions

This year, the deadline for submitting a resolution is May 31, 2026. Don't delay because the councils for the moving and seconding municipality must approve the resolution by the May 31 deadline.

### Notify Us!

Email [resolutions@abmunis.ca](mailto:resolutions@abmunis.ca) as early as possible to notify ABmunis of your interest in submitting a resolution. ABmunis' advocacy staff can save you time by:

- Answering questions you might have about the resolution process.
- Providing input on your draft resolution before you present it to your council for approval.
- Informing you if another municipality is planning a similar resolution.
- Identifying municipalities that may be willing to second your resolution.

We look forward to seeing you all at the 2026 ABmunis Convention!

[Dana Mackie MBA](#) | Chief Executive Officer

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D: 780.431.4535 | C: 780.271.7251 | E: DanaM@abmunis.ca

300 8616 51 Ave Edmonton, AB T6E 6E6

Toll-Free: 310-MUNI | 877-421-6644 | [www.abmunis.ca](http://www.abmunis.ca)



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*We respectfully acknowledge that we live, work, and play on the traditional and ancestral territories of many Indigenous, First Nations, Métis, and Inuit peoples.*

## Renewed Police Funding Model Preliminary 5-year Estimate for Summer Village of South View

Thank you for connecting with the Police Funding Model team and for providing a designated contact to receive your estimated municipal contributions under the renewed Police Funding Model (PFM). Based on the most recent data available to the ministry, we have prepared a preliminary five-year estimate to assist with your municipal budget process for PFM costs moving forward, effective April 1, 2026.

It is important to note that the estimate provided is an approximation. Final amounts payable under the renewed PFM will be based on current data when calculations are completed each March.

Fiscal year	Percentage	Municipal Share before modifiers
2026–27	22%	\$6,537.21
2027–28	24%	\$7,702.02
2028–29	26%	\$9,306.72
2029–30	28%	\$11,167.95
2030–31	30%	\$13,717.92

### Important Notes:

- This preliminary estimate for Summer Village of South View is provided for budget planning purposes only.
- All figures are subject to revision.
- Base cost calculations are derived from 2024–25 PPSA frontline policing actuals, with an assumed year-over-year increase of 8% applied to PPSA frontline policing costs.
- The five-year projection is based on Municipal Affairs 2024–25 population data, equalized assessment values, preliminary RCMP occurrence statistics, and RCMP hard vacancy rates. Final invoiced amounts will reflect updated data as it becomes available.
- Modifications to the base formula will be implemented in phases: the weighted occurrences factor will take effect on April 1, 2028, with full model implementation completed by April 1, 2030.

Please contact the PFM team at [abpfm@gov.ab.ca](mailto:abpfm@gov.ab.ca) if you require any clarification regarding these estimates.

From: David Rist <[davidrist@drconsultingservices.com](mailto:davidrist@drconsultingservices.com)>  
Sent: Monday, February 9, 2026 10:44 AM  
To: deanna <[deanna@campusinnovation.ca](mailto:deanna@campusinnovation.ca)>; chris <[chris@campusinnovation.ca](mailto:chris@campusinnovation.ca)>  
Subject: RE: Grant + strategy support for your 2026 municipal priorities

Good Morning

I'm reaching out from **DR Consulting Services**. We work with **rural municipalities across Alberta** to turn priority projects into **funded, executable initiatives**—from early planning through to grant applications, investment readiness, and delivery.

#### How we help (in plain terms):

- **Grant writing & funding alignment:** identify best-fit programs, build strong applications, and track outcomes.
- **Economic development grants & diversification:** navigating Alberta's economic development funding ecosystem and mapping your priorities to the right streams.
- **Industry & investment attraction:** data-driven cases for manufacturing, value-added agriculture, energy/logistics—plus investor/developer connections.
- **Tourism & heritage development:** visitor experience, cultural asset development, recreation infrastructure, and promotion.
- **Regional advocacy & strategy:** infrastructure priorities, workforce development, and ensuring rural needs are represented effectively.

Check out our website to learn more: <https://investing-today-dym1cof.gamma.site>

#### Who you'd be working with:

- **David Rist (Principal Consultant):** 20+ years in LEAN transformation and industry–government partnerships, focused on productivity, investment attraction, and sustainable growth strategies.
- **Deanna Douglas (Grant Writing Specialist):** grant planning, workshops, coaching, drafting, and QA reviews to increase success rates.
- **Chris Lerohl (Economic-Development strategy Specialist):** surveys, entrepreneurial gap analysis, investment readiness, and evidence-based strategy.

If it's useful, we can start with a **no-pressure 20–30-minute call** to understand your 2026 priorities and share a quick view of:

1. the most relevant funding pathways, and
2. what would strengthen your “readiness” (business case, data, partnerships, phasing).

Would you be open to a short conversation next week?

Cheers,

**David Rist**  
**DR Consulting Services**  
**Managing Director**  
**Mobile:** 1-403-701-8053  
**Email:** [davidrist@drconsultingservices.com](mailto:davidrist@drconsultingservices.com)



Coaching, Leadership, Growth  
For Industry & Municipalities