

SUMMER VILLAGE OF SOUTH VIEW

AGENDA

Regular Council Meeting at the Onoway Civic Centre, held on
Wednesday, June 19th, 2019 commencing at 9:30 a.m.

1. Call to Order

2. Agenda: a) June 19th, 2019 Regular Council Meeting Agenda

3. Minutes: p1-5 a) April 24th, 2019 Regular Council Meeting Minutes

4. Appointments: a) 10:00 a.m. Diane Burtnick Development Officer:
p6-7 -discuss various development matters

5. Bylaws: a) Bylaw 209-2019 – a bylaw for the purpose of establishing
p8-10 one or more Assessment Review Boards and the
appointment of an Assessment Review Board Clerk. The
Summer Village has an agreement with Lac Ste. Anne
County for this service, and we require the noted bylaws
(give all readings to Bylaw 209-2019)

Bylaw 210-2019 – a bylaw for the purpose of establishing
p11-12 the position of designated officer to act as clerk of the
Assessment Review Board (give all readings to Bylaw 210-
2019)

We are requesting two additional motions with respect to
our Assessment Review Board:

1. *(that the fee for filing an Assessment Complaint be set at \$50.00 (fifty dollars))*
2. *That the following individuals be appointed as assessment review board members for 2019: Tanya Missikewitz, Reanne Kronewitt-Springer, Wayne Borle, Gina Fowler (Chair), Mike Primeau (Clerk)*

SUMMER VILLAGE OF SOUTH VIEW

AGENDA

Regular Council Meeting at the Onoway Civic Centre, held on
Wednesday, June 19th, 2019 commencing at 9:30 a.m.

6. Business:
- a) Park Reserve Designation – further to previous discussions and our motion at our last Council meeting, Administration is wishing to have a discussion with Council with respect to:
- environmental reserve designation: area must be left in its natural state (no cutting of grass, no buildings, no playgrounds etc)
 - 1:100 flood plain area
 - easterly adjustment to Lot 5 re: value

As we were not able to meet our Public Hearing notification for today's meeting, Council will need to set another public hearing date, time, location and administration is suggesting our August meeting (*set a public hearing for _____, and additional direction as given at meeting time*)

- b) Summer Village policies – further to the bylaw and policy review project, previously Council reviewed and approved our standard or common policies. Attached are policies unique to Yellowstone for Councils' consideration, and respective existing policies are also attached:

p 13

p 14-16

p 17-20

p 21-22

p 23-33

p 34

p 35-39

p 40-42

1. A-TRA-PARK-1 Municipal & Park Reserve Use
2. C-COU-REM-1 Council Remuneration & Expense Reimbursement
3. C-ENV-CUL-1 Culvert Policy
4. C-FIN-AMO-1 Tangible Capital Assets Policy
5. C-FIN-DON-1 Donations Requests
6. C-PLA-CONS-1 Consent Agreements
7. C-PLA-DISC-1 Discretionary Use Agreements

(approve policies as presented or amended, defer to a future meeting, or some other direction as given by Council at meeting time)

**SUMMER VILLAGE OF SOUTH VIEW
AGENDA**

Regular Council Meeting at the Onoway Civic Centre, held on
Wednesday, June 19th, 2019 commencing at 9:30 a.m.

p43

- c) National Drowning Prevention Week – please refer to the attached June 4th, 2019 email request that the Mayor proclaim July 21-27, 2019 as National Drowning Prevention Week (*that the Mayor so proclaim*)

p44-45

- d) Association of Summer Villages of Alberta (ASVA) – save the date notice for their 2019 ASVA Annual Conference and AGM scheduled for October 17th -18th, 2019 in Leduc. Registration is \$240.00/person, and in the past the Summer Village has made a donation to their silent auction (*authorize attendance and make a donation of _____*)

p46-48

- e) Summer Villages of Lac Ste. Anne County East (SVLSACE) – further to our June 1st, 2019 meeting, attached is the information provided with respect to the calculations for summer village allocations. Currently we are using lot count, but other consideration would be assessment (used for School and Seniors requisitions), population or a combination of formulas. The SVLSACE has requested each Summer Village discuss and be prepared to vote on the calculations at your October 5th, SVLSACE meeting (*direction as given at meeting time*)

p49-53

- f) Fortis Alberta – please refer to the attached May 14th, 2019 email and attachments from Nicky Smith Stakeholder Relations Manager-West. The Summer Village is in a franchise agreement with Fortis Alberta which grants Fortis Alberta exclusivity to provide electrical services within the Summer Village. There is one service within the Summer Village that is not with Fortis, and Fortis is requesting the Summer Village's support with respect to mandating the change of electrical service provider, including a draft bylaw. If Council is in agreement, then Administration will prepare the noted bylaw for your next Council meeting (*direction as given by Council at meeting time*)

SUMMER VILLAGE OF SOUTH VIEW

AGENDA

Regular Council Meeting at the Onoway Civic Centre, held on
Wednesday, June 19th, 2019 commencing at 9:30 a.m.

g)

h)

i)

7. Financial p 54-59 a) Income and Expense Statement – as of May 31, 2019 (to be distributed at meeting time)

8. Council Reports

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

9. Chief Administrator's Report

- Boat launch project
- FOIP inquiry anticipated review completion is Feb. 14, 2020
- Minister of Municipal Affairs – information with respect to Key Priorities & Liquor Consumption in Municipal Parks
- Tax Recovery property update

p 60-65

10. Information and Correspondence

- p 66-69 a) Community Peace Officer Reports – for April and May 2019
- p 70-71 b) Yellowhead Regional Library – YRL Board Executive Committee Highlights May 13, 2019
- p 72-77 c) Town of Onoway – FCSS grant reporting paperwork

11. Closed Meeting Session n/a

12. Next meeting:

**SUMMER VILLAGE OF SOUTH VIEW
AGENDA**

Regular Council Meeting at the Onoway Civic Centre, held on
Wednesday, June 19th, 2019 commencing at 9:30 a.m.

13. Adjournment

Upcoming Meetings:

- July 19th, 2019 (organizational followed by regular)
- August 21st, 2019 ?

SUMMER VILLAGE OF SOUTH VEW
REGULAR COUNCIL MEETING MINUTES
WEDNESDAY, APRIL 24, 2019
TOWN OF ONOWAY COUNCIL CHAMBERS

PRESENT: Council: Mayor Sandi Benford
Deputy Mayor Brian Johnson
Councillor Garth Ward

Administration: Wendy Wildman, Chief Administrative Officer
Heather Luhtala, Assistant Chief Administrative Officer

Appointments: 9:35 a.m. - Laura Marcato, Auditor, Seniuk & Co. – Review
Draft 2018 Audited Financial Statements – Via Teleconference

Public at Large: 0

	MOTION #	
1.	CALL TO ORDER	Mayor Benford called the meeting to order at 9:32 a.m.
2.	AGENDA 53-19	MOVED by Councillor Ward that the April 24, 2019 Agenda be approved with the following addition: Under Business: f) Appointment of Integrity Commissioner <p style="text-align: right;">CARRIED</p>
3.	MINUTES 54-19	MOVED by Deputy Mayor Johnson that the minutes of the March 20, 2019 Regular Council Meeting be approved as presented. <p style="text-align: right;">CARRIED</p>
4.	APPOINTMENTS 55-19	<u>Laura Marcato, Auditor, Seniuk & Co. – Review Draft 2018 Audited Financial Statements – 9:35 a.m. to 9:50 a.m. – Via Teleconference</u> MOVED by Deputy Mayor Johnson that Council approve the Draft 2018 Audited Financial Statements for the Summer Village of South View as presented by Laura Marcato, Auditor, Seniuk & Co. <p style="text-align: right;">CARRIED</p>
5.	BYLAWS 56-19	<u>Bylaw 207-2019</u> MOVED by Deputy Mayor Johnson that Bylaw 207-2019 being a bylaw to remove the park reserve designation from certain lands and to confirm an environmental reserve designation to certain lands being Lot P, Block 1, Plan 2647KS be given 1 st reading. <p style="text-align: right;">CARRIED</p>



SUMMER VILLAGE OF SOUTH VIEW
REGULAR COUNCIL MEETING MINUTES
WEDNESDAY, APRIL 24, 2019
TOWN OF ONOWAY COUNCIL CHAMBERS

	57-19	<p>MOVED by Deputy Mayor Johnson that a Public Hearing with respect to Bylaw 207-2019 being a bylaw to remove the park reserve designation from certain lands and to confirm an environmental reserve designation to certain lands being Lot P, Block 1, Plan 2647KS be scheduled for Wednesday, June 19, 2019 at 9:45 a.m.</p> <p style="text-align: right;">CARRIED</p>
6.	BUSINESS	
	58-19	<p>MOVED by Councillor Ward that Council accept for information the April 12, 2019 email and invite to participate or sponsor the Ste. Anne Gas 6th annual golf tournament and charity event donating all proceeds to Kids with Cancer.</p> <p style="text-align: right;">CARRIED</p>
	59-19	<p>MOVED by Deputy Mayor Johnson that Council accept for information the March 29, 2019 letter from Alberta Beach with respect to their LILSA Membership Drive Challenge.</p> <p style="text-align: right;">CARRIED</p>
	60-19	<p>MOVED by Mayor Benford that the April 5, 2019 letter from Member of Parliament, Cheryl Gallant, Renfrew-Nipissing-Pembroke, be referred to the Summer Villages of Lac Ste. Anne County East and to the Association of Summer Villages of Alberta for further insight.</p> <p style="text-align: right;">CARRIED</p>
	61-19	<p>MOVED by Councillor Ward that Council approve the draft 2019 Operating and Capital Budget as presented with a 3% increase in municipal tax dollars collected, a total budget of \$373,840 and approve a minimum municipal tax of \$1,025.00 per property.</p> <p style="text-align: right;">CARRIED</p>
	62-19	<p>MOVED by Councillor Ward that Bylaw 205-2019 being a Bylaw to establish a Special Tax for the 2019 Year for the Summer Village of South View, be given 1st reading.</p> <p style="text-align: right;">CARRIED</p>
	63-19	<p>MOVED by Deputy Mayor Johnson that Bylaw 205-2019 be given second reading.</p> <p style="text-align: right;">CARRIED</p>
	64-19	<p>MOVED by Councillor Ward that Bylaw 205-2019 be considered for third reading.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p>

②

**SUMMER VILLAGE OF SOUTH VIEW
REGULAR COUNCIL MEETING MINUTES
WEDNESDAY, APRIL 24, 2019
TOWN OF ONOWAY COUNCIL CHAMBERS**

	<p>65-19</p> <p>66-19</p> <p>67-19</p> <p>68-19</p> <p>69-19</p> <p>70-19</p> <p>71-19</p>	<p>MOVED by Mayor Benford that Bylaw 205-2019 be given third and final reading. CARRIED</p> <p>MOVED by Deputy Mayor Johnson that Bylaw 206-2019 being a Bylaw to establish the 2019 Tax Rates for the Summer Village of South View, be given 1st reading. CARRIED</p> <p>MOVED by Councillor Ward that Bylaw 206-2019 be given second reading. CARRIED</p> <p>MOVED by Mayor Benford that Bylaw 206-2019 be considered for third reading. CARRIED UNANIMOUSLY</p> <p>MOVED by Councillor Ward that Bylaw 206-2019 be given third and final reading. CARRIED</p> <p>MOVED by Mayor Benford that Council and Administration be authorized to attend the Regional Municipalities Meeting scheduled for Friday, May 3rd, 2019 in Alberta Beach. CARRIED</p> <p>MOVED by Councillor Ward that Victoria Message be appointed as Integrity Commissioner for the Summer Village of South View. CARRIED</p>
<p>7.</p>	<p>FINANCIAL 72-19</p>	<p>MOVED by Mayor Benford that Council accept for information the income and expense analysis report ending March 31, 2019. CARRIED</p>
<p>8.</p>	<p>COUNCIL REPORTS 73-19</p>	<p>MOVED by Deputy Mayor Johnson that Council accept for information the verbal Council reports as presented. CARRIED</p>

**SUMMER VILLAGE OF SOUTH VEW
REGULAR COUNCIL MEETING MINUTES
WEDNESDAY, APRIL 24, 2019
TOWN OF ONOWAY COUNCIL CHAMBERS**

9.	CAO REPORT 74-19	<p>MOVED by Deputy Mayor Johnson that Council accept for information the written and verbal Chief Administrative Officer's report as presented.</p> <p style="text-align: right;">CARRIED</p>
10.	INFORMATION AND CORRESPONDENCE 75-19	<p>MOVED by Councillor Ward that the following information and correspondence be accepted:</p> <ul style="list-style-type: none"> a) Association of Summer Villages of Alberta – 2019 Spring Member Update letter b) Government of Alberta – statement of direct deposit of \$804.00 for second quarter FCSS on April 2nd, 2019 c) East End Bus Society – March 11th, 2019 letter on annual \$300.00 capital replacement contribution d) Town of Mayerthorpe – March 2019 Community Peace Officer Report e) Mayor's letter to Provincial candidates (this was requested by the ASVA) f) ATCO & Canadian Utilities Limited – letter following up on ASVA conference <p style="text-align: right;">CARRIED</p>
11.	CLOSED MEETING	n/a
12.	NEXT MEETING 76-19	<p>MOVED by Mayor Benford that the next Council Meetings be scheduled as follows:</p> <ul style="list-style-type: none"> -Wednesday, June 19, 2019 at 9:30 a.m. – Regular Council Meeting -Wednesday, July 17, 2019 at 9:30 a.m. – Regular Council Meeting & Council Organizational Meeting <p style="text-align: right;">CARRIED</p>
13.	ADJOURNMENT	The meeting adjourned at 11:25 a.m.

(4)

SUMMER VILLAGE OF SOUTH VEW
REGULAR COUNCIL MEETING MINUTES
WEDNESDAY, APRIL 24, 2019
TOWN OF ONOWAY COUNCIL CHAMBERS

Mayor, Sandi Benford

Chief Administrative Officer, Wendy Wildman

UNAPPROVED

5

German Canadian Cultural Association
Summer Village of Southview
Meeting: June 1, 2019

Attendees:

- Utz Kranz
- Mel Schmidt
- Frank Friesacher
- Diane Burtnick
- Tracy With

Overall Notes:

- **Goal/Objective** of this meeting was to discuss the concerns, from the planning and development perspective, with a selection of the current units at the German Campground. The driving factor behind these concerns issue with regards to potential issues in case of fire.
- In terms of the overall property, three main concerns were brought forth
 - The need for the propane tanks on individual units need to be accessible to any and all constituents for a manual shut-down if needed in case of emergency – no enclose propane tanks are permitted.
 - The need for a second exit/access point by vehicle in case of emergency
 - The need for a minimum of 8ft between combustible structures (more detail to follow)

RESOLUTIONS:

- Propane bottle accessibility is an immediate concern – this needs to be resolved in the **next three weeks**.
 - CGGA will also explore options for a second entry/exit point to the campground by the end of the 2019 season, working with the Summer Village
- **8ft between combustible structures:**
 - RV units, themselves, were NOT considered combustible structures – only WOODEN roofs and/or trim/lattice over the RVs or trim/lattice under the roofs were detailed and ONLY IF within 8ft of ANOTHER combustible structure (i.e. the neighboring unit's deck or structure)
 - Metal roofs or structures and/or other non-combustible materials were not an issue
 - Wooden roofs with no combustible structures within 8ft were not an issue



STRATEGIES FOR RESOLUTION:

- Exploration of potential sprays/wood treatments to roofing structures that would minimize their status as combustible (including potential wood sprays or treatments, pressure-treated wood, metal cladding or any other intervention)
 - **Contact** will be made with the Fire Chief of Lac St. Anne County in exploration of potential interventions, reporting back to Diane by the end of June.
- Replacement of wood roofing structures with all metal/non-combustible materials in cases where combustible structures are not 8 ft apart
 - **Hope by the end of the 2019 season (progress of work for sure)**
- Removal of wooden structures where combustible structures are not 8 ft apart
 - **Hope by the end of the 2019 season (progress of work for sure)**, efforts to achieve compliance on all units should be made – weekly updates on progress will be sent via email to Diane to keep her informed of progress.
 - **By the end of the 2019 season**, another walk through with Diane (and potentially the Fire Chief) to conduct a review of progress to date and highlight any outstanding concerns from the Summer Village.
- Other relevant information:
 - IN FUTURE: Decks, or other adjacent units larger than 100 sq ft will require a permit from the Summer Village, application to be made through the Campground Director, with the fee to be paid by the unit lease.
 - At the present time, only one unit would require a permit if it were to remain (the large red structure), all other units would not require an additional permit.
 - While there is a desire for units to be 5 ft from the fence line, Diane is aware of the GCCA requirement for 3 ft in the lease contracts and will work to accommodate the current state.

Municipal Government Act RSA 2000 Chapter M-26
Part 11 Assessment Review Boards

**BEING A BYLAW OF THE SUMMER VILLAGE OF SOUTH VIEW IN THE
PROVINCE OF ALBERTA FOR THE PURPOSE OF ESTABLISHING ONE OR MORE
ASSESSMENT REVIEW BOARDS AND THE APPOINTMENT OF AN
ASSESSMENT REVIEW BOARD CLERK**

WHEREAS Section 454 of the Municipal Government Act requires Council to establish by bylaw a Local Assessment Review Board and a Composite Assessment Review Board; and

WHEREAS Section 456 of the Municipal Government Act requires Council to appoint a designated officer to act as the Clerk of the Assessment Review Boards having jurisdiction in the Summer Village of South View;

NOW THEREFORE, the Council for the Summer Village of South View, in the Province of Alberta, duly assembled enacts as follows:

Definitions

1. In this Bylaw, unless the context otherwise requires, the following definitions apply;
 - a) "Assessment Review Boards" (ARB) means either the Local Assessment Review Board (LARB) or the Composite Assessment Review Board (CARB);
 - b) "Assessment Clerk" means an individual appointed pursuant to Section 456 of the Municipal Government Act who is accredited by the Municipal Government Board to act as the Clerk of Assessment Review Boards for the Summer Village of South View;
 - c) "County" means Lac Ste. Anne County contracted by the Summer Village of South View to provide a full ARB administration services;
 - d) "Composite Assessment Review Board" (CARB) means a board established pursuant to Section 454 of the Municipal Government Act to hear and make decisions on complaints referred to in Section 460.1 (2) of the Municipal Government Act;
 - e) "Council" means the duly elected Council of the Summer Village of South View;
 - f) "Local Assessment Review Board" (LARB) means a board established pursuant to Section 454 of the Municipal Government Act to hear and make decisions on complaints referred to in Section 460.1 (1) of the Municipal Government Act;
 - g) "Summer Village" means the Summer Village of South View;



Municipal Government Act RSA 2000 Chapter M-26

Part 11 Assessment Review Boards

- h) "Municipal Government Act" means the Municipal Government Act, RSA 2000, c M-26; and
- i) "Panelist" means an individual who is accredited by the Alberta Municipal Government Board to hear Assessment Complaints and who will be appointed to the Assessment Review Boards.

Establishment of Boards

- 2. Council hereby establishes the following boards:
 - a) Local Assessment Review Board; and
 - b) Composite Assessment Review Board

Duties

- 3. The Assessment Review Boards shall carry out all duties and responsibilities as set out in the Municipal Government Act and its regulations.

Appointments of Board Members, Chair and Assessment Clerk

- 4. Annually Council will appoint the list of Panelists, the names of the Chair of the LARB and CARB and the name of the Assessment Clerk provided to the Summer Village Council by the County.
- 5. All Panelists and Assessment Clerk serve at the pleasure of Council and may be removed by resolution of Council where, in the opinion of Council, removal is warranted.

Fees and Expenses

- 6. Compensation payable to the County for its performance including Annual fees, Hearing fees, Panelist fees and Assessment Clerk fees will be outlined in a Memorandum of Agreement between the County and the Summer Village.

Filing a Complaint

- 7. Upon receipt of an assessment complaint, the Summer Village shall provide to the County a completed Assessment Review Board Complaint form and supporting documentation in a timely manner.
- 8. A complaint must be accompanied by the appropriate fee as established by resolution of Council.

9

BYLAW NO. 209-2019

**Municipal Government Act RSA 2000 Chapter M-26
Part 11 Assessment Review Boards**

Rescind Bylaw

THAT Bylaw 166, a Bylaw of the Summer Village of South View to Establish one or more Assessment Review Boards is hereby rescinded with the passing of this bylaw.

Effective Date

THAT this Bylaw shall come into force and effective on the date of the third and final reading.

Read a first time on this 19th day of June, 2019.

Read a second time on this 19th day of June, 2019.

Unanimous Consent to proceed to third reading on this 19th day of June, 2019.

Read a third and final time on this 19th day of June, 2019.

Signed this 19th day of June, 2019.

Mayor, Sandi Benford

Chief Administrative Officer, Wendy Wildman

10

**Municipal Government Act RSA 2000 Chapter M-26
Section 210, Designated Officer
Section 456, Appoint Assessment Review Board Clerk**

**A BYLAW OF THE MUNICIPALITY OF SOUTH VIEW, IN THE PROVINCE OF ALBERTA,
TO ESTABLISH THE POSITION OF DESIGNATED OFFICER**

WHEREAS, pursuant to the provisions of section 210 of the *Municipal Government Act*, the Council may pass a bylaw to establish one or more positions to carry out the powers, duties, and functions of a designated officer.

AND WHEREAS, pursuant to section 456 of the *Municipal Government Act*, the council of a municipality must appoint a designated officer to act as the clerk of the assessment review boards having jurisdiction in the municipality.

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

1. The Assessment Review Board Clerk is the designated officer for the purpose of the following sections of the *Municipal Government Act*:
 - i) section 456(1) – Duties of the Clerk of the Assessment Review Board
 - ii) section 461 & 462 – Assessment Complaints
 - iii) section 469(1) – Notice of Decision of the Assessment Review Board
 - iv) section 483 – Decision Admissible on Appeal
2. That as the Summer Village has entered into an agreement with Lac Ste. Anne County for the provision of Assessment Review Board services within the Summer Village, Mike Primeau be appointed Assessment Review Board Clerk for the Summer Village of South View.
3. That this bylaw is effective upon the date of its third and final reading.
4. That bylaw 236 – Assessment Complaints Designated Officer - be rescinded.

THAT this Bylaw shall come into force and effective on the date of the third and final reading.

Read a first time on this 19th day of June, 2019.

Read a second time on this 19th day of June, 2019.

Unanimous Consent to proceed to third reading on this 19th day of June, 2019.

Read a third and final time on this 19th day of June, 2019.

Signed this 19th day of June, 2019.

BYLAW NO. 210-2019

**Municipal Government Act RSA 2000 Chapter M-26
Section 210, Designated Officer
Section 456, Appoint Assessment Review Board Clerk**

Mayor, Sandi Benford

Chief Administrative Officer, Wendy Wildman

12

South View Unique Policy Listing

A-TRA-PARK-1 – MUNICIPAL & PARK RESERVE USE (current Policy is 8-01)

C-COU-REM-1 – COUNCIL REMUNERATION & EXPENSE REIMBURSEMENT (current Policies are 1-01 & 3-01)

C-ENV-CUL-1 – CULVERT POLICY

C-FIN-AMO-1 – USEFUL LIFE & AMORTIZATION THRESHOLDS (current Policy is 5-02)

C-FIN-DON-1 – DONATION REQUESTS

C-PLA-CONS-1 – CONSENT AGREEMENTS (current Policy is 1-04)

C-PLA-DISC-1 – DISCRETIONARY USE AGREEMENTS (needs to be review in detail)

2017 Owners for Discretionary Use Agreements

No owners have changed since 2017 letters were sent.

List of the following that 2019 letters will need to go to:

- 206 OWD (1007)
- 223 OWD (1006)
- 239 OWD (1002)
- 231 OWD (1004)
- 186 OWD (1012)
- 9973-102 Ave (1047)
- 226 OWD (1020)
- 9953-102 Ave (1041)



Summer Village of South View

Administrative Policy

New

Number	Title			
A-TRA-PARK-1	Municipal & Park Reserve Use			
Approval	Approved		Last Revised	
(CAO initials)	Resolution No:		Resolution No:	
	Date:		Date:	

Policy Statement

The purpose of this policy is to provide direction for the ongoing management of Summer Village municipal and park reserve lands and how to deal with existing encroachments, storage and discretionary use on these lands.

Reason for Policy

The Summer Village of South View has deemed it necessary to put a policy in place with respect to the use of municipal and park reserves in order to provide consistent park maintenance, to address liability and safety concerns, and to allow all residents in the Summer Village free and unencumbered access to these reserve areas.

Encroachments and Storage of Chattels and Structures on Reserve Lands

Private chattels and structures, including but not limited to sheds, fences, gardens, boats, boat hoists, piers, pier-stands and buildings are occasionally found to be located on reserve lands. In order to address these unauthorized items on these reserve lands, the following will apply:

- Chattels and structures must be removed from all municipal reserve areas between November 1st and April 30th of each year. This policy will be reviewed prior to April 30th of each year to determine if additional summer restrictions will be imposed.
- Property owner(s), if known, will be asked to remove unauthorized chattels and structures. If the owner of any chattel or structure is unknown, and not clearly visibly marked on the chattel or structure itself, this chattel or structure will be removed as soon as possible.
- In unusual or extenuating circumstances, the Summer Village may consider allowing a structure to remain on reserve lands, with an approved Discretionary Use Agreement.

74



Summer Village of South View

Administrative Policy

Responsibilities

The Summer Village will remove all chattels and/or structures within 30 days of non-compliance. Structure(s) that have an approved and current Discretionary Use Agreement will be allowed as per the terms of the Discretionary Use Agreement.

Disposition of Seized Equipment

- Seized chattel(s) will be removed and stored at a municipal location for a maximum of 30 days.
- To reclaim seized chattel(s) within the 30 days, a fee of \$100.00 plus the cost of removal and storage is owed and payable to the Summer Village, prior to the release of the seized chattel(s).
- After 30 days the seized chattel(s) will be sold or destroyed, at the sole discretion of the municipality.
- If the seized item(s) is sold and the owner is unknown, the municipality will be paid their costs and retain all surplus funds.
- If the seized item(s) is sold and the owner is known, the municipality will be paid their costs and the remaining funds will be paid to the owner.

Revisions:

Resolution Number	MM/DD/YY

15

Existing

Municipal and Park Reserve Use Policy

Authorization: November 15, 2017 Council Motion #203-17

Policy Statement

The purpose of this policy is to provide direction for the ongoing management of Summer Village municipal and park reserve lands and how to deal with existing encroachments, storage and discretionary use on these lands.

Reason for Policy

The Summer Village of South View has deemed it necessary to put a policy in place with respect to the use of municipal and park reserves in order to provide consistent park maintenance, to address liability and safety concerns, and to allow all residents in the Summer Village free and unencumbered access to these reserve areas.

Encroachments and Storage of Chattels and Structures on Reserve Lands

Private chattels and structures, including but not limited to sheds, fences, gardens, boats, boat hoists, piers, pier-stands and buildings are occasionally found to be located on reserve lands. In order to address these unauthorized items on these reserve lands, the following will apply:

- Chattels and structures must be removed from all municipal reserve areas between November 1st and April 30th of each year. This policy will be reviewed prior to April 30th of each year to determine if additional summer restrictions will be imposed.
- Property owner(s), if known, will be asked to remove unauthorized chattels and structures. If the owner of any chattel or structure is unknown, and not clearly visibly marked on the chattel or structure itself, this chattel or structure will be removed as soon as possible.
- In unusual or extenuating circumstances, the Summer Village may consider allowing a structure to remain on reserve lands, with an approved Discretionary Use Agreement.

Responsibilities

The Summer Village will remove all chattels and/or structures within 30 days of non-compliance. Structure(s) that have an approved and current Discretionary Use Agreement will be allowed as per the terms of the Discretionary Use Agreement.

Disposition of Seized Equipment

- Seized chattel(s) will be removed and stored at a municipal location for a maximum of 30 days.
- To reclaim seized chattel(s) within the 30 days, a fee of \$100.00 plus the cost of removal and storage is owed and payable to the Summer Village, prior to the release of the seized chattel(s).
- After 30 days the seized chattel(s) will be sold or destroyed, at the sole discretion of the municipality.

16



New

Summer Village of South View Council Policy

Number	Title		
C-COU-REM-1	Council Remuneration and Expense Reimbursement		
Approval	Approved		Last Revised
(CAO initials)	Resolution No:		Resolution No:
	Date:		Date:

Purpose

To ensure Council Members receive fair compensation for their time and expenses incurred while on Summer Village business.

Policy Statement

Council Members shall be provided with remuneration for their time and reimbursement for the expenses incurred in fulfilling their duties on Summer Village Council.

Standards

1. Remuneration is intended to compensate for official business conducted on behalf of the Council as a whole to benefit the Summer Village of South View.
2. Remuneration is not intended to match or replace employment or professional rates that the Councillors or Mayor may expect in their job or profession.
3. Remuneration rates will be adjusted from time to time based upon comparisons, inflation rates and any other considerations deemed appropriate in a manner agreed upon by Council.
4. Cost of living adjustment will be reviewed by Council on an annual basis and may or may not be applied to Council base pay and/or meeting rates at the discretion of Council.
5. Remuneration, travel and meals shall be paid in accordance with the amounts and rates approved at the annual organizational meeting or as amended by Council motion from time to time and as shown in Schedule "A".
6. Other Items – actual receipted cost. May include incidentals such as parking, use of public transportation, etc.
7. Monthly Incurred Expense Reimbursements – shall be provided with a monthly communications allowance to cover expenses related to personal communications (telephone, internet, smart phone, etc.) as shown in Schedule "A".
8. Reimbursement amounts shall be reviewed annually.

17



Summer Village of South View Council Policy

Schedule "A"

Honorariums

- | | |
|--|--|
| 1. Council/Committee/Other Meetings (up to 6 hours in length) | \$ 75.00 |
| 2. Council/Committee/Other Meetings (in excess of 6 hours in length) | \$ 150.00 |
| 3. Electronic Communications/Computer Operation (Monthly) | \$ 90.00 |
| 4. Incurred Expense Recognition (Monthly) | \$ 50.00 |
| 5. Mileage Rate | \$0.60 / km |
| 6. Meals | Breakfast (leave home before 7:30 a.m.) - \$15.00
Lunch - \$20.00
Dinner - \$25.00 |

Accommodation Expense

1. When travelling on Summer Village business the actual cost of the accommodation may be claimed.

Other

1. Expense Claim forms must be filled out and signed by each member of Council prior to reimbursement.

18

LEGISLATIVE

POLICY 1-01

Existing

COUNCIL REMUNERATION

Authorization: June 28, 2017 – Motion 146-17

Policy:

The Mayor and Council Members will be reimbursed for time spent on municipal business, at the following rates:

Regular Council Meetings:

\$75.00 per meeting, up to 6 hours in length
\$150.00 per full day meeting (in excess of 6 hours)

Monthly Expenses Reimbursement:

\$90.00 – Electronic Communication/Computer Operation
\$50.00 – Incurred Expense Recognition

Mileage Rate:

\$0.60 / km

Meals:

Breakfast (leave home before 7:30 a.m.) - \$15.00
Lunch - \$20.00
Dinner - \$25.00

2. Expense forms must be filled out and signed by each member of Council prior to reimbursement. To ensure timely accounting, this should be done on a monthly basis.

Background:

Council feels that it is important to recognize the contribution of time made by Council members. Because Council members attend a number of different meetings, this policy was established to ensure that Council members are reimbursed

19

PERSONNEL

POLICY 3-01

EXPENSE REIMBURSEMENT POLICY

Authorization: June 28, 2017 – Motion 146-17

Policy:

1. Employees, elected officials and those who are appointed to represent Council attending Council approved conventions, seminars, or meetings held out of town, shall be reimbursed for transportation, food, lodging, and other related expenses.
2. When employees, volunteers, or elected officials use their own vehicles for approved municipal business, the reimbursement rate shall be \$0.60 per kilometer.
3. Reasonable food expenses will be reimbursed upon presentation of an expense sheet with receipts attached. If no receipts are provided, the rate of reimbursement for food per day shall be \$15.00 for breakfast, \$20.00 for lunch, and \$25.00 for dinner. If meals are included in fees for the function attended, no reimbursement will be provided. If the person leaves home after 7:30 a.m. then the breakfast would not be included as it is believed that breakfast would be eaten before that time.
4. Extra-ordinary meal receipts, for events such as hosting a provincial or federal government official, shall be required along with an explanation for the event. Actual expenses will then be reimbursed.
5. Other incidentals, such as parking fees, National Park registration, etc., that are bona fide expenses, will be paid on receipt.

Reasonable rates for lodging will be paid upon receipts being provided with the expense claim.

If a Council member loses a receipt for an extraordinary expense, a unanimous resolution of Council shall be required to reimburse said expense.

Background:

The Village does not wish any employee or elected official to be out of pocket for expenses incurred as a result of attending Village business, but it wishes to ensure that expenses are within reason.

20



Summer Village of South View Council Policy

New

Number	Title		
C-ENV-CUL-1	Culvert Policy		
Approval	Approved		Last Revised
(CAO Initials)	Resolution No:		Resolution No:
	Date:		Date:

Purpose

To establish the responsibility and size for culverts in the Summer Village. The Summer Village of South View requires proper and adequate drainage throughout the ditching system in the Summer Village. Each residential driveway is required to have a proper culvert installed to aid in the removal of water away from their property.

Policy Statement

The Summer Village of South View recognizes the need to establish a culvert policy as culverts are an integral part of the Summer Village drainage system.

New Culverts

Responsibility

Culverts for new property access are the responsibility of the property owner. Installation must be undertaken by an experienced contractor and authorized by a development permit.

Culvert Size

The culvert diameter must be a minimum of 300mm or the same size as the existing culvert, whichever is larger, so that the storm management design is not compromised.

The length of the culvert for a 50ft lot will be no more than 30ft. Connecting culverts together will not be permitted due to the difficulty of steaming in the spring.

21



Summer Village of South View Council Policy

Replacement Culverts

Responsibility

Replacement culverts are the responsibility of the property owner unless damaged by the Summer Village or as part of a Summer Village-initiated project. Installation must be undertaken by an experienced contractor.

Policy Notes

Requests for the purchase of replacement culverts and/or culverts for additional approaches or extensions to existing approaches must be made in writing to Council and will be authorized at Council's discretion.

Requests for the Municipality to cost-share in ditching/drainage work and/or the installation of a culvert must be made in writing to Council and will be authorized at Council's discretion.

Revisions:

Resolution Number	MM/DD/YY

22



Summer Village of South View

Council Policy

now

Number	Title			
C-FIN-AMO-1	Tangible Capital Assets			
Approval	Approved		Last Revised	
(CAO initials)	Resolution No:		Resolution No:	
	Date:		Date:	

RESPONSIBILITY:

Chief Administrative Officer

PURPOSE:

The objective of this policy is to prescribe the accounting treatment for tangible capital assets so that users of the financial report can discern information about the investment in property, plant and equipment and the changes in such investment. The principal issues in accounting for tangible capital assets are the recognition of the assets, the determination of their carrying amounts and amortization charges and the recognition of any related impairment losses.

In addition, the policy covers policy and procedures to:

- a) Protect and control the use of all tangible capital assets.
- b) Provide accountability over tangible capital assets.
- c) Gather and maintain information needed to prepare financial statements.

The policy is in accordance with the Public Sector Accounting Board (PSAB) 3150.

SCOPE:

This policy applies to the Summer Village and future boards and commissions, agencies and other organizations that will fall within the reporting entity of the Summer Village.

DEFINITIONS:

Tangible Capital Assets:

Assets having physical substance that:

- a) are used on a continuing basis in the Summer Village's operations.
- b) have useful lives extending beyond one year.

23



Summer Village of South View Council Policy

- c) are not held for re-sale in the ordinary course of operations.

Betterments:

Subsequent expenditures on tangible capital assets that:

- increase previously physical output or service capacity;
- lower associated operating costs;
- extend the useful life of the asset; or
- improve the quality of the output.

Any other expenditure would be considered a repair or maintenance and expensed in the period.

Group Assets:

Assets that have a unit value below the capitalization threshold but have a material value as a group. Normally recorded as a single asset with one combined value. Although recorded in the financial systems as a single asset, each unit may be recorded in the asset sub-ledger for monitoring and control of its use and maintenance. Examples could include personal computers, furniture and fixtures, small moveable equipment, etc.

Fair Value:

Fair value is the amount of consideration that would be agreed upon in an arm's length transaction between knowledgeable willing parties who are under no compulsion to act.

POLICY STATEMENTS:

Capitalization:

Tangible capital assets should be capitalized (recorded in the fixed assets sub-ledger) according to the following thresholds:

- a) all land;
- b) all buildings;
- c) engineered structures (built assets such as roads, bridges, sewers, water, transit, parks, etc.) with a unit cost of \$10,000 or greater;
- d) all others with a unit cost of \$2,000 or greater.

Different thresholds may be used for group assets. Capitalize betterments to existing assets when unit costs exceed the threshold.

24



Summer Village of South View

Council Policy

Categories:

A category of assets is a grouping of assets of a similar nature or function in the Summer Village's operations. The following list of categories shall be used:

- land;
- buildings;
- equipment;
- roads;
- water;
- sewer;
- bridges;
- communication networks;
- motor vehicles;
- furniture and fixtures;
- computer systems (hardware and software)

Valuation:

Tangible capital assets should be recorded at cost plus all ancillary charges necessary to place the asset in its location and condition for use.

1.1 Purchased assets

Cost is the gross amount of consideration paid to acquire the asset. It includes all the non-refundable taxes and duties, freight and delivery charges, installation and site preparation costs, etc. It is net of any trader discounts or rebates.

Cost of land includes purchase price plus legal fees, land registration fees, transfer taxes etc. Costs would include any costs to make the land suitable for intended use, such as pollution mitigation, demolition and site improvements that become part of the land.

When two or more assets are acquired for a single purpose price, it is necessary to allocate the purchase price to the various assets acquired. Allocation should be based on the fair value of each asset at the time of acquisition or some other reasonable basis if fair value is not readily determinable.

1.2 Acquired, Constructed or Developed Assets

Cost includes all cost directly attributable (e.g., construction, architectural and other professional fees) to the acquisition, construction or development of the asset. Carrying costs such as internal

25



Summer Village of South View

Council Policy

design, inspection, administrative and other similar costs may be capitalized. Capitalization of general administrative overheads is not allowed.

1.3 Capitalization of Interest Costs

Borrowing costs incurred by the acquisition, construction and production of an asset that takes a substantial period of time to get ready for its intended use should be capitalized as part of the cost of that asset.

Capitalization of interest costs should commence when expenditures are being incurred, borrowing costs are being incurred and activities that are necessary to prepare the asset for its intended use are in progress. Capitalization should be suspended during periods in which active development is interrupted. Capitalization should cease when substantially all of the activities necessary to prepare the asset for its intended use are complete. If only minor modifications are outstanding, this indicates that substantially all of the activities are complete.

1.4 Donated or Contributed Assets

The cost of donated or contributed assets that meet the criteria for recognition is equal to the fair value at the date of construction or contribution. Fair value may be determined using market or appraisal values. Cost may be determined using market or appraisal values. Cost may be determined by an estimate of replacement cost. Ancillary costs should be capitalized.

Amortization:

The cost, less any residual value, of a tangible capital asset with a limited life should be amortized over its useful life in a rational and systematic manner appropriate to its nature and use. The amortization method and estimate of useful life of the remaining unamortized portion should be reviewed on a regular basis and revised when the appropriateness of a change can be clearly demonstrated.

Useful life is normally shorter of the asset's physical, technological, commercial or legal life.

Generally, the Summer Village uses a straight – line method for calculating the annual amortization. A comprehensive list of estimated useful lives of assets and amortization rates is attached. See Schedule "A".

Disposal:

When tangible capital assets are taken out of service, destroyed or replaced due to obsolescence, scrapping or dismantling, the asset registers and accounting records recording a loss/gain on disposal will be adjusted.

26



Summer Village of South View Council Policy

Schedule "A" Recommended Maximum Useful Life

Major Asset Class	Minor Asset Class	Capitalization Threshold	Amortization Method	Useful Life	Review Schedule
Land		All land will be recorded.	N/A	N/A	N/A
Land Improvements	Parking lot –Gravel, Playground Structures	\$1,000.00	Straight Line	15 Years 10 Years	Every 3 years
Buildings	None at this time	All buildings will be recorded	Straight Line		Every 5 Years
Engineered Structures	Roadway System, Arterial/Coll – Hot mix, Cold mix Lanes/Alleys – Gravel, Chip seal	\$1,000.00	Straight Line	20 Years 10 Years 15 Years 10 Years 15 Years	Every 5 Years
	Road Signs	\$1,000.00			
	Water System Distribution Mains	\$1,000.00	Straight Line	50 Years	Every 5 Years
	Wastewater System None at this time	\$1,000.00	Straight Line		Every 5 Years
	Storm System	\$1,000.00	Straight Line		Every 5 Years
Machinery & Equipment	Office Furniture	\$1,000.00	Straight Line	20 Years	Every 3 Years
	Office Furniture- Photo Copier			5 Years	
	Computer Systems			5 Years	
	Hardware			10 Years	
	Software			10 Years	
Tools, Shop & Garage Equipment					
Vehicles	None at this time	\$1,000.00	Straight Line		Every 3 Years
Cultural & Historical		N/A	N/A	N/A	N/A

27

SUMMER VILLAGE OF SOUTH VIEW
ACCOUNTING FOR TANGIBLE CAPITAL ASSETS
CLASSIFICATION/CAPITALIZATION THRESHOLD/AMORTIZATION
POLICY NO. 5-02

Existing

RESPONSIBILITY:

C.A.O.

APPROVED BY COUNCIL:

DATE: December 12th, 2008

PURPOSE:

The objective of this policy is to prescribe the accounting treatment for tangible capital assets so that users of the financial report can discern information about the investment in property, plant and equipment and the changes in such investment. The principal issues in accounting for tangible capital assets are the recognition of the assets, the determination of their carrying amounts and amortization charges and the recognition of any related impairment losses.

In addition the policy covers policy and procedures to:

- a) Protect and control the use of all tangible capital assets.
- b) Provide accountability over tangible capital assets.
- c) Gather and maintain information needed to prepare financial statements.

The policy is in accordance with the Public Sector Accounting Board (PSAB) 3150.

SCOPE:

This policy applies to the Summer Village and future boards and commissions, agencies and other organizations that will fall within the reporting entity of the Summer Village.

28

SUMMER VILLAGE OF SOUTH VIEW
ACCOUNTING FOR TANGIBLE CAPITAL ASSETS
CLASSIFICATION/CAPITALIZATION THRESHOLD/AMORTIZATION
POLICY NO. 5-02

DEFINITIONS:

Tangible Capital Assets:

Assets having physical substance that:

- a) are used on a continuing basis in the Summer Village's operations.
- b) have useful lives extending beyond one year.
- c) are not held for re-sale in the ordinary course of operations.

Betterments:

Subsequent expenditures on tangible capital assets that:

- increase previously physical output or service capacity;
- lower associated operating costs;
- extend the useful life of the asset; or
- improve the quality of the output.

Any other expenditure would be considered a repair or maintenance and expensed in the period.

Group Assets:

Assets that have a unit value below the capitalization threshold but have a material value as a group. Normally recorded as a single asset with one combined value. Although recorded in the financial systems as a single asset, each unit may be recorded in the asset sub-ledger for monitoring and control of its use and maintenance. Examples could include personal computers, furniture and fixtures, small moveable equipment, etc.

Fair Value:

Fair value is the amount of consideration that would be agreed upon in an arm's length transaction between knowledgeable willing parties who are under no compulsion to act.

29

SUMMER VILLAGE OF SOUTH VIEW
ACCOUNTING FOR TANGIBLE CAPITAL ASSETS
CLASSIFICATION/CAPITALIZATION THRESHOLD/AMORTIZATION
POLICY NO. 5-02

POLICY STATEMENTS:

Capitalization:

Tangible capital assets should be capitalized (recorded in the fixed assets sub-ledger) according to the following thresholds:

- a) all land;
- b) all buildings;
- c) engineered structures (built assets such as roads, bridges, sewers, water, transit, parks, etc.) with a unit cost of \$10,000 or greater;
- d) all others with a unit cost of \$2,000 or greater.

Different thresholds may be used for group assets. Capitalize betterments to existing assets when unit costs exceed the threshold.

Categories:

A category of assets is a grouping of assets of a similar nature or function in the Summer Village's operations. The following list of categories shall be used:

- land;
- buildings;
- equipment;
- roads;
- water;
- sewer;
- bridges;
- communication networks;
- motor vehicles;
- furniture and fixtures;
- computer systems (hardware and software)

SUMMER VILLAGE OF SOUTH VIEW
ACCOUNTING FOR TANGIBLE CAPITAL ASSETS
CLASSIFICATION/CAPITALIZATION THRESHOLD/AMORTIZATION
POLICY NO. 5-02

Valuation:

Tangible capital assets should be recorded at cost plus all ancillary charges necessary to place the asset in its location and condition for use.

1.1 Purchased assets

Cost is the gross amount of consideration paid to acquire the asset. It includes all the nonrefundable taxes and duties, freight and delivery charges, installation and site preparation costs, etc. It is net of any trader discounts or rebates.

Cost of land includes purchase price plus legal fees, land registration fees, transfer taxes etc. Costs would include any costs to make the land suitable for intended use, such as pollution mitigation, demolition and site improvements that become part of the land.

When two or more assets are acquired for a single purpose price, it is necessary to allocate the purchase price to the various assets acquired. Allocation should be based on the fair value of each asset at the time of acquisition or some other reasonable basis if fair value is not readily determinable.

1.2 Acquired, Constructed or Developed Assets

Cost includes all cost directly attributable (e.g., construction, architectural and other professional fees) to the acquisition, construction or development of the asset. Carrying costs such as internal design, inspection, administrative and other similar costs may be capitalized. Capitalization of general administrative overheads is not allowed.

1.3 Capitalization of Interest Costs

Borrowing costs incurred by the acquisition, construction and production of an asset that takes a substantial period of time to get ready for its intended use should be capitalized as part of the cost of that asset.

SUMMER VILLAGE OF SOUTH VIEW
ACCOUNTING FOR TANGIBLE CAPITAL ASSETS
CLASSIFICATION/CAPITALIZATION THRESHOLD/AMORTIZATION
POLICY NO. 5-02

Capitalization of interest costs should commence when expenditures are being incurred, borrowing costs are being incurred and activities that are necessary to prepare the asset for its intended use are in progress. Capitalization should be suspended during periods in which active development is interrupted. Capitalization should cease when substantially all of the activities necessary to prepare the asset for its intended use are complete. If only minor modifications are outstanding, this indicates that substantially all of the activities are complete.

1.4 Donated or Contributed Assets

The cost of donated or contributed assets that meet the criteria for recognition is equal to the fair value at the date of construction or contribution. Fair value may be determined using market or appraisal values. Cost may be determined using market or appraisal values. Cost may be determined by an estimate of replacement cost. Ancillary costs should be capitalized.

Amortization:

The cost, less any residual value, of a tangible capital asset with a limited life should be amortized over its useful life in a rational and systematic manner appropriate to its nature and use. The amortization method and estimate of useful life of the remaining unamortized portion should be reviewed on a regular basis and revised when the appropriateness of a change can be clearly demonstrated.

Useful life is normally shorter of the asset's physical, technological, commercial or legal life.

Generally, the Summer Village uses a straight - line method for calculating the annual amortization. A comprehensive list of estimated useful lives of assets and amortization rates is attached. See Schedule "A".

Disposal:

When tangible capital assets are taken out of service, destroyed or replaced due to obsolescence, scrapping or dismantling, the asset registers and accounting records recording a loss/gain on disposal will be adjusted.

SUMMER VILLAGE OF SOUTH VIEW
ACCOUNTING FOR TANGIBLE CAPITAL ASSETS
CLASSIFICATION/CAPITALIZATION THRESHOLD/AMORTIZATION
POLICY NO. 5-02

SCHEDULE "A"

The following table shows classes, capitalization thresholds, amortization method and useful life to be used:

Major Asset Class	Minor Asset Class	Capitalization Threshold	Amortization Method	Useful Life	Review Schedule
Land		All land will be recorded.	N/A	N/A	N/A
Land Improvements	Parking lot - Gravel, Playground Structures	\$1,000.00	Straight Line	15 Years 10 Years	Every 3 years
Buildings	None at this time	All buildings will be recorded	Straight Line		Every 5 Years
Engineered Structures	Roadway System, Arterial/Coll - Hot mix, Cold mix Lanes/Alleys - Gravel, Chip seal	\$1,000.00	Straight Line	20 Years 10 Years 15 Years 10 Years 15 Years	Every 5 Years
	Road Signs	\$1,000.00			
	Water System Distribution Mains	\$1,000.00	Straight Line	50 Years	Every 5 Years
	Wastewater System None at this time	\$1,000.00	Straight Line		Every 5 Years
	Storm System	\$1,000.00	Straight Line		Every 5 Years
Machinery & Equipment	Office Furniture	\$1,000.00	Straight Line	20 Years	Every 3 Years
	Office Furniture- Photo Copier Computer Systems Hardware Software Tools, Shop & Garage Equipment			5 Years 5 Years 10 Years 10 Years	
Vehicles	None at this time	\$1,000.00	Straight Line		Every 3 Years
Cultural & Historical		N/A	N/A	N/A	N/A



Summer Village of South View Council Policy

New

Number	Title		
C-FIN-DON-1	Donation Requests		
Approval	Approved		Last Revised
(CAO initials)	Resolution No:		Resolution No:
	Date:		Date:

Purpose

The Summer Village of South View is requested to provide donations to a wide range of individuals, groups and organizations for different reasons. This policy establishes a framework for determining the nature of donations which will be considered by Council, and those that are not to be considered.

Policy Statement

Summer Village Council has a limited budget for financial donations to individuals, groups and organizations.

Standards

1. The Summer Village of South View will only support donations to individuals for purposes or events that will create external recognition for the Summer Village of South View, or externally promote the Summer Village.
2. The Summer Village of South View will only support donations to individuals or groups that will create external recognition for the Summer Village of South View, externally promote the Summer Village, or provide a significant internal benefit to the Summer Village of South View or residents of the Summer Village.
3. If an individual, group or organization is eligible for grant funding from other sources, the Summer Village Council may refer the individual, group or organization to other grant sources, prior to committing to a donation from the Summer Village.

Legal References:

Cross References:

Revisions:

Resolution Number	MM/DD/YY

34



Summer Village of South View

Council Policy *new*

Number	Title		
C-PLA-CONS-1	Consent Agreements		
Approval	Approved		Last Revised
(CAO initials)	Resolution No:		Resolution No:
	Date:		Date:

Purpose

Council recognizes that there may be occasion(s) where it may be necessary and of benefit to both the municipality and the property owner to allow a property owner reasonable and/or limited work to be done on the municipal reserve properties. However, it is important to ensure that the municipality is aware of the works and has given approval and it is important for the person doing the work to realize their responsibilities as well in terms of liability.

Policy Statement

When members of the public request to do improvements on municipal property there needs to be a clear understanding of responsibilities. To ensure that all parties are clear on who is responsible for what, a Consent Agreement must be entered into between the member of the public and the municipality, such Consent Agreement form being attached to this policy.

Standards

1. Any work done on public property by members of the public at large **must** have prior written approval from Council and/or Administration. Sample form attached to final page of this document.
2. The consent agreement form will clearly outline the scope and location of the work to be done. Specifically, the nature of the work, the time frame for the work, the physical location of the work and the person or persons doing the work must be listed.
3. The Consent Agreement will clearly indicate that the member of the public is responsible for any injuries that they may receive or for any liability claim for damages to other properties that may arise from the works.
4. The Consent Agreement must be signed by both the applicant and the municipal representative and, preferably, should be kept on the site of the work being done.

35



Summer Village of South View Council Policy

Consent Agreement:

Between

The Summer Village of South View

of the first part

and

of the second part

1. _____ (the applicant) has made a proposal to do the following works on municipal property: (provide a detailed explanation):

- 2. The time frame for the work is as follows: _____
- 3. The applicant agrees that all cost related to this work shall be borne by the applicant.
- 4. The applicant agrees that they accept full liability for any injury or damage that may be caused by these works.
- 5. The applicant agrees to ensure that all work is done in a safe and workman like manner.
- 6. The applicant agrees to adhere to all municipal bylaws related to noise and disturbance of the public at large.
- 7. The applicant agrees to notify the municipal office of any change in the proposed plan or timeline prior to commencement.

Municipal Address of Applicant: _____

Name of Applicant: _____

Signature of Applicant: _____ Date: _____

Witness Name: _____

Witness Signature: _____ Date: _____

3/0



Summer Village of South View Council Policy

Name of Municipal Representative: _____

Signature of Municipal Representative: _____ Date: _____

(Office Use) Tax Roll #: _____

37

LEGISLATIVE

POLICY 1-04

CONSENT AGREEMENTS

Authorization: August 18, 2006 Council Resolution

Policy:

EXISTING

1. When members of the public request to do improvements on municipal property there needs to be a clear understanding of responsibilities.
2. To ensure that all parties are clear on who is responsible for what, a Consent Agreement must be entered into between the member of the public and the municipality, such Consent Agreement form being attached to this policy.
3. Any work done on public property by members of the public at large must have prior written approval from Council and/or administration.
4. The consent agreement form will clearly outline the scope and location of the work to be done. Specifically, the nature of the work, the time frame for the work, the physical location of the work and the person or persons doing the work must be listed.
5. The Consent Agreement will clearly indicate that the member of the public is responsible for any injuries that they may receive or for any liability claim for damages to other properties that may arise from the works.
6. The Consent Agreement must be signed by both the applicant and the municipal representative and, preferably, should be kept on the site of the work being done.

Background:

Council wants to work with the public to allow reasonable work to be done if the property owner requests to make changes in publicly owned properties adjacent to their property. However, it is important to ensure that the municipality is aware of the works and has given approval and it is important for the person doing the work to realize their responsibilities as well in terms of liability.

Consent Agreement:

Between

The Summer Village of South View

of the first part

and

of the second part

1. _____ (the applicant) has made a proposal to do the following works on municipal property: (provide a detailed explanation)

2. The time frame for the work is as follows: _____

3. The applicant agrees that all cost related to this work shall be borne by the applicant.
4. The applicant agrees that they accept full liability for any injury or damage that may be caused by these works.
5. The applicant agrees to ensure that all work is done in a safe and workman like manner.
6. The applicant agrees to adhere to all municipal bylaws related to noise and disturbance of the public at large.
7. The applicant agrees to notify the municipal office of any change in the proposed plan or timeline prior to commencement.

Signature of Applicant

Signature of Municipal Representative

Date: _____

REVIEW



Summer Village of South View

Council Policy

New

Number	Title		
C-PLA-DISC-1	Discretionary Use Agreements		
Approval	Approved		Last Revised
(CAO Initials)	Resolution No:		Resolution No:
	Date:		Date:

Purpose

Council understands that there are long standing properties that have been placed on municipal property. However, for reasons of liability and environmental controls, the permission for these properties to remain on the municipal reserve can only be extended to properties that were in place prior to January 1, 2004.

Policy Statement

The Discretionary Use Agreement is an agreement related to personal buildings that were placed on Summer Village of South View property prior to **January 1, 2004**.

Standards

1. The Discretionary Use Agreement must be renewed annually. The forms will be sent from the municipal office in January of each year. A copy can be found on the final page of this policy.
2. The property owner entering into the agreement with the municipality must provide proof of insurance for the said building(s).
3. This is a Non-Transferable agreement, meaning that the purchaser cannot "purchase" the agreement. When a property is sold and the Vendor no longer owns property in the municipality, the improvement on the municipal property must be removed and the land returned to the original state. If it is not removed, the municipality will do so and any costs involved will be the responsibility of the owner.
4. The Discretionary Use Agreement is to be attached to a property with a residential development, if at all possible. If the person entering into the Discretionary Use Agreement has a second property in the municipality and sells the property to which the agreement is attached, Council may, at their sole discretion, allow transfer of the Agreement to the second property. A written request must be presented to Council for approval.

40



Summer Village of South View Council Policy

DISCRETIONARY USE AGREEMENT
BETWEEN
SUMMER VILLAGE OF SOUTH VIEW
AND

Name of Registered Land Owner/s

Mailing Address

Address of Property in S.V. of South View

City/Province/Postal Code

Legal Land Description of Property in S. V. South View

TERMS OF AGREEMENT

This agreement applies STRICTLY AND ONLY to existing PERSONAL buildings, which have been placed on Summer Village of South View property prior to January 1, 2004.

The owner/s of the named personal building/s, on Village Property, shall be accountable in writing, with proof of insurance for said building/s, to the Summer Village of South View.

This agreement is valid for a one-year period and must be renewed, with the same criteria as above, by the building owner/s. (caveat on title??)

All damages and liabilities resulting to or as a result of said buildings are the responsibility of the stated registered land owner.

The named personal building/s must be maintained by the owner in such a manner that they are not unsightly, untidy, or hazardous to the public, the land or the environment. However, no structural changes may be made to the building/s unless prior approval is granted by Council.

The named building/s in this agreement are not to be used for storage of any combustible or hazardous products, including, but not limited to, gasoline, oil, fertilizer, etc. **No items are to be stored outside of or leaning up against the said building(s) at any time.**

This agreement is NOT TRANSFERABLE in any way. If the person/s named in this agreement plan to sell, lease or rent their property and will no longer be using the said building/s personally, the said building/s must be completely removed before the sale, lease or rent of their property and the land returned to its original state. This agreement CAN NOT be transferred to a new owner or occupant.

41



Summer Village of South View Council Policy

If said building is not removed and/or the land returned to its original state, the Summer Village will do so, and the cost will be made the responsibility of the named owner/s on this agreement.

If the terms of this agreement are not adhered to, the Summer Village of South View will remove said building/s at the owner's expense.

Description and Location of named building/s (a current picture of the building must accompany this form).

Insurance Company _____ Policy # _____ Expiry Date _____

Dated this _____ day of _____, _____

Signature of Owner/s

Mayor, Summer Village of South View

CAO, Summer Village of South View

40

Fw: NDPW Proclamation

From: Julianna Matson <JuliannaM@lifesaving.org>
Date: June 4, 2019 at 3:00:18 PM MDT
To: "lwstamand@gmail.com" <lwstamand@gmail.com>
Subject: NDPW Proclamation

Dear His Worship Larry St.Amand,

On behalf of the Lifesaving Society Alberta and Northwest Territories Branch, I am writing to ask that you proclaim July 21-27, 2019 as NATIONAL DROWNING PREVENTION WEEK in your Municipality.

The Lifesaving Society designates the third week in July as National Drowning Prevention Week (NDPW) to focus community and media attention on the drowning problem and drowning prevention.

Here is a link to the [proclamation template](#) as well as a [supporting letter](#) for your reference.

We would be truly grateful for your support in this important national education initiative.

If you have any questions, please don't hesitate to call me directly.

Warmest regards,

Julianna Matson, BSc
Drowning Prevention Coordinator
Lifesaving Society Alberta and Northwest Territories

13123-156 Street | Edmonton, AB | T5V 1V2 | Canada
Tel: 780 415 1755 | Fax: 780 427 9334
E-mail: juliannam@lifesaving.org | Web: www.lifesaving.org

Canada's Drowning Prevention Charity



Confidentiality Notice: The information in this email or in any file attached thereto is confidential and is intended solely for the addressee. If this email is mistakenly sent to you or if you are not the intended recipient, you are hereby advised that any use, copying, or distribution of any information contained in this message is strictly forbidden and you are requested to inform the sender of such error and to destroy this message.

43



IMAGINE
the possibilities

SAVE-THE-DATE

OCTOBER 17TH – 18TH, 2019
Thursday – Friday

**2019 ASVA ANNUAL
CONFERENCE & AGM**

- Meet the new Ministers of AEP and Municipal Affairs (tbc)
- MSI – an update on the future of MSI from Municipal Affairs
- Lake Management Plans: Successes and Challenges – Pigeon Lake and Sylvan Lake
- Social Media
- Fishing Workbook Discussion
- Lac Ste Anne Regional Emergency Management Approach
- Panel Discussion on the Focus of ASVA Services vs Budget
- Indigenous Peoples
- SV Project Panel on Wastewater
- WPAC lake planning with summer villages
- And more

Venue

Executive Royal Hotel
8450 Sparrow Dr,
LEDUC, AB T9E 7G4

**Advocacy
Communication
Education**

BOOK NOW!

Share your issues and solutions
& get great ideas from others!

2 Day Conference

\$240

(online registration
available in mid July)

Call Executive Royal
Hotel Leduc now at
780-986-1840
to book your
accommodations!
[Deadline October 2nd]

Ask for the ASVA
Group Booking

Discounted Rooms
starting from only **\$94.00**

**ASSOCIATION OF
SUMMER VILLAGES OF
ALBERTA**

www.asva.ca



44

Wendy Wildman

From: administration@wildwillowenterprises.com
Sent: June 3, 2019 2:32 PM
To: Liz Turnbull; Bernie Poulin; Graeme & Sherry Horne; Graeme Horne; Garth Ward; Sandi Benford; Brian Johnson; Russ Purdy; Brenda Shewaga; Don Bauer
Cc: Wendy Wildman; Charlsie Moskalyk
Subject: [FWD: ASVA Conference Save-the-Date Notice]
Attachments: ASVA Conf & AGM notice_save the date 2019.pdf

Councillors, FYI - Save-the-date Notice for ASVA Conference.

Heather Luhtala,
Asst. CAO
S.V. of South View
S.V. of Silver Sands
S.V. of Yellowstone
Phone: 587-873-5765
Fax: 780-967-0431
Website: www.wildwillowenterprises.com
Email: administration@wildwillowenterprises.com

----- Original Message -----

Subject: ASVA Conference Save-the-Date Notice
From: ASVA Smith <summervillages@gmail.com>
Date: Mon, June 03, 2019 2:25 pm
To: undisclosed-recipients;

Dear CAO and Council:

We are excited to announce the dates for our fall ASVA Conference: *"Imagine the Possibilities" October 17-18 at the Executive Royal Hotel in Leduc. Please book it in your calendars and provide the attached notice to your Council.*

See you there!

Beverly Smith, BES, MBA-PM
Executive Director, ASVA

b.smith@asva.ca

www.asva.ca

403-506-2744

45



Summer Village of Ross Haven

Box 70, Site 19, RR 1, Gunn, AB., T0E 1A0
Phone (780) 999-6654 Fax 1-866-363-3342
Email: cao@rosshaven.ca

March 9, 2019

Dwight Moskalyk, Administrator
SVLSACE
PO Box 8
Alberta Beach, AB
T0E 0A0

Dear Mr. Moskalyk:

Re: Apportionment of the Membership Requisition Allocations

During the February 23rd, 2019 regular meeting of the Summer Villages of Lac Ste. Anne County East, our Mayor, Louis Belland, expressed a desire to have the manner by which the Membership Requisition Allocations are calculated be reviewed. He noted that the ability to vote on all matters, including those that would indent a specific municipality, are on the one community, one vote basis; where the apportionment of the requisition is per capita based.

Please accept this letter as a formal request to have this matter placed upon the meeting agenda for the next regular meeting of the SVLSACE.

If you require additional clarification, or to discuss the matter, please contact me directly at (780) 999-6654.

Regards,

Tony Sonnleitner, CAO, Summer Village of Ross Haven

(18)

4/6

SVLSACE Requisition Allotment Calculation Options (Presented for June 1st, 2019 Meeting)

OPTION A - LOT COUNT (TOTAL)

Summer Village	Lot Count (Total)	% Lot Count (Total)	\$ of 10,000 Budget
Summer Village of Birch Cove	76	3.09%	\$309
Summer Village of Castle Island	19	0.77%	\$77
Summer Village of Nakamun Park	191	7.76%	\$776
Summer Village of Ross Haven	243	9.87%	\$987
Summer Village of Sandy Beach	357	14.51%	\$1,451
Summer Village of Silver Sands	359	14.59%	\$1,459
Summer Village of South View	136	5.53%	\$553
Summer Village of Sunrise Beach	198	8.05%	\$805
Summer Village of Sunset Point	200	8.13%	\$813
Summer Village of Val Quentin	202	8.21%	\$821
Summer Village of West Cove	304	12.35%	\$1,235
Summer Village of Yellowstone	176	7.15%	\$715
Total	2461	100.00%	\$10,000

OPTION B RESIDENCES (BASED ON ANNUAL SIR)

Summer Village	Residences (Total, 2017 SIR)	% Residences (Total, 2017 SIR)	\$ of \$10,000 Budget
Summer Village of Birch Cove	61	2.94%	\$294
Summer Village of Castle Island	19	0.92%	\$92
Summer Village of Nakamun Park	147	7.09%	\$709
Summer Village of Ross Haven	160	7.72%	\$772
Summer Village of Sandy Beach	280	13.51%	\$1,351
Summer Village of Silver Sands	236	11.39%	\$1,139
Summer Village of South View	96	4.63%	\$463
Summer Village of Sunrise Beach	144	6.95%	\$695
Summer Village of Sunset Point	364	17.57%	\$1,757
Summer Village of Val Quentin	178	8.59%	\$859
Summer Village of West Cove	239	11.53%	\$1,153
Summer Village of Yellowstone	148	7.14%	\$714
Total	2072	100.00%	\$10,000

OPTION C - ASSESSMENT (TOTAL)

Summer Village	Assessment (Total)	% Assessment (Total)	\$ of \$10,000 Budget
Summer Village of Birch Cove	12,024,885	2.68%	\$268
Summer Village of Castle Island	12,011,484	2.68%	\$268
Summer Village of Nakamun Park	33,027,146	7.37%	\$737
Summer Village of Ross Haven	58,991,283	13.16%	\$1,316
Summer Village of Sandy Beach	39,664,359	8.85%	\$885
Summer Village of Silver Sands	53,501,927	11.94%	\$1,194
Summer Village of South View	18,041,037	4.03%	\$403
Summer Village of Sunrise Beach	22,445,602	5.01%	\$501
Summer Village of Sunset Point	64,179,878	14.32%	\$1,432
Summer Village of Val Quentin	48,443,511	10.81%	\$1,081
Summer Village of West Cove	50,761,731	11.33%	\$1,133
Summer Village of Yellowstone	35,116,506	7.83%	\$783
Total	448209349	100.00%	\$10,000

47

OPTION D - ASSESSMENT (RESIDENTIAL)

Summer Village	Assessment (Residential)	% Assessment (Residential)	\$ of \$10,000 Budget
Summer Village of Birch Cove	\$11,976,145	2.69%	\$269
Summer Village of Castle Island	\$11,999,264	2.70%	\$270
Summer Village of Nakamun Park	\$32,892,136	7.39%	\$739
Summer Village of Ross Haven	\$58,534,273	13.15%	\$1,315
Summer Village of Sandy Beach	\$39,077,129	8.78%	\$878
Summer Village of Silver Sands	\$52,460,807	11.79%	\$1,179
Summer Village of South View	\$17,925,517	4.03%	\$403
Summer Village of Sunrise Beach	\$22,303,062	5.01%	\$501
Summer Village of Sunset Point	\$64,012,058	14.38%	\$1,438
Summer Village of Val Quentin	\$48,290,331	10.85%	\$1,085
Summer Village of West Cove	\$50,565,121	11.36%	\$1,136
Summer Village of Yellowstone	\$34,970,726	7.86%	\$786
Total	\$445,006,569	100.00%	\$10,000

OPTION E - POPULATION (BASED ON ANNUAL SIR)

Summer Village	Population (2017 SIR)	% Population	\$ of \$10,000 Budget
Summer Village of Birch Cove	45	2.71%	\$271
Summer Village of Castle Island	10	0.60%	\$60
Summer Village of Nakamun Park	96	5.79%	\$579
Summer Village of Ross Haven	160	9.65%	\$965
Summer Village of Sandy Beach	278	16.77%	\$1,677
Summer Village of Silver Sands	160	9.65%	\$965
Summer Village of South View	67	4.04%	\$404
Summer Village of Sunrise Beach	135	8.14%	\$814
Summer Village of Sunset Point	169	10.19%	\$1,019
Summer Village of Val Quentin	252	15.20%	\$1,520
Summer Village of West Cove	149	8.99%	\$899
Summer Village of Yellowstone	137	8.26%	\$826
Total	1658	100.00%	\$10,000

SUMMARY OF OPTION A - E

Summer Village	A Lot Count	B Residences	C Assessment (Total)	D Assessment (Res.)	E Population	Current Rate (2019)
Summer Village of Birch Cove	\$309	\$294	\$268	\$269	\$271	\$302
Summer Village of Castle Island	\$77	\$92	\$268	\$270	\$60	\$74
Summer Village of Nakamun Park	\$776	\$709	\$737	\$739	\$579	\$743
Summer Village of Ross Haven	\$987	\$772	\$1,316	\$1,315	\$965	\$948
Summer Village of Sandy Beach	\$1,451	\$1,351	\$885	\$878	\$1,677	\$1,389
Summer Village of Silver Sands	\$1,459	\$1,139	\$1,194	\$1,179	\$965	\$1,420
Summer Village of South View	\$553	\$463	\$403	\$403	\$404	\$538
Summer Village of Sunrise Beach	\$805	\$695	\$501	\$501	\$814	\$797
Summer Village of Sunset Point	\$813	\$1,757	\$1,432	\$1,438	\$1,019	\$1,075
Summer Village of Val Quentin	\$821	\$859	\$1,081	\$1,085	\$1,520	\$797
Summer Village of West Cove	\$1,235	\$1,153	\$1,133	\$1,136	\$899	\$1,215
Summer Village of Yellowstone	\$715	\$714	\$782	\$786	\$826	\$704

48

Wendy Wildman

From: Smith, Nicole <nicole.smith@fortisalberta.com>
Sent: May 14, 2019 2:24 PM
To: Wendy Wildman; administration@wildwillowenterprises.com
Cc: Smith, Nicole
Subject: Summer Village South View, Silver Sands, Sunrise Beach - Bylaw Request Information
Attachments: SV of South View Bylaw Request Letter.pdf; South View Site.pdf; Bylaw Draft - Prohibiting Other Persons From Providing Electric Distribution Service South View.docx; SV of Silver Sands Bylaw Request Letter.pdf; Silver Sands Sites.pdf; Bylaw Draft - Prohibiting Other Persons From Providing Electric Distribution Service Silver Sands.docx; SV of Sunrise Beach Bylaw Request Letter.pdf; Sunrise Beach Sites.pdf; Bylaw Draft - Prohibiting Other Persons From Providing Electric Distribution Service Sunrise Beach.docx; AUC Decision 22164-D01-2018.pdf

Good afternoon Wendy,

Follow up to our conversation, please find attached the following documents to proceed with the bylaw request for Council.

- Municipal bylaw request letter
- Copy of AUC decision 22164-D01-2018
- List of sites in your municipality
- Draft Bylaws

*ALSO
53 page
AUC
meeting*

Once you have had a chance to review, please contact me with a bylaw number and when you would like to bring to Council and I can update accordingly.

Thank you and have a great day.

Nicky Smith | Stakeholder Relations Manager - West

FortisAlberta | 360 Carleton Drive, St. Albert, AB T8N 7L3 | ☎ 780.544.3307 | 📠 780.405.9017

FORTIS
ALBERTA

MISSION ZERO
Being at Home
Power to Live

49

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

RE: AUC DECISION 22164-D01-2018 – MUNICIPAL BYLAW REQUEST

On August 8, 2018, FortisAlberta advised the Summer Village of South View (the **Municipality**) that the Alberta Utilities Commission (**AUC** or **Commission**) had confirmed FortisAlberta's exclusive municipal franchise areas in Decision 22164-D01-2018 (**Decision**).³¹ The AUC has now affirmed that decision in Decision 23870-D01-2019, denying EQUUS REA's application for review and variance.³²

You may recall that, in the Decision, the Commission determined that if the Municipality wishes to effect an immediate transfer of any existing Rural Electrification Associations (**REAs**) members and facilities in circumstances where an REA service area overlaps with the boundaries of the municipality, it can pass a bylaw requiring the transfer, or setting out some other timing for when all persons in annexed areas will be required to take service from FortisAlberta, pursuant to section 46 of the *Municipal Government Act*.

FortisAlberta believes that your Municipality should consider passing such a bylaw, as it will ensure that your Municipality collects the applicable franchise fees and linear taxes from its residents. It will also provide your residents with clarity as to the electric distribution service provider within your Municipality.

Accordingly, I am writing to request that the Municipality consider passing a bylaw to prohibit other persons, including REAs, from providing electrical distribution services within the municipality's legal boundaries. I have enclosed a template bylaw for you to review with your municipal council.

I would appreciate the opportunity to meet with you to discuss the template bylaw further. I will be in touch to schedule a meeting.

Thank-you in advance for your consideration.

Regards,



Nicky Smith
Stakeholder Relations Manager
Phone: 780-405-9017 Email: nicole.smith@fortisalberta.com

Enclosures: Section 46 Bylaw Template

³¹ Available online: http://www.auc.ab.ca/regulatory_documents/ProceedingDocuments/2018/22164-D01-2018.pdf.

³² Available online: http://www.auc.ab.ca/regulatory_documents/ProceedingDocuments/2019/23870-D01-2019.pdf

50

**SUMMER VILLAGE OF SOUTH VIEW
BYLAW XX - 2019**

A BYLAW TO PROHIBIT OTHER PERSONS FROM PROVIDING ELECTRIC DISTRIBUTION SERVICE WITHIN THE LEGAL BOUNDARIES OF THE MUNICIPALITY

WHEREAS, pursuant to section 45 of the *Municipal Government Act*, R.S.A. 2000, c. M-26 (the "*Municipal Government Act*"), and as authorized by Municipal Bylaw 196-17, 2017, **Summer Village of South View** (the "**Municipality**") has entered into an Electric Distribution Franchise Agreement with FortisAlberta Inc. (the "**Franchise Agreement**");

WHEREAS, pursuant to the terms of the Franchise Agreement, FortisAlberta Inc. (such party and its successors and permitted assigns hereinafter referred to as "**FortisAlberta**") has been granted the exclusive right to provide electric distribution service within the legal boundaries of the Municipality as altered from time to time (the "**Municipal Franchise Area**") for the term of such agreement;

WHEREAS, the Municipality may, upon the expiration of the Franchise Agreement and subject to the terms of the *Municipal Government Act*, enter into a subsequent or replacement agreement with FortisAlberta or a third party (either such party the "**Subsequent Franchisee**") which grants such Subsequent Franchisee the exclusive right to provide electric distribution service within the Municipal Franchise Area for the term of such agreement (any such agreement or replacement thereof a "**Subsequent Franchise Agreement**");

WHEREAS, the legal boundaries of the Municipality may be altered from time to time after the date this Bylaw is passed, due to municipal annexations or for other reasons;

AND WHEREAS, pursuant to Section 46 of the *Municipal Government Act*, and for the duration of any Franchise Agreement or Subsequent Franchise Agreement (any such agreement an "**Exclusive Franchise Agreement**"), the Municipality wishes to prohibit any person other than FortisAlberta or the Subsequent Franchisee, as the case may be (such party the "**Exclusive Franchisee**"), from providing electric distribution service, or any similar utility service, within the Municipal Franchise Area;

NOW THEREFORE the Council of **Summer Village of South View** in the Province of Alberta, duly assembled, enacts as follows:

Short Title

1. This Bylaw may be referred to as the "**Prohibiting Other Persons From Providing Electric Distribution Service within Municipal Franchise Area Bylaw**"

Prohibiting Other Persons

2. For the duration of any Exclusive Franchise Agreement, any person other than the Exclusive Franchisee shall be prohibited from providing electric distribution service, or any similar utility service, within the Municipal Franchise Area.
3. If, prior to the date that this Bylaw is passed:
 - (a) an alteration of the legal boundaries of the Municipality, through annexation or

51

otherwise, occurred and resulted in the service area of any rural electrification association (as such term is defined in the *Electric Utilities Act*, R.S.A. 2003, c. E-5.1) extending into the Municipal Franchise Area; and

- (b) the service area of such rural electrification association was subsequently altered by Decision 22164-D01-2018 or any other decision, order, or approval of the Alberta Utilities Commission (or otherwise pursuant to applicable law) such that it no longer extends into the Municipal Franchise Area;

then any consumers within the Municipal Franchise Area which are connected to, and take electric distribution service from, such rural electrification association must transfer to, connect to, and take electric distribution service from, the Exclusive Franchisee no later than the ninetieth (90th) day following the date that this Bylaw is passed.

4. If:

- (a) an alteration of the legal boundaries of the Municipality, through annexation or otherwise, occurs after (or occurred prior to) the date that this Bylaw is passed and results in (or resulted in) the service area of any rural electrification association (as such term is defined in the *Electric Utilities Act*, R.S.A. 2003, c. E-5.1) extending into the Municipal Franchise Area; and
- (b) the service area of such rural electrification association is subsequently altered by any decision, order, or approval of the Alberta Utilities Commission (or otherwise pursuant to applicable law) such that it no longer extends into the Municipal Franchise Area (any such alteration, a "**Service Area Alteration**");

then any consumers within the Municipal Franchise Area which are connected to, and take electric distribution service from, such rural electrification association must transfer to, connect to, and take electric distribution service from, the Exclusive Franchisee no later than the ninetieth (90th) day following the date of such Service Area Alteration.

READ a First time in Council assembled this ___ day of _____, 2019.

READ a Second time in Council assembled this ___ day of _____, 2019.

READ a Third time in Council assembled this ___ day of _____, 2019.

Sandra Benford, Mayor

**Wendy Wildman,
Chief Administrative Officer**

52

Municipality Nam	Stakeholder Relations Manager	Municipality Type	REA Affected	Tap Number 1	Land Location
South View	Nicky Smith	Summer Village	EQUS REA Ltd.	unknown	NW-10-54-5-5

53

Analysis: INCOME STATEMENT SOUTH VIEW

00000000

Description	BUDGET	2019 ACTUAL	VARIANCE
INCOME STATEMENT SOUTH VIEW	(1)	(2)	(3)
Period 1: --- Begin	01Jan2019	01Jan2019	01Jan2019
End	31Dec2019	31May2019	31Dec2019
--- Type	B	A	B
(less) --- Begin	000000000	000000000	01Jan2019
Period 2: --- End	000000000	000000000	31May2019
--- Type			A
Ratios: % of Account			
Graphs: # of Columns, Scale	0 0	0 0	0 0

Description	BUDGET	2019 ACTUAL	VARIANCE
REVENUE			
TAXATION			
RESIDENTIAL TAX- (MUNICIPAL)	132,629.45	132,563.09	66.36
RESIDENTIAL TAX- (SCHOOL)***	42,964.94	42,943.40	21.54
VACANT RES TAX- (MUNICIPAL)	9,027.33	9,027.38	0.05-
VACANT RES TAX- (SCHOOL)***	2,924.38	2,924.38	0.00
LINEAR TAX- (MUNICIPAL)	2,521.10	2,521.11	0.01-
LINEAR TAX- (SCHOOL)***	434.36	434.36	0.00
LINEAR TAX- (DIP)	10.07	10.07	0.00
COMMERCIAL TAX- (MUNICIPAL)	0.00	0.00	0.00
COMMERCIAL TAX- (SCHOOL)	0.00	0.00	0.00
SENIOR'S FOUNDATION	3,886.56	3,884.71	1.85
MINIMUM TAX UPCHARGE (\$1025)	31,494.18	31,494.13	0.05
SPECIAL TAX (LAGOON-\$45\123)	5,535.00	5,535.00	0.00
TOTAL TAXES	231,427.37	231,337.63	89.74
OTHER INCOME\GRANTS			
PENALTIES & COSTS ON TAXES	7,900.94	6,125.72	1,775.22
INVESTMENT INCOME (INTEREST)	1,500.00	2,689.45	1,189.45-
CONDITIONAL GRANT (MSI-O)	8,155.00	0.00	8,155.00
CONDITIONAL GRANT (MSI-C)	0.00	0.00	0.00
CONDITIONAL GRANT (FGTF)	0.00	0.00	0.00
OTHER	0.00	0.00	0.00
SPECIAL PROJECTS INCOME	56,229.00	0.00	56,229.00
CAPITAL PROJECTS INCOME	107,290.00	0.00	107,290.00
ADMIN			
SALES OF GOODS & SERVICES	0.00	0.00	0.00
TAX CERTIFICATES	100.00	75.00	25.00
N.S.F. FEES	0.00	0.00	0.00
FORTIS FRANCHISE FEE	1,000.00	551.71	448.29
TRANSFER FROM RESERVE	0.00	0.00	0.00
ANIMAL CONTROL			
BY-LAW FINES	0.00	0.00	0.00
PUBLIC WORKS\COMMON SERVICES			
LARGE BIN (EVERY 2ND YEAR)	2,400.00	0.00	2,400.00
SALE OF TCA	0.00	0.00	0.00

Description	BUDGET	2019 ACTUAL	VARIANCE
-------------	--------	-------------	----------

54

Analysis: INCOME STATEMENT SOUTH VIEW

00000000

Description	BUDGET	2019 ACTUAL	VARIANCE
TRANSFER FROM RESERVE	0.00	0.00	0.00
PARKS & RECREATION			
LAKE WEEDS COST RECOVERY	3,550.00	0.00	3,550.00
CONDITIONAL GRANT- (FCSS)	3,508.00	2,200.00	1,308.00
TRANSFER FROM RESERVE	0.00	0.00	0.00
PLANNING & DEVELOPMENT			
SAFETY CODE PERMIT FEES	500.00	107.14	392.86
DEVELOPMENT PERMITS	500.00	1,085.00	585.00
TOTAL REVENUE	424,060.31	244,171.65	179,888.66
REQUISITIONS			
SENIOR FOUNDATION	3,886.56	0.00	3,886.56
UNDER\OVER UTILIZED LEVY	0.00	0.00	0.00
SCHOOL	46,323.68	11,580.92	34,742.76
UNDER\OVER UTILIZED LEVY	0.00	0.00	0.00
DIP	10.07	0.00	10.07
UNDER\OVER UTILIZED LEVY	0.00	0.00	0.00
TOTAL REQUISITIONS	50,220.31	11,580.92	38,639.39
NET REVENUE FOR MUN PURPOSES	373,840.00	232,590.73	141,249.27

55

Analysis: EXPENSE STATEMENT SOUTH VIEW

00000000

Description	BUDGET	2019 ACTUAL	VARIANCE
EXPENSE STATEMENT SOUTH VIEW	(1)	(2)	(3)
Period 1: --- Begin	01Jan2019	01Jan2019	01Jan2019
Period 1: --- End	31Dec2019	31May2019	31Dec2019
(less) --- Type	B	A	B
Period 2: --- Begin	000000000	000000000	01Jan2019
Period 2: --- End	000000000	000000000	31May2019
--- Type			A
Ratios: % of Account			
Graphs: # of Columns,Scale	0 0	0 0	0 0
Description	BUDGET	2019 ACTUAL	VARIANCE
COUNCIL			
DEVELOPMENT	1,500.00	165.00	1,335.00
MEETING FEES	7,000.00	1,884.60	5,115.40
DEDUCTIONS (EI\CPP\TAX)	0.00	0.00	0.00
MONTHLY REIMBURSE(\$140\MTM)	5,040.00	1,495.00	3,545.00
TRAVEL & SUBSISTANCE	6,500.00	1,264.07	5,235.93
SVLSACE COMMITTEE FEES	662.00	596.09	65.91
EMERGENCY MGMT MTG FEES	2,500.00	3,113.00	613.00
PUBLIC RELATIONS & PROMO	250.00	0.00	250.00
TOTAL	23,452.00	8,517.76	14,934.24
ADMINISTRATION			
ELECTION & CENSUS	0.00	0.00	0.00
ADMINISTRATOR CONTRACT (2%)	37,579.00	12,526.40	25,052.60
WCB	200.00	200.00	0.00
TRAVEL & SUBSISTANCE	2,000.00	1,254.48	745.52
POSTAGE\PHONE\STORAGE	2,500.00	750.75	1,749.25
ADVERTISING & PRINTING	2,000.00	454.72	1,545.28
MEMBERSHIP DUES	2,500.00	1,378.25	1,121.75
AUDITOR	3,300.00	3,400.00	100.00
ASSESSMENT	5,080.00	2,540.00	2,540.00
ASSESSMENT REVIEW BOARD	100.00	0.00	100.00
SDAB BOARD	300.00	0.00	300.00
LEGAL	1,500.00	820.00	680.00
INSURANCE	3,300.00	3,024.47	275.53
GENERAL OFFICE SUPPLIES	0.00	0.00	0.00
COMPUTER SUPPORT	1,250.00	1,250.00	0.00
PUBLIC RELATIONS & PROMO	0.00	0.00	0.00
BANK CHARGES\PENALTIES	200.00	31.47	168.53
LAND TITLE CHARGES	100.00	20.00	80.00
TAX REBATES\CANCELLATIONS	0.00	0.00	0.00
INTEGRITY COMMISSIONER	1,000.00	1,000.00	0.00
TRANS. TO RES\DEF.REV.	0.00	0.00	0.00
TOTAL	62,909.00	28,650.54	34,258.46
PUBLIC WORKS\ROADS			
WAGES (INCL.STEP)	0.00	0.00	0.00
PAYROLL DEDUCTIONS	0.00	0.00	0.00
CONTRACTED SERVICES	1,700.00	0.00	1,700.00
SNOW REMOVAL\GRADING\SANDIN	7,000.00	3,820.00	3,180.00
Description	BUDGET	2019 ACTUAL	VARIANCE

56

Analysis: EXPENSE STATEMENT SOUTH VIEW

00000000

Description	BUDGET	2019 ACTUAL	VARIANCE
STREET SWEEPING	1,200.00	0.00	1,200.00
REPAIRS\POTHOLES\CRACKFILL	2,600.00	0.00	2,600.00
SUPPLIES	700.00	0.00	700.00
SIGNS	200.00	0.00	200.00
STREET LIGHTS	12,000.00	3,224.99	8,775.01
TRANS. TO RES\DEF.REV.	0.00	0.00	0.00
TOTAL	25,400.00	7,044.99	18,355.01
DRAINAGE			
GENERAL SUPPLIES	0.00	0.00	0.00
DRAINAGE STUDY	0.00	0.00	0.00
TRANS. TO RES\DEF.REV.	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
TRANS. TO RES\DEF.REV.	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00
SOLID WASTE COLLECTION			
COLLECTION (CALAHOO)	7,350.00	2,910.00	4,440.00
LARGE BIN (EVERY 2 YEARS)	4,000.00	0.00	4,000.00
COMMISSION (HWY 43)	0.00	0.00	0.00
TRANS TO RES\DEF.REV.	0.00	0.00	0.00
TOTAL	11,350.00	2,910.00	8,440.00
PLANNING & DEVELOPMENT			
D.O. CONTRACT	4,200.00	1,400.00	2,800.00
D.O. MEETINGS\MILEAGE	1,500.00	0.00	1,500.00
DEVELOPMENT PERMITS	500.00	250.00	250.00
DEVELOPMENT ENFORCEMENT	2,000.00	341.50	1,658.50
MUNICIPAL PLANNING	500.00	0.00	500.00
SAFETY CODES ADMIN	1,000.00	0.00	1,000.00
TOTAL	9,700.00	1,991.50	7,708.50
LIBRARIES			
GRANT TO LIBRARIES (YRL)	289.00	144.05	144.95
TOTAL	289.00	144.05	144.95
FAMILY & COMMUNITY SUPPORT SER			
FCSS	4,385.00	4,385.00	0.00
TRANS TO RES\DEF.REV.	0.00	0.00	0.00
TOTAL	4,385.00	4,385.00	0.00
RECREATION & PARKS			
TREE REMOVAL	3,000.00	0.00	3,000.00
GRASS CUTTING (2021)	22,000.00	4,203.76	17,796.24
SPRING\FALL CLEAN UP	3,000.00	1,834.01	1,165.99
PORTA-POTTY (JUN-OCT)	1,000.00	0.00	1,000.00
EQUIP & SUPPL(FUEL, STRING)	0.00	0.00	0.00
WEED INSPECTIONS	250.00	0.00	250.00
Description	BUDGET	2019 ACTUAL	VARIANCE

57

Analysis: EXPENSE STATEMENT SOUTH VIEW

00000000

Description	BUDGET	2019 ACTUAL	VARIANCE
LAKE WEED CUTTING (LIAMS)	4,852.00	0.00	4,852.00
EAST END BUS	300.00	0.00	300.00
TRANS TO RES\DEF.REV.	0.00	0.00	0.00
TOTAL	34,402.00	6,037.77	28,364.23
136 PARCELS\FIRE			
FIRE SUPPRESSION FEES	12,500.00	6,005.82	6,494.18
CPO (\$6,615 & MILEAGE)	8,500.00	2,077.38	6,422.62
ANIMAL CONTROL	0.00	0.00	0.00
LIBRARY (LOCAL)	1,000.00	0.00	1,000.00
RECREATION	0.00	0.00	0.00
ADMINISTRATION	0.00	0.00	0.00
TOTAL	22,000.00	8,083.20	13,916.80
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
RESERVE ACCOUNTS			
SUSTAIN.RESERVE(79%MSI-O)	6,449.00	0.00	6,449.00
TREE REMOVAL RESERVE	1,000.00	0.00	1,000.00
SNOW REMOVAL RESERVE	500.00	0.00	500.00
LEGAL RESERVE	1,000.00	0.00	1,000.00
ELECTIONS RESERVE	750.00	0.00	750.00
LARGE BIN RESERVE	1,200.00	0.00	1,200.00
LAGOON\SEWER-123LOTS	5,535.00	0.00	5,535.00
TOTAL	16,434.00	0.00	16,434.00
SPECIAL PROJECTS			
PARK RESERVE SUBDIVISION	3,125.00	10,606.00	7,481.00-
BYLAW\POLICY\BUDGETS\MDP'S	41,104.00	0.00	41,104.00
BYLAW\POLICY-SV CONTRIB-3YR	0.00	0.00	0.00
BYLAW\POLICY-ALL SV CONTR	0.00	0.00	0.00
FLOWERING RUSH	2,000.00	0.00	2,000.00
BRUSH CLEARING (FIRESMART)	10,000.00	0.00	10,000.00
TOTAL	56,229.00	10,606.00	45,623.00
CAPITAL PROJECTS			
PROJECT- PAVING (RAILWAY)	20,000.00	0.00	20,000.00
PROJECT- BOAT LAUNCH (MSI)	5,000.00	0.00	5,000.00
PROJECT- PARK (RECOG-MSI)	3,200.00	0.00	3,200.00
PROJECT- 6PAVED SPEED BUMPS	4,590.00	0.00	4,590.00
PROJECT- SPEED INDICATOR	6,500.00	0.00	6,500.00
PROJECT- WATER TANK (FUTURE)	0.00	0.00	0.00
PROJECT- WILD (53K+15K)	68,000.00	0.00	68,000.00
PROJECT-	0.00	0.00	0.00
PROJECT-	0.00	0.00	0.00
PROJECT-	0.00	0.00	0.00
PROJECT-	0.00	0.00	0.00
PROJECT-	0.00	0.00	0.00
TRANS. TO RESERVES\DEF.REV	0.00	0.00	0.00
Description	BUDGET	2019 ACTUAL	VARIANCE

58

Analysis: EXPENSE STATEMENT SOUTH VIEW

00000000

Description	BUDGET	2019 ACTUAL	VARIANCE
TOTAL	107,290.00	0.00	107,290.00
TOTAL EXPENSES	373,840.00	78,370.81	295,469.19

59

Wendy Wildman

From: municipalservicesandlegislation@gov.ab.ca
Sent: June 14, 2019 8:59 AM
To: Wendy Wildman
Subject: Minister of Municipal Affairs Letter on Key Priorities & Liquor Consumption in Municipal Parks
Attachments: Attachment 1_News Release_ Liquor Rules Relaxed.pdf; Attachment 2_Regulations on Liquor Consumption in Municipal Parks.pdf; Letter from Minister Madu - June 14 2019.pdf

Sending on behalf of Minister of Municipal Affairs Kaycee Madu

Please find enclosed a letter with attachments from Minister Madu on key priorities and commitments, including specific information on liquor consumption in municipal parks.

No hard copy to follow.

60

Liquor ban quashed and rules relaxed

May 16, 2019 [Media inquiries](#)

Liquor constraints will be relaxed in Alberta starting this May long weekend.

Premier Jason Kenney and Environment and Parks Minister Jason Nixon are pushing back against the excesses of the nanny state and the 'War on Fun.' Beginning this May long weekend, the liquor ban imposed on eight remaining provincial parks will be lifted. Moving forward, this government is committed to remove unnecessary red tape for festival organizers hosting events in municipalities and provincial parks. Relaxed liquor regulations will also extend to select provincial park day use area picnic sites later this summer.

"It's time to lift prohibition-era restrictions around liquor consumption in Alberta and give responsible adults the freedom to act responsibly. This is part of our plan to take bold, decisive steps to reduce regulatory burden on business and not-for-profit festival organizations. We will take Alberta from being the most over-regulated to the freest economy in Canada."

Jason Kenney, Premier

Alberta Gaming, Liquor and Cannabis regulations have been clarified to allow event organizers the flexibility to serve drinks where they see fit on festival grounds. Albertans will be able to responsibly enjoy the environment festival organizers wish to create. The same strategy is being applied to festivals and events in provincial parks by making approvals for liquor licences less restrictive.

This May long weekend, the liquor ban will be lifted at Aspen Beach, Miquelon Lake, Garner Lake, Dillberry Lake, Pigeon Lake, Whitney Lakes, Jarvis Bay and Wabamun provincial parks. There is no ban in place in Alberta Parks' other

(61)

provincial campgrounds.

Historically, there has been a liquor ban only over the May long weekend and only in select provincial parks.

“The vast majority of Albertans who enjoy our provincial parks do so responsibly. We should not punish the majority of responsible campers through liquor bans because of the past behaviour of a few bad characters.”

Jason Nixon, Minister of Environment and Parks

Rules and regulations around quiet times, excessive noise and appropriate behaviour continue to be in place and will be enforced as they are in Alberta Parks’ other campgrounds. Enforcement staff will shift their focus from enforcing the previous liquor ban to addressing negative behaviour. Liquor consumption in provincial campgrounds is restricted to adults and in campsites only.

Relaxing liquor constraints in municipalities and provincial parks is a commitment under government’s Red Tape Reduction strategy and a change to make the lives of Albertans better.

62

Regulations on liquor consumption in Municipal parks

Additional information for Alberta municipalities

Overview

Alberta's *Gaming, Liquor and Cannabis Act* provides park owners, including municipalities, with the flexibility to enable public consumption of alcohol under certain conditions. In essence, these conditions enable a municipality to designate picnic areas where alcohol and food can be consumed together.

Provisions of the Act

The specific provisions in the Act are set out below:

Public place

- 89 (1) Except as provided in this Act, no person may use or consume liquor in a public place or any place other than a residence, temporary residence, licensed premises or a place or class of place prescribed in the regulations where liquor may be used or consumed.
- (2) Despite subsection (1), a person may consume liquor with food in a public park in a picnic area designated by the owner or operator of the public park during the hours designated by the owner or operator if a sign is posted that
- (a) states that a person may consume liquor with food in the designated picnic area,
 - (b) sets out the designated picnic area, and
 - (c) sets out the hours when liquor may be consumed with food.
- (3) A person must stop consuming liquor in a designated picnic area if a peace officer on reasonable and probable grounds believes that the person is intoxicated or is not consuming food while consuming liquor in a designated picnic area and the peace officer.

Most municipalities address these situations within local bylaws governing municipal parks. The Government of Alberta encourages all municipalities to evaluate whether more relaxed provisions regarding alcohol consumption in municipal parks make sense for your community, and if so to consider making changes to your policies and bylaws to implement these changes.



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Edmonton - South West*

AR97300

June 14, 2019

TO ALL ALBERTA MAYORS, REEVES AND COUNCILS:

Within the past several weeks, I have been blessed with two tremendously important honours. Firstly, on April 16, the people of Edmonton-South West entrusted me to represent them in the Legislative Assembly for the next four years as the MLA for Edmonton-South West. Secondly, on April 30, Premier Kenney appointed me as the Minister of Municipal Affairs, with a mandate to work with all of you in returning jobs and prosperity to our great province.

I am humbled and honoured by these opportunities, and I am looking forward to meeting many of you over the coming months, hearing about what matters to you and your communities, and working with you to achieve our shared objectives.

You will likely understand that much of my focus, and that of my Cabinet colleagues, will be on delivering the many important commitments we have made to Albertans during the recent election campaign. As Minister of Municipal Affairs, some of my key priorities will include:

- Working with the Minister of Finance to deliver on the municipal funding amounts promised for this year, and to work with your municipal associations to develop a long-term municipal funding program;
- Working with the Solicitor General to engage municipalities in discussions on the province's funding formula for police services, including any burden imposed on local law enforcement resulting from the federal legalization of cannabis;
- Cutting provincial regulation and paperwork for Alberta municipalities, so you can pass those savings on to your local taxpayers; and

.../2

64

- Working with municipalities to attract investment and create jobs through measures such as facilitating pre-approved industrial zones and enabling municipal property tax incentives.


There are a number of other priorities we will be working on over the coming months, but this gives you a sense of the work I expect to do in partnership with you.

Before I close, I want to draw to your attention recent action the Government of Alberta has taken to make it easier for responsible adults to drink alcohol in provincial parks. These changes came into effect just in time for the recent May long weekend, and the feedback received so far has been overwhelmingly positive.

I would like to encourage you as municipal leaders to follow the province's lead in reducing unnecessary regulation in your own municipal parks. Through your local bylaws, you already have authority under the *Gaming, Liquor and Cannabis Act* to enable responsible alcohol consumption within your parks. More detail on this initiative is available in the documents attached to this letter.

As we move forward, we have much work ahead of us. I am excited about the opportunities for us to work together to restore jobs and prosperity to Alberta, and I am genuinely looking forward to meeting and working with all of you.

Sincerely,



Kaycee Madu
Minister

Attachments:

1. Copy of GOA News Release on Liquor Rules
2. Additional Information for Alberta Municipalities

65

Town of Mayerthorpe

Report Range : 2019/04/01 0000 to 2019/04/30 2359 Report Title : SOUTHVIEW DAILY EVENTS

4/16/2019

TOWN OF MAYERTHORPE

Events:	
Date/Time	Officer
	Backup Officers
	Group
Event	
Location	

2019/04/16 1130 DAWN, DWIGHT
2019/04/16 1300 TOWN OF MAYERTHORPE

GENERAL PATROL
SOUTHVIEW
SUMMER VILLAGE

PATROLLED THE VILLAGE AND RADAR ON MAIN ROAD BUT ONLY 2 VEH'S THROUGH. SKIDSTEER WITH SWEEPER ATTACHED DROVE BY ME BOTH DIRECTIONS ABOUT 10 TIMES BUT DIDN'T HAVE THE SWEEPER DOWN, IT WAS SO MANY TIMES I ALMOST STOPPED HIM TO ASK, BECAUSE IT WAS TRULY STRANGE AND OUT OF THE ORDINARY.

4/27/2019

TOWN OF MAYERTHORPE

Events:	
Date/Time	Officer
	Backup Officers
	Group
Event	
Location	

2019/04/27 1600 DAWN, DWIGHT
2019/04/27 1730 TOWN OF MAYERTHORPE

GENERAL PATROL
SOUTHVIEW
SUMMER VILLAGE

PATROL THE VILLAGE BUT AS WITH THE REST VERY QUIET WITH THE HEAVY SNOW AND COOL WEATHER, DIDN'T SEE ONE VEHICLE, PATROLLED VILLAGE AND RADAR

4/29/2019

TOWN OF MAYERTHORPE

Events:	
Date/Time	Officer
	Backup Officers
	Group
Event	
Location	

666

2019/04/29 1500
2019/04/29 1630

DAWN, DWIGHT

TOWN OF MAYERTHORPE

GENERAL PATROL
SOUTHVIEW
SUMMER VILLAGE

PATROL VILLAGE ROADS CHECKING ON SECURITY OF HOMES, AND RADAR ON WEST SIDE OF MAIN ROAD AND ON
THE EAST END FROM A SIDE ROAD

Total Events: 3

67

Town of Mayerthorpe

Report Range : 2019/05/01 0000 to 2019/05/31 2359 **Report Title :** SOUTHVIEW DAILY EVENTS

5/10/2019

TOWN OF MAYERTHORPE

Events:	
Date/Time	Officer
	Backup Officers
	Group
Event	
Location	

2019/05/10 1500 DAWN, DWIGHT
2019/05/10 1630 TOWN OF MAYERTHORPE

GENERAL PATROL
SOUTHVIEW
SUMMER VILLAGE
PATROLLED VILLAGE MONITORING HOMES, RADAR ON WIKSTROM, BUT ONLY A COUPLE VEHICLES BEHAVING LIMITS

5/17/2019

TOWN OF MAYERTHORPE

Events:	
Date/Time	Officer
	Backup Officers
	Group
Event	
Location	

2019/05/17 1630 DAWN, DWIGHT
2019/05/17 1800 TOWN OF MAYERTHORPE

GENERAL PATROL
SOUTHVIEW
SUMMER VILLAGE
PATROLLED VILLAGE, ONLY A FEW PEOPLE OUT FOR THE WEEKEND SO FAR, ONE CAR PASSED THROUGH

5/18/2019

TOWN OF MAYERTHORPE

Events:	
Date/Time	Officer
	Backup Officers
	Group
Event	
Location	

2019/05/18 2230 DAWN, DWIGHT
2019/05/19 0000

105

TOWN OF MAYERTHORPE

GENERAL PATROL
SOUTHVIEW
SUMMER VILLAGE

A FEW FOLKS OUT HAVING FIRES,BUT VILLAGE PRETTY QUIET WITH NO LOUD PARTIES. QUIET IN THE CAMPGROUND

5/22/2019

TOWN OF MAYERTHORPE

Events:	
Date/Time	Officer
	Backup Officers
	Group
Event	
Location	
2019/05/22 1330	DAWN, DWIGHT
2019/05/22 1500	TOWN OF MAYERTHORPE

GENERAL PATROL
SOUTHVIEW
SUMMER VILLAGE

PATROL VILLAGE, PRETTY QUIET TODAY, A FEW PEOPLE OUT ENJOYING THE 20 DEGREE WEATHER, BUT ZERO FOR TRAFFIC. RESIDENCES LOOKED SECURE

5/30/2019

TOWN OF MAYERTHORPE

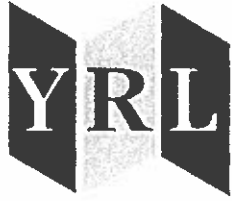
Events:	
Date/Time	Officer
	Backup Officers
	Group
Event	
Location	
2019/05/30 1230	DAWN, DWIGHT
2019/05/30 1400	TOWN OF MAYERTHORPE

GENERAL PATROL
SOUTHVIEW
SUMMER VILLAGE

PATROL VILLAGE CHECKING ON RESIDENCES AND RADAR ON WIKSTROM. MORE VEHICLE TRAFFIC TODAY. SPEEDS WERE PRETTY GOOD, BUT DID ISSUE A SPEEDING TICKET

Total Events: 5

69



YRL Board Executive Committee Highlights

May 13, 2019

Infrastructure Expenditures

- The infrastructure grant expenditures are almost finished with the following completed:
 - LED lights installed inside and out.
 - New hot water tank.
 - Boiler system updated.
 - Shipping, receiving and dock areas fully remodeled.
 - Bibliographic Services staff desks moved; new cubicle dividers installed.
 - Energy-efficient windows and semi-private roller blinds installed throughout.
 - Boardroom carpet replaced, and additional network and power installed.
 - Soffits and landscape curbing replaced.
 - Washrooms refurbished.
- Pending projects include paving/more curb work and construction of the garage.
 - The garage quotes and holdback were higher than anticipated.
 - The projects will come in close to the granted budget amount; however, there may be some unforeseen costs related to the final two activities.
- The committee approved a capital reserves expenditure not to exceed \$20,000 to cover any cost overages associated with the infrastructure improvements.

Staff Request

- After being in-camera, the committee approved a one year leave without pay request.

Draft 2020 Budget Direction

- Administration is preparing the draft 2020 budget with projections for 2021 and 2022.
- The first draft will be presented to the committee in August and again in early September, if modifications are needed, before going to the board for information in late September and for approval in November.

Organizational Review – Dr. Margaret Law

- Dr. Law provided her background and the process she will use for the review.
- The final report, including findings, resulting recommendations and implementation guidelines, will be presented to the committee in August and the board in September.

Advocacy

- Board Chair Hendrik Smit contacted the board chair and CEO/director of the other 15 libraries (nodes) that comprise the Alberta Provincial Public Library Network.
 - A one-page library advocacy document was created for use provincially.

70

- A welcome letter from the 16 library node board chairs was sent to the Honourable Kaycee Madu, Minister of Municipal Affairs.
- The Alberta Library (TAL) is presenting an advocacy webinar this month.
 - A recording of the webinar will be available online afterward.

Annual Review: Policy Manual & Emergency Response and Business Continuity Plan

- The policy manual and emergency plan reviews were postponed as revisions may be proposed in the organizational review recommendations.

2019-2021 Plan of Service Workplan Status

- The managers and chair updated the workplan status action items and provided a summary of meetings/events attended.

Financial Statements

- The first quarter statements were reviewed; there were no anomalies.

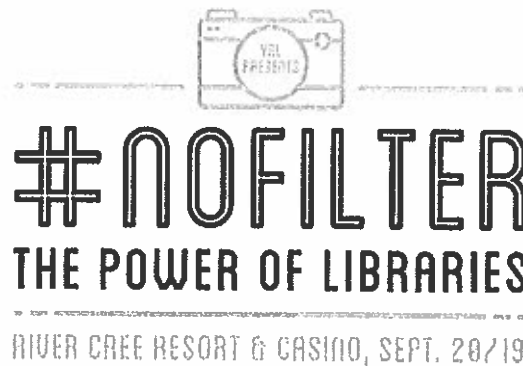
New YRL Website

- Client Services Librarian Jocie Wilson gave a demonstration of the new YRL website that will be launching soon.

2019 MEETING AND CONFERENCE DATES

YRL Board Meeting.....	10:00 to 1:00, Monday, June 17
YRL Board Executive Committee Meeting	10:00 to 1:00, Monday, Aug. 26
YRL Board Executive Committee Meeting	10:00 to 1:00, Monday, Sept. 9
<u>YRL Conference</u> , River Cree Resort & Casino	9:00 to 4:15, Friday, Sept. 20

Registration is now open! The early bird deadline is Friday, June 14.



YRL Board Meeting.....	10:00 to 1:00, Monday, Sept. 30
YRL Board Organizational Meeting.....	10:00 to 1:00, Monday, Nov. 25
YRL Board Executive Committee Meeting	10:00 to 1:00, Monday, Dec. 16

71



Town of Onoway

Box 540, Onoway, AB T0E 1V0

April 25, 2019

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

RE: Family & Community Support Services (FCSS) Grant (2019)

To Whom It May Concern,

Congratulations! Your organization has been approved to receive FCSS grant funding for the 2019 year in the amount of \$300.00. Final Accounting documentation will need to be filed with our office by **January 30, 2020**.

This year our office will require additional information regarding your FCSS programs held. Attached is a new final accounting form as well as a survey. The survey is for you to photocopy and have your participants fill it out. You **do not** need to return these completed surveys to our office – but you will need them to complete and record the final accounting form. This is a new process, so please contact myself for further explanation.

As FCSS funding does have provincial regulations which must be adhered to this funding must be spent by **December 31, 2019**, and there is a requirement for final accounting and evaluation. All external agencies receiving FCSS funding are required to recognize this funding by way of any public service announcements and/or any promotional material (i.e. this program is partially funded by the S.V. of South View). It is your responsibility as a recipient of these FCSS funds to ensure these funds are spent in accordance with the Provincial FCSS mandate, which you can access by going to www.onoway.ca, or call Shelley at the Town of Onoway office.

Any questions or comments about this grant, or to discuss eligible projects, please direct your inquiry to the undersigned (780)967-5338. On behalf of the Municipalities involved, we wish you success with your program/event and thank-you for taking the initiative to make this happen.

Sincerely,

Shelley Vaughan
FCSS Coordinator
Town of Onoway

72

Please take a few moments to complete this evaluation form. Your input is valuable to us in evaluating the Difference FCSS makes in our community.

Please check all that apply

<p>1. I learned about this Project</p> <ul style="list-style-type: none"><input type="checkbox"/> Community Bulletin Board<input type="checkbox"/> Community Poster<input type="checkbox"/> A Friend<input type="checkbox"/> Another Community member<input type="checkbox"/> FCSS Staff<input type="checkbox"/> Other	<p>2. I decided to attend to:</p> <ul style="list-style-type: none"><input type="checkbox"/> Meet up with friends<input type="checkbox"/> Meet new people<input type="checkbox"/> Get information<input type="checkbox"/> Get information about FCSS Programs & Services<input type="checkbox"/> Get information about Programs & Services<input type="checkbox"/> <p>Other: _____</p>
---	---

This Community project has:

3. helped me to feel welcome in my neighborhood/community.

Strongly Disagree Disagree Somewhat Disagree Agree Somewhat Agree Strongly Agree
1-----2-----3-----4-----5-----6

4. has helped me to feel connected to my neighborhood/community.

Strongly Disagree Disagree Somewhat Disagree Agree Somewhat Agree Strongly Agree
1-----2-----3-----4-----5-----6

5. helped me feel a sense of belonging in my neighborhood/community

Strongly Disagree Disagree Somewhat Disagree Agree Somewhat Agree Strongly Agree
1-----2-----3-----4-----5-----6

6. Please share your comments

F.C.S.S. hopes you had an enjoyable day, thank you for attending and completing this survey.

72

FCSS Administered by Town of Onoway

Indirect Program

FCSS Year End Summary Report

Program Name: Connecting and Engaging Community

Date: 20__

Primary Target Population
Community Members

Total # of _____ Participants served in a year: _____

Volunteer involvement related to this program only: (if applicable)

of volunteers: _____ # of volunteer hours: _____

Outcome Statement	Measure:	Measures Bank Number:	Alignment with FCSS Outcomes Model: Chart of Outcomes and Indicators:	Data [from each measure] to report after you survey	Strategic Direction
Community members feel welcome in their community	[Insert name] helped me to feel welcome in my neighborhood/comm unity.	PM6	COMMUNITY OUTCOME 1 <i>The community is connected and engaged..</i> <i>Indicator: Social Engagement</i>	Total # of Community members: # completing the tool: # completing measure: # experiencing a positive change: % of positive change	SD5 provide supports that help sustain people as active participants in the community
Community members feel a sense of belonging to their community	This program has helped me to feel a sense of belonging n my neighbourhood/com munity.	PM4	INDIVIDUAL OUTCOME 2 <i>Individuals are connected with others.</i> <i>Indicator: Trust and Belonging</i>	Total # of Community members: # completing the tool: # completing measure: # experiencing a positive change: % of positive change:	SD3 help people to develop interpersonal and group skills which enhance constructive relationships among people
Community members feel connected to the people in their community	[Insert name] has helped me to feel more connected to the people in my neighborhood/commu nity.		COMMUNITY OUTCOME 1 <i>The community is connected and engaged.</i> <i>Indicator: Social Engagement</i>	Total # of Community members: # completing the tool: # completing measure: # experiencing a positive change: % of positive change	SD3 help people to develop interpersonal and group skills which enhance constructive relationships among people

74

Identify Measurement Tool(s) Used: Survey	When Measurement Tool(s) Used: Post-Only : After Activities	
Continuous Quality Improvement:		
After analyzing the information, should we continue with this program? Why or why not?	Describe Changes to be made (if any):	Describe the Successes of the program

ACTUAL BUDGET		
REVENUE:		
FCSS Grant Funding	\$	
Other Funding Sources	\$	
	\$	
	\$	
Total Revenue:		\$
EXPENDITURES:		
Program/Project Materials	\$	
Speaker/Presenter Expenses	\$	
Advertising/Promotions	\$	
Telephone/Postage/copying	\$	
Facility Rentals	\$	
Other Costs: Nutritional expenses	\$	
Administration/Coordination	\$	
Program Coordinator & Rev Canada Remit [if applicable]	\$	
		\$
Total Expenditures		\$
Surplus (Deficit)		

Should there be any unexpended FCSS Grant funds, Please complete this section:	
What occurred that resulted in funds not being expended?	
What plans do you have for the unexpended funds?	
What timeline will be required to expend the funds?	

<p>I acknowledge that the information contained within this Year End Summary Report accurately depicts the activities and results of this program/project. I understand that I may be requested to make a final presentation on this program/project.</p>		
_____	_____	_____
Print Name	Authorized Signature	Date

FOR Office USE ONLY:		
Date Received:	<input type="checkbox"/> By Mail <input type="checkbox"/> By Email <input type="checkbox"/> Hand Delivered	Future Recommendations: Other Notes:

SUBMIT COMPLETED YEAR END SUMMARY REPORT TO:

7b

Please:

1. Submit one original signed copy of the Year End Summary Report (via mail or drop-off at the office)
Town of Onoway Contact: Shelley Vaughan Email: shelley@onoway.ca Phone:780-967-5338

The deadline for submitting this Year End Summary Report is **January 31, 20_____** *(of the following year)*