

**SUMMER VILLAGE OF SUNRISE BEACH
AGENDA**

Tuesday, February 26, 2019 – commencing at 6:30 p.m.

1. Call to order
2. Agenda a) Tuesday, February 26, 2019 Regular Council Meeting
 (additions & deletions)
3. Minutes: 1-5 a) Tuesday, January 22, 2019 Regular Council Meeting
4. Appointments: n/a
5. Business:
 - a) Draft 2019 Operating and Capital Budget – to be distributed at meeting time, this will be our second look at our draft 2019 however this budget will look different to you as we are using the new computer program and produces budgets within the program . We will review this budget in detail at meeting time, and continue to review it at each meeting until it is approved in April (*Accept the draft 2019 budget for information*).
 - b) Wastewater Effluent Disposal – Town of Onoway, Wendy Wildman Chief Administrative Officer, letter dated January 28, 2019 in regards to wastewater effluent disposal. The Town of Onoway's Council approved a two year extension to the existing agreement ending in April 30th, 2021. The disposal fee will remain at \$30.00/load for 2019 and the fee will be reconsidered in 2020. The approval is conditional on one service provider being Super Sucker and they will have to provide monthly reporting. (*Approve agreement and authorize execution or some other direction as given by Council*).
 - c) Lac Ste Anne East End Bus Society 2019 Notice of Annual Meeting on Monday March 11, 2019 at the Onoway Civic Centre at 11:00 a.m.
 (*Authorize attendance or accept as information*).
 - d) Spring 2019 AUMA Municipal Leaders Caucus is being held on March 27 & 28 at the Edmonton Convention Centre at \$165.00 dollars for registration. This year's Focus will be on the upcoming election and is an opportunity to learn about the key issues for Alberta Municipalities. (*Move to approve attendance of the 2019 Municipal Leaders Caucus or accept as information*).

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- e) Municipal Affairs has informed us that Sunrise Beach will be having its Municipal Accountability Program (MAP) visit in August 2019. They will review our municipal Processes and Procedures and make suggestions on how we can improve on them. They will be attending our August 27th meeting.
(Accept for information)
- f) 2018 Audited Financial Statements and Audit letter to Council - Attached are the highlights for the 2018 audited Financial Statements as prepared by Matrix Group LLP. The Audit Letter is also attached for councils review and administration will be responding as outlined in the letter where applicable. We will be calling Stephen Weber at meeting time so that he may answer any questions regarding the audit.
(approve the 2018 Audited Financial Statements as presented (or amended) and authorize execution financials)

11-32

g)

h)

i)

6. Financial a) Income & Expense Statement – N/A

7. Councillors' Reports
a) Mayor Usselman
b) Deputy Mayor Tremblay
c) Councillor Beck

8. Administration Reports

a)

9. Information and Correspondence

33-35 a. FortisAlberta dated February 7, 2019 – Dave Hunka Manager, Municipalities & Key Accounts North. Approved FortisAlberta 2019 Distribution Rates.

36 b. AUMA, letter dated February 5, 2019 Annual AUMA Insurance Renewal.

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- 36 b. AUMA, letter dated February 5, 2019 Annual AUMA Insurance Renewal.
- 37-38 c. Congratulations to Vera Beck, Heather Luhtala, and Wendy Wildman for receiving their Certificate of Completion I-100 Introduction to Incident Command System and Basic Emergency Management
- 39-46 d. ASVA – Email dated January 30, 2019, Beverly Smith Executive Director informing Council of ASVA’s deliberate approach to the upcoming Provincial Election. Attached is a list of candidates running in all the ridings.
- 47 e. AUMA, letter dated February 5, 2019 Annual AUMA Annual Membership Renewal.
- 49 f. Alberta Municipal Affairs, letter dated January 15, 2019 – Hon Shaye Anderson Minister of Municipal Affairs asking for submissions for the 18th annual Minister’s Awards for Municipal Excellence.
- g.

10. Closed Meeting (if required) – n/a

11. Adjournment

Next Meetings:

- March 26th, 2019 – Regular Council Meeting 6:30 p.m.
- April 23th, 2019 – Regular Council Meeting 6:30 p.m.
- May 28th, 2019 – Regular Council Meeting 6:30 p.m.

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF SUNRISE BEACH, IN THE PROVINCE OF ALBERTA, HELD ON TUESDAY JANUARY 22, 2019 AT 6:31 P.M. AT THE ONOWAY CIVIC CENTRE.

	PRESENT	<p>Mayor Glen Usselman Deputy Mayor Jackie Tremblay Deputy Mayor Vera Lynn Beck</p> <p>Chief Administrative Officer Wendy Wildman Administrative Assistant Susan Dales</p> <p>Public Works: 0 Public at Large: 1</p>
1.	CALL TO ORDER	The meeting was called to order at 6:31 p.m. by Mayor Usselman.
2.	AGENDA Motion #01 -19	<p>MOVED by Deputy Mayor Tremblay that the agenda be accepted as presented with the addition of Gerry Taylor for an appointment and change Friday, January 22, 2019 to Tuesday January 22, 2019.</p> <p style="text-align: right;">CARRIED</p>
3.	MINUTES Motion # 02 - 19	<p>MOVED by Deputy Mayor Tremblay that the minutes of the November 27, 2018 Regular Council Meeting be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
4.	APPOINTMENTS Motion # 03 - 19	<p>MOVED by Mayor Usselman that Council accept the presentation and documentation from Mr. Taylor with respect to a tree dispute between neighbours and administration will follow up as directed by Council.</p> <p style="text-align: right;">CARRIED</p> <p>Public left the meeting at 7:34</p>
5.	NEW BUSINESS Motion #04 - 19	<p>MOVED by Deputy Mayor Tremblay that a 2019 Interim Operating Budget be approved at ½ of the 2018 Approved Operating and Capital Budget, and that this 2019 Interim Operating Budget cease to have any force and effect once the 2019 Operating and Capital Budget is approved.</p> <p style="text-align: right;">CARRIED</p>

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF SUNRISE BEACH, IN THE PROVINCE OF ALBERTA, HELD ON TUESDAY JANUARY 22, 2019 AT 6:31 P.M. AT THE ONOWAY CIVIC CENTRE.

	<p>Motion #05 -19</p> <p>Motion #06 -19</p> <p>Motion #07 -19</p> <p>Motion #08 -19</p> <p>Motion #09 -19</p> <p>Motion #10 -19</p>	<p>MOVED by Deputy Mayor Tremblay that Council approve the agreement between Milestone Municipal Services and the Summer Village of Sunrise Beach for Subdivision and Development Appeal Board Services with the addition of 9.2 Insurance which states Milestone Municipal Services will maintain Professional and General Liability Insurance.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Mayor Usselman that Bylaw 148 – 19, a bylaw to establish a Subdivision and Development Appeal Board, be given first reading.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Tremblay that Bylaw 148 – 19 be given second reading.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Beck that Bylaw 148 - 19 be considered for third reading.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p> <p>MOVED by Mayor Usselman that Bylaw 148 – 19 be given third and final reading.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Tremblay that Emily House and Cathy McCartney be appointed as clerks of the Subdivision and Development Appeal Board, and Denis Meier, Rainbow Williams, Don Dobing and John Roznicki be appointed as board members of the Subdivision and Development Appeal Board.</p> <p style="text-align: right;">CARRIED</p>
	<p>Motion #11 – 19</p>	<p>MOVED by Councillor Beck that the 2019 FCSS funds administered by the Town of Onoway on behalf of the Summer Village of Sunrise Beach, be the same or similar as the 2018's disbursements.</p> <p style="text-align: right;">CARRIED</p> <p>Deputy Mayor Tremblay excused herself from the meeting at 8:03 p.m.</p>

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF SUNRISE BEACH, IN THE PROVINCE OF ALBERTA, HELD ON TUESDAY JANUARY 22, 2019 AT 6:31 P.M. AT THE ONOWAY CIVIC CENTRE.

<p>Motion #12 – 19</p>	<p>MOVED by Mayor Usselman that Council ratify the hiring of Guy Tremblay at a rate of \$25.00 an hour for the 2018/2019 winter season with the terms that he uses Summer Village of Sunrise Beach equipment.</p> <p style="text-align: right;">CARRIED</p>
<p>Motion # 13 – 19</p>	<p>Deputy Mayor Tremblay returned to the meeting at 8:04 p.m.</p> <p>MOVED by Deputy Mayor Tremblay that Administration be authorized to attend the Brownlee LLP (February 14, 2019) at a cost of \$180.00 and Reynolds Mirth Richards Farmer LLP (February 15, 2019) at a cost of \$125.00 for Municipal Law Seminars.</p> <p style="text-align: right;">CARRIED</p>
<p>Motion #14 -19</p>	<p>MOVED by Deputy Mayor Tremblay that the Summer Village of Sunrise Beach approve a donation of \$300.00 to the Farm Safety Center – for their Safety Smarts Program in rural elementary schools.</p> <p style="text-align: right;">CARRIED</p>
<p>Motion #15-19</p>	<p>MOVED by Mayor Usselman the Draft 2019 Budget be accepted for information.</p> <p style="text-align: right;">CARRIED</p>

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF SUNRISE BEACH, IN THE PROVINCE OF ALBERTA, HELD ON TUESDAY JANUARY 22, 2019 AT 6:31 P.M. AT THE ONOWAY CIVIC CENTRE.

<p>7.</p>	<p>INFORMATION / CORRESPONDENCE</p> <p>Motion #16 -19</p>	<p>MOVED by Councillor Beck that the following items be accepted for information:</p> <ul style="list-style-type: none">a) Direct Deposit – January 4th, 2019 – 2019 first quarter FCSS funds in the amount of \$1,646.00.b) Association of Summer Villages of Alberta –January 7th, 2019 letter on what the ASVA has been doing on members behalf.c) Ag for Life – January 2019 letter requesting financial assistance for their rural safety program Seniors and Housing. The Minister’s Seniors Service awards recognize the important Volunteer work and is looking for nominees.e) Yellowhead Library Board Executive Committee Highlights December 10, 2018f) ASVA Thank you card for the donation to the Silent Auction at the recent ASVA Conventiong) Alberta Municipal Affairs, Shaye Anderson, Minister of Municipal Affairs – announcing new legislation on MSI funding.h) Alberta Emergency Management Agency, Shane Shreiber, Managing Director – email dated December 3, 2018. Local authorities will have to January 1, 2020 to ensure that they meet the requirements established in the new legislated regulations.i) FCM information on renewing your membershipj) Town of Onoway, Shelley Vaughan FCSS Coordinator to Onoway Curling Club thanking them for the cards from the Little Rocks Curling Groupk) Northern Gateway Public Schools – Judy Muir Board Chair, Inviting Council to the Alberta Rural Education Symposium on March 3 – 5, 2019 in Edmonton.
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MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF SUNRISE BEACH, IN THE PROVINCE OF ALBERTA, HELD ON TUESDAY JANUARY 22, 2019 AT 6:31 P.M. AT THE ONOWAY CIVIC CENTRE.

		<p>l) Audit Planning Letter – please refer to the 2018 Audit Planning letter. The auditor, Metrix Group LLP, (formally Hawkings Epp Dumont) will start the Audit January 21, 2019 and financial statements should be ready by for Council to review at the February or March meeting. The fee is \$5,800. <i>(accept as Information)</i></p> <p>m) Animal Control Enforcement Log – November</p> <p style="text-align: right;">CARRIED</p>
8.	COUNCIL REPORTS Motion # 17 -19	<p>MOVED by Mayor Glen Usselman that the Council and Administration verbal reports be accepted as information.</p> <p style="text-align: right;">CARRIED</p>
9.	CLOSED MEETING SESSION	N/A
10.	ADJOURNMENT	Mayor Glen Usselman declared the meeting adjourned at 8:53 p.m.

Mayor Glen Usselman

Wendy Wildman
Chief Administrative Officer



Town of Onoway

Box 540, Onoway, AB T0E 1V0

January 28th, 2019

Summer Village of Sunrise Beach
Box 1197
Onoway, AB. T0E 1V0

Att: Susan Dales, Admin. Assist.

Dear Susan:

Re: **Wastewater Effluent Disposal**

In reference to the above noted, please be advised this matter was presented to the Council of the Town of Onoway at their regular meeting of January 24th, 2019.

I am pleased to advise Council approved a two-year extension to our existing agreement, taking us to April 30th, 2021. Similarly, the Town has extended the Summer Village of Sandy Beach's permission to this same date, April 30th, 2021. The disposal fee of \$30.00/load will remain in place for the 2019 year, and this fee will be reconsidered by the Town for the 2020 year.

This approval is conditional on one service provider hauling in the effluent, and that service provider being Super Sucker. Should you change service providers you will need to request approval from the Town to continue disposal. We expect your service provider to ensure that ONLY wastewater effluent from the Summer Village of Sandy Beach, or our other approved communities, will be hauled in and should there be deemed a breach of this condition access to our lagoon will be terminated immediately. We request monthly reporting of the volumes going in, and the disposal fee collected. We request a 30 day termination notice by either party, or in the event of an emergent situation access to our lagoon may be suspended immediately and until the situation is resolved.

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SV of Sunrise Beach/lagoon access
Jan. 28, 2019/page two

If you are in agreement with this, please sign and return the noted letter.

Yours truly,



Wendy Wildman
Chief Administrative Officer
Town of Onoway
/ww

c.c. Town Council
Jason Madge, Public Works Manager
Super Sucker

The Summer Village of Sunrise Beach hereby accepts the terms and conditions as noted above, with respect to access to the Town's sewage lagoon.

Glen Usselman, Mayor

Susan Dales, Admin. Assist.

LAC STE. ANNE
EAST END BUS SOCIETY

**2019 NOTICE OF ANNUAL
MEETING**

**** Monday, March 11, 2019 ****

A notice convening the Annual Meeting of Lac Ste. Anne East End Bus Society to be held at the Civic Center, 4812 51 ST, Onoway, Alberta T0E 1V0 on Monday, March 11, 2019 at 11:00 am.

Please RSVP to Lorna Porter at eastendbus@gmail.com by Monday, March 04, 2019 if you are attending.

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Registration now open for Spring 2019 Municipal Leaders' Caucus

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Mayors, Councillors, and CAOs are invited to register for AUMA's spring Municipal Leaders' Caucus being held March 27 and 28 at the Edmonton Convention Centre (previously known as the Shaw Convention Centre), located at 9797 Jasper Avenue, Edmonton.

Drafts 3

This year's Caucus will focus on the upcoming provincial election and is a tremendous opportunity to learn about how key issues for Alberta municipalities may be affected by the shifting political landscape. Attached is a copy of the draft agenda, which will be updated over the coming weeks as speakers are confirmed. Please visit [the Municipal Leaders' Caucus Events page](#) for more information on hotels and registration, as well as the latest copy of the agenda. The deadline for online registration is 5:00 p.m., Thursday, March 21.

Sent Items 2

Remember that you are welcome to invite your colleagues from municipal districts and counties to attend the Caucus as well.

Scheduled

We hope to see you there!

Deleted Items 1

Barry Morshita | President
Mayor, City of Brooks

Archive

C: 403.363.9224 | president@auma.ca
Alberta Municipal Place | 300 8616-51 Ave Edmonton, AB
T6E 6E6



Toll Free: 310-AUMA | www.auma.ca

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AEMA

Agendas 1

AP

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Bylaws

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Spring 2019 Municipal Leaders' Caucus
March 27 and 28, 2019
Edmonton Convention Centre, 9797 Jasper Ave, Edmonton
Subject to Change

Wednesday, March 27	
7:00 a.m.	Registration for Mayors' Caucus Opens
7:30 a.m.	Buffet Breakfast
8:30 a.m.	President's Opening Remarks
8:45 a.m.	Session I – Municipal Funding Framework This session will provide an update on AUMA's work to negotiate a new municipal funding framework with the province, as well as principles for funding allocations.
9:45 a.m.	Session II – Political Panel on Municipal Issues Representatives from the major political parties will speak to each party's municipal policy platform. Members will have the opportunity to ask questions on key municipal issues.
10:45 a.m.	Break
11:00 a.m.	Session III – Transitioning the Provincial Government This session will provide information on how provincial government administration works with elected officials during times of transition, and opportunities for external stakeholders to influence policy at these times.
12:00 p.m.	Lunch
1:00 p.m.	Session IV – Media Panel In this session, political analysts from the media will share their thoughts and predictions on the upcoming election.
2:00 p.m.	Session V – Indigenous Councils and Elections This session will educate members on how First Nations elect tribal councils, and how municipalities can work with tribal councils to achieve regional outcomes.
3:00 p.m.	Break
3:15 p.m.	Session VI – Local Authorities Election Act Lawyers from Reynolds, Mirth, Richards and Farmer will provide an overview of changes to the Local Authorities Election Act and the resulting impact on municipalities.
4:15 p.m.	President's Closing Remarks
4:30 to 6:30 p.m.	Networking session

Thursday, March 28	
7:00 a.m.	Registration and Buffet Breakfast
8:00 a.m.	<p>Session VII – AUMA Election Strategy</p> <p>Global Public Affairs will give an overview of AUMA’s election strategy and talk about how AUMA members can mobilize to advance our role as community builders, economic drivers, and vital partners prior to the provincial election.</p>
9:30 a.m.	<p>AUMA President’s Report</p> <p>AUMA President Barry Morishita will update members on:</p> <ul style="list-style-type: none"> • Member survey results; • Past and future advocacy work on priority issues for municipalities; and • AUMA’s efforts in partnering with and mobilizing energy resource communities to campaign for pipelines and responsible resource development.
9:45 a.m.	Executive Committee Dialogue Session
10:15 a.m.	RFDs
10:30 a.m.	<p>Political Leaders Dialogue Sessions</p> <p>This session will feature speakers from:</p> <ul style="list-style-type: none"> • The New Democratic Party; • The Alberta Liberal Party; • The United Conservative Party; and • The Alberta Party.
12:00 p.m.	Closing Remarks and Provincial Leaders’ Lunch

February 26, 2019

Summer Village of Sunrise Beach
RR 1, Site 1, Comp 63
Onoway, AB
T0E 1V0

Attention: Village Council Members

Dear Council Members:

RE: 2018 AUDIT

The purpose of this communication is to summarize certain matters arising from the audit that we believe would be of interest to Village Council. Additionally, during the course of our audit we identified matters that may be of interest to management.

This communication should be read in conjunction with the financial statements and our report thereon, and it is intended solely for the use of the Council and should not be distributed to external parties without our prior consent. Metrix Group LLP accepts no responsibility to a third party who uses this communication.

AUDITOR RESPONSIBILITIES

It is important for the Council to understand the responsibilities that rest with the Summer Village of Sunrise Beach (the "Village") and its management and those that belong to the auditor in relation to the financial statement audit.

Our audit of the Village's financial statements was performed in accordance with Canadian generally accepted auditing standards. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements present fairly, in all material respects, the financial position, results of operations, and cash flows of the Village in accordance with Canadian public sector accounting standards.

Accordingly, we planned and performed our audit to provide reasonable, but not absolute, assurance of detecting fraud and errors that have a material effect on the financial statements taken as a whole, including illegal acts whose consequences have a material effect on the financial statements.

The audit included consideration of internal control relevant to the preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of internal control.

Canadian generally accepted auditing standards does not require the auditor to design procedures for the purpose of identifying supplementary matters to communicate to Council. Accordingly, our audit would not necessarily identify all such matters that may be of interest to the Council and management and it is inappropriate to conclude that no such matters exist.

MANAGEMENT RESPONSIBILITIES

Management is responsible for the preparation of the financial statements in accordance with Canadian public sector accounting standards and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

AUDIT APPROACH

In gathering our audit evidence, we utilized a *substantive approach* to the audit of the Village. This approach allowed us to issue an audit opinion on the financial statements in the most cost-effective manner, while still obtaining the assurance necessary to support our audit opinion. In performing our audit, our work focused on, but was not limited to, areas that we believed had a higher risk of being materially misstated. A substantive approach is more appropriate when an entity processes a relatively low volume of transactions and may not have strong internal controls due to limited segregation of duties. In obtaining the required audit evidence to support our report, we did not place reliance on any internal controls that may exist at the Village.

MATERIALITY

Materiality in an audit is used as a guide for planning the nature and extent of audit procedures and for assessing the sufficiency of audit evidence gathered. It is also used in evaluating the misstatements found and determining the appropriate audit opinion to express.

A misstatement, or the aggregate of all misstatements in financial statements, is considered to be material if, in the light of surrounding circumstances, it is probable that the decision of a person who is relying on the financial statements, and who has a reasonable knowledge of business and economic activities (the user), would be changed or influenced by such misstatement or the aggregate of all misstatements. The materiality decision ultimately is based on the auditors' professional judgment.

The auditors' determination of materiality is a matter of professional judgment and is affected by the auditor's perception of the financial information needs of users of the financial statements. In planning our audit, we have concluded that a materiality level of 2% of the lower of revenue or expenses is appropriate. However, we anticipate that management will record any adjustments that we propose that are of a non-trivial nature.

SIGNIFICANT FINDINGS FROM THE AUDIT

Our objective is to communicate appropriately to Council and management deficiencies in internal control that we have identified during the audit and that, in our professional judgment, are of sufficient importance to merit being reported to Council. The audit findings contained in this letter did not have a material effect on the Village's financial statements, and as such, our audit report is without reservation with respect to these matters.

Significant Deficiencies in Internal Control

We are normally required to make several adjustments (13 this year) to ensure the Village's accounting records are not materially misstated. This type of accounting assistance is common with our smaller local government clients and we do not mind providing this assistance. However, if the Village was to make these adjustments prior to the start of the audit this would reduce our time in completing the audit as well as providing more accurate financial reporting throughout the course of the year.

Significant Qualitative Aspects of Accounting Practices

Management is responsible for determining the significant accounting policies. The choice of different accounting policy alternatives can have a significant effect on the financial position and results of the Village. The application of those policies often involves significant estimates and judgments by management.

We are of the opinion that the significant accounting policies, estimates and judgments made by management, and financial disclosures do not materially misstate the financial statements taken as a whole.

Uncorrected Misstatements

There were no significant uncorrected misstatements aggregated by our Firm for the year ended December 31, 2018.

Significant Difficulties Encountered During the Audit

We encountered no significant difficulties during our audit that should be brought to the attention of Council.

Management Representations

Management's representations are integral to the audit evidence we will gather. Prior to the release of our report, we will require management's representations in writing to support the content of our report.

OTHER MATTERS

Tax Receivables

We noted the balance per the *Tax Aged Arrears Trial Balance* was \$570 greater than the balance per the general ledger in the prior year.

We are pleased to report the *Tax Aged Arrears Trial Balance* was reconciled in the current year and now agrees.

Payroll

Timesheets

We have noted previously that there was no evidence that employee timesheets have been reviewed / approved by a supervisor.

We are happy to report that all time sheets showed evidence of approval by a supervisor in the current year.

Reserves

The Village has **unrestricted** accumulated surplus of approximately \$230,000 which represents approximately 1 year of Village operating expenses (excluding amortization). When an organization has unrestricted surplus, it may leave the impression that the organization has no plans for the funds that it has accumulated. With this in mind, Council may wish to consider internally restricting some of the Village's accumulated surplus for various future uses.

Reserves can be used to sustain financial operations in the unanticipated event of significant unbudgeted increases in operating expenses or reductions of operating revenue. For example, an operating reserve could be established for use in emergencies. Other factors to consider may include stability of revenue and expenses and future plans of the organization (as per the business plan) which may include new ventures or programs.

We encourage the Village to consider establishing a reserve policy that stipulates the intended uses of the accumulated funds.

AUDITOR INDEPENDENCE

We believe it is important that we communicate, at least annually, with you regarding all relationships between the Village and our Firm that, in our professional judgment, may reasonably be thought to bear on our independence.

In determining which relationships to report, these standards require us to consider relevant rules and related interpretations prescribed by the Chartered Professional Accountants Alberta and applicable legislation, covering such matters as:

- (a) holding a financial interest, either directly or indirectly, in a client;
- (b) holding a position, either directly or indirectly, that gives the right or responsibility to exert significant influence over the financial or accounting policies of a client;
- (c) personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with a client;
- (d) economic dependence on a client; and
- (e) provision of services in addition to the audit engagement.

We have prepared the following comments to facilitate our discussion with you regarding independence matters.

We are not aware of any relationships between the Village and ourselves that, in our professional judgment, may reasonably be thought to bear on our independence that have occurred from January 1 2018 – February 26, 2019.

We wish to express our appreciation for the co-operation we received during the audit from the Village staff.

Yours truly,

METRIX GROUP LLP



Philip J. Dirks, CPA, CA
Partner

SUMMER VILLAGE OF SUNRISE BEACH
Financial Statements
For The Year Ended December 31, 2018

DRAFT

INDEPENDENT AUDITOR'S REPORT

To the Members of Summer Village of Sunrise Beach

Opinion

We have audited the financial statements of Summer Village of Sunrise Beach (the Village), which comprise the statement of financial position as at December 31, 2018, and the statements of , and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Village as at December 31, 2018, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Village in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Village's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Village or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Village's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

(continues)



Independent Auditor's Report to the Members of Summer Village of Sunrise Beach (continued)

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Village's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Village to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

METRIX GROUP LLP

Chartered Professional Accountants

February 26, 2019
Edmonton, Alberta

MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

To the Mayor and Council of the Summer Village of Sunrise Beach

The integrity, relevance and comparability of the data in the accompanying financial statements are the responsibility of management.

The financial statements are prepared by management in accordance with Canadian public sector accounting standards. They necessarily include some amounts that are based on the best estimates and judgements of management.

To assist in its responsibility, management maintains accounting, budget and other controls to provide reasonable assurance that transactions are appropriately authorized, that assets are properly accounted for and safeguarded, and that financial records are reliable for preparation of financial statements.

Metrix Group LLP, Chartered Professional Accountants, have been appointed by the Village Council to express an opinion on the Village's financial statements.

Wendy Wildman,
Chief Administrative Officer

SUMMER VILLAGE OF SUNRISE BEACH
Statement of Financial Position
As At December 31, 2018

	2018	2017
FINANCIAL ASSETS		
Cash and cash equivalents <i>(Note 2)</i>	\$ 214,485	\$ 15,563
Receivables <i>(Note 3)</i>	<u>23,634</u>	<u>161,748</u>
	<u>238,119</u>	<u>177,311</u>
LIABILITIES		
Accounts payable and accrued liabilities	\$ 8,292	\$ 25,883
NET FINANCIAL ASSETS	<u>229,827</u>	<u>151,428</u>
NON-FINANCIAL ASSETS		
Tangible capital assets <i>(Note 6)</i>	1,173,198	1,241,104
Prepaid expenses	<u>67</u>	<u>1,614</u>
	<u>1,173,265</u>	<u>1,242,718</u>
ACCUMULATED SURPLUS <i>(Note 5)</i>	<u>\$ 1,403,092</u>	<u>\$ 1,394,146</u>
Contingencies		

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SUMMER VILLAGE OF SUNRISE BEACH
Statement of Operations and Accumulated Surplus
For the Year Ended December 31, 2018

	2018 (Budget) <i>(Note 11)</i>	2018 (Actual)	2017 (Actual)
REVENUE			
Net municipal taxes <i>(Schedule 2)</i>	\$ 233,210	\$ 233,005	\$ 226,023
Provincial government transfers for operating	15,403	15,403	13,695
Other	-	10,602	6,862
Penalties and costs on taxes	4,200	6,249	7,857
Sales and user charges	900	2,543	2,950
Return on investments	50	2,365	217
Licenses and permits	800	1,367	810
	<u>254,563</u>	<u>271,534</u>	<u>258,414</u>
EXPENSES			
Roads, streets, walks and lighting	92,700	66,339	182,746
General administration	82,905	80,970	79,420
Waste management	28,600	32,306	23,258
Fire	7,000	12,787	2,000
Land use planning, zoning and development	11,300	8,963	6,495
Bylaw enforcement	6,250	8,924	5,731
Council and other legislative	13,300	7,458	9,876
Family and community support services	6,580	6,580	6,683
Water	5,283	4,943	4,050
Culture: libraries, museums, halls	645	581	641
Amortization	-	67,906	62,301
	<u>254,563</u>	<u>297,757</u>	<u>383,201</u>
ANNUAL SURPLUS (DEFICIT) BEFORE OTHER REVENUE	<u>-</u>	<u>(26,223)</u>	<u>(124,787)</u>
OTHER REVENUE			
Government transfers for capital	-	35,169	171,437
Gain on disposal of tangible capital assets	-	-	1,961
	<u>-</u>	<u>35,169</u>	<u>173,398</u>
ANNUAL SURPLUS	<u>-</u>	<u>8,946</u>	<u>48,611</u>
ACCUMULATED SURPLUS, BEGINNING OF YEAR	<u>1,394,146</u>	<u>1,394,146</u>	<u>1,345,535</u>
ACCUMULATED SURPLUS, END OF YEAR <i>(Note 5)</i>	<u>\$ 1,394,146</u>	<u>\$ 1,403,092</u>	<u>\$ 1,394,146</u>

The accompanying notes are an integral part of these financial statements.

SUMMER VILLAGE OF SUNRISE BEACH
Statement of Changes in Net Financial Assets
For the Year Ended December 31, 2018

	2018 (Budget) (Note 11)	2018 (Actual)	2017 (Actual)
ANNUAL SURPLUS (DEFICIT)	\$ -	\$ 8,946	\$ 48,611
Acquisition of tangible capital assets	-	-	(253,979)
Amortization of tangible capital assets	-	67,906	62,301
Proceeds on disposal of tangible capital assets	-	-	3,201
Gain on disposal of tangible capital assets	-	-	(1,961)
	-	76,852	(141,827)
Use of prepaid expenses	-	1,547	91
INCREASE (DECREASE) IN NET FINANCIAL ASSETS	-	78,399	(141,736)
NET FINANCIAL ASSETS, BEGINNING OF YEAR	151,428	151,428	293,164
NET FINANCIAL ASSETS - END OF YEAR	\$ 151,428	\$ 229,827	\$ 151,428

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SUMMER VILLAGE OF SUNRISE BEACH
Statement of Cash Flows
For The Year Ended December 31, 2018

	2018	2017
OPERATING ACTIVITIES		
Annual surplus (deficit)	\$ 8,946	\$ 48,611
Non-cash items not included in excess of revenue over expenses:		
Amortization	67,906	62,301
Gain on disposal of tangible capital assets	-	(1,961)
	<u>76,852</u>	<u>108,951</u>
Changes in non-cash working capital balances related to operations:		
Prepaid expenses	1,547	91
Receivables	138,113	(88,417)
Accounts payable and accrued liabilities	(17,590)	19,802
	<u>122,070</u>	<u>(68,524)</u>
Cash flow from operating activities	<u>198,922</u>	<u>40,427</u>
CAPITAL ACTIVITIES		
Purchase of tangible capital assets	-	(253,979)
Proceeds on disposal of tangible capital assets	-	3,201
Cash flow used by capital activities	<u>-</u>	<u>(250,778)</u>
INCREASE (DECREASE) IN CASH FLOW	198,922	(210,351)
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	15,563	225,914
CASH AND CASH EQUIVALENTS - END OF YEAR	\$ 214,485	\$ 15,563

The accompanying notes are an integral part of these financial statements.

SUMMER VILLAGE OF SUNRISE BEACH
Schedule of Equity in Tangible Capital Assets
For the Year Ended December 31, 2018

(Schedule 1)

	2018	2017
BALANCE, BEGINNING OF YEAR	\$ 1,241,104	\$ 1,050,666
Acquisition of tangible capital assets	-	253,979
Amortization	(67,906)	(62,301)
Net book value of tangible capital assets disposed of	-	(1,240)
BALANCE, END OF YEAR	\$ 1,173,198	\$ 1,241,104
Equity in tangible capital assets is comprised of the following:		
Tangible capital assets (net book value)	\$ 1,173,198	\$ 1,241,104

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SUMMER VILLAGE OF SUNRISE BEACH
Schedule of Property Taxes
For the Year Ended December 31, 2018

(Schedule 2)

	2018 (Budget) (Note 11)	2018 (Actual)	2017 (Actual)
TAXATION			
Real property taxes	\$ 292,348	\$ 291,929	\$ 285,369
Linear property taxes	3,533	3,533	3,213
	<u>295,881</u>	<u>295,462</u>	<u>288,582</u>
REQUISITIONS			
Alberta School Foundation Fund	57,609	57,609	57,682
Lac Ste. Anne Foundation	5,062	4,848	4,877
	<u>62,671</u>	<u>62,457</u>	<u>62,559</u>
NET MUNICIPAL PROPERTY TAXES	<u>\$ 233,210</u>	<u>\$ 233,005</u>	<u>\$ 226,023</u>

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SUMMER VILLAGE OF SUNRISE BEACH

Notes to Financial Statements

December 31, 2018

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

(e) *Use of Estimates*

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenditures during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

(f) *Tangible Capital Assets*

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over the estimated useful life as follows:

Engineered structures	
Roadways	10 years
Water System	75 years
Buildings	30 years
Machinery and equipment	10 years
Vehicles	10 years

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also are recorded as revenue.

Works of art for display are not recorded as tangible capital assets but are disclosed.

(g) *Contaminated Sites*

Contaminated sites are defined as the result of contamination being introduced in air, soil, water or sediment of a chemical, organic, or radioactive material or live organism that exceeds an environmental standard. A liability for remediation on contaminated sites is recognized, net of any recoveries, when an environmental standard exists, contamination exceeds the environmental standard, the Summer Village is directly responsible for or accepts responsibility for the liability, future economic benefits will be given up, and a reasonable estimate of the liability can be made.

(h) *Over-levy and Under-levy*

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

In situations where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and reflected as property taxes. If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced.

Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

(continues)

SUMMER VILLAGE OF SUNRISE BEACH
Schedule of Expenses by Object
For the Year Ended December 31, 2018

(Schedule 3)

	2018 (Budget)	2018 (Actual)	2017 (Actual)
Contracted and general services	\$ 132,133	\$ 133,958	\$ 237,040
Amortization	-	67,906	62,301
Materials, goods and utilities	62,795	49,176	33,639
Salaries, wages and benefits	50,450	38,343	40,891
Transfer payments	7,080	7,095	6,803
Bank charges	2,105	1,279	2,527
	<u>\$ 254,563</u>	<u>\$ 297,757</u>	<u>\$ 383,201</u>

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SUMMER VILLAGE OF SUNRISE BEACH

Notes to Financial Statements

December 31, 2018

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Summer Village of Sunrise Beach (the "Village") are the representations of management, prepared in accordance with Canadian public sector accounting standards. Significant aspects of the accounting policies adopted by the Village are as follows:

(a) *Reporting Entity*

The financial statements reflect the assets, liabilities, revenues and expenses, and cash flows of the reporting entity. The entity is comprised of all the organizations that are owned or controlled by the Village and are, therefore, accountable to Village Council for the administration of their financial affairs and resources.

The schedule of taxes levied also includes requisitions for education that are not part of the reporting entity.

The statements exclude trust assets that are administered for the benefit of external parties.

(b) *Basis of Accounting*

Revenues are accounted for in the period in which the transactions or events occurred that gave rise to the revenues.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers are recognized in the financial statements as revenues in the period that the events giving rise to the transfer occurred, providing the transfers are authorized, the Town has met any eligibility criteria, and reasonable estimates of the amounts can be made.

Expenses are recognized in the period the goods and services are acquired and a liability is incurred or transfers are due.

(c) *Cash and Cash Equivalents*

Cash and cash equivalents include items that are readily convertible to known amounts of cash and that are subject to an insignificant risk of change in value. These short-term investments have a maturity of one year or less at acquisition and are held for the purpose of meeting short-term cash commitments rather than for investing.

(d) *Tax Revenue*

Property taxes are recognized as revenue in the year they are levied.

Construction and borrowing costs associated with local improvement projects are recovered through annual special assessments during the period of the related borrowings. These levies are collectable from propriety owners for work performed by the Village and are recognized as revenue in the year the tax is levied.

(continues)

SUMMER VILLAGE OF SUNRISE BEACH
Notes to Financial Statements
December 31, 2018

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

(i) *Non-Financial Assets*

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the annual surplus (deficit), provides the consolidated Change in Net Financial Assets for the year.

2. CASH AND CASH EQUIVALENTS

	2018	2017
Operating account - ATB	\$ 214,385	\$ 42,253
Gauranteed Investment Certificates	-	1,242
Petty cash	100	100
Operating account - CIBC	-	(28,032)
	<u>\$ 214,485</u>	<u>\$ 15,563</u>

3. RECEIVABLES

	2018	2017
Taxes and grants in place of taxes	\$ 14,129	\$ 30,009
Government transfers	5,474	107,168
Goods and Services Tax	4,031	24,571
	<u>\$ 23,634</u>	<u>\$ 161,748</u>

4. CREDIT FACILITY

The Village has a demand revolving line of credit with its financial institution with a maximum amount of \$350,000, bearing interest at prime plus 1% per annum. No amounts were drawn as at December 31, 2018 or 2017.

5. ACCUMULATED SURPLUS

	2018	2017
Unrestricted surplus	\$ 229,416	\$ 152,564
Restricted surplus	479	478
Equity in tangible capital assets (Schedule 1)	1,173,197	1,241,104
	<u>\$ 1,403,092</u>	<u>\$ 1,394,146</u>

SUMMER VILLAGE OF SUNRISE BEACH
Notes to Financial Statements
December 31, 2018

6. TANGIBLE CAPITAL ASSETS

	2018 Net Book Value	2017 Net Book Value
Engineered Structures		
Roadway systems	\$ 618,566	\$ 675,573
Water systems	92,658	94,106
	<u>711,224</u>	<u>769,679</u>
Land	396,025	396,025
Machinery & equipment	39,383	45,665
Buildings	22,845	24,151
Vehicles	3,721	5,584
	<u>\$ 1,173,198</u>	<u>\$ 1,241,104</u>

	Cost Beginning of Year	Purchased Additions	Disposals	Transfers	Cost End of Year
Engineered Structures					
Roadways	\$ 1,629,060	\$ -	\$ -	\$ -	\$ 1,629,060
Water systems	108,584	-	-	-	108,584
	<u>1,737,644</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,737,644</u>
Buildings	53,760	-	-	-	53,760
Machinery and equipment	76,745	-	-	-	76,745
Land	396,025	-	-	-	396,025
Vehicles	18,625	-	-	-	18,625
	<u>\$ 2,282,799</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,282,799</u>

	Accumulated Amortization Beginning of Year	Current Amortization	Disposals	Transfers	Accumulated Amortization End of Year
Engineered Structures					
Roadways	\$ 953,487	\$ 57,007	\$ -	\$ -	\$ 1,010,494
Water systems	14,478	1,448	-	-	15,926
	<u>967,965</u>	<u>58,455</u>	<u>-</u>	<u>-</u>	<u>1,026,420</u>
Buildings	29,609	1,306	-	-	30,915
Vehicles	13,041	1,863	-	-	14,904
Machinery and equipment	31,080	6,282	-	-	37,362
	<u>\$ 1,041,695</u>	<u>\$ 67,906</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,109,601</u>

SUMMER VILLAGE OF SUNRISE BEACH

Notes to Financial Statements

December 31, 2018

7. DEBT LIMITS

Section 276(2) of the Municipal Government Act requires that debt and debt limits, as defined by Alberta Regulation 255/00, for the Village be disclosed as follows:

	2018	2017
Total debt limit	\$ 407,301	\$ 387,621
Total debt	-	-
Amount of total debt limit unused	\$ 407,301	\$ 387,621
Service on debt limit	\$ 67,884	\$ 64,604
Service on debt	-	-
Amount of debt servicing limit unused	\$ 67,884	\$ 64,604

The debt limit is calculated at 1.5 times revenue of the Village (as defined in Alberta Regulation 255/00) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limits requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities which could be a financial risk if further debt is acquired. The calculation taken alone does not represent the stability of the Village. Rather, the financial statements must be interpreted as a whole.

8. CONTRACTUAL OBLIGATIONS

(a) Chief Administrative Officer

The Village has entered into an agreement for Chief Administrative Officer services for the period January 1, 2017 - December 31, 2021. The agreement requires annual fees in the amount of approximately \$48,000.

(b) Assessment Services

The Village has entered into an agreement for municipal assessment services for the period April 1, 2016 - March 31, 2019. The agreement requires annual fees in the amount of approximately \$5,000 over the term.

(c) Waste Hauling

The Village has entered into an agreement for solid waste and organics removal services for the period September 1, 2015 - August 31, 2020. The agreement requires annual fees for of approximately \$16,000 over the term.

9. FINANCIAL INSTRUMENTS

The Village's financial instruments consist of cash and cash equivalents, receivables, accounts payable and accrued liabilities. It is management's opinion that the Village is not exposed to significant interest or currency risk arising from these financial instruments. Unless otherwise noted, the fair values of these financial instruments approximates their carrying values.

The Village is exposed to credit risk with respect to receivables. Credit risk arises from the possibility that customers may experience financial difficulty and be unable to fulfil their obligations. The large number and diversity of customers minimizes the Village's credit risk.

SUMMER VILLAGE OF SUNRISE BEACH

Notes to Financial Statements

December 31, 2018

10. SALARIES AND BENEFITS DISCLOSURE

Disclosure of salaries and benefits for Village officials, the Village Chief Administrator Officer and designated officers are required by Alberta Regulation 313/2000 is as follows:

	Salary (1)	Benefits (2)	2018	2017
Town Council				
Mayor Usselman	\$ 2,650	\$ 240	\$ 2,890	\$ 3,458
Tremblay	1,900	141	2,041	1,908
Beck	900	69	969	1,442
Norton	-	-	-	1,464
	<u>\$ 5,450</u>	<u>\$ 450</u>	<u>\$ 5,900</u>	<u>\$ 8,272</u>
Chief Administrative Officer	\$ 49,489	\$ -	\$ 49,489	\$ 48,184

Salary includes regular base pay, lump sum payments, gross honoraria and any other direct cash remuneration. Chief Administrative Officers salaries also includes amounts paid in subcontracting administrative support staff services.

Benefits and allowances include the employer's share of all employee benefits and contributions or payments made on behalf of employees and the employer's share of the costs of any additional taxable benefits.

11. BUDGET FIGURES

The 2018 budget data presented in these financial statements is based upon the operating budget approved by the Summer Village of Sunrise Beach Council and reflects all municipal activities including capital projects and reserves for future use.

12. APPROVAL OF FINANCIAL STATEMENTS

These financial statements were approved by Council and management.



Dave Hunka
Manager, Municipalities
& Key Accounts North
Customer Service

FortisAlberta Inc.
100 Chippewa Road
Sherwood Park, Alberta
(780) 464-8311 Direct Line
(780) 868-7040 Cellular
(780) 464-8398 Fax
Dave.Hunka@FortisAlberta.com
www.FortisAlberta.com

February 7, 2019

RE: Approved FortisAlberta 2019 Distribution Rates

As a follow up to our correspondence of Sept. 25, 2018, FortisAlberta has received approval from the Alberta Utilities Commission (AUC) for FortisAlberta's distribution rates, effective January 1, 2019. In addition, the AUC has approved transmission rider rates effective January 1, specifically the Balancing Pool Allocation Rider, Base Transmission Adjustment Rider and the Quarterly Transmission Adjustment Rider. FortisAlberta flows through and collects all transmission costs as billed by the Alberta Electric System Operator (AESO) as approved by the AUC.

The attached chart illustrates the estimated percentage and monetary changes for each rate class based on estimated consumption and demands between your December 2018 and January 2019 bundled bill from your retailer. The bundled bill percentages indicated on the attached chart will vary slightly compared to the version you would have received in September, as it reflects the transmission rider rate adjustments.

In addition, adjustments were approved by the AUC for the Maximum Investment Levels effective January 1, 2019. The chart reflecting these approved levels is also included in this correspondence.

We thank you for the opportunity to advise you of these matters and invite you to contact me or your Stakeholder Relations Manager at any time should you have any questions or require further information.

Sincerely,

Dave Hunka
Manager, Municipalities & Key Accounts North
(780) 464-8311 Direct Line
(780) 868-7040 Cellular
(780) 464-8398 Fax
Dave.Hunka@FortisAlberta.com

Average Monthly Bill Impacts by Rate Class
Including Energy, Retail, Distribution, Transmission and Rates & Riders

Rate	Rate Class Description	Consumption Usage	Demand Usage	Monthly/Seasonal Bill			
				Dec 2018 Bill	Jan 2019 Bill	\$ Difference	% Change
11	Residential	300kWh		\$ 70.31	72.16	\$ 1.85	2.6%
		640kWh		115.53	117.67	\$ 2.14	1.9%
		1200kWh		189.98	192.66	\$ 2.68	1.4%
21	FortisAlberta Farm	900kWh	5kVA	\$ 183.98	178.07	\$ (5.91)	-3.2%
		1,400kWh	10kVA	305.75	295.65	\$ (10.10)	-3.3%
		7,500kWh	25kVA	1,173.54	1,138.10	\$ (35.44)	-3.0%
26	FortisAlberta Irrigation	6,000kWh	20kW	\$ 1,647.98	1,782.60	\$ 134.62	8.2%
		14,518kWh	33kW	3,411.60	3,737.66	\$ 326.06	9.6%
		45,000kWh	100kW	10,445.90	11,456.60	\$ 1,010.71	9.7%
31	Street Lighting (Investment)	5,144kWh	12,500W	\$ 2,804.80	2,974.38	\$ 169.59	6.0%
33	Street Lighting (Non-Investment)	7,900kWh	20,000W	1,527.70	1,637.00	\$ 109.30	7.2%
38	Yard Lighting	5,000kWh	12,000W	1,827.32	1,940.92	\$ 113.60	6.2%
	Based on 100 HPS Lights in assorted fixture wattages						
41	Small General Service	1,083kWh	5kW	\$ 197.43	198.91	\$ 1.48	0.7%
		2,165kWh	10kW	372.38	374.83	\$ 2.45	0.7%
		10,825kWh	50kW	1,771.97	1,782.18	\$ 10.20	0.6%
44/45	Oil & Gas Service	2,590kWh	7.5kW	\$ 434.58	419.90	\$ (14.68)	-3.4%
		5,179kWh	15kW	839.19	811.11	\$ (28.07)	-3.3%
		25,895kWh	75kW	4,010.42	3,878.71	\$ (131.71)	-3.3%
61	General Service	32,137kWh	100kW	\$ 3,718.66	3,661.84	\$ (56.82)	-1.5%
		63,071kWh	196kW	6,928.10	6,833.64	\$ (94.45)	-1.4%
		482,055kWh	1500kW	47,344.65	46,766.36	\$ (578.29)	-1.2%
63	Large General Service	824,585kWh	2500kW	\$ 85,610.13	83,701.39	\$ (1,908.74)	-2.2%
		1,529,769kWh	4638kW	144,198.00	141,909.17	\$ (2,288.83)	-1.6%
		3,298,338kWh	10,000kW	301,473.62	298,231.56	\$ (3,242.07)	-1.1%

Notes:

As approved by the Alberta Utilities Commission in Decision 23893-D01-2018 on December 19, 2018

Riders Included:

- Municipal Franchise Fees
- Municipal Assessment Rider (0.94% on July 1, 2018)
- 2019 Base Transmission Adjustment Rider
- 2018 Q4 & 2019 Q1 Quarterly Transmission Adjustment Rider
- 2019 Balancing Pool Allocation Rider

Retail / Energy Price Assumptions:

- Rates 11 thru 44 -- January 2018 to December 2018 Average EPCOR Regulated Rate Tariff
- Rates 61 & 63 -- November 2017 to October 2018 Average EPCOR Default Supply Rates

APPENDIX "B" – CUSTOMER CONTRIBUTIONS SCHEDULES

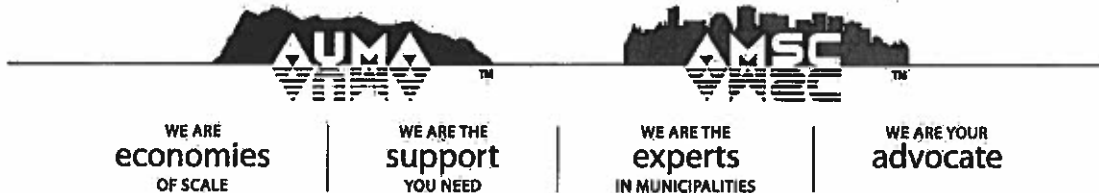
**Table 1
Maximum Investment Levels for Distribution Facilities
When the Investment Term is 15 years or more**

Type of Service	Maximum Investment Level
Rate 11 Residential	\$2,556 per service
Rate 11 Residential Development	\$2,556 per service, less FortisAlberta's costs of metering and final connection
Rate 21 FortisAlberta Farm and Rate 23 Grain Drying	\$5,799 base investment, plus \$830 per kVA of Peak Demand
Rate 26 Irrigation	\$5,799 base investment, plus \$923 per kW of Peak Demand
Rate 38 Yard Lighting	\$825 per fixture
Rate 31 Street Lighting (Investment Option)	\$2,985 per fixture
Rate 41 Small General Service	\$5,799 base investment, plus \$923 per kW of Peak Demand
Rate 45 Oil and Gas Service	\$5,799 base investment, plus \$923 per kW of Peak Demand FortisAlberta invests as required per unmetered to metered service conversion program.
Rate 61 General Service (less than or equal to 2 MW)	\$5,799 base investment, plus \$923 per kW for the first 150 kW, plus \$116 for additional kW of Peak Demand
Rate 63 Large General Service (over 2 MW) (Distribution Connected)	\$104 per kW of Peak Demand, plus \$115 per metre of Customer Extension

Maximum investment levels are reduced if the expected Investment Term is less than 15 years, as specified in Table 2.

Proposed 2019 Annual Rate Adjustments filed September 10, 2018

Effective: January 1, 2019 as approved in Decision 23893-D01-2018



February 5, 2019

Sunrise Beach, Summer Village of
PO Box 1197
Onoway, AB T0E 1V0

Dear Member:

2019 Annual AUMA Insurance Renewal

Greetings from the dedicated team at the Alberta Urban Municipalities Association (AUMA). Please find enclosed your 2019 AUMA insurance renewal package.

IT'S YOUR INSURANCE POOL

AUMA administers an insurance pool to the advantage of its subscribers. Chief among these is lower premiums. The insurance industry has generally increased premiums by 15% to 40% across Canada this year. AUMA uses the power of your insurance pool to shield you from market shocks like this. This means **your insurance premiums in 2019 will not go up like everyone else's.**

THE POWER OF THE POOL

Thanks to AUMA's diligent administration, the pool has enjoyed great success over the last two years and is now in a position to rebate \$1.5 million to its municipal subscribers. **This is why your 2019 insurance premiums are effectively being reduced. This is the power of the pool.**

Additionally, we provide you with unbiased advice to ensure you get the best coverage for your needs and help you with your claims. Here are some of the extra and exclusive benefits you won't find elsewhere:

- **We work to pay your claim.** Unlike other insurance providers who try to find ways to delay or refuse a claim, we work hard to ensure a claim is paid as quickly as possible.
- **Cyber & Privacy Liability Insurance.** Cyber insurance is included for you at no cost. This means any system hacks or privacy breaches resulting in financial loss are covered.
- **Terrorism Insurance.** We include coverage for terrorist acts against your property for no cost. And as a special addition, we have doubled your terrorism coverage this year. This extra coverage will not affect your premiums.
- **NEW FOR 2019: Emergency Use Vehicles Coverage.** Replacement cost coverage is now included on emergency use vehicles up to 10 years old. This additional coverage is provided to you at no cost.

YOUR NEXT STEPS

This renewal package includes your insurance renewal certificates and insured assets schedule. Please review them and advise us if you feel they should be amended. We require signed copy of the schedules be returned to our office at your earliest.

Should you have any questions related to your insurance, or wish to discuss your risk management needs, please call us at **310-AUMA (2862)**. Alternatively, you can e-mail us at insurance@auma.ca.

We thank you for your continued commitment to AUMA, and we look forward to working with you in 2019.

Yours truly,

General Insurance Services Team

Certificate of Completion

This is to certify that

Wendy Wildman

has successfully completed

**I-100 Introduction to
Incident Command System**

23rd of November, 2018 in Alberta



Mark Pickford
Lead ICS Instructor



This is to certify that

Wendy Wildman

Has successfully completed the

**BASIC EMERGENCY MANAGEMENT
COURSE**

This 23rd day of November, 2018

Mark Pickford
Instructor

This is to certify that

Vera Beck

Has successfully completed the

**BASIC EMERGENCY MANAGEMENT
COURSE**

This 23rd day of November, 2018

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**I-100 Introduction to
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23rd of November, 2018 in Alberta



Mark Pickford
Lead ICS Instructor



Certificate of Completion

This is to certify that

Heather Luhtala

has successfully completed

**I-100 Introduction to
Incident Command System**

23rd of November, 2018 in Alberta



A handwritten signature in black ink, appearing to read "Mark Pickford".



Mark Pickford
Lead ICS Instructor

Alberta Government

This is to certify that

Heather Luhtala

Has successfully completed the

**BASIC EMERGENCY MANAGEMENT
COURSE**

This 23rd day of November, 2018

A handwritten signature in black ink, appearing to read "Mark Pickford".

Mark Pickford
Instructor

Wendy Wildman

From: administration@wildwillowenterprises.com
Sent: January 30, 2019 12:17 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
Subject: [FWD: ASVA Provincial Election Strategy]
Attachments: ASVA Election Strategy Jan 30 19.pdf

Councillors, please see information from the ASVA regarding their Provincial Election Strategy.

Thanks,

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 Provincial Election Strategy
From: ASVA Smith <summervillages@gmail.com>
Date: Wed, January 30, 2019 11:20 am
To: undisclosed-recipients;;

Dear CAO and Councils:

The ASVA Board of Directors is taking a more deliberate approach to the upcoming Provincial Elections to properly position the ASVA. As such, we have developed an ASVA Provincial Election Strategy. It includes, at the end of the strategy, an up-to-date list of candidates who are running (as of Jan 30th) so that you will know who to contact in your constituency.

This strategy was approved at the January 21st Board of Directors meeting. We will be following up with the items mentioned in the strategy in the upcoming weeks and months.

Please provide this information to your Councils. If you have any questions or comments, please let me know.

Beverly Smith, BES, MBA-PM
Executive Director, ASVA
b.smith@asva.ca
www.asva.ca
403-506-2744

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BRIEFING NOTE
ASVA'S PROVINCIAL ELECTION STRATEGY

DATE:

January 16, 2019

TOPIC:

ASVA's Provincial Election Strategy

BACKGROUND:

It is now known that the Throne Speech will be held March 18, 2019 with the expectation that the government will drop the writ shortly after. Elections therefore are expected to be held in April or May.

As of Jan. 10, the United Conservative Party (UCP) led all provincial parties with 79 confirmed candidates out of 87 electoral ridings. The Alberta Party was in second with 54 and the governing NDP was in third with 34. The Alberta Liberal Party and Green Party were tied with seven confirmed candidates, while Derek Fildebrandt's Freedom Conservative Party had one.

PROVINCIAL ELECTION STRATEGY

The ASVA's objective in the upcoming election is to ensure that all political parties are aware of the value of the ASVA as a municipal association and the viability of summer villages in Alberta.

Our role, as the ASVA, is to inform all political parties that:

1. The ASVA is one of three municipal organizations in Alberta along with the AUMA and RMA.
2. The ASVA is here for the long term and that we have been in existence for 60 years.
3. Summer villages are viable, collaborative with their adjacent municipalities and are paying their own way.
4. MSI Base Level funding - Summer villages are no longer seasonal municipalities and that we need to be treated like any other municipalities from a funding perspective (including infrastructure funding).
5. Lake Stewards - Summer villages play an important stewardship role in relation to our adjacent lakes and waterbodies as per Alberta's Water for Life program.
6. Safe Communities – ASVA is concerned with rural/urban interface of crime and enforcement, and the need for an updated approach to policing and bylaw enforcement.

Our strategy must be two-fold:

1. One happening immediately prior to the election
2. One happening immediately after the election

PRIOR TO THE ELECTION

To undertake a strategy, we must rely on all Board Directors and our members to send out our message to all parties in the Alberta Legislature.

BRIEFING NOTE
ASVA'S PROVINCIAL ELECTION STRATEGY

Strategy

1. Build support within the government and opposition by:
 - a. Attending engagement sessions/opportunities such as political rallies, etc.
 - b. Meeting with your MLA especially if they are anticipated to play a major role in their party
 - c. Provide a template to our members for providing feedback back to the ASVA on what they heard and/or responses from their meetings so that we can adjust our strategy
2. Provide a script/key messages and potential questions to all of our members so that they can also engage in the above (2a.,2b., 2.c.) and attend local candidate forums
3. ASVA to write to the leader of each party's official office giving them a fact sheet on the ASVA and Summer Villages and our key messages. We should also ask them to confirm their support for our organization and summer villages in Alberta
4. Template letters for summer villages to send to their MLAs
5. Sample news releases for summer villages to send to their local newspapers.

FOLLOWING THE ELECTION

1. Send a handwritten card of congratulations to the winning party and their ministers
2. Have the ASVA Executive meet with all key cabinet ministers and repeat the key messages
3. Follow up on the party support (and promises – if any)

Attached is the Candidate List from the Alberta Counsel as of December 18, 2018.

UPDATED LIST OF NOMINATED CANDIDATES

(Current as of January 30, 2019)

A more detailed analysis, including win probabilities and swing ridings, to follow in an upcoming issue.

Please contact Alberta Counsel for candidate contact information.

Constituency	NDP	UCP	ABP	Liberal	Other
	45/87	79/87	62/87	14/87	
Airdrie-Cochrane	Steven Durrell	Peter Guthrie			
Airdrie-East		Angela Pitt	Alexandra Luterbach		
Athabasca-Barrhead-Westlock	Colin Piquette	Glenn van Dijken			
Banff-Kananaskis	Cam Westhead	Miranda Rosin	Brenda Stanton		
Bonnyville-Cold Lake-St. Paul	Kari Whan	Dave Hanson	Glenn Anderson		
Brooks-Medicine Hat		Michaela Glasgo	Jim Black		
Calgary-Acadia		Tyler Shandro	Lana Bentley	Lorissa Good	
Calgary-Beddington		Randy Kerr	Karen McPherson		
Calgary-Bow	Deborah Drever	Demetrios Nicolaides	Paul Godard		
Calgary-Buffalo	Joe Ceci	Tom Olsen	Omar Masood		
Calgary-Cross	Ricardo Miranda	Mickey Amery		Naser Al Kukhan	
Calgary-Currie	Brian Malkinson	Nicholas Milliken	Lindsay Luhnau	Joshua Codd	
Calgary-East	Cecar Cala	Peter Singh	Gar Gar		William Carnegie



Association of
SUMMER VILLAGES
OF ALBERTA

BRIEFING NOTE
ASVA'S PROVINCIAL ELECTION STRATEGY

Calgary-Edgemont	Julia Hayter	Prasad Panda	Joanne Gui		
Calgary-Elbow	Janet Eremenko	Doug Schweitzer	Greg Clark		
Calgary-Falconridge	Parmeet Singh	Devinder Toor		Deepak Sharma	
Calgary-Fish Creek		Richard Gotfried			
Calgary-Foothills	Sameena Arif	Jason Luan	Jennifer Wyness		
Calgary-Glenmore	Jordan Stein	Whitney Issik	Scott Appleby		Allie Tulick (Green)
Calgary-Hays	Tom Tomblin	Ric McIver	Chris Newell		
Calgary-Klein	Craig Coolahan	Jeremy Nixon	Kara Levis		
Calgary-Lougheed		Jason Kenney	Rachel Timmermans		
Calgary-McCall	Irfan Sabir	Jasraj Singh Hallan			
Calgary-Mountain View	Kathleen Ganley	Caylan Ford	Angela Kokott	David Khan	Thana Boonlert (Green)
Calgary-North	Kelly Mandryk			Saliha Haq	
Calgary-North East	Gurbachan Brar	Rajan Sawhney	Nate Pike	Gul Khan	
Calgary-North West		Sonya Savage	Andrew Bradley		
Calgary-Peigan	Joseph Pimlott	Tanya Fir	Ron Reinhold		
Calgary-Shaw	Graham Sucha	Rebecca Schulz	Bronson Ha		John Daly (Green)
Calgary-South East		Eva Kiryakos	Rick Fraser		
Calgary-Varsity	Anne McGrath	Jason Copping	Beth Barberree		Cheryle Chagnon-Greyeyes (Green)
Calgary-West		Mike Ellis	Frank Penkala		



BRIEFING NOTE
ASVA'S PROVINCIAL ELECTION STRATEGY

Camrose	Morgan Bamford	Jackie Lovely	Kevin Smook		
Cardston-Siksika		Jospeh Schow			
Central Peace-Notley	Marg McCuaig-Boyd	Todd Loewen			
Chestermere-Strathmore		Leela Aheer			Derek Fildebrandt (FCP)
Cypress-Medicine Hat	Peter Mueller	Drew Barnes			
Drayton Valley-Devon	Kieren Quirke	Mark Smith	Ronald Brochu		Steve Goodman (FCP)
Drumheller-Stettler		Nathan Horner	Mark Nikota		
Edmonton-Beverly-Clareview	Deron Bilous	David Egan	Jeff Walters		
Edmonton-Castle Downs	Nicole Goehring	Ed Ammar	Moe Rahall		
Edmonton-City Centre	David Shepherd	Lily Le	Bob Philip		Chris Alders (Green)
Edmonton-Decore		Karen Principe	Ali Haymour		
Edmonton-Ellerslie	Rod Loyola				
Edmonton-Glenora	Sarah Hoffman	Marjorie Newman	Glen Tickner		
Edmonton-Gold Bar	Marlin Schmidt	David Dorward	Diana Ly		
Edmonton-Highlands-Norwood	Janis Irwin		Tish Prouse		Valerie Keefe (FCP)
Edmonton-Manning	Heather Sweet	Harjinder Grewal	Manwar Khan		
Edmonton-McClung	Lorne Dach	Laurie Mozenson	Stephen Mandel		
Edmonton-Meadows			Amrit Matharu		

BRIEFING NOTE
ASVA'S PROVINCIAL ELECTION STRATEGY

Edmonton-Millwoods	Christina Gray		Anju Sharma	Abdi Bakal	
Edmonton-North West	David Eggen	Ali Eltayeb	Judy Kim-Meneen	Brandon Teixeira	
Edmonton-Riverview	Lori Sigurdson	Kara Barker	Katherine O'Neill		
Edmonton-Rutherford	Richard Feehan	Hannah Presakarchuk	Aisha Rauf		
Edmonton-South	Thomas Dang	Tunde Obasan	Pramod Kumar		
Edmonton-South West	John Archer	Kaycee Madu	Mo Elsalhy		
Edmonton-Strathcona	Rachel Notley	Jovita Mendita			
Edmonton-West Heday	Jon Carson	Nicole Williams	Winston Leung	Leah McRorie	
Edmonton-Whitemud	Rakhi Pancholi	Elizabeth Hughes	Jonathan Dai		
Fort McMurray-Lac La Biche		Laila Goodridge			
Fort McMurray-Wood Buffalo		Tany Yao			
Fort Saskatchewan-Vegreville	Jessica Littlewod	Jackie Armstrong	Marvin Olsen		Rebecca Trotter (Green)
Grande Prairie		Tracy Allard	Grant Berg		
Grande Prairie-Wapiti		Travis Toews	Jason Jones		
Highwood	Eric Overland	RJ Sigurdson			
Innisfail-Sylvan Lake		Devin Dreeshen			
Lac Ste. Anne-Parkland	Oneil Carlier	Shane Getson	Don McCargar		
Lacombe-Ponoka		Ron Orr	Myles Chykerda		
Leduc-Beaumont	Shaye Anderson	Brad Rutherford	Robb Connelly		Gel Poitias
Lesser Slave Lake	Danielle Larivee	Pat Rehn			
Lethbridge-East	Maria Fitzpatrick			Devon Hargreaves	



BRIEFING NOTE
ASVA'S PROVINCIAL ELECTION STRATEGY

Lethbridge-West	Shannon Phillips	Karri Flatla		Patricia Chizek	
Livingstone-Macleod		Roger Reid	Tim Meech	Dylin Hauser	
Maskwacis-Wetaskiwin	Bruce Hinkley	Richard Wilson	Sherry Greene		
Morinville-St. Albert	Shawna Gawreluck	Dale Nally	Neil Korotash		Cass Romyn (Green)
Olds-Didsbury-Three Hills		Nathan Cooper	Chase Brown		
Peace River		Daniel Williams			
Red Deer-North	Kim Schreiner	Adriana LaGrange	Paul Hardy		
Red Deer-South	Barb Miller		Ryan McDougal		
Rimbey-Rocky Mountain House-Sundre		Jason Nixon			Joe Anglin (FCP)
Sherwood Park	Annie McKitrick	Jordan Walker	Sue Timanson		
Spruce Grove-Stony Plain	Erin Babcock	Searle Turton	Ivan Boles		
St. Albert	Marie Renaud	Jeff Wedman			Cameron Jefferies (Green)
Strathcona-Sherwood Park	Moira Vane	Nate Glubish	Dave Quest		
Taber-Warner		Grant Hunter			
Vermilion-Lloydminster-Wainwright		Garth Rowswell			Matthew Powell (FCP)
West Yellowhead	Eric Rosendahl	Martin Long	Kristie Gomuwka	Zack Seizmagraff	



WE ARE
economies
OF SCALE



WE ARE THE
support
YOU NEED

WE ARE THE
experts
IN MUNICIPALITIES

WE ARE YOUR
advocate

RECEIVED
JAN 21 2019

January 8, 2019

Ms. Wendy Wildman
Chief Administrative Officer - Summer Village of Sunrise Beach
PO Box 1197
Onoway, AB T0E 1V0

Hello Ms. Wildman:

2019 Annual Membership Renewal

Greetings from the dedicated team at the Alberta Urban Municipalities Association (AUMA). Please find enclosed your 2019 AUMA membership invoice. The invoice is based on the 2018 population list provided by Alberta Municipal Affairs. AUMA has not increased membership fees for the past two years and this year, we have modestly increased our fees by 2%.

AUMA is Alberta's largest municipal government network and we exist because of our member municipalities. The collective power of our members enables us to support your municipality as it builds a thriving community. And we do that through our advocacy and municipal-focused business services.

Advocacy Services

Your membership helps unify the municipal voice, capturing the attention of all orders of government. Over the past year, we worked hard to advocate the key issues affecting Alberta municipalities, including:

- Stable and predictable infrastructure funding through the replacement of the Municipal Sustainability Initiative (MSI).
- A fair share of cannabis tax revenue to support municipal costs associated with legalization.
- A comprehensive review of the Police Act to better address crime and policing resources.

During 2019's provincial election, we will engage and energize members to ensure all political parties hear our unified voice. This is a terrific opportunity for our provincial partners to understand the role and value of Alberta's municipalities.

Business Services

AUMA's business services help sustain the advocacy activities we conduct for our members. Similar to unifying the municipal voice, our business services use the combined purchasing power of our members to address municipal needs. Our focus is on tailored and specialized services for our membership. As a result, here are just some of the benefits we are able to offer our members like you:

- **Reduced Premiums.** Subscribers to our member-owned insurance reciprocal will see a reduction in premiums in 2019 when other insurance provider premiums are increasing.
- **Save on Energy.** Our complimentary assessments of customer energy bills has identified over \$400,000 in combined potential savings related to distribution and transmission (D&T) charges.
- **Get Expert Advice.** Subscribers to our Employee Benefits program receive access to e2r® Solutions which provides *free* expert advice on human resources issues such as employment and labour law.
- **Grow Your Money.** We recently partnered with the Government Financial Officers Association (GFOA) of Alberta and CIBC to offer a pooled high interest savings account program with a market-leading interest rate and no fees. *Enclosed is more information on this brand new program.*

ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Leduc-Beaumont*

AR96051

January 15, 2019

His Worship Glen Usselman
Mayor, Summer Village of Sunrise Beach
PO Box 1197
Onoway AB T0E 1V0

Dear Mayor Usselman,

I am pleased to invite the Summer Village of Sunrise Beach to provide submissions for the 18th annual Minister's Awards for Municipal Excellence, which formally recognizes excellence in local government practices and promotes knowledge sharing among municipalities. These awards offer an opportunity to recognize the truly great work happening in local governments in Alberta.

An independent review committee, comprised of representatives from various municipal associations, will recommend award recipients in five categories and, if chosen by the review committee, one award for outstanding achievement:

- **Innovation** – Recognizes a leading practice embodying the first use of an idea in a municipal context in Alberta (municipalities with a population of less than 500,000);
- **Partnership** - Recognizes a leading municipal practice involving consultation, co-ordination and co-operation with other municipalities, jurisdictions or organizations (municipalities with a population of less than 500,000);
- **Safe Communities** – Recognizes a leading practice focused on making municipalities safer through prevention and enforcement (municipalities with a population of less than 500,000);
- **Smaller Municipalities** – Recognizes an innovative practice developed by communities with less than 3,000 residents;
- **Larger Municipalities** – Recognizes an innovative and creative practice of larger municipalities with populations of 500,000 or greater that have a substantial resource base and who can partner with departments within the municipality's control; and
- **Outstanding Achievement** – Recognizes a municipality or municipal partnership that has helped to inspire action and change that has benefited local government practice in Alberta. This award, if chosen by the review committee, recognizes the best submission from the other categories.

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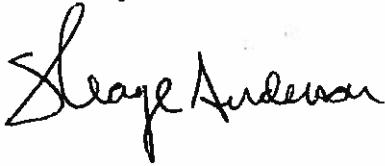
- 2 -

Further details regarding eligibility and submission requirements may be found on the Municipal Excellence Awards webpage at www.municipalaffairs.gov.ab.ca/1595. The deadline for submission is March 29, 2019.

Should you have any questions regarding the Municipal Excellence Awards, please contact the Municipal Excellence Team, at 780-427-2225, or by email at menet@gov.ab.ca.

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

Sincerely,

A handwritten signature in black ink that reads "Shaye Anderson". The signature is written in a cursive style with a large initial 'S'.

Shaye Anderson
Minister of Municipal Affairs