

SUMMER VILLAGE OF SUNRISE BEACH AGENDA

Tuesday, March 23rd, 2021 at 7:00 p.m.

Via Zoom

Due to COVID restrictions, the Public may also participate via Zoom, call the office to arrange for same

As per Bylaw 448-2018 there will be no audio/video recordings of Meetings

1.	<u>Call to Order</u>		
2.	<u>Agenda</u>	a)	March 23 rd , 2021 Regular Council Meeting
3.	<u>Minutes:</u> <i>pages 1-3</i>	a)	Tuesday, February 23 rd , 2021 Regular Council Minutes
4.	<u>Appointments</u>		7:15 – Stephen Webber of Metrix Group LLP to present audited Financial Statements
5.	<u>Bylaws:</u> <i>pages 4-7</i>	a)	Bylaw 168-2021 – A Bylaw for the purpose of establishing the position of designated officer (Clerk of the Assessment Review Board). This new Bylaw is required because of the change from Lac. Ste. Anne County to Capital Region Assessment Services Commission. The previous Bylaw #154-2019 will be rescinded upon final passing of this Bylaw. <i>(give 1st reading as is or as amended, give 2nd reading as is or as amended, give unanimous consent to consider 3rd reading as is or as amended, give 3rd and final reading as is or as amended).</i>
	<i>pages 8-13</i>	b)	Bylaw 167-2021 – A Bylaw for the purpose of establishing one or more Assessment Review Boards. Section 456 of the Municipal Government Act requires Council to establish by Bylaw for a local Assessment Review Board and a Composite Assessment Review Board. Because the Act also requires Council to appoint a Designated Officer to act as the Clerk of the Assessment Review Board, a new Bylaw is required. We have attached the existing Bylaw 152-2019 for reference, and this Bylaw will be rescinded upon final passing of this new Bylaw. <i>(give 1st reading as is or as amended, give 2nd reading as is or as amended, give unanimous consent to consider 3rd and final reading as is or as amended, give 3rd and final reading as is or as amended).</i>
6.	<u>Business</u> <i>page 14</i>	a)	2021 Municipal Election – at the January 26 th , 2021 meeting, Council passed a motion to approve their nomination day, advance voting day and election day to take place in conjunction with other Summer Villages and bring back to the March meeting. The following have been set for the Summer Village of Sunrise Beach, in conjunction with the Summer Village of Yellowstone to save costs: Nomination Day is set as Saturday, July 17 th , 2021 10:00 a.m. – 12:00 p.m., Advance Vote is set as Thursday, Saturday, August 5 th , 2021 4:00 p.m. to 8:00 p.m. and Election Day is set as Saturday, August 14 th , 2021 10:00 a.m. to 7:00 p.m., all to take place at the Onway Museum and Heritage Center. Another consideration this year is if Council wishes to have special mail-in ballots rather than holding an advance vote or possibly in conjunction with advance vote. Specifications required under the act include:

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		<ul style="list-style-type: none"> • special ballots must be requested by mail, fax, email, telephone or in person directed to the Summer Village administration office • special ballots must be requested on or before 4:00 p.m. Friday June 25th, 2021, and no requests received after that deadline will be entertained • special ballots, subject to Section 77.2(3.1) of the Local Authorities Election Act must be returned to (received by) the Returning Officer on or before Friday, July 9th, 2021 in person or by mail, all special ballots received after this deadline must be considered rejected as per Section 77.3. <p>It is estimated the cost for mail-in ballots to be \$4.00/ballot plus administration time. <i>(that the Summer Village of Sunrise Beach set its' nomination day for the purpose of the 2021 Municipal election for Saturday, June 12th, 2021 from 10:00 a.m. to 12:00 noon at the Onoway Heritage Center!)</i></p> <p><i>(that the Summer Village of Sunrise Beach set an advance vote for Saturday, August 5th, 2021 from 4:00 p.m. to 8:00 p.m. at the Onoway Heritage Center!.)</i></p> <p><i>(that the Summer Village of Sunrise Beach set its' election day for the purpose of the 2021 Municipal election for Saturday, August 14th, 2021 from 10:00 a.m. to 7:00 p.m. at the Onoway Heritage Center)</i></p> <p><i>(that the Summer Village of Sunrise Beach authorize the use of special mail-in ballots for the 2021 Municipal Election as noted above, or accept for information the discussion on mail-in ballots, or some other direction as given by Council at meeting time.</i></p>
page 15	b)	<p>Capital Region Assessment Services Commission – on October 26th, 2020 Council approved entering into an Agreement with the noted Commission for the provision of the Assessment Review Board Services starting in 2021. At this meeting, Council had considered the required new Bylaws, and following their final passing, Council needs to appoint the Board Member Panelists and Clerk of the Assessment Review Board <i>(that the Summer Village of Sunrise Beach approve the 2021 Capital Region Assessment Services Commission five (5) Assessment Review Board Member Panelists as follows: Darlene Chartrand, Tina Groszko, Stewart Hennig, Richard Knowles and Raymond Ralph AND THAT Richard Barham be appointed as the Clerk of the Assessment Review Board.</i></p>
pages 16-17	c)	<p>Disaster Recovery Program Changes – for Disaster Recovery Programs that occur in 2021, the Government of Alberta has set funding limits and implemented cost sharing mechanisms between the government and</p>

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			<p>program applicants. As of April 1st, municipalities and Metis settlements will be on the hook for 10% of damages caused by natural disasters like floods and wildfires. The Province is also bringing a funding cap of \$500,000 and a one-time assistance limit per property; although it won't be applied retroactively. Changes have also been made to the emergency Evacuation Payments. There are suggested mitigation strategies, most common is for continued suggestion for homeowners to purchase insurance. Council may want to include some of these changes on the website or spring newsletter? <i>(that Administration include some information in the spring news letter and/or website; that Council accept for information.)</i></p>
pages 18-24	d)		<p>Tax Rate Bylaws – in 2020, because of the pandemic, Council amended the tax penalty structure to be: taxes due on July 31st, 2020 with a 1% penalty being applied on August 1st, 1% on September 1st, 3% on October 1st, 3% November 1st and 3% on December 1st and on outstanding balance of 10% on December 31st. The collection of non-residential Provincial Tax was also deferred to September 30th, with a 10% penalty October 1st. In 2019 and previous years, the penalties were as follows, a 3% penalty was applied each month August thru December, with an 18% penalty on outstanding balance. What tax deadline date and penalty structure does Council wish to have for 2021? Minimum tax amount in 2020 was \$920, \$900 in 2019 <i>(Council direction)</i></p>
	e)		<p>Draft 2021 Budget – will be reviewed at meeting time. This will be our final review before passing our budget. We have now received our seniors and school requisition numbers. <i>(that Council revise the budget as discussed and bring back the final budget to the next meeting for approval)</i></p>
page 25	f)		<p>Resident Letter – Concerned resident with concerns about the deadfall trees throughout the Summer Village, also inquiring about a trail to established through to the road from the shoreline. <i>(Council direction)</i></p>
pages 26-33	g)		<p>Safety Codes Council - please refer to the attached February 22nd, 2021 letter & attached 2020 Annual Internal Review of the Summer Village Safety Codes Program & Accreditation <i>(that the 2020 Annual Internal Review of the Summer Village of Sunrise Beach's Safety Codes Program and Accreditation be accepted for information, or some other direction given by Council at meeting time.)</i></p>

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	pages 34-36	h)	Town of Onoway – Currently the Summer Village has access to the Town of Onoway Lagoon for disposal of wastewater effluent as hauled by Standstone Vacuum Service. This access will expire April 30 th , 2021, so we should request another two year agreement. <i>(that the Summer Village of Sunrise Beach request an additional two year extension to the current lagoon access agreement taking it to April 30, 2023.</i>
	Bylaw pages 37-38 MDP Original pages 39-55 Revised MDP pages 56-68	i)	Municipal Development Plan – Further to previous discussions, the previous Public Hearing and the Public Meeting held earlier today, Council may wish to give 2 nd & 3 rd reading to the Municipal Development Plan Bylaw at this meeting. We are attaching the proposed new, as well as existing Municipal Development Plan documents. <i>(give 2nd & 3rd reading as is or as amended or some other direction given by Council at meeting time.)</i>
	pages 69-95	j)	Lac Ste Anne County Drainage Assessment – At the Lac Ste Anne County Council Meeting on October 7 th , 2020, representatives from Summer Villages of Sandy Beach & Sunrise Beach made a presentation about their concerns with water levels & drainage issues. At that meeting Lac Ste Anne County said they would get a quote on an engineering study. Their March 16 th , 2021 letter suggests the quote for the Drainage Assessment Study Cost be shared three ways with the County & Summer Villages of Sandy Beach & Sunrise Beach. Our 1/3 would be \$13,815.00. <i>(direction from Council at meeting time.)</i>
		k)	
		l)	
		m)	
7.	<u>Financial</u>		
		a)	Income and Expense Statement – February 28 th , 2021
8.	<u>Councillors' Reports</u>		
		a)	Mayor Usselman
		b)	Deputy Mayor Tremblay
		c)	Councillor Beck

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9.	<u>Administration Reports</u>		
		a)	
		b)	
		c)	
10.	<u>Correspondence & Information</u>		
	<i>page 96</i>	a)	Fortis Alberta – Refer to email from Deb Bowering of Fortis regarding Community Naturalization & Tree Planting Grant in the amount of \$2,500.
	<i>pages 97-98</i>	b)	Farm Safety Center – February 17 th , 2021 letter on support. In 2020 the letter was excepted for information.
	<i>pages 99-102</i>	c)	Mayerthorpe/Lac Ste. Anne County – Intermunicipal Collaboration Framework impasse & respected Lac Ste Anne County’s news release
	<i>pages 103-104</i>	d)	Crowsnest Pass – letter dated March 1 st , 2021, regarding replacement of RCMP with Alberta Provincial Police Force
	<i>pages 105-106</i>	e)	AUMA - AUMA Villages West Director, Angela Duncan, February 22 nd , 2021 email report
	<i>pages 107-108</i>	f)	Westlock County – letter dated February 23 rd , 2021, concerns regarding Proposed Changes to AER Directive 067 – non-payment of levied municipal taxes by Licence Holders of provincially regulated oil and gas properties
	<i>pages 109-110</i>	g)	Alberta Municipal Affairs - letter regarding submissions for the 20 th Annual Minister’s Awards for Municipal Excellence
	<i>page 111</i>	h)	Government of Alberta – Statement of Direct Deposit of \$438.00 for FCSS March payment
		i)	
		j)	
		k)	

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11.	<u>Closed Session</u>		
12.	<u>Adjournment</u>		

Next Meetings:

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER
VILLAGE OF SUNRISE BEACH, IN THE PROVINCE OF ALBERTA HELD ON
TUESDAY FEBRUARY 23RD, 2021, ONOWAY CIVIC CENTRE AT 7:00 P.M. AND
VIA ZOOM

	PRESENT	<p>Mayor Glen Usselman Deputy Mayor Jackie Tremblay Councillor Vera Beck - Via Teleconference</p> <p>Chief Administrative Officer Wendy Wildman Administrative Assistant Diane Wannamaker Administrative Assistant Lana Lange Public at Large: 2 Teleconferenced 0 In Person</p>
1.	CALL TO ORDER	Mayor Usselman called the meeting to order at 7:06 p.m.
2.	AGENDA 19- 21	<p>MOVED by Deputy Mayor Tremblay that the February 23rd, 2021 Agenda be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
3.	MINUTES 20- 21 21-21	<p>MOVED by Deputy Mayor Tremblay that the minutes of the January 26th, 2021 Council meeting be approved as presented.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Beck that the minutes of the January 26th, 2021 Review by Council – Enforcement Order Minutes (Plan 892 1503, Block 1, Lot 28) be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
4.	APPOINTMENTS	N/A
5.	BYLAWS/POLICY	N/A
6.	BUSINESS 22 – 21	<p>MOVED by Deputy Mayor Tremblay that whereas the Federal government has passed a motion to adopt 988, a National three-digit suicide and crisis hotline; and whereas the ongoing COVID-19 pandemic has increased the demand for suicide prevention services by 200 per cent; and whereas existing suicide prevention hotlines require the user to remember a 10-digit number and go through directories or be placed on hold; and whereas in 2022 the United States will have in place a national 988</p>

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF SUNRISE BEACH, IN THE PROVINCE OF ALBERTA HELD ON TUESDAY FEBRUARY 23RD, 2021, ONOWAY CIVIC CENTRE AT 7:00 P.M. AND VIA ZOOM

	<p>23-21</p> <p>24-21</p> <p>25-21</p>	<p>crisis hotline; and whereas the Summer Village of Sunrise Beach recognizes that it is a significant and important initiative to ensure critical barriers are removed to this in a crisis and seeking help; now therefore be it resolved that the Summer Village of Sunrise Beach endorses this 988 crisis line initiative; and that Administration be directed to send a letter indicating such support to the local MP, MPP, Federal Minister of Health, the CRTC and local area municipalities as indication of support of a three-digit (988) hot-line that is accessible to all Canadians for information.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Mayor Usselman that the Summer Village of Sunrise Beach support the letter by Summer Village of Sandy Beach Deputy Mayor Harney to the Darwell Lagoon Commission requesting that the costs for remediation of the Sunrise Beach/Sandy Beach Lagoon for connection to the transmission line remain as a consideration in the Phase A of the Transmission Line Project and further, that no decision can be made by either Summer Village for their participation in the project without firm costs in regards to the actual operation and maintenance costs in order to proceed.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Beck that the Summer Village of Sunrise Beach Municipal Development Plan open house be scheduled for 6:00 p.m., March 23rd, 2021 prior to the regular Council meeting, to be held at the Onoway Heritage Center.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Tremblay that Administration revise the Draft 2021 Operating and Capital Budget as directed by Council and bring back to the next Council meeting.</p> <p style="text-align: right;">CARRIED</p>
7.	FINANCIAL 26-21	<p>MOVED by Councillor Beck that the Income & Expense Statements for January 31st, 2021 be accepted for information as presented.</p> <p style="text-align: right;">CARRIED</p>
8.	COUNCIL REPORTS	N/A
9.	ADMINISTRATION REPORTS 27-21	<p>MOVED by Deputy Mayor Tremblay that the Administration reports be accepted for information as presented.</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 FEBRUARY 23RD, 2021, ONOWAY CIVIC CENTRE AT 7:00 P.M. AND VIA ZOOM

10.	CORRESPONDENCE 28-21	<p>MOVED by Deputy Mayor Tremblay that the following correspondence be accepted for information:</p> <ul style="list-style-type: none"> a) Letters from the MD of Spirit River No. 133 and Mackenzie County to the Honourable Jason Kenney with regard to the reopening of the economy moving forward from the COVID restrictions. b) Municipal Stimulus Program (MSP) Red Tape Reduction 2020 – this report is a required component of the Municipal Stimulus Program Grant Funding. c) Alberta Municipal Service Corporation insurance reduction advisement resulting from subscriber-owned insurance pool. d) Alberta Police Interim Advisory Board report on recommendations for 2021-22 policing priorities. This report was previously sent to Council for review. e) Fortis Alberta – approved FortisAlberta 2021 Distribution Rates. f) Government of Alberta – Statement of Direct Deposit of \$438.00 on February 2, 2021, 2020 for Feb. FCSS g) Summer Village of Sunrise Beach Animal Control Log <p align="right">CARRIED</p>
11.	OPEN FLOOR DISCUSSION WITH GALLERY 29-21	<p>MOTION by Mayor Usselman that the open floor discussion with gallery be accepted for information.</p> <p align="right">CARRIED</p>
12.	CLOSED MEETING	N/A
13.	ADJOURNMENT	Meeting adjourned at 8:17 p.m.

Mayor, Glen Usselman

Chief Administrative Officer, Wendy Wildman

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 SUNRISE BEACH, 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 Sunrise Beach, in the Province of Alberta, duly assembled, enacts as follows:

1. The Assessment Review Board Clerk is hereby established as a Designated Officer.
2. 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
3. That as the Summer Village has entered into an agreement with Capital Region Assessment Services Commission for the provision of Assessment Review Board services within the Summer Village, Richard Barham be appointed Assessment Review Board Clerk for the Summer Village of Sunrise Beach.
4. THAT this Bylaw is effective on the date of the third and final reading.
5. That Bylaw 154-2019 be rescinded.

Read a first time on this 23rd day of March, 2021.

Read a second time on this 23rd day of March, 2021.

Unanimous Consent to proceed to third reading on this 23rd day of March, 2021.

Read a third and final time on this 23rd day of March, 2021.

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

Signed this 23rd day of March, 2021.

Mayor, Glen Usselman

Chief Administrative Officer, Wendy Wildman

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Municipal Government Act RSA 2000 Chapter M-26
Section 210, Designated Officer
Section 627.1, Appoint Subdivision and Development Appeal Board Clerk

A BYLAW OF THE MUNICIPALITY OF SUNRISE BEACH, 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 627.1 of the *Municipal Government Act*, the council of a municipality must appoint a designated officer to act as the clerk of the Subdivision and Development Appeal Board having jurisdiction in the municipality.

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

1. The Subdivision and Development Appeal Board Clerk is the designated officer for the purpose of the following section of the *Municipal Government Act*:

627.1(1) A council that establishes a subdivision and development appeal board must appoint, and a council that authorizes the establishment of a subdivision and development appeal board must authorize the appointment of, one or more clerks of the subdivision and development appeal board.

2. That as the Summer Village has entered into an agreement with Milestone Municipal Services for the provision of Subdivision and Development Appeal Board services within the Summer Village, Emily House and Cathy McCartney be appointed Subdivision and Development Appeal Board Clerks for the Summer Village of Sunrise Beach.
3. THAT this Bylaw shall come into force and effective on the date of the third and final reading.

Read a first time on this 27th day of August, 2019.

Read a second time on this 27th day of August, 2019.

Unanimous Consent to proceed to third reading on this 27th day of August, 2019.

Read a third and final time on this 27th day of August, 2019.

Signed this 27th day of August, 2019.

Municipal Government Act RSA 2000 Chapter M-26

Section 210, Designated Officer

Section 627.1, Appoint Subdivision and Development Appeal Board Clerk

Mayor, Glen Usselman

Chief Administrative Officer, Wendy Wildman

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

**BEING A BYLAW OF THE SUMMER VILLAGE OF SUNRISE BEACH 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 Sunrise Beach;

NOW THEREFORE, the Council for the Summer Village of Sunrise Beach, 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 Sunrise Beach;
- c) "CRASC" means Capital Region Assessment Services Commission contracted by the Summer Village of Sunrise Beach 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 Sunrise Beach;
- 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;



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

- g) "Summer Village" means the Summer Village of Sunrise Beach;
- 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 CRASC.
- 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 CRASC for its performance including Annual fees, Hearing fees, Panelist fees and Assessment Clerk fees will be outlined in a Memorandum of Agreement between CRASC and the Summer Village.

Filing a Complaint

- 7. Upon receipt of an assessment complaint, the Summer Village shall provide to the Commission 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.

Rescind Bylaw

THAT Bylaw 152-2019, a Bylaw of the Summer Village of Sunrise Beach 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.

BYLAW NO. 167-2021

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

Read a first time on this 23rd, day of March, 2021.

Read a second time on this 23rd, day of March, 2021.

Unanimous Consent to proceed to third reading on this 23rd, day of March, 2021.

Read a third and final time on this 23rd, day of March, 2021.

Signed this 23rd, day of March, 2021.

Mayor, Glen, Usselman

Chief Administrative Officer, Wendy Wildman

Municipal Government Act RSA 2000 Chapter M-26

Part 11 Assessment Review Boards

**BEING A BYLAW OF THE SUMMER VILLAGE OF SUNRISE BEACH 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 Sunrise Beach;

NOW THEREFORE, the Council for the Summer Village of Sunrise Beach, 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 Sunrise Beach;
- c) "County" means Lac Ste. Anne County contracted by the Summer Village of Sunrise Beach 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 Sunrise Beach;
- 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 Sunrise Beach;
- h) "Municipal Government Act" means the Municipal Government Act, RSA 2000, c M-26; and

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

- 1) "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.

Rescind Bylaw

BYLAW NO. 152-2019

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

THAT Bylaw 121-10, a Bylaw of the Summer Village of Sunrise Beach 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 25th day of June, 2019.

Read a second time on this 25th day of June, 2019.

Unanimous Consent to proceed to third reading on this 25th day of June, 2019.

Read a third and final time on this 25th day of June, 2019.

Signed this 25th day of June, 2019.



Mayor, Glen Usselman



Chief Administrative Officer, Wendy Wildman

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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 26, 2021, ONOWAY CIVIC CENTRE AT 7:00 P.M.

Motion #05 – 21	<p>MOVED by Deputy Mayor Tremblay that Council authorizes the Summer Village of Sunrise Beach to participate in a 2021 Alberta Community Partnership application under the Intermunicipal Collaboration (IC) to study the potential for regionalization of shared and common services among the partner members, with the Summer Village of Val Quentin acting as the Managing Partner.</p> <p align="right">CARRIED</p>
Motion #06– 21	<p>MOVED by Mayor Usselman that Council authorizes the Summer Village of Sunrise Beach to participate in a 2021 Alberta Community Partnership application, under the Municipal Restructuring (MR) Restructuring Study Stream, to establish a process to facilitate the prospective amalgamation of regional summer villages, with the Summer Village of Sunset Point acting as Managing Partner.</p> <p align="right">CARRIED</p>
Motion #07– 21	<p>MOVED by Mayor Usselman that Council table to their February meeting the information for the Proposed Optional Emergency Cost Program to de-risk accidental expenses for property owners for Emergency calls such as false alarms.</p> <p align="right">CARRIED</p>
Motion #08– 21	<p>MOVED by Mayor Usselman that Council appoint Dwight Moskalyk as Returning Officer and Diane Wannamaker as Substitute Returning Officer for the Summer Villages of Sunrise Beach 2021 Municipal Election.</p> <p align="right">CARRIED</p>
Motion #09– 21	<p>MOVED by Deputy Mayor Tremblay that the Summer Village of Sunrise Beach plan its 2021 nomination day and election day, including advance vote, along with its nomination date and voting day locations, in conjunction with other Summer Villages if appropriate, with date, time, locations, coming back to the March meeting for finalization.</p> <p align="right">CARRIED</p>
Motion #10– 21	<p>MOVED by Deputy Mayor Tremblay that Council accept the 2021 draft budget discussion for information and administration make amendments to the draft budget as discussed and bring back to the next meeting.</p> <p align="right">CARRIED</p>
Motion #11– 21	<p>MOVED by Mayor Usselman that the Council of the Summer Village of Sunrise Beach support the 2021 Census, and encourage all residents to complete their census questionnaire online at www.census.gc.ca, accurate and complete census data support programs and service that benefit our community including grant funding. We will advertise in our May newsletter, on our website and a message through All Net.</p> <p align="right">CARRIED</p>

Hello Heather,

As per your request the following are your ARB officials for 2021.

ARB Chainman - Raymond Ralph

Certified ARB Clerk -- Richard Barman

s/b BARHAM

Certified Panelists - Darlene Chartrand
Tina Groszko
Stewart Hennig
Richard Knowles
Raymond Ralph

We only have 5 Panelists to start this year Judy Bennett has retired.
Thank you and have a good year.

Archie.

Archie Grover, Manager
Capital Region Assessment Services Commission
11810 Kingsway Avenue NW
Edmonton AB T5G 0X5
Archie.Grover@crasc.ca
(780) 438-2052

From: administration@wildwillowenterprises.com <administration@wildwillowenterprises.com>
Sent: February 19, 2021 1:46 PM
To: Richard Barham <richard.barham@crasc.ca>
Cc: Archie Grover <archie.grover@crasc.ca>; Wendy Wildman <cao@onoway.ca>
Subject: ARB Clerk

Hello Richard, I apologize if I missed the information in a previous email, but I just need to confirm for our Designated Officers Bylaws who the named clerk of the Assessment Review Board is.

Thank you,

Heather Luhtala,
Asst. CAO
S.V. of South View ([Sign Up for South View Connect Today!](#))
S.V. of Silver Sands ([Sign Up for Silver Sands Connect Today!](#))
S.V. of Yellowstone ([Sign Up for Yellowstone Connect Today!](#))
Phone: 587-873-5765
Fax: 780-967-0431
Website: www.wildwillowenterprises.com
Email: administration@wildwillowenterprises.com

Disaster Recovery Program Changes

Overview

The Disaster Recovery Program (DRP) provides financial assistance to qualifying applicants to help restore uninsurable property lost or damaged by a disaster to its basic, pre-disaster functional condition.

DRPs provide financial assistance as a last resort to assist those affected by a disaster.

Program changes

For DRPs that occur in 2021, the Government of Alberta has set homeowner funding limits and implemented cost-sharing mechanisms between the government and program applicants.

Why changes were made

The cost and frequency of disasters in Alberta are increasing, and the province needs a more sustainable approach to disaster recovery. By implementing a stronger framework to deal with emergencies and disasters, these changes help ensure the DRP can continue to be available for Albertans when they need it most.

Homeowner-funding limits

The province is implementing a homeowner funding limit of up to \$500,000 per application for eligible costs and a limit of one-time assistance per property, regardless of the transfer of ownership. The one-time funding limit is not cumulative, so if an applicant has received any amount of assistance under the new policy, they would not qualify for funding in the future.

Establishing a homeowner funding limit helps government reinforce the intent of the DRP, which is to contribute to a ready and resilient Alberta and be the payer of last resort. Homeowners may choose to opt out of receiving DRP assistance if they are able to cover damages on their own. This would allow their property to qualify for future assistance if a DRP is approved in their community and they meet the program qualification criteria at that time.

Limits to properties

- Limits to assistance are applied to the property address only, not the applicant.
- A new property owner will not qualify for DRP assistance if the previous owner already accessed the one-time funding limit.

Posting addresses online

- If a homeowner applicant accessed funding through a DRP for a disaster that occurred in 2021 and onward, the property address and legal land description will be posted on the Government of Alberta website. The post will indicate that the address (legal land description) is not eligible for future DRP funding.
- This will help prospective buyers and developers become aware of funding limits that apply to specific addresses.

90:10 cost-sharing

Cost-sharing mechanisms for municipalities and private-sector applicants are based on a 90:10 formula, where the province covers 90 per cent of eligible disaster costs and the applicant covers the remaining 10 per cent.

What you can do as a community

The AEMA encourages all Albertans and communities to:

- Purchase adequate insurance.
- Have reserve funds.
- Invest in mitigation and infrastructure maintenance.
- Restrict future property development in high-risk areas.

Living in high-risk areas

Albertans living in high-risk areas may experience a natural disaster of one kind or another. The Government of Alberta continues to provide DRP assistance to all qualifying applicants; however, homeowners living in high-risk areas are encouraged to consider relocating or mitigating risks to their properties.

Flood maps are available at <https://floods.alberta.ca/>.

Purchasing insurance

It is important for Albertans to become educated about their disaster risks and ensure they are adequately insured. There are more insurance options on the market now than ever before.

High-risk areas

Homeowners living in high-risk areas who are not able to access overland flood insurance are also subject to the cost-sharing and one-time funding limit.

Flood insurance

Financial assistance for disaster recovery continues to be available to eligible applicants to help cover costs related to uninsurable loss and damages. Albertans are advised to check with several insurance companies to compare policy coverage limits, exclusionary language (e.g. concurrent causation clauses), and premiums when purchasing any flood insurance.

Federal government disaster assistance

Since 2016, the federal government has significantly reduced federal support through the Disaster Financial Assistance Arrangements. This has increased the provincial liability for DRP costs. In addition to this, the federal government does not typically reimburse for repeat assistance in flood-prone areas.

Indigenous communities

The federal government continues to fund all eligible disaster-related costs on First Nations reserve land.

First Nations applicants living off reserve, as well as other members of Indigenous communities are eligible for the same benefits and limits as other Albertans applying to the DRP.

The 90:10 cost-sharing arrangements will also apply to Métis Settlement communities as it would for all other communities.

For more information

Online: alberta.ca/drp

Call us: 1-877-674-1611

Email: DRP@atagov.ab.ca

For more information: alberta.ca/drp

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Classification: Protected A

Alberta

(17)

BEING A BYLAW OF THE SUMMER VILLAGE OF SUNRISE BEACH, IN THE PROVINCE OF ALBERTA, TO AUTHORIZE THE SEVERAL RATES OF TAXATION IMPOSED FOR ALL PURPOSES FOR THE YEAR 2020

WHEREAS the total requirements for the Summer Village of Sunrise Beach in the Province of Alberta as shown in the budget estimates are as follows:

Municipal General	204,135.28
Minimum Municipal	41,186.71
Lac Ste. Anne Foundation Seniors Requisition	5,221.49
ASFF Residential School Requisition	61,309.01
ASFF – Plus 2019 Under Levy	1409.93
ASFF Non-Residential School Requisition	503.00
ASFF – Plus 2019 Under Levy	9.21
Designated Industrial Property Requisition	9.66
TOTAL:	313,784.29

WHEREAS the total taxable assessment of land, buildings and improvements amounts to:

Residential - Improved	23,250,960
Residential – Vacant	818,120
Farmland	18,960
Non-Residential – Linear	127,100
Municipal Exempt	873,380
TOTAL:	25,088,520

WHEREAS, the estimated municipal expenditures and transfers set out in the budget for the Summer Village of Sunrise Beach for 2020 total \$437,066.29 including ASFF, DIP & Senior; and

WHEREAS, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$123,282.00 and \$41,186.71 from "Minimum Municipal Tax" and the balance of \$204,135.28 is to be raised by general municipal taxation; and

WHEREAS, estimated amount to be collected for requisitions totals \$68,462.26 (School \$63,231.11; Senior \$5,221.49; Designated Industrial \$9.66); and

WHEREAS, the amount of municipal taxation to be raise as a minimum amount payable of \$920.00 per each taxable property in the municipality is estimated to be \$41,186.71 and the remaining \$204,135.28 is to be collected based on municipal mill rates; and

Municipal Government Act RSA 2000 Chapter M-26
Part 10 Division 2 Property Tax

WHEREAS, the rates hereinafter set out are deemed necessary to provide the amounts required for municipal, school and other purposes, after making due allowance for taxes which may reasonably be expected to remain unpaid; and

WHEREAS, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Chapter M26, Revised Statutes of Alberta, 2000; and

The Municipal Administrator is hereby authorized and required to levy the following rates of taxation on the assessed value of all land, buildings and improvements as shown on the assessment and tax roll:

RATE	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX</u> (in mills)
General Municipal			
Residential – Improved	193,606.30	23,250,960	0.00832680
Residential – Vacant	6,812.30	818,120	0.00832680
Farmland	157.88	18,960	0.00832680
Non-residential – Linear	3,558.80	127,100	0.02800000
TOTAL	204,135.28	24,215,140	

RATE	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX</u> (in mills)
Alberta School Foundation Fund			
Residential/Farmland (Includes under levy)	62,718.94	24,088,040	0.002603737
Non-residential (Includes under levy)	512.21	127,100	0.004029999
TOTAL	63,231.11	24,215,140	

RATE	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX</u> (in mills)
Lac Ste. Anne Seniors Foundation			
Residential/Farmland	5,194.08	24,088,040	0.000215625
Non-residential	27.41	127,100	0.000215625
TOTAL	5,221.49	24,215,140	

RATE	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX</u> (in mills)
Designated Industrial Property			
Non-Residential – Linear	9.66	127,100	0.000076
Total	9.66	127,100	

(19)

Municipal Government Act RSA 2000 Chapter M-26
Part 10 Division 2 Property Tax

THAT taxes shall be due on **July 31st, 2020**. The penalty on the current tax levy outstanding shall be as follows:

- 1% - August 1st, 2020
- 1% - September 1st, 2020
- 3% - October 1st, 2020
- 3% - November 1st, 2020
- 3% - December 1st, 2020

The penalty on any outstanding balance on December 31, 2020 shall be subject to a penalty of 10%.

THAT subject to the Provincial directive to defer the collection of certain tax in the 2020 tax year, **THAT** the collection of the non-residential Provincial school tax will be deferred to September 30th, 2020 and will be subject to a penalty thereon in the amount of 10% on the 1st day of October to the unpaid portion of the non-residential school taxes **AND THAT** the above noted penalty structure in this bylaw will apply to any unpaid portion of the non-residential municipal taxes.

THAT the minimum amount payable as property tax for general municipal purposes shall be:

	<u>TAX RATE</u>	<u>TAX LEVY</u>
Vacant Residential	\$920.00	17,107.70
Improved Residential	\$920.00	19,175.81
Farmland	\$920.00	3,626.00
Non-Residential	\$920.00	1,277.20
TOTAL		\$41,186.71

THAT this Bylaw shall come into force and effect for 2020 taxation on the date of the third and final reading.

Read a first time on this 8th, day of May, 2020.

Read a second time on this 8th day of May, 2020.

Unanimous Consent to Proceed to Third Reading on this 8th, day of May, 2020

Read a third and final time on this 8th day of May, 2020.

Signed and Passed this 8th day of May, 2020

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BYLAW NO. 164-2020

Municipal Government Act RSA 2000 Chapter M-26
Part 10 Division 2 Property Tax

Mayor, Glen Usselman

Chief Administrative Officer Wendy Wildman

(21)

**BEING A BYLAW OF THE SUMMER VILLAGE OF SUNRISE BEACH, IN THE
PROVINCE OF ALBERTA, TO AUTHORIZE THE SEVERAL RATES OF
TAXATION IMPOSED FOR ALL PURPOSES FOR THE YEAR 2019**

WHEREAS the total requirements for the Summer Village of Sunrise Beach in the Province of Alberta as shown in the budget estimates are as follows:

Municipal General	200,393.38
Minimum Municipal	38,625.69
Lac Ste. Anne Foundation Seniors Requisition	4,915.91
ASFF Residential School Requisition	57,144.38
ASFF Non-Residential School Requisition	464.66
Designated Industrial Property Requisition	<u>10.55</u>
TOTAL:	301,554.57

WHEREAS the total taxable assessment of land, buildings and improvements amounts to:

Residential - Improved	22,143,360
Residential - Vacant	880,950
Farmland	18,960
Non-Residential - Linear	134,220
Municipal Exempt	<u>880,030</u>
TOTAL:	24,057,520

WHEREAS, the estimated municipal expenditures and transfers set out in the budget for the Summer Village of Sunrise Beach for 2019 total \$275,122.07; and

WHEREAS, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$36,103.00 and \$38,625.69 from "Minimum Municipal Tax" and the balance of \$200,393.38 is to be raised by general municipal taxation; and

WHEREAS, estimated amount to be collected for requisitions totals \$62,535.50 (School \$57,609.04; Senior \$4,915.91; Designated Industrial \$10.55); and

WHEREAS, the amount of municipal taxation to be raise as a minimum amount payable of \$900.00 per each taxable property in the municipality is estimated to be \$38,625.69 and the remaining \$200,393.38 is to be collected based on municipal mill rates; and

WHEREAS, the rates hereinafter set out are deemed necessary to provide the amounts required for municipal, school and other purposes, after making due allowance for taxes which may reasonably be expected to remain unpaid; and

Municipal Government Act RSA 2000 Chapter M-26
Part 10 Division 2 Property Tax

WHEREAS, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Chapter M26, Revised Statutes of Alberta, 2000; and

The Municipal Administrator is hereby authorized and required to levy the following rates of taxation on the assessed value of all land, buildings and improvements as shown on the assessment and tax roll:

RATE	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX</u> (in mills)
General Municipal			
Residential – Improved	188,956.02	22,143,360	8.533304
Residential – Vacant	7,517.41	880,950	8.533304
Farmland	161.79	18,960	8.533304
Non-residential – Linear	3,758.16	134,220	28.0
TOTAL	200,393.38	23,177,490	

RATE	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX</u> (in mills)
Alberta School Foundation Fund			
Residential/Farmland	57,144.38	23,043,270	2.4798729
Non-residential	464.66	134,220	3.4619282
TOTAL	57,609.04	23,177,490	

RATE	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX</u> (in mills)
Lac Ste. Anne Seniors Foundation			
Residential/Farmland	4,887.44	23,043,270	0.2120985
Non-residential	28.47	134,220	0.2120985
TOTAL	4,915.91	23,177,490	

RATE	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX</u> (in mills)
Designated Industrial Property			
Non-Residential – Linear	10.55	134,220	0.0786
Total	10.55	134,220	

THAT taxes shall be due on **July 31st, 2019**. The penalty on the current tax levy outstanding shall be 3% charged on the current taxes unpaid as of August 1st, September 1st, October 1st, November 1st, December 1st, 2019. Tax arrears unpaid as of January 1st, 2020 shall be subject to an 18% penalty on outstanding balance; and

(23)

Municipal Government Act RSA 2000 Chapter M-26
Part 10 Division 2 Property Tax

THAT the minimum amount payable as property tax for general municipal purposes shall be:

	<u>TAX RATE</u>	<u>TAX LEVY</u>
Vacant Residential	\$900.00	16,782.60
Improved Residential	\$900.00	17,300.68
Farmland	\$900.00	3,506.81
Non-Residential	\$900.00	1,035.60
TOTAL		\$38,625.69

THAT this Bylaw shall come into force and effect for 2019 taxation on the date of the third and final reading.

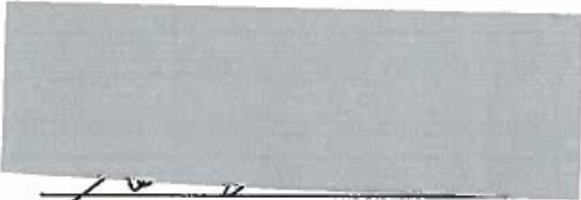
Read a first time on this 23rd, day of April, 2019.

Read a second time on this 23rd day of April, 2019.

Unanimous Consent to Proceed to Third Reading on this 23rd, day of April, 2019

Read a third and final time on this 23rd day of April, 2019.

Signed and Passed this 23rd day of April, 2019.



Mayor, Glen Usselman



Chief Administrative Officer Wendy Wildman

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Re Dead fall

RECEIVED
MAR 16 2021

[REDACTED]
Sent: 3/16/2021 10:55 AM

To: ""Susan - Sunrise Office"" <svsunrisebeach@wildwillowenterprises.com>

Hi there

Well here it is spring & maybe its time we get a jump start on cleaning up some of the deadfall in our areas. Preventative measures for fire prevention.

There is so much deadfall in the village wooded area towards the dead-end of Shedden Drive.

Perhaps that would be a great area to start with.

It would even be nice if a trail could be established through this area to the shoreline for the many walkers to enjoy.

In the winter one my neighbors plows a trail along the shore line for everyone to walk along, but unfortunately there is no way to get back to the road so you need to back track.

Maybe the Village could send out "looking volunteers" to create such trails.

What do think?

[REDACTED]
Resident

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February 22, 2021

Victoria Message
QMP Manager
Summer Village of Sunrise Beach
P.O. Box 1197
Onoway AB T0E 1V0

Dear Victoria Message:

**RE: 2020 Annual Internal Review
Summer Village of Sunrise Beach - Accreditation No: M000353**

The Summer Village of Sunrise Beach 2020 Annual Internal Review (AIR) for the building, electrical, gas and plumbing disciplines has been approved. You can view the signed AIR document on your organization dashboard on Council Connect.

I would like to thank you for the thorough and comprehensive review and the effort put into completing the review.

Should you have any questions, please do not hesitate to call the Accreditation Department. We can be reached toll-free at 1-888-413-0099 or by email at accreditation@safetycodes.ab.ca.

Best wishes,

A handwritten signature in black ink that reads 'PJBurrows'.

Peter Burrows
Accreditation Coordinator

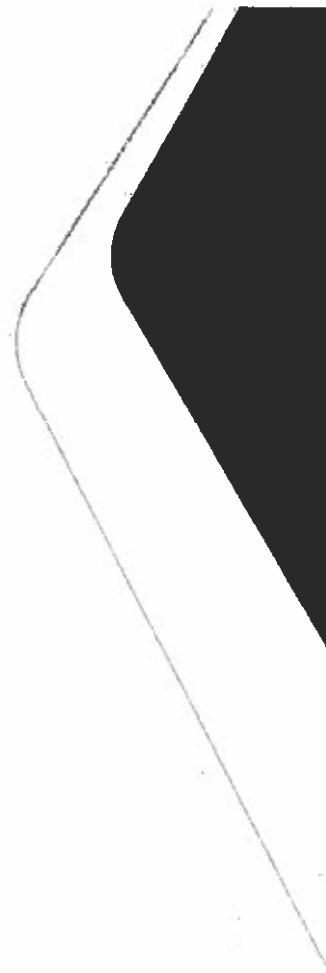
JV

2020

Annual Internal Review

Accredited Municipality

Summer Village of Sunrise Beach



2020- Municipal Accreditation

Accreditation Information

Accreditation ID: M000353
Municipal Name: Summer Village of Sunrise Beach
Population Size: 135
Municipal Type: Summer Village
Accredited Disciplines: Building, Electrical, Gas, Plumbing
Application Disciplines: Building, Electrical, Gas, Plumbing

QMP Information

QMP	Disciplines Covered	QMP Approved Date	QMP Manager Name (First name, Last name)	QMP Manager Job Title
300	Electrical, Gas, Plumbing, Building	2019-09-20	Victoria Message	Admin Assistant

Operational Activity

Activity	Building	Electrical	Gas	Plumbing	PSDS	Total
Permits Issued	2	3	3	0	1	9
Permits Closed	2	4	4	2	1	13
Permits Open	5	2	5	1	0	13
Inspection Completed	7	5	4	2	1	19
Orders Issued	0	0	0	0	0	0
Orders Closed	0	0	0	0	0	0
Orders Outstanding	0	0	0	0	0	0
Variances Issued	0	0	0	0	0	0

QMP Administration

a.	Is an accredited agency under contract to provide safety codes services?	Yes
b.	Please provide the following verifications:	
i.	The list of active Designation of Powers in Council Connect is up-to-date.	Yes
ii.	SCO certifications are current and have not expired.	Yes
iii.	SCO training is current.	Yes
iv.	A registry of SCO training is maintained.	Yes
v.	Municipal staff and contractors have access to the approved QMP	Yes
vi.	Municipal staff and contractors have received training on the approved QMP.	Yes
vii.	All and any changes to the QMP have been approved by the Administrator prior to implementation.	Yes
viii.	All safety codes services files are managed under a formal records management program.	Yes
ix.	All safety codes services files closed by a contracted accredited agency are returned to the municipality	Yes

Accredited Agency Contract Information

Agency Name	B	EL	G	P	PS	Mun. %	Ag. %	Other
Superior Safety Codes	Yes	Yes	Yes	Yes	Yes	20	80	

Agency Monitoring and Oversight

a.	Does the accredited agency submit the Council levy on behalf of the municipality?	Yes
i.	The municipality is not in arrears in its remittance of the Council Levy.	Yes
b.	Please provide the following verifications	
i.	An agency monitoring and oversight program is in place.	Yes
ii.	Agency inspections services are delivered in accordance to the municipality's QMP.	Yes
iii.	Signed formal agency contracts are in place.	Yes
iv.	Agency contracts are current and up-to-date.	Yes



v.	Agency contracts address the transition of safety codes services upon termination.	Yes
vi.	Closed agency safety codes services files are returned to the municipality.	Yes

Agency Satisfaction

Please rate the following statements in relation to the corporation's satisfaction with the safety codes services provided by their contracted agency or agencies.

		Very Satisfied	Satisfied	Dissatisfied	Very Dissatisfied
a.	Overall satisfaction.		Yes		
b.	Delivery of permit services.		Yes		
c.	Delivery of inspection services.		Yes		
d.	Timeliness and responsiveness of service delivery.		Yes		
e.	Competency and knowledge of SCOs.		Yes		
f.	Actions taken to improve the delivery of safety codes services.		Yes		
g.	Actions taken to promote compliance to the Safety Codes Act, its regulations and the codes and standards in force in Alberta.		Yes		

Technical Service Delivery Standards File Review Instructions

- Complete a review of one (1) closed permit file in each of the disciplines covered by the accreditation (i.e. building, electrical, gas, and plumbing)
- Files closed in the fire discipline **do not have** to be reviewed.
- An organization accredited in all disciplines will complete a maximum of four (4) file reviews.
- If a permit file was not closed in a discipline in the year which the AIR applies, a file review **is not required**.

File Information

Discipline: Electrical **Permit Issue Date:** 2018-06-12 **Permit Closure Date:** 2020-04-27

Issuing Organization: Summer Village of Sunrise Beach

Permit Issuer: Sydney Hasuins **DOP Number:** P9168

Inspecting Organization: Superior Safety Codes

Inspecting SCO: Gerald Ives **DOP Number:** D5724

Discipline: Private Sewage **Permit Issue Date:** 2020-07-27 **Permit Closure Date:** 2020-08-07

Issuing Organization: Summer Village of Sunrise Beach

Permit Issuer: Brian Cherneske **DOP Number:** D5455

Inspecting Organization: Superior Safety Codes

Inspecting SCO: Tom Callihoo **DOP Number:** D9399

Discipline: Building **Permit Issue Date:** 2018-06-19 **Permit Closure Date:** 2020-07-10

Issuing Organization: Summer Village of Sunrise Beach

Permit Issuer: Ron Matiejewski **DOP Number:** D4811

Inspecting Organization: Superior Safety Codes

Inspecting SCO: Ron Matiejewski **DOP Number:** D4811

Discipline: Gas **Permit Issue Date:** 2015-11-24 **Permit Closure Date:** 2020-05-21

Issuing Organization: Summer Village of Sunrise Beach

Permit Issuer: Lucy Oliveira **DOP Number:** P4788

Inspecting Organization: Superior Safety Codes

Inspecting SCO: Brian Cherneske **DOP Number:** D5454



Discipline: Plumbing

Permit Issue Date: 2019-11-05

Permit Closure Date: 2020-05-25

Issuing Organization: Summer Village of Sunrise Beach

Permit Issuer: Ellen Arsenault

DOP Number: P9380

Inspecting Organization: Superior Safety Codes

Inspecting SCO: Brian Cherneske

DOP Number: D5455

File Review

Building	a.	Construction Document Review	
		Was a construction document review required?	No
		If yes, Please verify the following	
	i.	Plans were reviewed as prescribed in the municipality's QMP.	
	ii.	Professional involvement occurred as required in the municipality's QMP.	
	iii.	Plans were reviewed and approved by an SCO with the proper certification.	
		Note: Seek the assistance of an SCO to answer questions i and ii if necessary.	
	b.	Permit Issuance	
		Please verify the following:	
	i.	The permit is compliant with the section 21 and 22 of the Permit Regulation	Yes
	ii.	The permit was approved and signed by a Permit Issuer with the proper designation.	Yes
	iii.	The permit was issued in compliance with the Permit Regulation and the approved QMP.	Yes
	iv.	The permit was monitored in compliance with section 20 or 25 of the Permit Regulation, whichever is applicable.	Yes
	c.	Orders	
	i.	Was an order issued?	No
	ii.	If yes, the order is registered with the Council.	
	d.	Variances	
	i.	Was a variance issued?	No
	ii.	If yes, the variance is registered with the Council.	
	e.	Inspections and File Closure	
		Please verify the following:	
	i.	Inspections completed within the prescribed time frame.	No
	ii.	The mandatory minimum number of inspections required by the municipality's QMP were completed	Yes
iii.	The inspection reports describe the "work in place" at the time of inspection	Yes	
iv.	An SCO with the proper certification and designation completed the inspections.	Yes	
v.	The permit was not closed with an unsafe condition.	Yes	
vi.	Did the inspections identify deficiencies?	No	
1.	Were the deficiencies resolved prior to permit closure?		
2.	Were the deficiencies an unsafe conditions?		
3.	Was a verification of compliance accepted?		
Electrical	a.	Construction Document Review	
		Was a construction document review required?	No
		If yes, Please verify the following	
	i.	Plans were reviewed as prescribed in the municipality's QMP.	
	ii.	Professional involvement occurred as required in the municipality's QMP.	
	iii.	Plans were reviewed and approved by an SCO with the proper certification.	
		Note: Seek the assistance of an SCO to answer questions i and ii if necessary.	
	b.	Permit Issuance	
		Please verify the following:	
	i.	The permit is compliant with the section 21 and 22 of the Permit Regulation	Yes
	ii.	The permit was approved and signed by a Permit Issuer with the proper designation.	Yes



Electrical	iii.	The permit was issued in compliance with the Permit Regulation and the approved QMP.	Yes
	iv.	The permit was monitored in compliance with section 20 or 25 of the Permit Regulation, whichever is applicable.	Yes
	c. Orders		
	i.	Was an order Issued?	No
	ii.	If yes, the order is registered with the Council.	
	d. Variances		
	i.	Was a variance issued?	No
	ii.	If yes, the variance is registered with the Council.	
	e. Inspections and File Closure		
	Please verify the following:		
	i.	Inspections completed within the prescribed time frame.	No
	ii.	The mandatory minimum number of inspections required by the municipality's QMP were completed	Yes
	iii.	The inspection reports describe the "work in place" at the time of inspection	Yes
	iv.	An SCO with the proper certification and designation completed the inspections.	Yes
	v.	The permit was not closed with an unsafe condition.	Yes
	vi.	Did the inspections identify deficiencies?	No
	1.	Were the deficiencies resolved prior to permit closure?	
	2.	Were the deficiencies an unsafe conditions?	
	3.	Was a verification of compliance accepted?	
	Gas	a. Construction Document Review	
		Was a construction document review required?	No
If yes, Please verify the following			
i.		Plans were reviewed as prescribed in the municipality's QMP.	
ii.		Professional involvement occurred as required in the municipality's QMP.	
iii.		Plans were reviewed and approved by an SCO with the proper certification.	
Note: Seek the assistance of an SCO to answer questions i and ii if necessary.			
b. Permit Issuance			
Please verify the following:			
i.		The permit is compliant with the section 21 and 22 of the Permit Regulation	Yes
ii.		The permit was approved and signed by a Permit Issuer with the proper designation.	Yes
iii.		The permit was issued in compliance with the Permit Regulation and the approved QMP.	Yes
iv.		The permit was monitored in compliance with section 20 or 25 of the Permit Regulation, whichever is applicable.	Yes
c. Orders			
i.		Was an order Issued?	No
ii.		If yes, the order is registered with the Council.	
d. Variances			
i.		Was a variance issued?	No
ii.		If yes, the variance is registered with the Council.	
e. Inspections and File Closure			
Please verify the following:			
i.	Inspections completed within the prescribed time frame.	No	
ii.	The mandatory minimum number of inspections required by the municipality's QMP were completed	Yes	
iii.	The inspection reports describe the "work in place" at the time of inspection	Yes	
iv.	An SCO with the proper certification and designation completed the inspections.	Yes	
v.	The permit was not closed with an unsafe condition.	Yes	
vi.	Did the inspections identify deficiencies?	No	
1.	Were the deficiencies resolved prior to permit closure?		
2.	Were the deficiencies an unsafe conditions?		

Gas	3.	Was a verification of compliance accepted?	
Plumbing	a.	Construction Document Review	
		Was a construction document review required?	No
		If yes, Please verify the following	
	i.	Plans were reviewed as prescribed in the municipality's QMP.	
	ii.	Professional involvement occurred as required in the municipality's QMP.	
	iii.	Plans were reviewed and approved by an SCO with the proper certification.	
		Note: Seek the assistance of an SCO to answer questions i and ii if necessary.	
	b.	Permit Issuance	
		Please verify the following:	
	i.	The permit is compliant with the section 21 and 22 of the Permit Regulation	Yes
	ii.	The permit was approved and signed by a Permit Issuer with the proper designation.	Yes
	iii.	The permit was issued in compliance with the Permit Regulation and the approved QMP.	Yes
	iv.	The permit was monitored in compliance with section 20 or 25 of the Permit Regulation, whichever is applicable.	Yes
	c.	Orders	
	i.	Was an order issued?	No
	ii.	If yes, the order is registered with the Council.	No
	d.	Variances	
	i.	Was a variance issued?	No
	ii.	If yes, the variance is registered with the Council.	
	e.	Inspections and File Closure	
		Please verify the following:	
	i.	Inspections completed within the prescribed time frame.	Yes
	ii.	The mandatory minimum number of inspections required by the municipality's QMP were completed	Yes
	iii.	The inspection reports describe the "work in place" at the time of inspection	Yes
	iv.	An SCO with the proper certification and designation completed the inspections.	Yes
	v.	The permit was not closed with an unsafe condition.	Yes
	vi.	Did the inspections identify deficiencies?	No
1.	Were the deficiencies resolved prior to permit closure?		
2.	Were the deficiencies an unsafe conditions?		
3.	Was a verification of compliance accepted?		
Private Sewage	a.	Construction Document Review	
		Was a construction document review required?	No
		If yes, Please verify the following	
	i.	Plans were reviewed as prescribed in the municipality's QMP.	
	ii.	Professional involvement occurred as required in the municipality's QMP.	
	iii.	Plans were reviewed and approved by an SCO with the proper certification.	
		Note: Seek the assistance of an SCO to answer questions i and ii if necessary.	
	b.	Permit Issuance	
		Please verify the following:	
	i.	The permit is compliant with the section 21 and 22 of the Permit Regulation	Yes
	ii.	The permit was approved and signed by a Permit Issuer with the proper designation.	Yes
	iii.	The permit was issued in compliance with the Permit Regulation and the approved QMP.	Yes
	iv.	The permit was monitored in compliance with section 20 or 25 of the Permit Regulation, whichever is applicable.	Yes
	c.	Orders	
	i.	Was an order issued?	No
	ii.	If yes, the order is registered with the Council.	
	d.	Variances	



Private Sewage	i.	Was a variance issued?	No
	ii.	If yes, the variance is registered with the Council.	
	e.	Inspections and File Closure	
		Please verify the following:	
	i.	Inspections completed within the prescribed time frame.	Yes
	ii.	The mandatory minimum number of inspections required by the municipality's QMP were completed	Yes
	iii.	The inspection reports describe the "work in place" at the time of inspection	Yes
	iv.	An SCO with the proper certification and designation completed the inspections.	Yes
	v.	The permit was not closed with an unsafe condition.	Yes
	vi.	Did the inspections identify deficiencies?	No
	1.	Were the deficiencies resolved prior to permit closure?	
	2.	Were the deficiencies an unsafe conditions?	
	3.	Was a verification of compliance accepted?	

Annual Internal Review Findings

Use the results of the File Review and any other information to answer the following questions

1. Are there any notable issues with respect to the accreditation that was discovered through the completion of the Annual Internal Review?

There were no issues noted with respect to Accreditation.

2. Any other general comments, concerns or issues the municipality would like to raise with the Administrator and council in regards to its accreditation or operation of the safety codes system.

No significant area requiring improvements were noted however the Summer Village of Sunrise Beach strives to improve our Safety Codes processes and delivery program on an ongoing basis.

Municipal Acknowledgement and Signature

Signature: Victoria Message

Date: 2021-02-18

Job Title: QMP Manager

Note: This information is being collected for the purpose of administering and monitoring organizations accredited under the Safety Codes Act. The information collected will be managed in compliance with section 33,39 and 40 of the Freedom of Information and Protection of Privacy Act, section 63 of the Safety Codes Act, and in accordance with the policies, practices and procedures of the Safety Codes Council. Questions about the collection and use of this information can be directed to the Safety Codes Council at 780-413-0099, or toll-free at 1-888-413-0099.

For Safety Council Use Only

Administrator of Accreditation Review and Approval

Signature: *PJ Burrows*

Date: 2021-02-23





Town of Onoway

Box 540, Onoway, AB T0E 1V0

January 28th, 2019

COPY

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.

....2

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.



Town of Onoway

Box 540, Onoway, AB T0E 1V0

November 20th, 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, our January 28th, 2019 letter, and your November 15th, 2019 email requesting a change in service provider and access to the Onoway lagoon from Super Sucker to Standstone Vacuum Service.

Please be advised that the Town of Onoway hereby grants access to our Onoway lagoon to Standstone Vacuum Service for the disposal of wastewater effluent from the Summer Village of Sunrise Beach. All other terms of the January 28th, 2019 letter remain unchanged. This same approval has been granted to the Summer Village of Sandy Beach.

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

Yours truly,

[Redacted Signature]
Wendy Wildman
Chief Administrative Officer
Town of Onoway
/ww

c.c. Jason Madge, Public Works Manager

The Summer Village of Sunrise Beach hereby accepts the terms and conditions as noted above and in the January 28th, 2019 letter, with respect to access to the Town's sewage lagoon.

[Redacted Signature]
Glen Usselman, Mayor

[Redacted Signature]
Susan Dales, Admin. Assist.

Municipal Government Act RSA 2000 Chapter M-26
Part 17, Section 632

**BEING A BYLAW OF THE SUMMER VILLAGE OF SUNRISE BEACH TO
ADOPT A MUNICIPAL DEVELOPMENT PLAN FOR THE MUNICIPALITY**

WHEREAS the Municipal Government Act, as amended from time to time, requires each municipality to adopt a Municipal Development Plan; and

WHEREAS Section 632(1) of the Municipal Government Act requires that the Municipal Development Plan be adopted by bylaw and Section 632 (3) of the Municipal Government Act establishes the requirements of what must be contained within the Municipal Development Plan; and

WHEREAS the Municipal Development Plan has been advertised by the Summer Village of Sunrise Beach in accordance with Section 606 of the Municipal Government Act, and the required Public Hearing has been held in accordance with Section 230 of the Municipal Government Act;

NOW THEREFORE Council for the Summer Village of Sunrise Beach, duly assembled, enacts the following:

1. TITLE

1.1 THAT this bylaw may be cited as the "Municipal Development Plan Bylaw."

2. ADOPTION

2.1 THAT this bylaw, including the Summer Village of Sunrise Beach Municipal Development Plan that is hereto attached and forms part of this bylaw, is adopted.

3. REPEAL

3.1 THAT Bylaw 2013-132, being a previous version of a Municipal Development Plan for the Summer Village of Sunrise Beach, duly enacted, is hereby repealed.

4. SEVERABILITY

4.1 THAT each provision of this Bylaw is independent of all other provisions. If any provision of the Bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable

5. COMING INTO FORCE

5.1 THAT Bylaw shall come into effect upon the third and final reading and signing of this Bylaw.

**Municipal Government Act RSA 2000 Chapter M-26
Part 17, Section 632**

Read a first time on this 28th day of July, 2020.

Mayor, Glen Usselman

Chief Administrative Officer, Wendy Wildman

Read a second time on this 23rd day of March 2021.

Unanimous Consent to proceed to third reading on this 23rd day of March 2021.

Read a third and final time on this 23rd day of March 2021.

Signed this 23rd day of March 2021.

Mayor, Glen Usselman

Chief Administrative Officer, Wendy Wildman

SUMMER VILLAGE OF SUNRISE BEACH



Municipal Development Plan

Bylaw No. 132-13

1 INTRODUCTION

1.1 SETTING

The Summer Village of Sunrise Beach is located in Lac Ste Anne County, approximately 55 km. northwest of the City of Edmonton (Figure A – Municipal Map). The Summer Village is encompassed within Lac Ste. Anne County and borders the Summer Village of Sandy Beach. The Summer Village has a total land area of approximately 1.72 km² and a 2006 population of 170 people.

The Summer Village borders the westerly shorelines of the southern portion of Sandy Lake. The lake's name is descriptive of the sandy shoreline and basin.

The Sandy Lake area was used by Native people prior to European settlement. In 1876, Treaty No. 6 was signed by Plains Cree at Fort Carleton, Saskatchewan. It was a year later on August 21 that Chief Katchistaweskam, baptised as Alexander, joined other Chiefs in the Edmonton area in signing the treaty. George A. Simpson, a Dominion Lands Surveyor, surveyed the land in 1880. The treaty resulted in the creation of the Alexander Indian Reserve 134, located immediately east of Sandy Lake. By 1883, most of the families making up the Alexander Band had moved to the new reserve location. Contact with non-Aboriginal people increased dramatically once settlement of the area began around 1895 and the Klondike Gold Rush brought people along the road that ran through the reserve and what is now known as the Summer Village of Sunrise Beach.

The first settlers arrived in the area in the 1880s, with the main undertaking being agriculture. During the 1920s recreational development began around the lake, with the first subdivision being established in 1923. The Summer Village of Sunrise Beach was incorporated on December 31, 1988. Development continued at a fast pace, resulting in the establishment of more than 1000 lots around the lake by 1988. Recreational activities enjoyed at the Sandy Lake include camping, riding of recreational vehicles, cross-country skiing, and tobogganing.

1.2 SANDY LAKE

The waters of Sandy Lake are nutrient rich and the water is green during much of the open water season. The lake is part of the North Saskatchewan River Basin and has an area of 11.4 km². Water levels have been monitored since 1959, and prior to recent years, the

~ 3 ~ Summer Village of Sunrise Beach Municipal Development Plan

lowest lake level on record occurred in 1970, measuring 696.8 m asl, and the maximum occurred in 1974, measuring 698.06 m asl. The water level was relatively stable and high through the late 70s and 80s. After 1992 the water level began to decline, reaching a historic low in 1992 of 696.9 m ASL. The water level rose quickly in the two following years, with a peak in 1997 of 697.8 m ASL. There has been a constant decline since then, reaching a low of 695.89 in August 2010. It is recognized by Council, administration, and the landowners of the Summer Village of Sunrise Beach that they are the stewards of Sandy Lake, and as such, there is a desire to work with the Alberta Government and Lac Ste. Anne County to protect the amenity.

1.3 THE NEED FOR A MUNICIPAL DEVELOPMENT PLAN

There has been considerable growth in population in the region and an increase in the number of residents living on a permanent basis within the Summer Village in the last decade. The principal objective in the preparation of this Municipal Development Plan is to provide a guide for the orderly growth and development of the Summer Village. It is Council's statement to the public and potential developers as to how they wish to see the Community grow and develop in the future.

2 GENERAL DEVELOPMENT CONSTRAINTS

2.1 LEGISLATION, BYLAWS, AND POLICIES

2.1.1 MUNICIPAL DEVELOPMENT PLAN AREA

All lands lying within the corporate limits of the Summer Village of Sunrise Beach are considered to be the planning area for the purpose of this Municipal Development Plan.

2.1.2 MUNICIPAL GOVERNMENT ACT

This Municipal Development Plan has been prepared in accordance with Section 632 of the Municipal Government Act, Chapter M-26, R.S.A. 2000, which states:

~ 4 ~ Summer Village of Sunrise Beach Municipal Development Plan

632(2) A council of a municipality with a population of less than 3,500 may adopt a municipal development plan.

This Plan has been prepared in accordance with the Minister of Municipal Affairs: Land Use Policies.

2.1.3 LAND USE BYLAW

The Summer Village of Sunrise Beach Land Use Bylaw No. 71-1999, as amended, is the current document regulating development within the Municipality. Future changes to this document should be in accordance with this Municipal Development Plan.

2.2 EXISTING CONSTRAINTS

2.2.1 ADJACENT LAND USES

The Summer Village of Sunrise Beach is surrounded by mainly agricultural uses within Lac Ste. Anne County, cottage development within the Summer Village of Sunrise Beach, and mixed uses within the Alexander First Nation.

2.2.2 ACCESS TO THE SUMMER VILLAGE

Access to the Summer Village is by means of Secondary Highway 642. Following this route west and south takes you to the Town of Onoway; while heading east you arrive at Morinville.

2.2.3 NATURAL SETTING

The dominant natural feature within the plan area is Sandy Lake.

2.2.4 NATURAL RESOURCES

A referral to the Alberta Energy and Utilities Board (EUB) received a response that there were no sour gas facilities in close proximity to the Summer Village of Sunrise Beach. Some gravel extraction is occurring in neighbouring Lac Ste. Anne County.

2.2.5 EXISTING LAND USE AND DEVELOPMENT

Existing residential development within the Summer Village has followed the shoreline of Sandy Lake. Almost all of the shoreline has been districted residential, subdivided and developed with single detached dwellings / cabins. There is no commercial development within the municipality, save home occupations.

3 OBJECTIVES AND POLICIES

3.1 FUTURE DEVELOPMENT

3.1.1 OBJECTIVES

1. Ensure that future development does not negatively impact either the existing residential or environmental amenity of the Summer Village or Sandy Lake.
2. Ensure safe, effective, and efficient development of the Summer Village by working with Lac Ste. Anne County to develop an extension to Shedden Drive (portion south of Victory Road), creating a second access. The intent being to solve the problem where lands along this route currently have only one access.
3. Ensure that the long range financial viability of the Summer Village is taken into account when considering the establishment, or extension, of municipal services.
4. Ensure that new developments support interconnectivity within the Summer Village.
5. Ensure provision of parks and recreational opportunities.

3.1.2 POLICIES

1. All development will conform to the policies and future land use plan in this document and the Land Use Bylaw of the Summer Village.
2. At least one additional Residential Control District should be created within the community under the Land Use Bylaw. This should be done to accommodate the different development constraints and criteria for future larger lots to be created away from the lakeshore upon the undeveloped lands within the community.
3. Future residential or commercial development will take place on those lands designated Residential or Commercial respectively. Re-development is permitted, but only in accordance with the Land Use Bylaw of the Summer Village. Undeveloped lands may be developed, if:
 - a) The lands are shown to be suitable for development to the satisfaction of Council;
 - b) The development retains the current amenity of the residential areas of the Summer Village.
4. The required form of residential development is divided into two groups:
 - a) Lots adjacent to the shoreline of Sandy Lake shall be developed / re-developed with single detached dwellings;
 - b) Lots west of Shedden Drive shall be developed / re-developed with single detached dwellings; however, due to development constraints these lots shall have an area sufficient to accommodate on-site sewage disposal where the maximum lot area may be less than 0.4 ha. (1.0 acre).
5. Within the lifespan of this document, no annexation is anticipated save that necessary to affect the extension of roadways to allow for second accesses to portions of the municipality.
6. Options for water supply and wastewater collection and disposal will be explored by the Summer Village, but the costs to the municipality will be an important factor in determining whether to proceed with such projects. The Summer Village may be amenable to such regional systems that may be proposed by adjacent municipalities.
7. Seek opportunities to create second accesses to the southern portions of Shedden Drive adjacent to Sandy Lake.

3.2 RESIDENTIAL DEVELOPMENT

3.2.1 OBJECTIVES

1. Maintain the Image of the Summer Village of Sunrise Beach as a residential lakeside community.
2. Enhance the quality of life through sound subdivision design and appropriate development standards.
3. Encourage the use of architectural design guidelines in new developments / subdivisions to achieve a diverse and attractive residential community.

3.2.2 POLICIES

1. It is the intention of the Summer Village of Sunrise Beach to limit the development of lots to only single detached dwellings.
2. The Summer Village of Sunrise Beach shall encourage residential development to proceed in a logical, phased manner by encouraging infilling of existing neighbourhoods prior to opening new areas for development.
3. Developers of new residential subdivisions will be required to construct any necessary under and above ground municipal infrastructure to the satisfaction of the Summer Village of Sunrise Beach. Furthermore, only subdivisions applications where private sewage is to be treated "on-site" shall be considered favourably by the Subdivision Authority.
4. The Summer Village of Sunrise Beach shall require an Area Structure Plan (ASP) for all proposed subdivisions in currently undeveloped portions of the Summer Village. The ASP needs to address, but not necessarily limited to the following:
 - a. The sequence of development proposed for the area;
 - b. The land uses proposed for the area, either generally, or with respect to specific parts of the area;
 - c. Appropriate future land uses including lot sizes and proposed densities;
 - d. The general location and design for transportation routes and public utilities;

- e. The general location and design for drainage works;
 - f. The general location and design for school bus stops;
 - g. The general location and design of post office box facilities and entrance features;
 - h. The general location and description of parking areas for truck trailers and other chattels;
 - i. The general location and design for regional water service lines and water storage reservoirs;
 - j. The general location of parklands and linear parks;
 - k. The general location of neighbourhood waste collection area, where applicable;
 - l. A report in accordance with Section 23 of the Water Act where potable water is to be derived from a groundwater aquifer. Residential lots that create more than 40 developable lots and/or housing units may be required to design and implement a communal or municipal water and waste-water service;
 - m. A geotechnical report prepared by a professional engineer identifying and addressing environmental constraints that may be present within the plan area. For the purposes of higher water table, a map showing water tables of less than 2.3 metres and less than 1.0 metre shall be included;
 - n. Submission and implementation of a Traffic Impact Assessment on all subdivisions that result in more than 40 developable lots (non-park or other reserve) and/or housing units on a quarter-section.
 - o. Protection and integration of natural areas and features;
 - p. Natural and man-made constraints;
 - q. Transportation and access;
 - r. Method of providing potable water, sanitary sewage disposal, and franchise utilities to the area; and
 - s. An Area Structure Plan is adopted through the formal bylaw process.
5. Secondary dwelling units, including guesthouses, "granny suites", and garage suites, may be allowed as long as said developments meet the provisions of the Summer Village's Land Use Bylaw and the Alberta Safety Codes Act.

3.3 COMMERCIAL DEVELOPMENT

3.3.1 OBJECTIVES

1. Encourage the growth and development of the Summer Village's commercial base.
2. Minimize incompatibility with adjacent uses.

3.3.2 POLICIES

1. Ensure that any new commercial uses are compatible with existing residential uses.
2. Ensure that lakeside character of the community is maintained.
3. Ensure that adequate parking is provided on-site, or in close proximity, for the intended use.

3.4 INDUSTRIAL DEVELOPMENT

3.4.1 OBJECTIVES

1. Not to allow any industrial development within the Summer Village.

3.4.2 POLICIES

1. Industrial development will not be permitted within the Summer Village.

3.5 MUNICIPAL RESERVES AND PARKS

3.5.1 OBJECTIVES

1. Promote the development of new and continued enjoyment of existing, municipal lands within the Summer Village.
2. Provide green-space and recreational areas within the community.

3.5.2 POLICIES

1. Council will take the maximum environmental reserves, provided under the Municipal Government Act, for all subdivisions.

3.6 TRANSPORTATION

3.6.1 OBJECTIVES

1. Provision of a safe and efficient transportation system to meet the Summer Village's current and future needs.
2. Establish and maintain a road system which will facilitate access and movement throughout the Summer Village and facilitate future development.

3.6.2 POLICIES

1. The roadway system will be developed and maintained according to the traffic volume, function, and design criteria in accordance with studies and plans commissioned by the Summer Village.

3.7 MUNICIPAL UTILITIES

3.7.1 OBJECTIVES

1. The costs associated with piped infrastructure are large and prohibitive from the perspective of a small municipality such as the Summer Village of Sunrise Beach. Development should be planned such as to limit the requirement for the municipality to provide piped water supply and wastewater collection and disposal systems.

3.7.2 POLICIES

1. Unless a water supply and wastewater collection and disposal system is available, only that development that does not require that the municipality provide piped water supply and wastewater collection systems will be approved within the Summer Village.

4 IMPLEMENTATION

4.1 GOAL:

To effectively implement goals, objectives and policies set out in this Municipal Development Plan.

The MDP will provide direction to Council's and Administration's decisions regarding future growth and development of the Summer Village of Sunrise Beach. More detailed planning is required in certain cases through the preparation and adoption of ASPs. In order to ensure more complete and liveable neighbourhoods the preparation of larger multi-neighbourhood ASPs is recommended with individual developers preparing plans of subdivision for their property.

The Land Use Bylaw governs the specific and discretionary uses of land and locations and size of buildings through the development permitting process on a day-to-day basis, so conformity between it and the MDP must be achieved.

The MDP is meant to be a *'living planning document'* so its effectiveness needs to be monitored over time. If amendments are required, they should be carried out through an orderly amendment process. Implementation will also require strategic investment in infrastructure, amenities and services. The costs of new development should be borne by the developer. It is important to note that the achievement of the goals and objectives of

the MDP are subject to budgetary considerations by the Council of the Summer Village on an annual basis.

4.1.1 OBJECTIVES

The implementation objectives are to:

- apply the policies contained in the MDP to guide future growth, development and capital investment in infrastructure;
- provide policies for more detailed planning and development control through the Land Use Bylaw and Area Structure Plans;
- coordinate MDP policies with the Summer Village's budget processes; and
- monitor and update the MDP as an effective management tool through an orderly review and amendment procedure.

4.1.2 POLICIES

No.	Key Phrase	Policy Statement
(i)	Conformance with the Land Use Bylaw	The Summer Village of Sunrise Beach shall amend the existing Land Use Bylaw to ensure consistency between the MDP and the Land Use Bylaw in accordance with the requirements of the <i>Municipal Government Act</i> .
(ii)	Compliance with Other Statutory Plans, Subdivision and Development Applications	The Summer Village of Sunrise Beach shall ensure that all proposed amendments to municipal statutory plans, subdivision applications, amendments to the Land Use Bylaw, and development permit applications shall include a statement addressing compliance with the MDP.
(iii)	Appeals to Subdivision and Development Appeal Board	The Subdivision and Development Appeal Board shall have regard to the policies of the Summer Village of Sunrise Beach MDP in making its subdivision decisions and shall

comply with the policies of the MDP in making its development decisions.

(iv) Area Structure Plan Requirements

The Summer Village of Sunrise Beach shall require ASPs to be prepared and adopted by Summer Village Council before considering districting and subdivision in newly developing areas in accordance with the provisions of the *Municipal Government Act*. The ASP shall be required to address but not necessarily be limited to the following:

- a) site conditions and topography including natural and man-made constraints to development;
- b) archaeological or historically significant areas;
- c) the identification and protection of sustainable natural areas including wetlands, woodlots, drainage courses, etc;
- d) future proposed land uses, lot sizes and density;
- e) environmental impacts and mitigative measures for incompatible land uses such as railways, pipelines, utilities, agricultural uses with off-site impacts;
- f) neighbourhood population if applicable;
- g) school population, school sites sizes and locations if applicable;
- h) general location of parks, linear parks, greenways / linear parks, open spaces and multi-use trail systems;

FIGURE A MUNICIPAL MAP

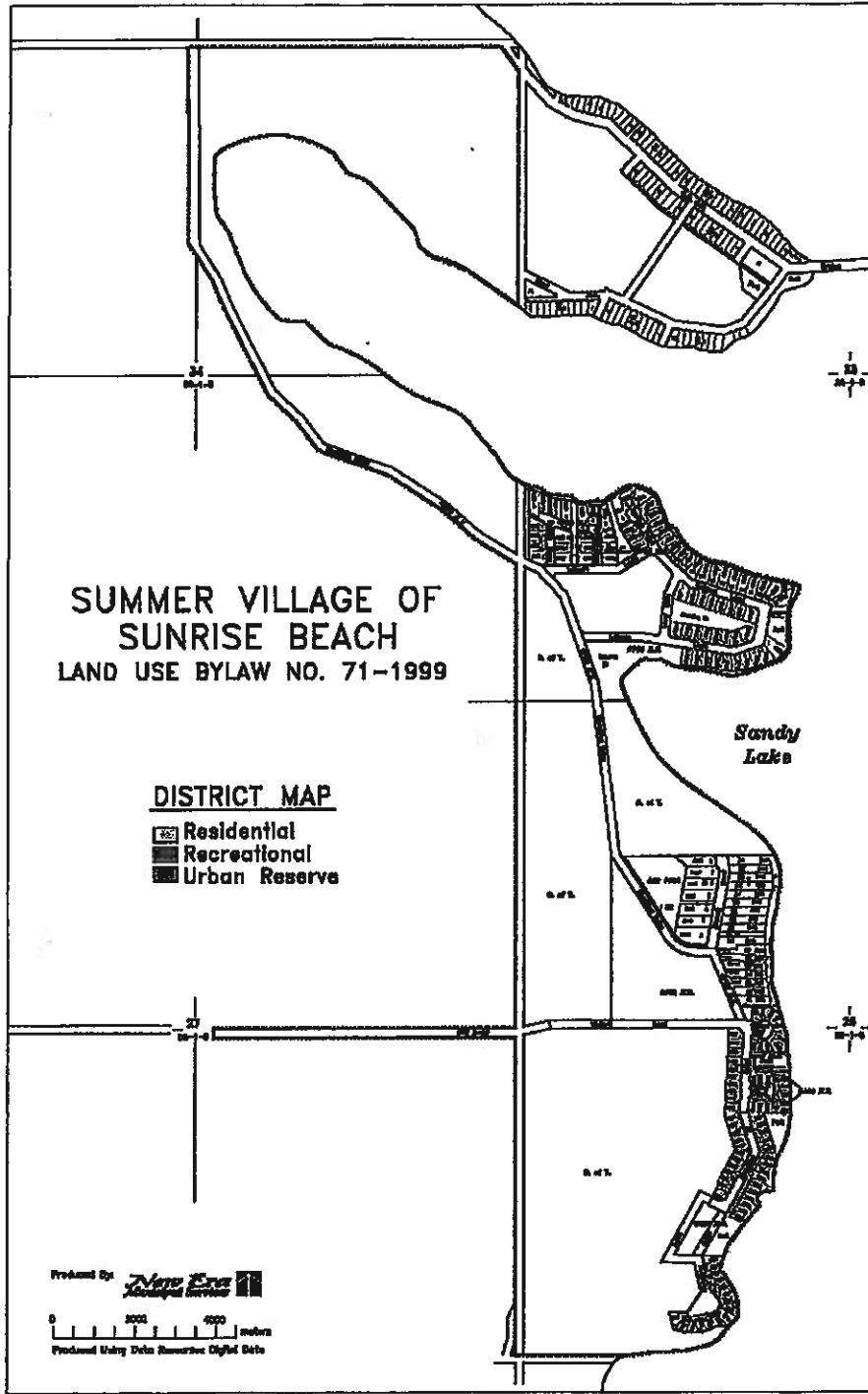


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Summer Village of Sunrise Beach

Municipal Development Plan

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SECTION ONE

Welcome

1

This Section introduces the community vision and local demographics which underpin policies within the MDP.

1-1 OUR COMMUNITY

The Summer Village of Sunrise Beach is home to permanent and seasonal residents in a recreational lakeside setting. It is located within to Lac Ste. Anne County on the western shores of Sandy Lake, south of Sandy Beach, as shown on **Figure 1**. Sunrise Beach has a total land area of 1.66 square kilometres.

The Sandy Lake area was part of the traditional territory of Alexander and other First Nations. Upon the signing of Treaty No. 6 Alexander Indian Reserve No. 134 was created on lands east of Sandy Lake.

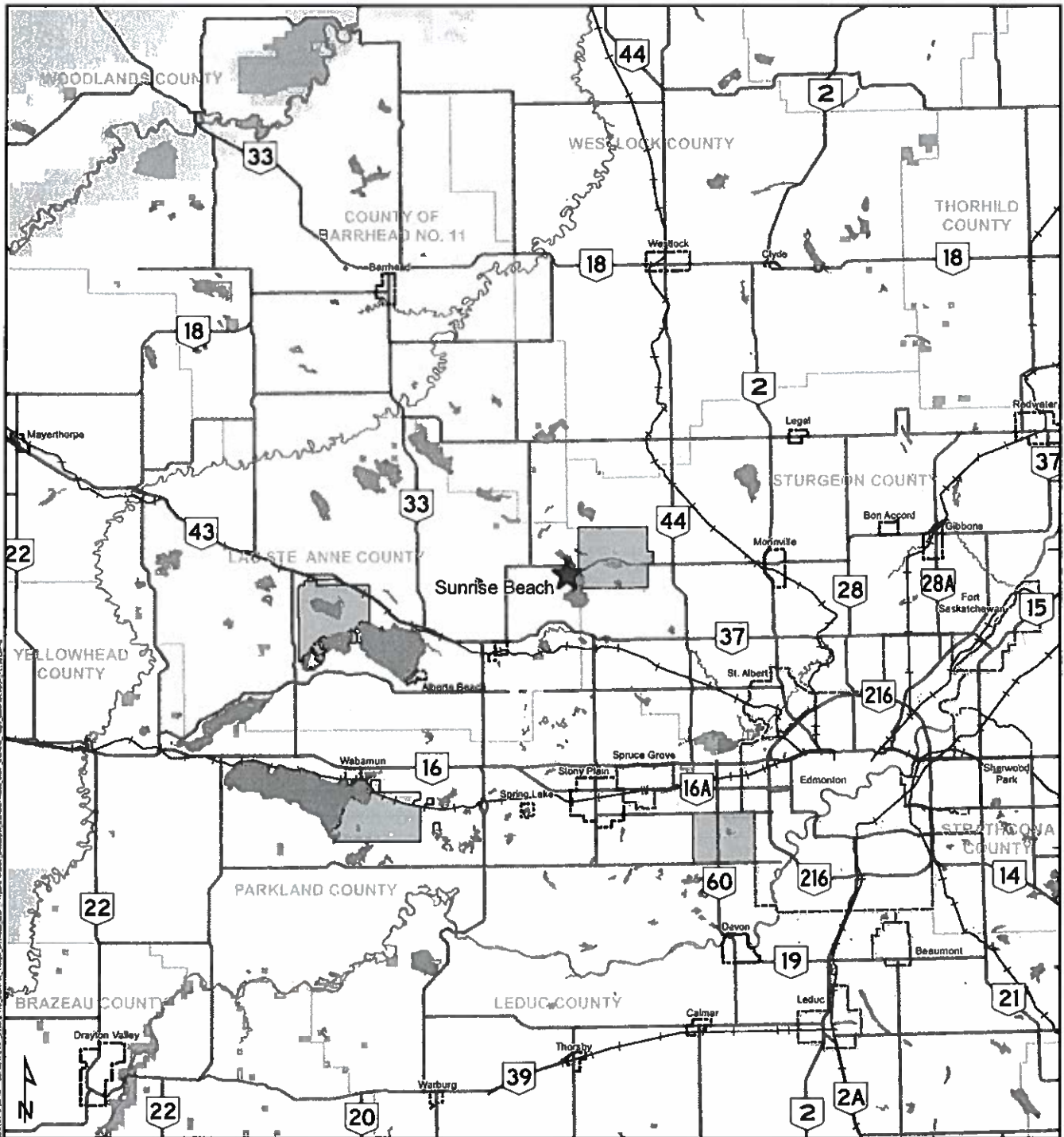
In the late 1880s, when more people were settling in and around the area, lands were predominately used for agriculture. Recreational development around Sandy Lake began in the 1920s with the first subdivision being established in 1923. When the Summer Village of Sunrise Beach was incorporated on December 31, 1988, more than 1000 lots around the lake had been established. Many recreational activities are enjoyed in and around the lake, including camping, boating, cross-country skiing and use of recreational vehicles.

1-2 OUR VISION

Our 20 Year Vision is:

The Summer Village of Sunrise Beach continues to be quiet and safe place to live and recreate, provides opportunities for residential growth in a controlled and sustainable manner while retaining its small village character.





— Highway, 1-216 Series

★ Sunrise Beach



— Highway, 500-986 Series

□ City

+ Railway

□ Urban Service Area

☁ Lake/Major River

□ Town

☁ Provincial Protected Area

□ Village

☁ Provincial Green Area

■ Indian Reserve

□ Rural Municipality

**SUNRISE BEACH
MUNICIPAL
DEVELOPMENT
PLAN**



1:750,000
NAD 1983 10TM CM115



**FIGURE 1:
CONTEXT MAP**

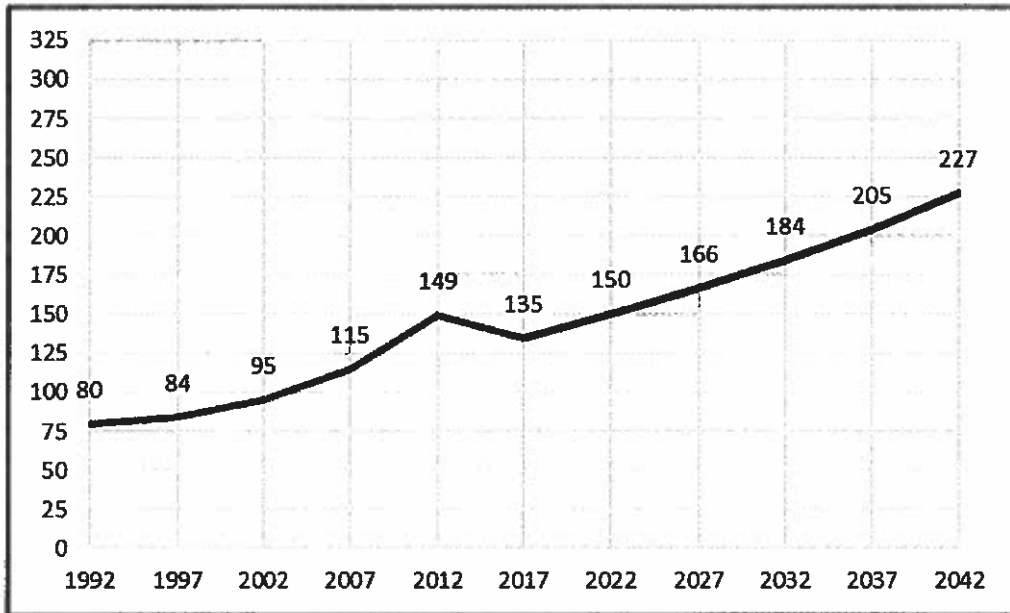
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1-3 DEMOGRAPHICS

Sunrise Beach has experienced steady growth with a dip off of the peak of 149 permanent residents in 2012, as shown on **Figure 2**. Using Sunrise Beach's Average Annual Growth Rate of 2.1% and projecting it out to 2042 results in an increase from 135 to 227 residents.

Given this potential increase in population, it is likely that additional housing stock will be needed to accommodate an increase in population over the planning horizon of the MDP.

Figure 2 – Population Growth in Sunrise Beach



Source: Alberta Municipal Affairs.



(120)

SECTION TWO

Planning Framework

2

This Section introduces the purpose, scope and limitations of the MDP.

2-1 PURPOSE & SCOPE

A Municipal Development Plan (MDP) is a statutory document required by the Province of Alberta and adopted pursuant to the Municipal Government Act (MGA). MDPs are a tool that articulates a municipality's vision for the future, articulating strategic goals and priorities for land use and infrastructure to support long-term growth.

MDPs are prepared and adopted in accordance with the requirements of Section 632 of the MGA, which provides the parameters on MDP content:

632(3) A municipal development plan

(a) must address

- (i) the future land use within the municipality,***
- (ii) the manner of and the proposals for future development in the municipality,***
- (iii) the co-ordination of land use, future growth patterns and other infrastructure with adjacent municipalities if there is no intermunicipal development plan with respect to those matters in those municipalities,***
- (iv) the provision of the required transportation systems either generally or specifically within the municipality and in relation to adjacent municipalities, and***
- (v) the provision of municipal services and facilities either generally or specifically,***

(b) may address

- (i) proposals for the financing and programming of municipal infrastructure,***
- (ii) the co-ordination of municipal programs relating to the physical, social and economic development of the municipality,***
- (iii) environmental matters within the municipality,***
- (iv) the financial resources of the municipality,***
- (v) the economic development of the municipality, and***
- (vi) any other matter relating to the physical, social or economic development of the municipality,***

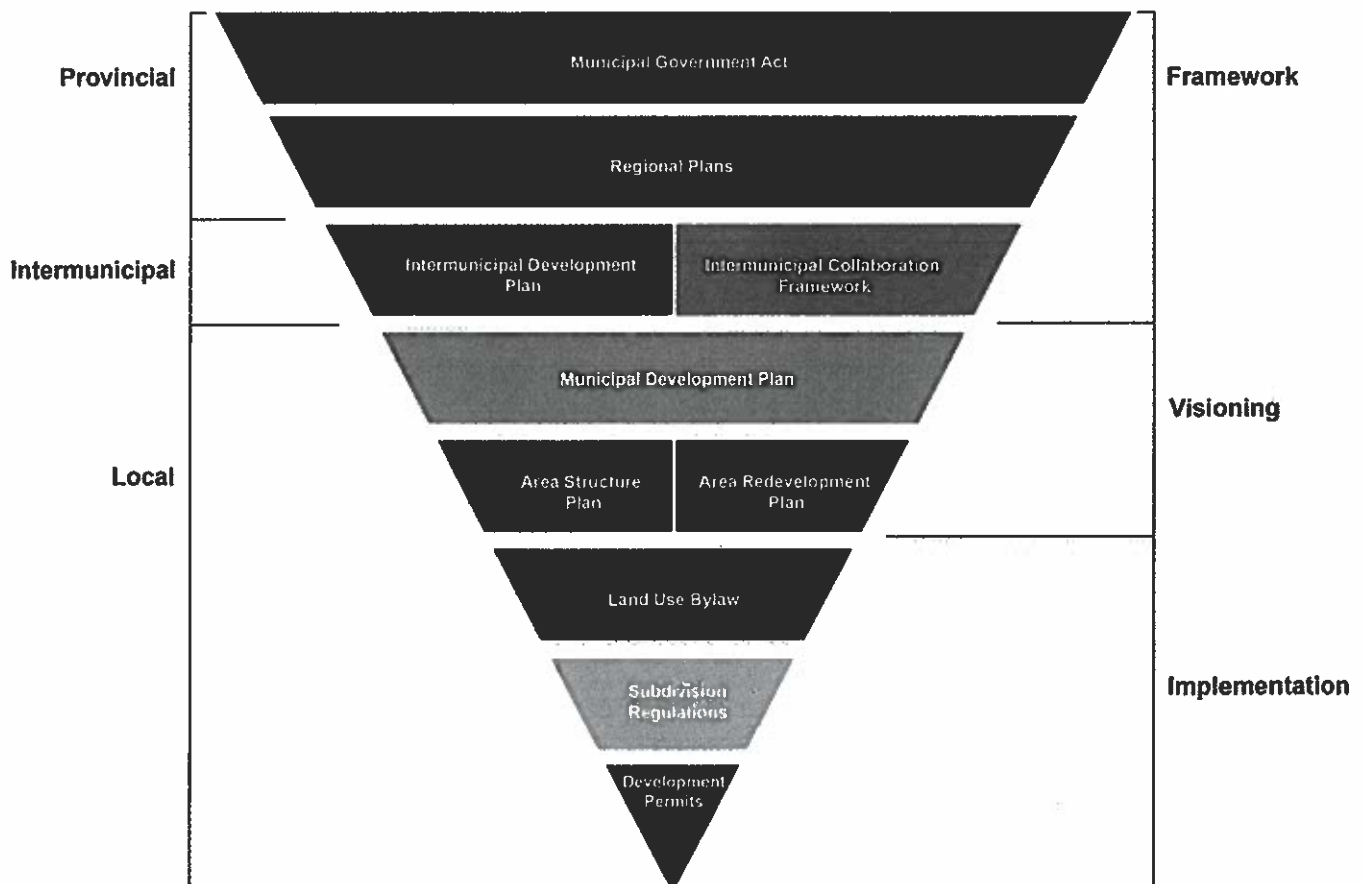


- (c) may contain statements regarding the municipality's development constraints, including the results of any development studies and impact analysis, and goals, objectives, targets, planning policies and corporate strategies,
- (d) must contain policies compatible with the subdivision and development regulations to provide guidance on the type and location of land uses adjacent to sour gas facilities,
- (e) must contain policies respecting the provision of municipal, school or municipal and school reserves, including but not limited to the need for, amount of and allocation of those reserves and the identification of school requirements in consultation with affected school boards,
- (f) must contain policies respecting the protection of agricultural operations, and
- (g) may contain policies respecting the provision of conservation reserve in accordance with section 664.2(1)(a) to (d).

2-2 LEGISLATIVE FRAMEWORK

Provincial legislation, namely the MGA, establishes the planning context in which an MDP sits. In this planning hierarchy, plans, bylaws and approvals that are lower must be consistent with plans that are higher, as illustrated below:

Figure 3 – Planning Hierarchy in Alberta



2-3 INTERPRETATION

Where “shall” is used in a policy, the policy is considered mandatory in order to achieve a desired result. Where “should” is used in a policy, it is anticipated that the policies will be applied in all situations, unless it can be clearly demonstrated to the satisfaction of the Summer Village, that the policy is not reasonable, practical and feasible in a given situation.



SECTION THREE

Local Policies

3

This Section outlines local land use planning policies.

3-1 FUTURE DEVELOPMENT

Goals

- a) To maintain Sunrise Beach as a recreation focused, residential lakeside community.
- b) To be supportive of new development and infill that is sensitive to the surrounding community.
- c) To minimize incompatibility between adjacent land uses.

Policies

- 3.1.1** Opportunities for new residential and commercial development are encouraged in the lands identified in Figure 4.
- 3.1.2** Residential infill should respect or complement the existing built form, including, height, size and architectural detailing of existing development.
- 3.1.3** Development of lakeside lots should be limited to single-family residential dwellings.
- 3.1.4** Non-residential development shall be appropriately buffered from existing residential dwellings.
- 3.1.5** Natural vegetation and tree cover should be retained when development occurs, where possible.
- 3.1.6** Servicing requirements and off-site upgrades shall be at the expense of the developer.
- 3.1.7** Buildings shall be setback from the high-water mark of Sandy Lake.
- 3.1.8** The maximum Municipal Reserve as indicated by the MGA shall be required for all subdivision. These reserves may be in the form of land, cash-in-lieu or a combination thereof.



- 3.1.9** Lands deemed to be environmentally significant shall be protected via Environmental Reserve dedication or an environmental easement registered at the time of subdivision.
- 3.1.10** Development along the lakefront shall be required to provide an Environmental Reserve strip.
- 3.1.11** A Conceptual Scheme shall be required for all proposed developments resulting in four (4) or more new parcels in currently undeveloped portions of the Summer Village. The Conceptual Scheme should include:
 - a) The land uses proposed for the development;
 - b) How access to the site will be provided;
 - c) How the lots will be serviced; and
 - d) Interface conditions with adjacent parcels.
- 3.1.12** Any development over 8 ±6 hectares (±20 acres) in size shall require an Area Structure Plan (ASP) that is prepared in compliance with the MGA.
- 3.1.13** The following studies may be required to support a Conceptual Scheme or ASP:
 - a) A Traffic Impact Assessment (TIA);
 - b) A Stormwater Management Plan;
 - c) A Biophysical Impact Assessment (BIA) completed by a Professional Biologist where environmentally sensitive areas have been identified; and
 - d) A Grading Plan.

3-2 PARKS, OPEN SPACE AND RECREATION

Goals

- a) To develop and maintain green spaces and recreational areas for Sunrise Beach residents.
- b) To provide additional recreational opportunities and facilities.

Policies

- 3.2.1** Parks and Open Spaces shall be preserved and maintained for the use and enjoyment of residents and visitors.
- 3.2.2** The development of new recreation facilities for both active and passive uses is encouraged.



3-3 MOBILITY

Goals

- a) To maintain a well-connected, walkable community.
- b) To provide a safe and efficient road network that meets residents' current and future needs.

Policies

- 3.3.1 Trails and pathways shall be maintained and enhanced to link parks and open spaces and provide lake access.
- 3.3.2 Opportunities to improve safety and connectivity for pedestrians and cyclists, such as separate walkways are encouraged.
- 3.3.3 Explore a potential future connection of ~~connecting~~ the roadway network to Township Road 554 to create a southern access point into Sunrise Beach.
- 3.3.4 The roadway network shall be maintained to meet current and future needs.

3-4 MUNICIPAL SERVICING AND UTILITIES

Goals

- a) To provide services and utilities to residents.
- b) To minimize negative impacts on the water quality of Sandy Lake as a result of development.

Policies

- 3.4.1 Sunrise Beach shall only approve development that does not require the municipality to provide piped water.
- 3.4.2 Low Impact Development (LID) stormwater management practices are encouraged.

3-5 ENVIRONMENTAL MANAGEMENT

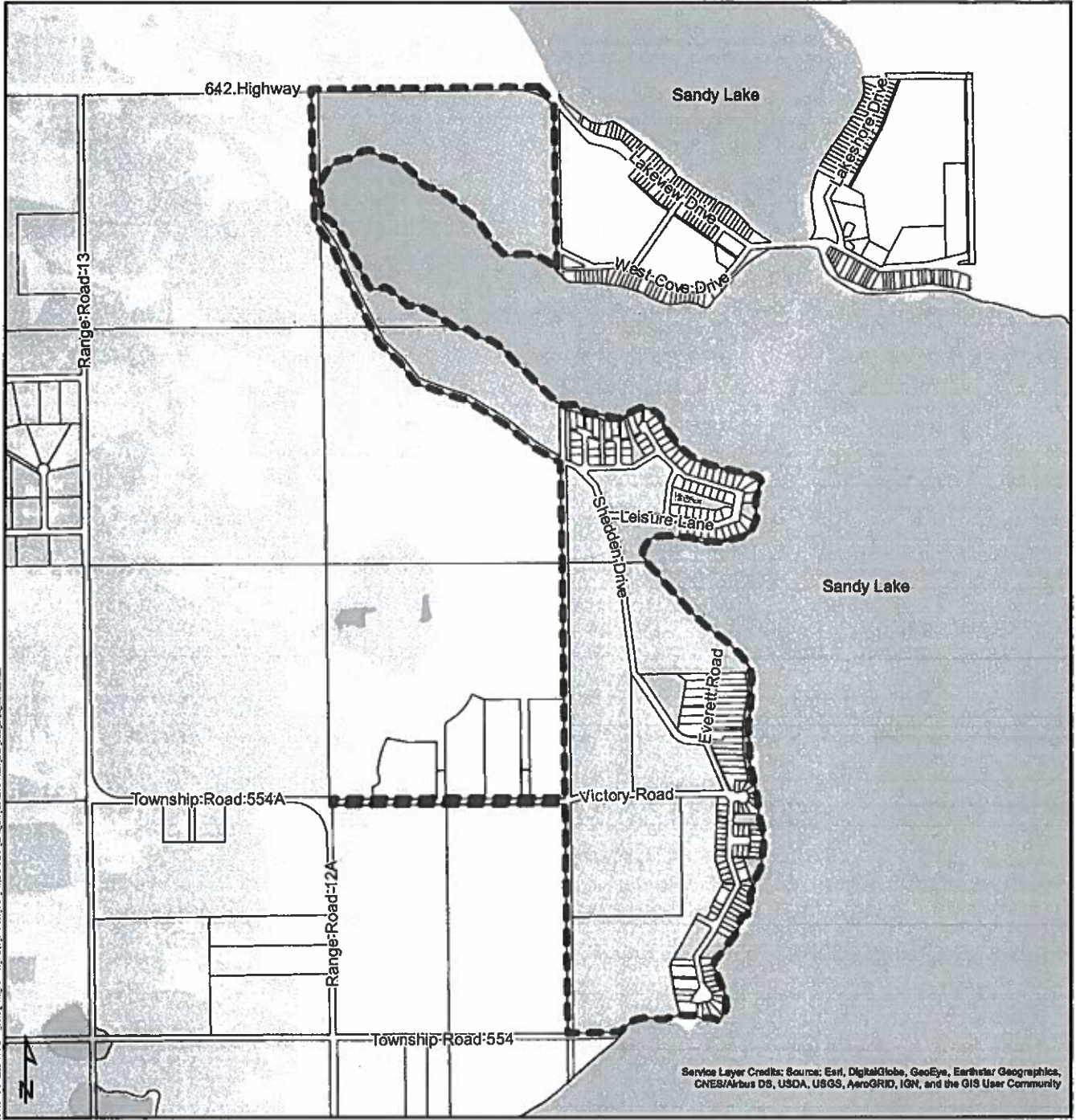
Goals

- a) To protect and preserve vegetation, wildlife habitat and environmentally significant areas.
- b) To enhance the water quality and natural habitat of Sandy Lake.

Policies

- 3.5.1 Impacts to the natural environment as a result of future development shall be minimized to the greatest extent possible.
- 3.5.2 No permanent structures shall be permitted within the 1:100 year flood plain.
- 3.5.3 Practices which minimize nutrients entering the lake from adjacent development are encouraged.



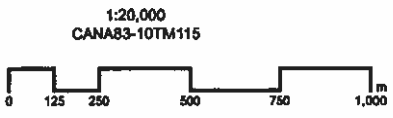


Service Layer Credits: Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community



-  Water Body
-  Municipal Boundary
-  Residential
-  Parks and Open Space
-  Future Residential/Retail

**SUNRISE BEACH
MUNICIPAL
DEVELOPMENT
PLAN**



**FIGURE 4
FUTURE
DEVELOPMENT MAP**

(66)

SECTION FOUR

Intermunicipal Policies

4

This Section outlines policies designed to support collaboration between the Summer Village and neighbouring municipalities.

4-1 COLLABORATION

Goals

- a) To work with nearby municipalities to provide enhanced services and amenities to residents.
- b) To work with Lac Ste. Anne County and Sandy Beach to develop land use policies which are mutually beneficial.
- c) To explore opportunities to connect to a regional water system over time.

Policies

- 4.1.1** Work with the County and Sandy Beach to prepare an Intermunicipal Development Plan for the lands which border Sunrise Beach.
- 4.1.2** Work with local municipalities to identify and support initiatives to provide enhanced services and amenities to residents.
- 4.1.3** Work with municipalities and stakeholders along the shore of Sandy Lake to promote and implement lake management best practices.
- 4.1.4** Work with the County to identify potential future emergency access/egress road connections into Sunrise Beach ~~a secondary emergency access/egress road into the Summer Village.~~
- 4.1.5** Explore opportunities to connect to a regional water line.



SECTION FIVE

Implementation Policies

5

This Section outlines policies designed to implement MDP policies and measure progress made towards achieving them.

5-1 IMPLEMENTATION

Goals

- a) To implement to policies of this Municipal Development Plan.

Policies

- 5.1.1 The MDP shall be reviewed and updated approximately every ten (10) years to ensure that development continues to reflect the vision and goals herein. A review may also be necessary to reflect:
 - a) Shifts in economic, social and development opportunities and constraints;
 - b) Changes in federal and provincial legislation and regulations; and
 - c) Changes to Council's strategic priorities.
- 5.1.2 Council shall review and update the Land Use Bylaw to implement the policies of this MDP.





March 16, 2021

Summer Village of Sandy Beach
RR1 Site 1 Comp 63
Onoway, Alberta
T0E 1V0

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

Dear Mayors,

Re: Drainage Assessment Study – Cost Share

At the October 7, 2020 County Council meeting representatives from the Summer Villages of Sandy Beach and Sunrise Beach made a presentation, expressing concerns with water levels and drainage issues into the nearby lakes. At that time County Council resolved to get a quote on engineering for a water study.

We have received a quote of \$41,445.00 to complete the study. And further at the March 3, 2021 County Council Meeting, County Council made the following resolution:

MOVED BY Deputy Reeve Nick Gelych that County Council direct Administration to contact the Summer Villages of Sandy Beach and Sunrise Beach to cost share the costs of the Drainage Assessment Study equally three ways.

Carried.

Given the magnitude of the study, County Administration is currently obtaining more quotations to ensure the study is competitive.

Please forward your intentions or questions to Greg Edwards, GM of Infrastructure & Planning gedwards@lsac.ca at your earliest convenience.

Regards,

A handwritten signature in black ink, appearing to read 'Greg Edwards', written over a circular scribble.

Greg Edwards
GM of Infrastructure & Planning

CC: County Council
Mike Primeau, County Manager

Enclosure: Proposal

SE DESIGN AND CONSULTING INC.

Engineering and Design Services Proposal



LAC STE. ANNE COUNTY

Sandy Lake Drainage Assessment

*Steve Engman, P. Tech. (Eng.)
SE Design and Consulting Inc.
713 Lakeshore Drive
Cold Lake, AB
Office: (780) 594-5380
Fax: (780)594-4486
steve.engman@sedesign.ca*

January 2021

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APPENDIX C	Preliminary Groundwater Assessment - Groundwater Information Technologies Ltd.
APPENDIX D	Certificates and Insurances <ul style="list-style-type: none"> ▪ APEGA Permit to Practice ▪ Insurance Coverage ▪ Certificate of Recognition (COR) ▪ Consulting Engineers of Alberta (CEA) Certificate ▪ ACSA Associate Membership Certificate

INTRODUCTION

SE Design and Consulting Inc. (SE Design) is pleased to deliver Lac Ste. Anne County a proposal for the provision of professional and consulting services for the Sandy Lake Drainage Assessment. We are familiar with the work that is required and feel that we can provide Lac Ste. Anne County with valuable consulting assistance on this project. We understand that the proposal is to cover the professional and consulting services required to complete a Drainage Assessment (DA) for the Sandy Lake regional watershed and a review of the reasons for fluctuating water levels of the lake. We feel confident that we can provide the survey, investigation, hydrologic and hydraulic analyses, modelling, and reporting required to ensure successful completion of the project.

1 EXPERIENCE

In recent years, northern Alberta has endured a particularly wet hydrological cycle, which has led to widespread annual and intermittent flooding and the declaration of agricultural states of emergency in several municipalities due to the surplus of precipitation and saturated soils. This has led to an increased demand for Stormwater Master Plans, Drainage Assessments and Drainage Improvement Plans. With extensive experience in runoff management planning and design, SE Design seized the opportunity to adapt and specialize to meet the growing demands of the water management sector. In-line with SE Design's inception to completion project delivery services, we offer comprehensive stormwater and drainage engineering and design; best-practice modelling, analysis, and assessment; and market-leading reporting, digital and online products. We are extremely proud of our drainage and stormwater service packages and are eager to pursue this opportunity.

1.1 Team Member Profiles

Recognizing the importance of this initiative, SE Design has assembled a team of dedicated professionals with valuable knowledge, the necessary skill sets and compelling recent experience. The work will be completed by our in-house expertise and will not introduce manpower or time restrictions at SE Design. Appropriate personnel will be provided as required to ensure that the project needs are being met. The following paragraphs describe the qualifications, experience and responsibilities of the key personnel who will take lead on this assignment to ensure successful completion.



Steve Engman, P. Tech. (Eng.) – Corporate Manager (Primary Contact)

Steve Engman will serve as the Corporate Manager for this assignment. Overall responsibility for this assignment will be that of Steve. Steve has 23 years of professional experience in the consulting industry focusing on project management, drainage assessments, stormwater management plans, and site development. His expertise includes technical study and reporting, design drafting, remediation planning, surveying, and inspection. He is the Principal of SE Design and Consulting Inc. and functions as the corporate manager of the firm.



Darcy Paulichuk, P.Eng. – Senior Project Engineer

Darcy Paulichuk is a Professional Engineer and will function as Senior Project Engineer for this assignment, responsible for technical and professional review of the project. Darcy has over 30 years of experience working in the civil engineering field providing public and private consultation. Darcy has a strong background in transportation engineering and has completed road improvement projects for Alberta Transportation (AT) and over 15 municipalities. As roadways and drainage are inseparable issues, particularly in rural areas, he has also worked on numerous stormwater management projects and drainage remediation plans.



Alyssa Gladish, E.I.T. – Civil Design Engineer (Assessment and Reporting Lead)

Alyssa Gladish is an Intermediate Civil Design Engineer-in-Training and will function as the assessment, design and reporting lead for this assignment. Since 2015, Alyssa has worked for SE Design as a Design Engineer and has over 10 years of technical experience in the fields of civil and environmental engineering. Alyssa's primary responsibilities at SE Design are drainage evaluations and remediation plans which includes conducting literature reviews, analysing background data, determining

constraints, overseeing hydrological and hydraulic assessments, rural drainage planning and design, and final report compilation. She is a skilled drafts person in AutoCAD Civil 3D and provides PC SWMM modelling and spatial data management GIS services to the team at SE Design.



Dave Ward – Civil Engineering Technologist (Modelling and Drafting Lead)

Dave Ward is a Civil Engineering Technologist and will function as the stormwater modelling and drafting lead for this assignment. Since 2018, Dave has worked with SE Design with responsibilities including civil design and drafting; stormwater modelling and analysis; drainage improvement plans, grading plans, stormwater management structures, roadworks, general drafting and survey field support. Dave will be using his experience to help with the AutoCAD Civil 3D drafting, PC SWMM stormwater and snowmelt modelling.



Kim Carter – Senior Drafting Technician

Kim Carter is a Senior Drafting Technician and will focus on all AutoCAD Civil 3D drafting for mapping, figures and engineering support. Since 2009, Kim has worked for SE Design as a Drafting Technician with responsibilities including civil drafting, GIS integration and report drafting/compilation. Kim will assist the engineering team to compile the drainage assessment and final report figures and illustrations.



Surveyors

SE Design will utilize in-house surveyors for this assignment, dispatched as a one-person survey crew. Our survey team is composed of seasoned surveyors, with experience in topographic, drainage, infrastructure, and construction survey. Our survey team has provided data collection services for all our recent drainage and stormwater management projects and have become competitively skilled at assessing and capturing drainage data.

It is the intention of SE Design and Consulting Inc. to utilize this team of primary project staff for this assignment while drawing on other support staff and resources to fulfill all the necessary project requirements. We believe that we are particularly well suited for this project with recent experience and expertise on similar projects.

1.2 Similar Projects Completed

SE Design has provided consulting and engineering services for stormwater and drainage projects across Alberta, from the MD of Bonnyville, Lamont County to Fort McMurray and within Lac Ste. Anne County. Our Master Drainage Plan and Stormwater Management Plan services includes topographic and drone survey; regional drainage analyses; hydrological and hydraulic modeling; regional flow frequency analyses; snowpack frequency analyses; existing infrastructure assessments, ratings, and replacement schemes; preliminary design and cost estimating for drainage issue resolution options; and detailed designs. Our stormwater and drainage engineering services are complimented by our in-house survey, field, construction, post-construction, and project management services.

SE Design has provided Lac Ste. Anne County with quality project consulting and engineering services and have collaborated on several successful and ongoing drainage projects. Below is a summary of projects similar to the Sandy Lake Drainage Assessment that have been recently completed by SE Design.

Similar Projects Completed	
❖ Crawford Estates Subdivision Drainage Evaluation and Remediation Plan – MD of Bonnyville No. 87	
Project Description	The investigation of the recurring flooding issues in the Crawford Estates Subdivision due to rising water levels of Pinsky Lake (Lake No.02), a closed-basin lake situated south of the subdivision; and development of a remediation plan to provide short-term flood hazard reduction and long-term management of the lake level to protect existing residences and privately-owned land.
Engineering Scope of Work	Project management; preliminary engineering; topographic survey; drainage evaluation of historical and existing conditions; hydrological assessment and modelling; coordination of a wetland study and water act applications; land acquisition negotiations; land subdivision and registrations; development of remediation options; design drawings; cost estimation; and final reporting. The drainage and hydrological works included: regional stormwater catchment delineation; historical water level flooding extents; floodplain delineations and hazard mapping; adequate outlet assessment; cost-benefit analysis of remediation options; stakeholder engagement and final engineering report. Full tendering, construction and post-construction services to be provided at implementation pending Water Act Approval.
Contract Value	\$1,443K
Implementation	Preliminary Design and Engineering Report: 2019, Implementation: Summer 2020-2021
❖ Summer Village of Sunset Point Stormwater Management Plan - Summer Village of Sunset Point	
Project Description	An evaluation of the drainage characteristics of the Summer Village of Sunset Point watershed, including: the identification of drainage issues, event-based runoff rates modelling, existing infrastructure review; and a drainage improvement plan including recommendations for resolving drainage issues, accommodating future development, and a maintenance/ replacement scheme for existing infrastructure.
Engineering Scope of Work	Project management; preliminary engineering; topographic survey; drainage evaluation of existing conditions; identification of drainage issues; hydrological assessment and modelling; existing infrastructure review; development of drainage improvement options; design drawings; project cost estimation and engineering report. Drainage evaluation included: regional watershed, stormwater catchment and existing flow path delineation; review of reports and GIS inventory of all drainage conditions and infrastructure. The hydrological assessment included the study of the basin characteristics and event-based computer modelling to provide rainfall runoff rates. The existing infrastructure review included a complete culvert inventory and assessment, recommendations and cost estimates for improvements and replacements. The MDP assessed options and provided recommendations for drainage improvements including cost estimates.
Contract Value	\$740K
Implementation	Preliminary Design and Engineering Report: 2019, Implementation: 2020-2022
❖ South Glendon Drainage Evaluation and Improvement Plan – Village of Glendon	
Project Description	The investigation of the historical and recurring flooding issues in the Village of Glendon; evaluation and delineation of existing drainage patterns through the Village; quantification of existing runoff rates and volumes; and design and implementation of a drainage improvement plan to resolve flooding issues from the major offsite flows entering the south of the Village.
Engineering Scope of Work	Project management; preliminary engineering; topographic survey; drainage evaluation of historical and existing conditions; coordination of hydrological assessment, wetland study, water act application; land subdivision and registration; design drawings; cost estimation; final reporting and technical assistance with grant applications. The evaluation included: regional stormwater catchment and flow path delineation; identification of bottleneck and problem areas; development of improvement options with cost-benefit analysis; stakeholder engagement and land acquisition negotiations; and adequate outlet assessment. Full tendering, construction and post-construction services to be provided at time of implementation.
Contract Value	\$1,542K
Implementation	Preliminary Design and Engineering Report: 2018, Implementation: 2021

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❖ Alberta Beach Central Drainage Course Drainage Analysis and Improvement Plan – Lac Ste. Anne County	
Project Description	The assessment of an intermittent drainage course with an 11.1km ² catchment area flowing directly through the Village of Alberta Beach to Lac Ste. Anne. The existing drainage course outlet is inadequate, and flooding is experienced along the drainage course. Recent interest to develop lands within the catchment has prompted the need to establish an acceptable release rate for the catchment and resolve the inadequacy of the outlet and other drainage problem areas.
Engineering Scope of Work	Project management; preliminary engineering; topographic survey; drainage evaluation of existing conditions; identification of drainage issues; hydrological assessment and modelling; development of drainage improvement options; design drawings; project cost estimation and engineering report. Drainage evaluation included: regional watershed, stormwater catchment and existing flow path delineation; review of relevant documents. The hydrological assessment included the study of the basin characteristics and event-based computer modelling to provide rainfall runoff rates. The final report assessed options for drainage improvements along the flow channel (drainage parkway) and at the outlet (culvert upsize and replacement) and provided recommendations for other localized drainage improvements (including cost estimates).
Contract Value	\$3,570K (to completion)
Implementation	Preliminary Design and Engineering Report: 2019, Detailed Design and Approvals (anticipated): 2021. Implementation (anticipated): 2021-2022

2 SERVICES

2.1 Project Understanding

Sandy Lake is a 11.4 km² lake located 55km northwest of Edmonton and overlaps the boundary between Lac Ste. Anne County and neighbouring Sturgeon County, as shown in **Figure 1 – Regional Context (Appendix A)**. The Sandy Lake Region includes developed areas along the northeast and northwest shores of Sandy Lake, and includes the Summer Village of Sandy Beach, the Summer Village of Sunrise Beach and Alexander First Nation #134; all located within 51-1-W5M. The Sandy Lake region is enjoyed by both permanent and seasonal residents and has approximately 420 combined residents.

In drainage planning, basins (drainage area contributing to a lake) are often vast areas that include agricultural or environmentally sensitive lands. The Sandy Lake Watershed (SLW) is approximately 55.1km² (5,510 Ha) and includes a considerable area to the northwest as shown in **Figure 2 – Sandy Lake Watershed (Appendix A)**. This area to the northwest includes 2 small lakes, known as Dechaine Lake and Lake Anderson. These 2 small lakes overflow and drain to Sandy Lake via an intermittent stream that enters the north shore of Sandy Lake. Sandy Lake has no active overflow channel, but at high water levels, a small creek flows from the southeast end of the lake to the Sturgeon River. Based on historic flow data, it does not appear that this creek has flowed since 1976 - when the lake elevations were higher than 698.0 m. For reference, the current water level is about 696.2m and the low water level of 695.8m was recorded in 2016. A graph of the historic 1959-2020 water levels for Sandy Lake is included in **Appendix A**.

Although many of the lakes in the region have experienced record water levels over the last number of years, Sandy Lake has been experiencing a gradual lowering of water levels since the early 2000's. The reason for this lowering is currently unknown and accordingly is the main driver behind this drainage assessment. As the lake is situated on a municipal boundary, this is an intermunicipal issue that concerns landowners from both districts. Landowner and resident concerns regarding the low water levels is another significant proponent for this project.

2.1.1 Scope of Work

SE Design has a clear vision for undertaking the Sandy Lake Drainage Assessment and we believe that it is well aligned with the goals of the Lac Ste. Anne County. Our intent is to complete an assessment of the Sandy Lake Watershed (SLW) that will relate surface water runoff to the Sandy Lake water levels. The project goals include the delineation of the regional and local drainage patterns; prediction of snowmelt and rainfall event runoff rates and quantities; assessment of existing

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drainage watercourses; inventory of existing drainage infrastructure, comparison of historic water levels to historic runoff via continuous computer modelling, assessment of groundwater levels and technical review of the potential reasons for the Sandy Lake water level fluctuations.

2.2 Project Methodology

We have conducted a preliminary evaluation of the Sandy Lake Watershed and work item requirements for the project. SE Design has capable and experienced personnel who can complete the engineering project work in-house. To ensure the success of the Sandy Lake Drainage Assessment, our approach will be to facilitate a quick start and focus on key issues within the SLW. We would like to proffer the following project methodology for consideration.

2.2.1 Data Collection and Project Setup Methodology

The SE Design Project Team will collect data for the study area by physical topographic survey as well as by a desktop study to identify and obtain the required background data and relevant documents. At this stage our team will try to anticipate the project's data requirements and relevant tasks. This shall include the following tasks:

- Facilitate a virtual project start-up meeting with the Lac Ste. Anne County Project Team and conduct a site visit.
- Collect relevant topographic survey data in enough detail to assist in the hydrological/hydraulic modelling and analysis for the project. This will include survey of each culvert in the SLW.
- Acquire available AltaLIS basemap, 2019 Aerial Photos (County supplied) and 7.5m LiDAR Data for the SLW.
- UAV (drone) survey data and aerial images will be collected by SE Design to help depict the current conditions and drainage problem areas under spring conditions.
- Acquire and collect relevant data for the hydrological/hydraulic model such as wetland and watercourse mapping, soil data, historical climate and hydrography data, historical resources valuation data, and land use maps.
- Conduct project setup and preliminary data processing, including drafting AutoCAD Civil 3D plans and maps and generating representations of topographic data as surfaces and existing drainage courses.
- Conduct background research on existing reports and regional provincial hydrographic data.
- Conduct site reconnaissance (field investigation) for confirmation of flow paths, outlets, wetlands and verify identified drainage restrictions, preferably in spring conditions.

2.2.3 Hydrological/Hydraulic Modelling and Assessment

The SE Design Project Team will proceed to evaluate and analyze the existing drainage conditions in the SLW and to assess the effect of surface runoff on Sandy Lake water levels. This can be achieved through the following components:

- Complete drainage evaluation using LiDAR data and PCSWMM catchment delineation tool to delineate the drainage catchments and flow paths. Revise and validate delineations using aerial images, topographic survey of existing drainage infrastructure and high-level wetland data.
- Perform hydrological/hydraulic modelling of SLW using the computer software program PCSWMM. A continuous modelling approach will be used to study and validate long-term rainfall and snowmelt trends while event-based modelling will be used to assess 1:100-year, 24-hour and other rainfall runoff event flows to determine runoff rates and volumes for the SLW.
- A regional flow frequency analysis will be completed using the computer software Hyfran Plus Hydrological Frequency Analysis Tool to validate regional flow rates and volumes.
- Conduct hydraulic assessment and existing drainage routing to analyse the potential effect of surface runoff on the Sandy Lake water levels.
- Identify and review any drainage restrictions or problem areas that may influence drainage routing to Sandy Lake.
- Assess the local groundwater levels and regional aquifers to verify any impacts to Sandy Lake water levels. This assessment will be completed by a sub-consultant Groundwater Information Technologies Ltd. **Appendix C**.

2.2.5 Sandy Lake Drainage Assessment Report

The Sandy Lake Drainage Assessment Report will bring together all the project work items and integrate the findings from the hydrological/hydraulic analysis and drainage assessment. The report will focus on the Sandy Lake Watershed and the effects of surface runoff as it relates to the fluctuating water levels of Sandy Lake. The assessment will consider both the natural and developed surface water runoff patterns within the SLW to meet this objective.

A draft of the drainage assessment report will be submitted to the Lac Ste. Anne County for review and comments. A Council presentation may be scheduled if requested by the Project Team. If SE Design is unable to hold an in-person presentation due to COVID-19 protocols, SE Design's Project Team will prepare a PowerPoint slide show and virtual presentation to facilitate the presentation of the Sandy Lake Drainage Assessment Report to Council. The fee proposal does not include a Council presentation or PowerPoint slide show, but this can be provided for a \$2,500 budget.

Upon completion of County review and comment, the Sandy Lake Drainage Assessment Report will be revised and finalized for submission of the Final Report.

2.3 Project Schedule

The project schedule will be governed by our ability to collect meaningful drainage inventory data, conduct site reconnaissance, and the work-effort hours required to fulfil each task. SE Design will begin work immediately after the project is awarded and a schedule for conducting the project will be reviewed with the County for facilitating the desired outcomes. Based on mid-January award of the project, we would initiate desktop analysis components for March 2021 submissions and reviews. We would anticipate final report completion in mid summer 2021 due to site reconnaissance reviews in spring 2021 when wet conditions can be examined.

Please note that the timeline will not be impacted by COVID-19 restrictions. SE Design has effective virtual platforms to ensure on-time project delivery.

2.4 Project Management

SE Design shall endeavour to provide conditions conducive to professional practice and maintaining appropriate quality standards. This shall include a system of quality control that ensures all work being performed is properly defined, is undertaken by competent personnel, provides for adequate professional supervision and checking, and follow-through with required documentation. SE Design shall adhere to the scope of work defined in this proposal unless alterations or substitutions are requested by the client.

Quality control for professional or technical services shall include:

- ❖ Ensuring compliance with all applicable codes, standards, and design checklists.
- ❖ Ensuring that good engineering practice acceptable by industry is applied to the project.
- ❖ When appropriate, completing peer review on all engineering work prior to submission for final review and authentication.
- ❖ When appropriate, all final reports or designs shall be authenticated by a Licenced Professional and validated by a Responsible Member of the firm.

SE Design has a lateral project management approach that promotes communication between team members, encourages discussion and team collaboration and endorses an open-door policy between its management and workers. Issues can be swiftly discussed and resolved, innovation is fostered, and project delays are significantly reduced. This approach is how the SE Design Team maximizes project effectiveness and efficiency.

Overall responsibility for this assignment will be that of Steve Engman. He will be responsible for the day-to-day coordination of project staff and subconsultants and will oversee all management aspects of the project. Steve will be the primary contact for all project-related communications with Lac Ste. Anne County for the duration of the contract. Our project management approach includes strong communication and consistent liaison with our clients. The Lac Ste. Anne County Project Team will be kept apprised of progress through monthly reporting and engaged for feedback during in-person (or virtual) meetings.

2.5 Risk-Management

The focus of this project is on research, modelling, analysis and reporting, so the primary risks are associated with time and personnel management. We are confident that our dedicated project team, strong work plan and robust project management will minimize risks and deliver this project on-time and on-budget. We recognize that the ongoing COVID-19 pandemic presents unprecedented risks to our projects and the way we are used to doing business.

3 PRICING

The fees and disbursements for this project are based on a work-effort matrix that outlines the hours contributed by each team member to complete the proposed tasks, and disbursements for fixed-cost items and subconsultant work. The complete cost-estimate and the SE Design 2021 Schedule of Hourly Rates and Disbursements are provided in Appendix B. SE Design uses the same fee schedule for services whether it is during or after working hours and weekends.

3.1 Fee for Services

A fee proposal summary is provided below, illustrating the estimated costs for the completion of each project phase. The cash flow projection provides the firm upset limit for the work items identified in this proposal. GST will be billed additionally.

Fee Proposal Summary				
Task	Hours	Fees	Disbursements	Total
1.0 Data Collection and Project Setup	106	\$9,300	\$5,379	\$14,679
2.0 Hydrological/Hydraulic Modelling and Assessment	146	\$14,730	\$737	\$15,467
3.0 Preliminary Hydrogeological Groundwater Assessment	10	\$610	\$3,108	\$3,718
4.0 Drainage Assessment Technical Report	72	\$7,360	\$221	\$7,581
Overall Project Total	334	\$32,000	\$9,445	\$41,445

4 CLOSURE

It is the intent of SE Design and Consulting Inc. to pursue the Sandy Lake Drainage Assessment with diligence to ensure that the objectives of this assignment are met. We have presented a solid methodology and execution plan for the assignment. With our clear objectives and scope, we are confident in the ability of our project team to deliver this assignment on-time and on-budget. We feel that we can provide Lac Ste. Anne County with valuable consulting assistance on this project and that our team of professionals can ensure a successful completion. We are enthusiastic about working for Lac Ste. Anne County on this project and look forward to participating with the Project Team for the duration of the work. We sincerely appreciate the opportunity to submit a proposal for this project.

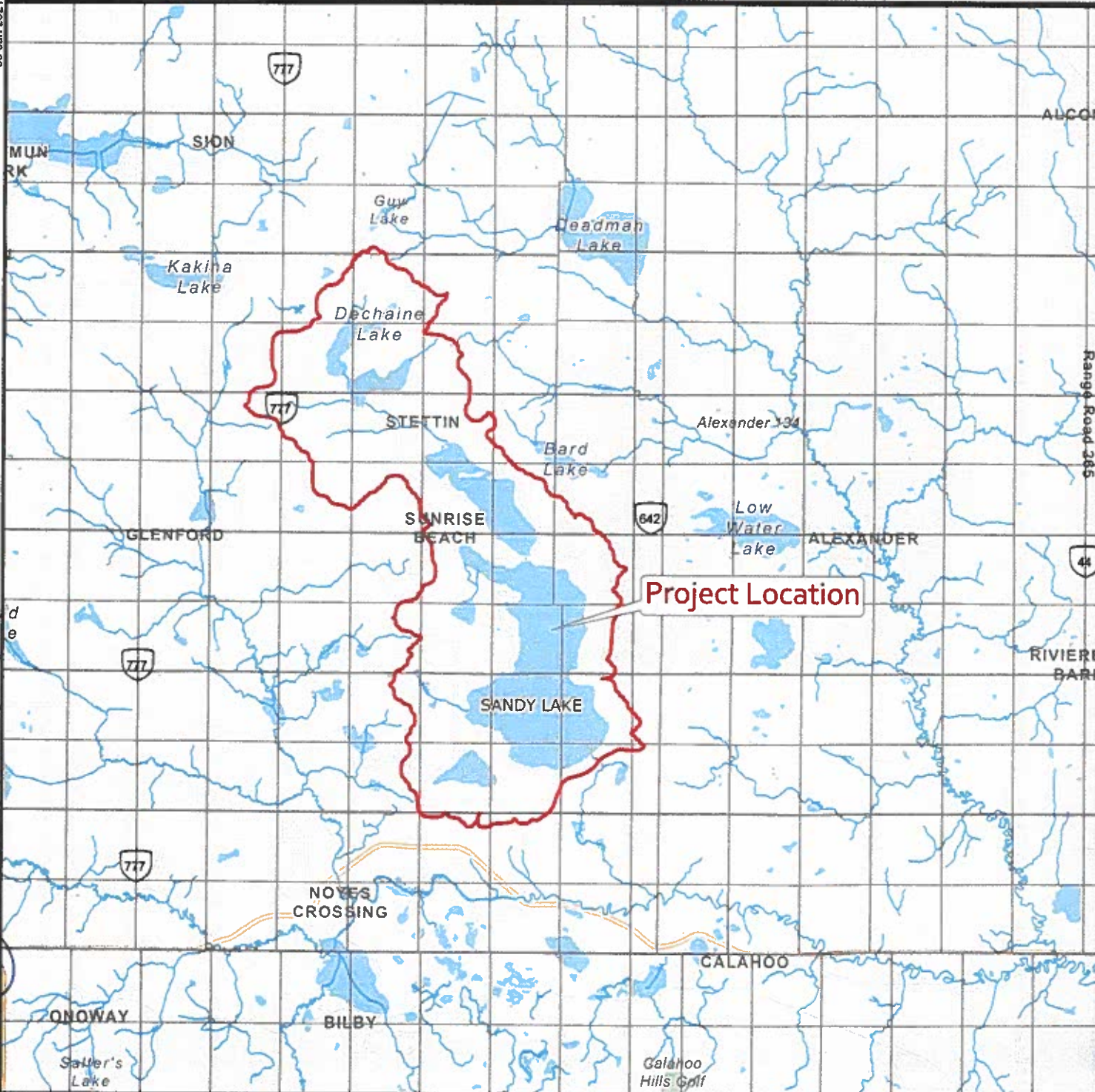
Proposal By:



Steve Engman, P. Tech (Eng)
 SE Design and Consulting Inc.



Appendix A



Lac Ste. Anne County
 TWP 51 RGE 1 W5M
 Sandy Lake Drainage
 Assessment Plan

- Legend:
- Sandy Lake Watershed
 - Drainage Course
 - Section Lines

Basemap Source Credits:
 Esri, HERE, Garmin, METI/NASA, USGS, EPA, USDA, NRCan, Parks Canada







Figure 1
 Regional Context

Lac Ste. Anne County

TWP 51 RGE 1 W5M

Sandy Lake Drainage Assessment Plan



Legend:

-  Sandy Lake Watershed
-  Waterbody
-  Subcatchment
-  Drainage Course
-  Inlet/Outlet Watercourse
-  Roadway

Municipal Boundaries

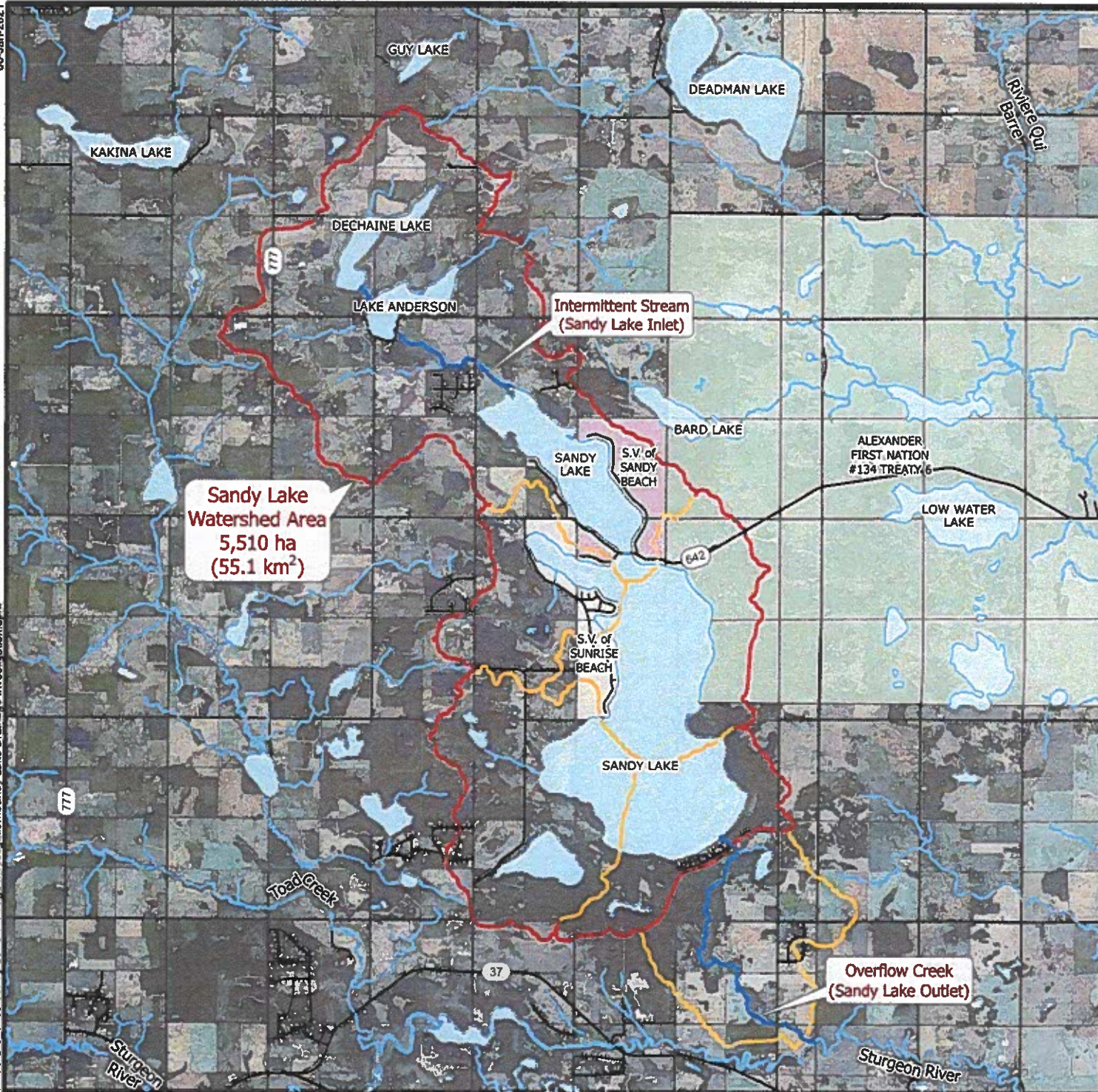
-  ALEXANDER FIRST NATION

Summer Village

-  S.V. of SANDY BEACH
-  S.V. of SUNRISE BEACH

Basemap Source Credits:

This work is licensed under the Esri Master License Agreement. View Summary | View Terms of Use/Export: This layer is not intended to be used to export tiles for offline. Data Collection and Editing: This layer may be used in various ArcGIS apps to support data collection and editing, with the results used internally or shared with others, as described for these use cases.



Sandy Lake Watershed Area
5,510 ha
(55.1 km²)

Intermittent Stream
(Sandy Lake Inlet)

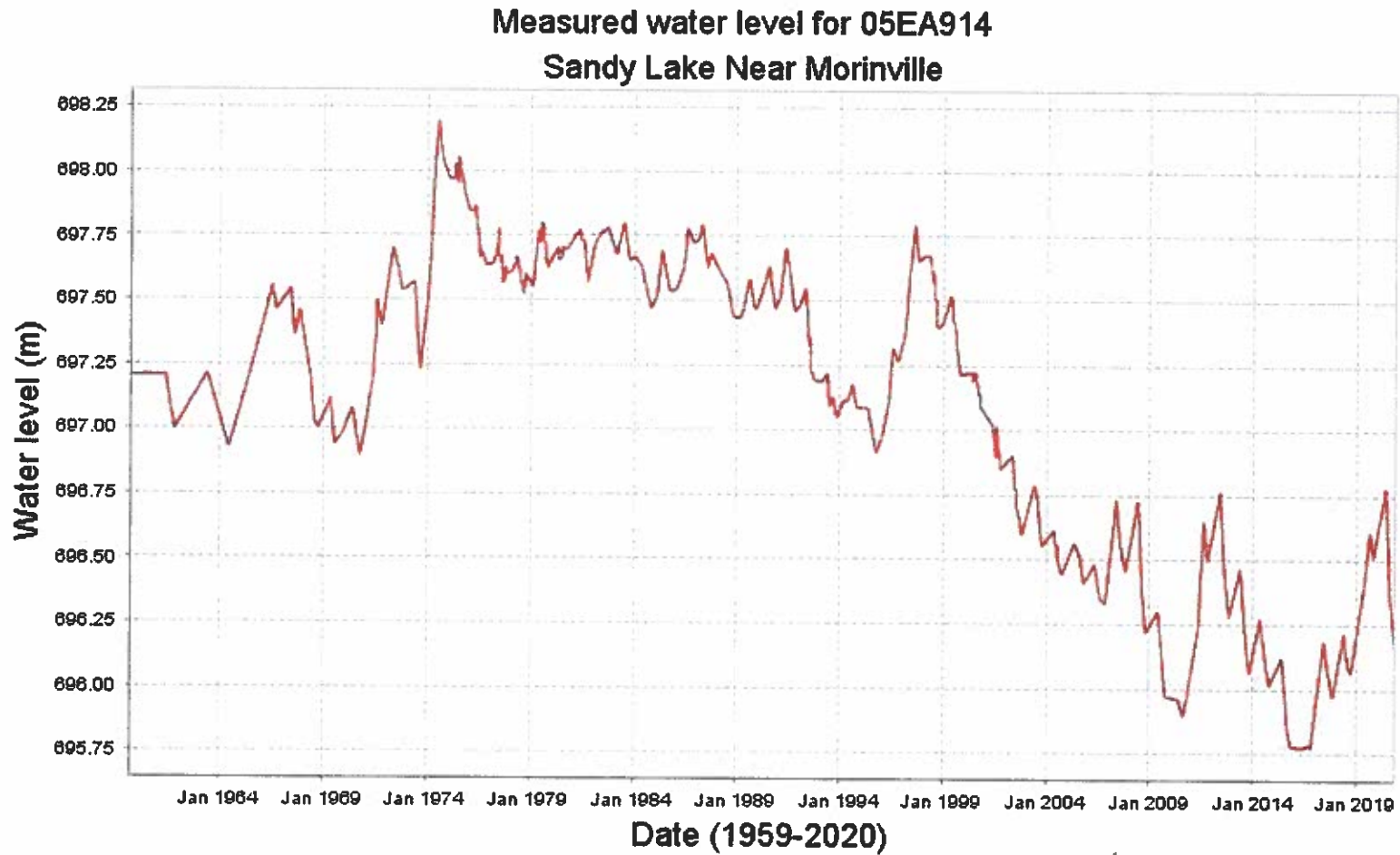
Overflow Creek
(Sandy Lake Outlet)

Figure 2

Sandy Lake Watershed Overall Drainage



Sandy Lake Near Morinville | Period of Record Graph



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Appendix B

LAC STE ANNE COUNTY
SANDY LAKE DRAINAGE ASSESSMENT
SUMMARY OF FEES AND DISBURSEMENTS

SUMMARY OF FEES AND DISBURSEMENTS				
Task	Hours	Fees	Disbursements	Total
1.0 DATA COLLECTION AND PROJECT SETUP				
1.1 Culvert Survey and Drainage Physical Inventory	24	\$2,280	\$1,511	\$3,791
1.2 Drone Survey and Drone Aerial Imagery of Natural Watercourse	16	\$1,520	\$549	\$2,069
1.3 Data Acquisition, Project Setup and Preliminary Data Processing	20	\$1,900	\$2,615	\$4,515
1.4 Background Research and Review of Historical Aerial Imagery	20	\$1,600	\$290	\$1,890
1.5 Landowner Coordination for Access and Survey	6	\$850	\$200	\$1,050
1.6 Site Reconnaissance - Confirmation and Review of Site Conditions	20	\$1,150	\$215	\$1,365
1.0 SUBTOTAL	106	\$9,300	\$5,379	\$14,679
2.0 Hydrological Modelling and Assessment				
2.1 Drainage Evaluation - Catchment and Flow Path Delineation	44	\$4,080	\$204	\$4,284
2.2 Hydrological Modelling of Rainfall and Snowmelt with Model Review	68	\$7,020	\$351	\$7,371
2.3 Hydraulic Assessment - Simulation of Continuous Model for Historic Lake Levels	34	\$3,630	\$182	\$3,812
2.0 SUBTOTAL	146	\$14,730	\$737	\$15,467
3.0 Preliminary Hydrogeological Groundwater Assessment				
3.1 Prepare and Submit Desktop Hydrogeological Groundwater Assessment	10	\$610	\$3,108	\$3,718
3.0 SUBTOTAL	10	\$610	\$3,108	\$3,718
4.0 Drainage Assessment Technical Report				
4.1 Prepare and Submit Drainage Assessment Technical Report	72	\$7,360	\$221	\$7,581
4.0 SUBTOTAL	72	\$7,360	\$221	\$7,581
OVERALL PROJECT TOTAL	334	\$32,000	\$9,445	\$41,445

(84)

LAC STE ANNE COUNTY
 SANDY LAKE DRAINAGE ASSESSMENT
 DETAILED SCHEDULE OF FEES AND DISBURSEMENTS

No.	TASK	PERSONNEL												SE Const Person Sub-Tot				
		Assigned Staff		Steve Engman		Darcy Paulichuk		Alyssa Gladish		Dave Ward		Civil			Geomatics			
		Project Function	Hourly Rate	Corporate Manager	Hrs	Cost	Senior Engineer	Hrs	Cost	Intermediate Engineer	Hrs	Cost	Intermediate Technologist		Hrs	Cost	Technician	Hrs
1.0	Data Collection and Project Setup			\$0														
1.1	Culvert Survey and Drainage Physical Inventory			\$0	0	\$0	0	\$0	0	\$0	0	0	\$0	24	\$2,280	24	\$0	24
1.2	Drone Survey and Drone Aerial Imagery of Natural Watercourse			\$0	0	\$0	0	\$0	0	\$0	0	0	\$0	8	\$760	8	\$0	16
1.3	Data Acquisition, Project Setup and Preliminary Data Processing			\$0	0	\$0	0	\$0	0	\$0	0	0	\$0	20	\$1,900	0	\$0	20
1.4	Background Research and Review of Historical Aerial Imagery			\$0	4	\$0	0	\$0	4	\$460	0	0	\$0	12	\$1,140	0	\$0	20
1.5	Landowner Coordination for Access and Survey			\$0	0	\$0	4	\$620	2	\$230	0	0	\$0	0	\$0	0	\$0	6
1.6	Site Reconnaissance - Confirmation and Review of Site Conditions			\$0	10	\$0	0	\$0	10	\$1,150	0	0	\$0	0	\$0	0	\$0	20
	Sub-Total			\$0	14	\$0	4	\$620	16	\$1,840	0	0	\$0	40	\$3,800	32	\$3,040	106
2.0	Hydrological Modelling and Assessment																	
2.1	Drainage Evaluation - Catchment and Flow Path Delineation			\$0	4	\$0	0	\$0	4	\$460	20	20	\$2,100	16	\$1,520	0	\$0	44
2.2	Hydrological Modelling of Rainfall and Snowmelt with Model Review			\$0	0	\$0	0	\$0	8	\$920	40	40	\$4,200	20	\$1,900	0	\$0	68
2.3	Hydraulic Assessment - Simulation of Continuous Model for Historic Lake Levels			\$0	0	\$0	0	\$0	10	\$1,150	20	20	\$2,100	4	\$380	0	\$0	34
	Sub-Total			\$0	4	\$0	0	\$0	22	\$2,530	80	80	\$8,400	40	\$3,800	0	\$0	146
3.0	Preliminary Hydrogeological Groundwater Assessment																	
3.1	Prepare and Submit Desktop Hydrogeological Groundwater Assessment			\$0	4	\$0	0	\$0	2	\$230	0	0	\$0	4	\$380	0	\$0	10
	Sub-Total			\$0	4	\$0	0	\$0	2	\$230	0	0	\$0	4	\$380	0	\$0	10
4.0	Drainage Assessment Technical Report																	
4.1	Prepare and Submit Drainage Assessment Technical Report			\$0	8	\$0	8	\$1,240	40	\$4,600	0	0	\$0	16	\$1,520	0	\$0	72
	Sub-Total			\$0	8	\$0	8	\$1,240	40	\$4,600	0	0	\$0	16	\$1,520	0	\$0	72
	TOTAL HOURS AND FEES			\$0	30	\$0	12	\$1,660	80	\$8,200	80	80	\$8,400	100	\$9,500	32	\$3,040	334

85

713 Lakeshore Drive
Cold Lake, Alberta
T9M 0C4

Phone: 780-594-5380
Fax: 780-594-4486
Email: engineering@sedesign.ca

2021 SCHEDULE OF HOURLY RATES AND DISBURSMENTS

January 1, 2021

Re: SE Design and Consulting Inc.
Lac Ste. Anne County 2021 Hourly Rates
General Engineering and Geomatics Services

The 2021 standard hourly rates and disbursement costs are as follows:

HOURLY FEES AND DISBURSEMENT RATES

Corporate Manager	\$ 0/hr
Senior Engineer	\$ 155/hr
Professional Technologist	\$ 145/hr
Planning Consultant	\$ 135/hr
Project Engineer	\$ 135/hr
Senior Technologist	\$ 130/hr
Intermediate Engineer	\$ 115/hr
Intermediate Technologist	\$ 105/hr
Junior Engineer	\$ 105/hr
Geomatics Technician	\$ 95/hr
Technologist/Technician	\$ 95/hr
Geomatics Crew – 1 Person	\$ 95/hr
Geomatics Crew – 2 Person	\$ 160/hr
Administrative Assistance	\$ 60/hr
Survey Equipment and Supplies	\$ 35/hr
Inspire Survey Drone	\$ 300/day
Inspire Aerial Photography	\$ 150/day
Daily Vehicle Rate	\$ 150/day
ATV/Snowmobile Daily Rate	\$ 135/day
General Office Disbursement	Invoice + 5%

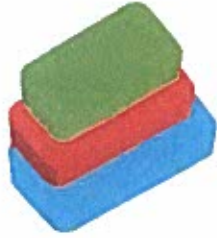
GST will be billed additionally.

Yours truly,



Steve Engman, P.Tech(Eng)
SE Design and Consulting Inc.

Appendix C



Groundwater Information Technologies Ltd.

December 23, 2020

SE Design and Consulting Inc,
713 Lakeshore Drive
Cold Lake, AB T9M 0C4

Attention: Steve Engman, P.Tech (Eng)

Dear Sir:

**RE: Plan of Action and Cost Estimate for groundwater investigation
Sandy Lake water level decline**

As per our discussion yesterday the following is a plan of action to determine whether changes in groundwater levels are responsible for declining lake levels at Sandy Lake within Lac Ste. Anne County. The investigation will consist of a desktop study utilizing existing information.

Geological mapping will be conducted to determine whether a strong connection exists between the lake and aquifers in the area or whether the lake is separated from aquifers by the presences of clay and/or shale layers which would restrict interaction with aquifers.

An analysis of available data to see if groundwater levels are declining in the aquifers in the area will be undertaken. Should the lake be connected to the underlying aquifers and if aquifer levels are declining a cause for declining lake levels may be anticipated.

Sources of data will include water well drillers reports, water level data from Alberta Environments and Parks Groundwater Observation Well Network, water well pumping test results available as part of oil and gas development programs, water license reports and existing geological and hydrogeological reports for the area. Water levels in Sandy Lake will also be examined

Should it appear likely that groundwater conditions are related to changing lake levels then recommendations for further work would be made that could include installation of groundwater monitoring wells in the area to more closely track changes in groundwater levels with lake levels and to evaluate the reasons for declining groundwater levels.

Costs for this evaluation would be \$3000. We would anticipate that it would take approximately 2 weeks to complete the evaluation after authorization to proceed is given. As we understand some discussion after the report will be required and our fees would include time for these discussions.

The investigation will be conducted by Ken Hugo, M.Sc., P.Geol. I have a Masters of Science in Hydrogeology and over 35 years experience in conducting hydrogeological and environmental investigations in Alberta. Assisting myself would be either Erik Quatero or Alanna Felske, both of whom have Masters of Science in Hydrogeology and about 5 years experience in this discipline.

Should you have any questions please do not hesitate to contact the undersigned.

Yours truly,

A handwritten signature in black ink, appearing to read 'K. Hugo', written in a cursive style.

Ken Hugo, P.Geol.

Appendix D



The Association of Professional
Engineers and Geoscientists of Alberta

PERMIT TO PRACTICE

P08875

SE Design and Consulting Inc.

Is Hereby Authorized to Engage in the Practice
of Engineering in the Province of Alberta



Start Date: April 1, 2019

Expiry Date: March 31, 2020

Permit Holder Since: April 2005

N. Druice

P.Eng.

President

F. Nayar

P.Eng.

Registrar & CEO

91



CERTIFICATE OF LIABILITY INSURANCE

This certificate is issued as a matter of information only and confers no rights upon the certificate holder and imposes no liability on the insurer. This certificate does not amend, extend or alter the coverage afforded by the policies below.

1. CERTIFICATE HOLDER - NAME AND MAILING ADDRESS		2. INSURED'S FULL NAME AND MAILING ADDRESS	
To Whom It May Concern		SE Design & Consulting Inc. & SE Design & Consulting 2009 Inc.	
		713 Lakeshore Drive	
		POSTAL CODE Cold Lake, AB	POSTAL CODE T9M 0C4

3. DESCRIPTION OF OPERATIONS/LOCATIONS/AUTOMOBILES/SPECIAL ITEMS TO WHICH THIS CERTIFICATE APPLIES (but only with respect to the operations of the Named Insured)

Design and Project Management

4. COVERAGES

This is to certify that the policies of insurance listed below have been issued to the insured named above for the policy period indicated notwithstanding any requirements, terms or conditions of any contract or other document with respect to which this certificate may be issued or may pertain. The insurance afforded by the policies described herein is subject to all terms, exclusions and conditions of such policies.

LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS

TYPE OF INSURANCE	INSURANCE COMPANY AND POLICY NUMBER	EFFECTIVE DATE YYYY/MM/DD	EXPIRY DATE YYYY/MM/DD	LIMITS OF LIABILITY (Canadian dollars unless indicated otherwise)		
				COVERAGE	DED.	AMOUNT OF INSURANCE
COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE OR <input checked="" type="checkbox"/> OCCURRENCE <input checked="" type="checkbox"/> PRODUCTS AND / OR COMPLETED OPERATIONS <input type="checkbox"/> EMPLOYER'S LIABILITY <input checked="" type="checkbox"/> CROSS LIABILITY <input checked="" type="checkbox"/> TENANTS LEGAL LIABILITY <input type="checkbox"/> POLLUTION LIABILITY EXTENSION <input checked="" type="checkbox"/> NON-OWNED AUTOMOBILES <input checked="" type="checkbox"/> HIRED AUTOMOBILES	Aviva Insurance BPSS1310331	2018/7/18	2019/7/18	COMMERCIAL GENERAL LIABILITY BODILY INJURY AND PROPERTY DAMAGE LIABILITY - GENERAL AGGREGATE		5,000,000
				- EACH OCCURRENCE	1,000	2,000,000
				PRODUCTS AND COMPLETED OPERATIONS AGGREGATE		2,000,000
				<input type="checkbox"/> PERSONAL INJURY LIABILITY OR <input checked="" type="checkbox"/> PERSONAL AND ADVERTISING INJURY LIABILITY		2,000,000
				MEDICAL PAYMENTS		10,000
				TENANTS LEGAL LIABILITY		500,000
				POLLUTION LIABILITY EXTENSION		
	Aviva Insurance BPSS1310331	2018/7/18	2019/7/18	NON OWNED AUTOMOBILE		2,000,000
AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> DESCRIBED AUTOMOBILES <input type="checkbox"/> ALL OWNED AUTOMOBILES <input type="checkbox"/> LEASED AUTOMOBILES ** <small>** ALL AUTOMOBILES LEASED IN EXCESS OF 30 DAYS WHERE THE INSURED IS REQUIRED TO PROVIDE INSURANCE</small>	Peace Hills General Ins. Co. 553412	2018/7/18	2019/7/18	BODILY INJURY AND PROPERTY DAMAGE COMBINED		1,000,000
				BODILY INJURY (PER PERSON)		
				BODILY INJURY (PER ACCIDENT)		
				PROPERTY DAMAGE		
EXCESS LIABILITY <input checked="" type="checkbox"/> UMBRELLA FORM <input checked="" type="checkbox"/> Umbrella Liability Insurance	Aviva Insurance ULP81581250	2018/7/18	2019/7/18	EACH OCCURRENCE	10,000	4,000,000
				AGGREGATE		4,000,000
OTHER LIABILITY (SPECIFY) <input checked="" type="checkbox"/> Errors & Omissions	Encon Group TEN503395	2019/2/7	2020/2/7	Per Policy Period		2,000,000
<input checked="" type="checkbox"/> Errors & Omissions	Encon Group TEN503395	2019/2/7	2020/2/7	Per Claim	50,000	500,000
<input type="checkbox"/>						

5. CANCELLATION

Should any of the above described policies be cancelled before the expiration date thereof, the issuing company will endeavor to mail _____ days written notice to the certificate holder named above, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.

6. BROKERAGE/AGENCY FULL NAME AND MAILING ADDRESS	7. ADDITIONAL INSURED NAME AND MAILING ADDRESS (but only with respect to the operations of the Named Insured)
Bridge Financial Insurance Ltd. 103, 4807-51 Street Cold Lake, AB POSTAL CODE T9M1P3	

BROKER CLIENT ID: SEDESIG-01

8. CERTIFICATE AUTHORIZATION	ISSUER Bridge Financial Insurance Ltd.	CONTACT NUMBER(S) TYPE Phone NO. (780) 594-2040	TYPE Fax NO. (780) 594-3431
	AUTHORIZED REPRESENTATIVE Lindsay Guindon	TYPE NO.	TYPE NO.
	SIGNATURE OF AUTHORIZED REPRESENTATIVE <i>Lindsay Guindon</i>	DATE 2019/2/8	EMAIL ADDRESS lindsayg@bridgefinancial.ca

197

Partnerships

IN INJURY REDUCTION

Certificate
of
Recognition

This certificate recognizes that

SE DESIGN AND CONSULTING (2009) INC.

In keeping with the principles of *Partnerships* has:

- developed and implemented an occupational health and safety program and,
- met the standard for *Partnerships* through an independent evaluation of their health and safety program.

Don MacLennan

Alberta Construction Safety Association
Certifying Partner

Certificate # 20190820-3626
WCB Industry Code(s): 86400

Ian Hooper

Ian Hooper
Government of Alberta

Expiry Date: August 20, 2022

Alberta
Government

23

SE Design and Consulting Inc.



has complied with the requirements
of the *Professional Engineers Act*
and has been admitted as a Member
and is authorized to use
the designation

MCEA



consulting
engineers
of alberta

CEA is a member organization of the
Association of Consulting
Engineering Companies-Canada



K. Kayani
CEO

March 4, 2019

Date

716

Alberta Construction Safety Association

Associate Membership

SE DESIGN AND CONSULTING (2009) INC.

This certificate verifies that the above named company/organization is an associate member in good standing with the Alberta Construction Safety Association.

Membership entitles your company/organization and any of its employees to take advantage of the many products and services available through the Alberta Construction Safety Association.

6545

Registration Number



Executive Director

2020-02-03

Date

2021-02-03

Annual Renewal

At FortisAlberta, we believe in contributing to the well-being of the communities where our customers and employees live and work. Through our Community Investment program we work to empower communities by contributing to organizations that offer programs and services that align with our giving focus areas: safety, education, the environment and wellness.

We support our communities with our [Community Naturalization and Tree Planting Grant](#) programs. We invite you to read more about these programs and consider applying on your community's behalf. We have increased the number of grants from 12 to 20 this year to assist communities with environmental initiatives. Through these grants, we seek to support our municipal customers with developing and improving environmentally-friendly programs and facilities in their communities.

Each grant is valued at \$2,500 and the deadline to apply is end of day **Friday, April 30**.

We look forward to hearing about what your community is doing to enhance the quality of life of your residents!

Deb

Debbie Bowering, | Community Investment Advisor, Corporate Communications and Marketing

FortisAlberta | 320 17 Avenue SW, Calgary, AB T2S 2V1 | p: 403-514-4168 | c: 403-808-0422

 A picture containing text, sign Description automatically generated

We are FortisAlberta. We deliver the electricity that empowers Albertans to succeed. We keep the power on, not just because it's our job, but because we care about the people we serve. We are reliable, honest and dedicated to our work because our employees, customers and communities matter to us.



265 East 400 South – Box 291 – Raymond – Alberta – T0K 2S0
Tel: 403 752-4585 – Fax: 403 752-3643 – Website: www.abfarmsafety.com

February 17, 2021

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

2020 year provided \$

RECEIVED
FEB 24 2021

Dear Sir or Madam,

I apologize in advance for the length of this correspondence, but the challenges and changes caused by COVID and other circumstances are many. Acknowledging the burden of budget deliberations and the fact that choices between good, better, and best can be difficult; a certain amount of detail and explanation are needed at this time.

From the beginning of the 2019-2020 school year in September 2019 until school classes in Alberta were suspended in mid-March 2020 - 40,662 rural children in 339 schools had already received our in-class farm safety presentations. Students in an additional 152 schools were booked for Safety Smarts delivery during the remaining months of the school year. A full 2019-2020 year-end report can be accessed on our website: abfarmsafety.com

In April 2020 we began working to add content to our website which would allow students to access interactive farm safety learning tools during the COVID disruption in school attendance. By the first week of May two of the game-based teaching activities typically used in-class had been adapted and made available on our website. Parent feedback has been very positive.

With the return of in-person program delivery uncertain, the following activities were completed between Apr - Oct 2020

- Hundreds of farm safety related still images gathered over time have been tagged, for improved access/use
- Video resources developed previously by the Centre have been reformatted to allow on-line, web-based access
- Re-formatted video resources have all been tagged, for improved access/use in adapted program delivery
- Safety Smarts materials, models, tools etc. have been gathered from regional instructors across the province
- Sorting and cleaning of models, displays and other in-class teaching materials gathered from regional instructors
- Adaptation of some existing personal experience safety videos to make them more virtual delivery friendly
- Gathering of an additional 18 personal experience safety videos – for use virtually and face to face
- Remake of the Welcome to the Farm video with both female and male youth narrators
- Completion of new K/Gr 1 book – for virtual use. Available in hardcopy when in-person delivery resumes
- Development of 65+ new age and topic specific activity sheets – for virtual and in-person use
- Adaptation of Safety Smarts presentations to make them accessible/usable virtually
- Launch of updated website to better support schools, families and organizations looking for farm safety materials
- Procurement of PPE in anticipation of new disease prevention protocols when in-person delivery resumes

We did not begin reaching out to schools in September 2020, as it seemed apparent that COVID had greatly complicated their day-to-day responsibilities in the new 2020-2021 school year. School contacts began in October as we inquired about their interest in continued farm safety learning. Without exception schools suggested we wait until 2021 to attempt any sort of outreach again.

Research into virtual delivery possibilities began in October 2020, with the purchasing of video conferencing equipment for November trials. Extensive training of delivery contractors, for potential video conferenced Safety Smarts delivery began in December 2020 and continued into January 2021.

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In late January rural schools were made aware of our intention to attempt virtual delivery of adapted Safety Smarts presentations. Actual Zoom delivery began on February 1, 2021 and by the mid-month writing of this letter 110 rural schools have already set up delivery schedules, and individual classes in 15 schools have received farm safety presentations via Zoom. Over the coming weeks we will get a better idea how virtual engagement is working and what improvements are needed to make the most of the precious classroom time invested by rural schools. We anxiously await the opportunity to again meet with students in-person, but until that is possible, we will continue to engage with individual classes of rural students virtually.

A few other items of note:

In October of 2020, the Farm Safety Centre was informed by GOA representatives that ALL their involvement in and support of farm safety learning and extension would end in December 2020. Their departmental staff were laid off and online resources were withdrawn at the end of the year. A portion of the printed materials and learning models they had on-hand were sent to the centre. Visit the Resources area of our website to view lists of farm safety reinforcing materials available.

In December of 2020, an updated website was launched by the Farm Safety Centre. It is extremely straightforward to navigate and has many new resources available for schools, families, and organizations. Portions are still under constructions, but I would encourage you to spend a few minutes reviewing what is available. We would be happy to promote any of your upcoming happenings in our News & Events section, or on our social media platforms.

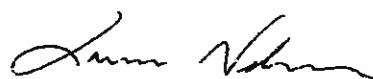
In January of 2021, the organization began a strategic assessment of our strengths, weaknesses, opportunities, and risks/threats. We anticipate some findings by mid-April. Results will be available on our website in "About Us" section. Since inception in the early 1990's the FSC has had eye-to-eye learning moments with more than 780,000 rural individuals. What will and should the next 20+ years include, to ensure we continue serving rural Albertans in a meaningful way? This is THE question....

In March of 2021, I will be retiring as Executive Director after 20 wonderful years. I very much appreciate the enriching interactions I have had with exceptional individuals across the province. Jordan Jensen will be stepping in as the new Executive Director. He can be reached at j.jensen@abfarmsafety.com or 403 593-8960 (cell) or 403 752-4585 (office).

And lastly, the Farm Safety Centre is hopeful that in 2021 your organization will consider supporting our extension efforts. **Within the financial realities of an economically challenged province, any financial support supplied in 2021 would be greatly appreciated.**

Exactly how farm safety learning will evolve moving forward, is uncertain at this time but our organization is doing all it can to prepare itself to continue helping things go right for farmers and their families across our amazing province.

Sincerely,



Laura Nelson
Outgoing Executive Director
Farm Safety Centre



COUNTY'S ICF DEAL WITH THE TOWN OF MAYERTHORPE PROVES ELUSIVE

Town remains the sole outlier in the County's good-faith efforts to collaborate with its municipal neighbours.

Sangudo, Alberta, Thursday, February 25, 2021 – After two years of earnest efforts to find common ground with the Town of Mayerthorpe – and mere months away from the provincially-mandated deadline for such initiatives – a fundamental rift in fiscal policy threatens to derail the entire process. Simply put, the County finds the Town's arbitrary expectations of financial support unwarranted; unsustainable; irresponsible; and unnecessarily burdensome on the County and its ratepayers.

At risk is the County's final Intermunicipal Collaboration Framework, or ICF for short. ICFs are mandated by the Province as a way for neighbouring municipalities to share knowledge, combine resources and do more with less. All municipalities need to structure ICFs with their bordering neighbours, and the deadline for doing so is April 1, 2021.

Following 19 successful ICF outcomes with all other adjacent municipalities (17 completed and two pending), the sole outlier in the County's good-faith efforts to collaborate with its municipal neighbours is the Town of Mayerthorpe. It should also be noted that **Mayerthorpe is the one and only municipality that has attached a financial stipulation to its ICF negotiations.**

Ratepayers are advised to visit LSAC.ca/icf to get the facts on this consequential County matter and weigh in with insights of their own. The key points are as follows:

- Mayerthorpe is the County's only remaining municipal neighbour without an ICF at or near completion.
- To satisfy Mayerthorpe's conditions for the ICF, the County would have to pay considerably more for the Town's recreation facilities.
- Failure to enter into an ICF by April 1, 2021 may force the Town and County into binding arbitration, which generally results in a matter being split down the middle to appear equitable.
- Splitting the matter down the middle represents considerable financial gain for Mayerthorpe, and a stark loss to the County.
- The County's loss will mean less funding to more than 150 other local organizations, service reductions, a tax increase for County ratepayers, and a diminished capacity for the County to determine its own future.

It defies logic to suggest that the cost structure for Town facilities like the Aquatic Centre has increased several fold. This is the same swimming pool that existed last year and the year before. Regardless, it is wrong-headed for any municipality to think that the County should adjust its own tax rate to absorb that municipality's shortfalls.

"The Town expects us to increase OUR taxes during a time of financial hardship so that THEY can benefit from increased funding," stated Lac Ste. Anne County Reeve Joe Blakeman. "Such a complete abdication of responsibility is appalling, and underscores just how differently our two leadership teams view the present realities of Rural Alberta."

MEDIA RELEASE: COUNTY'S ICF DEAL WITH THE TOWN OF MAYERTHORPE PROVES ELUSIVE
Town remains the sole outlier in the County's good-faith efforts to collaborate with its municipal neighbours.

The County continues to weather a perfect storm of continued economic downturn; provincial cost downloading and assessment model changes; uncollectable linear tax revenue; diminishing funding resources; and the financial impacts of COVID-19. As a result of these events, the County anticipates a total financial impact in excess of \$1,500,000 or approximately 5% of its operating budget.

County Council and administration have worked together to make difficult financial decisions in support of fiscal responsibility. These decisions include no changes to the County's salary structure, and a tax increase for 2021 as close to 0.0% as possible. In parallel to this lean and sustainable business model, **County residents** continue to provide hundreds of thousands of dollars in broad financial support to a spectrum of vital recreational, cultural and social programs and services throughout the region.

"In this time of unprecedented financial strain and austerity, the last thing we would do is further burden our ratepayers," shared Reeve Blakeman. "It is unfortunate that Mayerthorpe is experiencing viability difficulties, but when their solution is to shift its financial challenges onto the County, we're going to have a problem. This is just not right, and it will be to the detriment of everyone in the region...except perhaps Mayerthorpe in the short term."

"Transferring your financial burden onto your next-door neighbour is certainly not the spirit of the ICF," he continued. "From Council's perspective, Mayerthorpe has two options: accept the substantial financial funding provided to the Town and start to manage your affairs responsibly, or we say enough is enough and have a different conversation. If our administrations cannot see eye-to-eye on the fundamentals of sound governance, then perhaps it's time to talk about a single administration."

The Municipal Government Act allows for the amalgamation of two municipalities as a solution for creating long-term sustainable communities. Among other potential benefits, amalgamation could save money, provide more expertise, resolve intractable issues, reduce taxes, and give municipalities a stronger voice.

"If a municipality wants us to be their bank, then so be it," muses Reeve Blakeman. "But what does the bank do when you can't pay your mortgage? I think we all know the answer to this question."

Lac Ste. Anne County acknowledges the positive and participatory process it has experienced when working with the vast majority of its neighbours throughout the ICF process. Agreements are already in place, or close to completion, with all bordering municipalities – with the unfortunate exception of the Town of Mayerthorpe.

For more details on this evolving matter, please visit LSAC.ca/icf.

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Media Contact:
Joe Blakeman | Reeve
Lac Ste. Anne County

TEL 780.918.1916
jblakeman@LSAC.ca



Mayerthorpe

TOWN OF MAYERTHORPE
P.O. Box 420
Mayerthorpe, Alberta
Canada T0E 1N0

PRESS RELEASE

COUNTY ABANDONS TALKS ON CRITICAL ICF NEGOTIATIONS WITH TOWN

- ✓ Government of Alberta mandated process
- ✓ Town ratepayers bear the burden
- ✓ County's fundamental responsibility

Mayerthorpe, Alberta, February 26, 2021 – The Government of Alberta mandated Intermunicipal Collaboration Frameworks (ICFs) on October 26, 2017 for the purpose of fostering cooperation between neighboring municipalities. The key areas of focus are transportation, water/wastewater, solid waste, emergency services, recreation and any other services that benefit residents in more than one of the municipalities who are party to the ICF.

The legislation specifically mentions cost-sharing to ensure municipalities contribute adequately to facilities and services that benefit their residents, including those supplied by another municipality. Although not rooted in finances, out of necessity, these ICF negotiations must include discussions about the dollars and cents.

In addition, the legislation states that efficiencies must be sought through integrated strategic planning and delivery of services and that thoughtful stewardship of scarce resources be at the forefront of the conversations.

"I'm disappointed in this turn of events. The Town's ICF Committee members were determined to remain optimistic during often tense talks with the County. In an effort to foster a productive relationship with our County colleagues, we embraced the process, even though we knew it wasn't going to be easy." – Mayor Janet Jabush

Users from around the region enjoy the services and facilities available in the Town of Mayerthorpe. The burden of funding these public services has long been disproportionately borne by the Town's ratepayers. Securing a more equitable arrangement was the goal of the Town's ICF Committee members, current Council, and previous Councils.

From the outset, the Town of Mayerthorpe has provided consistent, factual data to Lac Ste. Anne County in support of its position. Using modelling developed by Stantec and vetted by both the Alberta Urban Municipalities Association (AUMA) and the Rural Municipalities of Alberta (RMA), the Town has proposed that the County fairly contribute to the facilities and services their ratepayers enjoy in the Town of Mayerthorpe.

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ADMINISTRATION
TEL 780.786-2416
FAX 780.786-4590

FIRE DEPARTMENT
TEL 780.786.2422
FAX 780.786-2422

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The distinct differences between the Town of Mayerthorpe and other municipalities within the County's borders must be recognized. Not all municipalities offer the same access to facilities and services nor do they bear the cost of operating those amenities.

Mayor Jabush states, "After years of enjoying services and facilities within the Town, the County is being asked to contribute proportionally to its usership. This is all about responsibility. We need a more equitable arrangement."

The Town of Mayerthorpe will continue to act professionally and in the best interests of its citizens. It is unfortunate the mediation process failed. It leaves the parties with no choice but a costly arbitration process.

Relying on processes established by the Government of Alberta, the Town will participate in good faith throughout the arbitration process in pursuit of a fair and equitable arrangement for the citizens of our community.

www.mayerthorpe.ca

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RECEIVED
MAR 01 2021

March 1, 2021

Honourable Kaycee Madu
Minister of Justice and Solicitor General
424 Legislature Building
10800 – 97 Avenue
Edmonton, AB
T5K 2B6

Dear Minister,

Re: President's Summit on Policing

On behalf of the Council of the Municipality of Crowsnest Pass, I am writing concerning the recent President's Summit on Policing. Our Council does not support The Province of Alberta's initiative to replace the RCMP with an Alberta Provincial Police force.

We do not understand why the Province would forge ahead with this process when the Fair Deal Panel survey results clearly showed that 65% of respondents did not support this idea. These are tangible results from a provincial survey which need to be recognized by the Province as a negative response, and a clear indicator by the people of this Province that the majority is not in favor of a Provincial Police Force.

The staggering costs to implement an initiative of this nature, should be enough of a deterrent to even consider proceeding. Municipalities across this Province are struggling to determine how they will absorb the costs for the existing Police Funding Model and should not be expected to consider facing additional expenses for an initiative that is unwanted and appears to have no ceiling where potential costs are concerned.

Finally, we would like to reiterate that the Municipality of Crowsnest Pass is pleased with the level of service provided through our local RCMP. We cannot presume to speak for other communities in Alberta, however we find that the unique circumstances due to our location has fostered highly collaborative relationships between the detachments serving southeastern British Columbia and those serving our neighboring communities in southwestern Alberta. We cannot foresee that the dollars invested would result in an increased level of policing over and above the service we receive now.

We respectfully request that you reconsider replacing the RCMP with an Alberta Provincial Police Force and consider working with the RCMP to improve the service where required.

Sincerely,



Mayor Blair Painter
Municipality of Crowsnest Pass
403-563-0700
blair.painter@crowstownpass.com

cc: RMA Membership
AUMA Membership

From: Angela Duncan <duncan.angela.ad@gmail.com>
Sent: February 22, 2021 11:24 AM
To: undisclosed-recipients:
Subject: AUMA Villages West Update
Attachments: Feb 2021 Quarterly Report.pdf

Hello Villages West Mayors, Councillors, and CAO's,

I hope that everyone is doing well. I do not have a lot to report on since my update last month, however there are a few topics and events that I would like to bring to your attention.

Municipal Sustainability Program Reporting

Based on information that some small communities have had their MSP reports sent back to them, AUMA reached out to the province to find out what is happening. The province assures us that they are simply following up with a few municipalities to clarify or obtain additional information and that their expectations on red tape reduction reporting will be in line with the size and capacity of the municipality. We are hopeful that there will be minimal back and forth with the province on these reports and that they will not be unduly burdensome to small municipalities. If you have any issues with your reporting, please let me know as this will help inform our advocacy with the province.

Policing

Thank you to those who attended the President's Summit on Policing this month, I hope that you found it useful and I appreciate your engagement and feedback. I am attaching to this email the latest quarterly report from the Interim Police Advisory Board, included in the report is the Interim Police Advisory Board's Report on Municipal Policing Priorities, the most recent information on the rollout of resources from the Police Funding Model, and some information on Alberta RCMP Community Safety Initiatives. I would like to hear any thoughts that you have on policing in Alberta, in particular as it relates to a Provincial Police Force, the Police Act Review, or the work of the Interim Police Advisory Board.

Upcoming Events

There are some upcoming events and programs that I would like to make sure you are aware of.

- **AUMA's Provincial Budget Webinar** (Feb 26, 2-3:30) - AUMA will dive into the numbers and release a report with our analysis of how the provincial budget will impact municipalities. During the Webinar we will walk through the numbers, share our perspectives, and provide you the opportunity to ask questions. You can register at https://auma-ca.zoom.us/webinar/register/WN_ftMcByFcQIW7s0741huQig.
- **AUMA's International Women's Day Virtual Gathering** (Mar 8, 12-1) - In recognition of International Women's Day, AUMA is hosting a virtual gathering promoting and supporting the participation of women in local government. To register visit <https://www.eventbrite.ca/e/aumas-international-womens-day-virtual-gathering-tickets-141737431473>.
- **Rural Connectivity Forum** (Mar 23-34) - This is being put on by a private company and is not an AUMA event, however, considering the topic, I thought it may be of interest to you. You can find more information and register at <https://www.cybera.ca/event/alberta-rural-connectivity-forum/>.
- **Municipal Leaders Caucus (MLC)** - Work is underway planning this spring's MLC, which is currently being planned for April. Due to Covid, we are planning for a virtual event. Please keep an eye out for dates and more information, coming soon.
- **Upcoming EOEP Courses** (online, register at eoep.ca)
 - Council's Role in Service Delivery (Mar 4, 11, 18, 25 from 7-8:30pm)
 - Council's Role in Strategic Planning (Apr 8, 15, 22, 29 from 2:30-4)

As always, I would appreciate any feedback on these or anything else. Also, if there is anything in particular that you would like to see an update on in my next email, please let me know.

I hope you have a great day,

Angela Duncan

Deputy Mayor, Alberta Beach
Vice President & Director, AUMA
780-868-5103
duncan.angela.ad@gmail.com



RECEIVED
FEB 25 2021

February 23, 2021

Alberta Energy Regulator (AER) – Directive 067 Feedback
Suite 1000, 250 – 5th Street SW
Calgary, AB
T2P 0R4

Dear Regulator,

RE: Westlock County Concerns Regarding Proposed Changes to AER Directive 067

At the County Council Meeting of February 23, 2021 Westlock Council passed a resolution to forward a letter of concern to the AER. Westlock County has significant concerns regarding proposed changes to Directive 067 which fails to address non-payment of levied municipal taxes by Licence Holders of provincially regulated oil and gas properties.

Westlock County (for the tax years 2015 – 2019) has written off \$ 2,377,848 with an additional \$702,000 anticipated for 2020 for a total of \$3,079,848. The annual levy is approximately \$ 11,000,000.

These write-offs represent an average of 7% of our annual levy over the past four years.

Included in these write-offs is \$137,082 in uncollected School Tax and DIP Requisitions, which have been recovered through the PERC and DIRC Grant program. In addition, \$20,320 of uncollected Senior's Housing requisitions are included in the write offs and to date are not recoverable.

In principle Westlock County Council supports changes to this Directive which better protects the interests of all Alberta residents. The proposed changes to the AER that protect the required funding of the province's Orphan Well Fund and ensure the payment of all provincial fees and royalties is encouraging. It is disappointing though to see that the AER has elected to ignore calls (for more than three years now) from over eighty (80) rural municipalities seeking to ensure that the AER (and the Province of Alberta) act to protect municipal taxation and security powers relating to insolvent Licence Holders (or those continuing operations under bankruptcy protection).

Many operators are defaulting on municipal taxes owed (including School and Seniors Foundation levies) which are assessed by (and ultimately owed to) the Province of Alberta. It is disappointing that the AER has ignored these municipal calls and decided not to address these well documented and often communicated concerns.

Westlock County requests that the AER include the following three (3) necessary amendments in conjunction with the current update of Direction 067:

1. "Section 5 – Maintaining Eligibility" the AER should immediately revoke the licenses of continuing viable Licence Holders choosing not to pay all (or any) of their municipal tax obligations.
2. "Section 4.5) -Unreasonable Risk (Obtaining General Licence Eligibility)" the AER should not authorize or permit the purchase or transfer of any licences involving an existing oil or gas licence holder (or operator) currently in default of any municipal tax obligation anywhere in Alberta and
3. "Section 4.5) – Unreasonable Risk (Obtaining General License Eligibility)" the AER should initiate steps with the assistance of the Alberta Government (Municipal Affairs) to ensure that municipalities are recognized as secured creditors (through any bankruptcy involving Licence Holders) to secure and collect that municipality's (and the province's) taxes levied and owed.

Alberta's rural communities are the municipalities that own and are expected to safely maintain the important infrastructure necessary for the oil and gas industry to succeed. As a partner in this success the fair assessment and collection of municipal taxes (including provincial taxes levied for school and seniors) is foundational to the support and maintenance of this infrastructure by our municipality.

Sincerely,



Jared Stitsen
Reeve

cc: Glenn van Dijken, MLA
Shane Getson, MLA
Provincial Caucus
Member Communities – RMA
Member Communities - AUMA

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ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
Deputy Government House Leader
MLA, Calgary-Hays*

AR104150

Dear Chief Elected Official:

I am pleased to invite your municipality to provide submissions for the 20th annual Minister's Awards for Municipal Excellence, which formally recognize 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 across Alberta.

For the 2021 program, submissions will be accepted in the following categories:

Partnership (open to all municipalities)

Award will be given for a leading municipal practice involving regional co-operation. This could involve consultation, co-ordination, and co-operation with other municipalities, agencies, non-profit organizations, community groups, and other orders of government. Submissions may be joint or individual, and consideration will be given to partnerships with formal agreements that ensure continuing co-operation and shared benefits.

Building Economic Strength (open to all municipalities)

Award will be given for an innovative initiative involving the municipality and business community that addresses a challenge affecting community economic strength.

Service Delivery Innovation (open to all municipalities)

Award will be given for an innovative initiative that improves the delivery or reduces the cost of a program or service through a more efficient process or through an alternate delivery approach.

Enhancing Community Safety (open to all municipalities)

Award will be given for an innovative initiative that engages the community to address a safety issue. This could involve crime prevention, infrastructure enhancements (e.g., lighting, accessibility, traffic calming measures), and community services initiatives.

Smaller Municipalities (open to municipalities with populations less than 5,000)

Award will be given for a municipal initiative that demonstrates leadership, resourcefulness, and/or innovation to better the community.

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Further details about eligibility and submission requirements are available on the Minister's Awards for Municipal Excellence website at www.alberta.ca/ministers-awards-for-municipal-excellence.aspx. The deadline for submission is March 31, 2021.

Should you have any questions regarding this program, please contact the Municipal Excellence Team, at 780-427-2225 or municipalexcellence@gov.ab.ca.


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

Sincerely,

Ric McIver
Minister

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VENDOR		VENDOR ID		DATE ISSUED	
SUMMER VILLAGE OF SUNRISE BEACH		0070002099		02-Mar-2021	
DEPOSITED AT BANK: 021908989		DEPOSIT NO	DATE	AMOUNT	
BRANCH: 08989	ACCOUNT: 00849144500	2000828668	02-Mar-2021	\$438.00	
				TOTAL \$438.00	

DEPOSIT NO: 2000828668		DEPOSIT DATE: 02-Mar-2021		
VOUCHER	DESCRIPTION/REASON FOR PAYMENT	INVOICE/CREDIT NOTE	AMOUNT	SUB-TOTAL
1901014940	FCSS MARCH PAYMENT	095261394FCS0321	\$438.00	
	Total Payment From CASS For inquiries Call 875 483 4314			\$438.00
				
			DEPOSIT TOTAL \$438.00	

JCA6254912 E D

02695

SUMMER VILLAGE OF SUNRISE BEACH
 SUMMER VILLAGE OF SUNRISE BEACH, PO BOX 1197
 ONOWAY, AB
 T0E 1V0



(111)

JL/Ab/201817-0006389-02050-0007-0007-00-

