

SUMMER VILLAGE OF SUNRISE BEACH AGENDA

Tuesday, August 24th, 2021 immediately following the Organizational Meeting.
Town of Onoway Civic Center, Council Chambers or Via Zoom
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)	August 24 th , 2021 Regular Council Meeting <i>(to be approved as presented or amended)</i>
3.	<u>Minutes</u> pages 1-4	a)	Tuesday, July 27 th , 2021 Regular Council Minutes <i>(to be approved as presented or amended)</i>
4.	<u>Appointments</u>		N/A
5.	<u>Bylaws</u> pages 5-6		Bylaw # 172-2021 – A bylaw for the purpose of appointing an assessor for the municipality. This bylaw will rescind bylaw 145-18. This bylaw will replace Ian Ferguson’s name with Ray Crews name. <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> pages 7-12	a)	Alberta Urban Municipalities Association – Email dated August 11, 2021 from Dan Rude, Chief Executive Officer, Alberta Urban Municipalities Association. It is an invite to their annual AUMA convention scheduled for November 17 th to 19 th , 2021 in Edmonton. Registration is \$600.00 per person. If the Summer Village registers one person, they can register a second person for virtual participation at the cost of \$200.00. All council members will be required to take specific training sessions within 90 days of being elected and this may also be included at this convention. In the past some members of council have attended on some years. <i>(authorize attendance, accept for information or some other direction from council at meeting time)</i>
	pages 13-17	b)	Taxervice Engagement Letter – Letter dated July 21 st , 2021 from Gary Burnside, President of Taxervice. The tax enforcement process typically adds up to many hours of time per roll number; accumulated at specific intervals over a multi-year period. Taxervice is a company that manages the entire tax arrears process until the taxes are paid, the property is redeemed, sold or the municipality takes title. Experience shows that delinquent ratepayers respond when municipalities bring in a third party to assist with tax arrears recovery, causing property taxes to be paid sooner in the tax recovery process and relieves administration and Council from having to deal with challenging individuals and complicated situations. Taxervice charges a fixed fee amount, rather than a percentage fee, and the costs incurred, including their fees are charged against the roll number subject to tax enforcement. Attached is an engagement letter for Council consideration. <i>(that Council reviews the Taxervice Engagement Letter and this is brought back to a future meeting for consideration; that</i>

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			<i>Council approves execution of the Taxservice Engagement Letter for Management of Property Tax Arrears Recovery or some other direction as given by Council at meeting time).</i>
	Existing Agreement pages 18-30 Proposed Agreement pages 31-44	c)	Safety Codes Services Agreement – Email from Tori Message, Administrative Assistant for Wildwillow Enterprises Inc. Forwarding Safety Codes Services Agreement to be signed and executed. The timeline of the agreement is January 2021 to December 31, 2023. The Summer Village is accredited the safety codes discipline and the Summer Village has been using Superior Safety Codes for many years. Also attached is previous agreement. <i>(authorize, sign & execute agreement or some other direction from council given at meeting time).</i>
	pages 45-48	d)	Removal of Trees on Municipal Reserve – These trees are located on Municipal Reserve in between Plan 3703RS Block 4 Lot 8 and Plan 3703RS Block 4 and Lot 9. The Administrative office has had numerous calls from the residents that own these two lots, they feel that these trees are dangerous and must come down. The work involved is costly and therefore not in our current budget. There has be varied information received by the administration office as to whether these tress are dangerous or not. The estimated cost to take them down is around \$2500.00. These trees are flagged if council wishes to look at them prior to meeting time. <i>(direction from Council at meeting time).</i>
		e)	
		f)	
		g)	
7.	<u>Financial</u>		
		a)	Income and Expense Statement – July 31 st , 2021
8.	<u>Councillors' Reports</u>		
		a)	n/a
		b)	n/a
		c)	n/a

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9.	<u>Administration Reports</u>		
		a)	Wendy Wildman – Update on Drainage Study Cost share proposal with Lac Ste Anne County.
		b)	Development Officers report – Tony Sonnleitner
		c)	Patriot Law – Legal review of existing Fireworks Bylaw 96-2004
		d)	
10.	<u>Correspondence & Information</u>		
	page 49	a)	Alberta Municipal Affairs - Letter dated July 5 th , 2021, from Ric McIver, Alberta Municipal Affairs. Federal Gas Tax Fund for 2021. Allocation is \$25,807, includes a one time top up of \$12,724.
	page 50	b)	AUMA – Email dated July 25 th from Angela Duncan, Vice President & Director of AUMA. Email is on FCSS Accountability Framework Steering Committee.
	page 51	c)	Alberta Municipal Affairs - Email dated July 22 nd , 2021, from Brandy Cox, Deputy Minister of Alberta Municipal Affairs. Release of Ministry's 2020-21 Annual Report.
	page 52	d)	Government of Alberta – Statement of Direct Deposit of \$438.00 for FCSS August payment.
	pages 53-58	e)	Development Services – Development Permit Application, construction of an addition to an existing detached dwelling at Plan 6256KS, Block 5, Lot 6: 6506 Shedden Drive.
	page 59	f)	Summer Village of South View – Organizational Meeting committee appointment results.
	page 60	g)	Government of Alberta – Email dated August 12 th , 2021 from Mike Ellis, Associate Minister of Mental Health and Addictions. Thanking us for our letter to Premier Jason Kenney, showing our support for the 988 suicide and crisis hotline.
		h)	
		i)	

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11.	<u>Open Floor Discussion with Gallery</u>		
12.	<u>Closed Session</u>		
13.	<u>Adjournment</u>		

Next Meetings:

Regular Council Meeting	September 28 th , 2021
ASVA Virtual Convention	October 21 st , 2021 (4:00 p.m. to 7:00 p.m.)
Regular Council Meeting	October 26 th , 2021
SVLSACE Meeting	October 30 th , 2021 (9:00 a.m.)
AUMA Convention	November 17 th – 19 th , 2021

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER
VILLAGE OF SUNRISE BEACH, IN THE PROVINCE OF ALBERTA HELD ON
TUESDAY JULY 27TH, 2021, ONOWAY CIVIC CENTRE AT 7:00 P.M. IN PERSON
AND VIA ZOOM

	PRESENT	<p>Mayor Glen Usselman – Via Teleconference Deputy Mayor Jackie Tremblay Councillor Vera Beck – Via Teleconference</p> <p>Chief Administrative Officer Wendy Wildman Administrative Assistant Lana Lange</p> <p>Public at Large: 1 2 Teleconferenced</p>
1.	CALL TO ORDER	Mayor Usselman called the council meeting to order at 7:01 p.m.
2.	AGENDA 106-21	<p>MOVED by Deputy Mayor Tremblay that the July 27th, 2021 Agenda be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
3.	MINUTES 107- 21	<p>MOVED by Councillor Beck that the minutes of the June 22nd, 2021 Council meeting be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
4.	APPOINTMENTS	N/A
5.	BYLAWS/POLICY	N/A
6.	BUSINESS 108-21	<p>MOVED by Deputy Mayor Tremblay that the Summer Village purchase ‘No ATV’s on Municipal Property’ signs and install these signs throughout the Summer Village and further that the matter of signs and barricades as attached to the agenda appear to be on private, or federal or provincial lands, that the Summer Village not get involved in this dispute.</p> <p style="text-align: right;">CARRIED</p>

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7.	FINANCIAL 109-21	<p>MOVED by Mayor Usselman that the Income & Expense Statements for June 30th, 2021 be accepted for information as presented.</p> <p style="text-align: right;">CARRIED</p>
8.	COUNCIL REPORTS	
9.	ADMINISTRATION REPORTS 110-21	<p>MOVED by Councillor Beck that the Administration reports be accepted for information as presented.</p> <p style="text-align: right;">CARRIED</p>
10.	CORRESPONDENCE 111-21	<p>MOVED by Mayor Usselman that the following correspondence be accepted for information:</p> <ul style="list-style-type: none"> a) Town of Rocky Mountain House - Letter dated July 8th, 2021, from Tammy Burke, Mayor, Town of Rocky Mountain House addressed to Honorable Jason Nixon, Minister of Environment & Parks. Letter advising Honorable Jason Nixon on how disappointed Council & Administration are on the Governments decision to cancel household hazardous waste funding. b) Alberta Counsel - Email dated July 9th, 2021, from Alberta Counsel. Email informing of the Cabinet Shuffle for the Government of Alberta. c) Alberta Municipal Affairs - Email dated July 8th, 2021, from Mike Decker, stakeholder Relations Team, Municipal Affairs. Email to inform municipal councils that there maybe an opportunity to meet with Honorable Rick McIver, Minister of Municipal Affairs, at the upcoming 2021 AUMA Fall Convention, scheduled for November 17-19, 2021. d) Government of Alberta – Statement of Direct Deposit of \$438.00 for FCSS July payment. e) Government of Alberta – Statement of Direct Deposit of \$7,936.00 for Municipal Sustainability Initiative – Operating Grant. f) Town of Fairview - Letter dated June 7th, 2021, addressed to Jason Kenney, Premier of Alberta. The Town of Fairview is not supportive of the Government of Alberta’s initiative to replace the RCMP with an Albert Provincial Police Services. g) Alberta Counsel - Email dated June 25th, 2021, from Alberta Counsel.

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Email informing of the provincial Governments multimillion dollar package to fund research into undocumented deaths & burials of Indigenous children.

- h) ASVA – Email dated June 25th, 2021, from ASVA Executive Director, Sherry Poole, media release that they will be moving forward with a Forest Health and Management Pilot Project.
- i) County of Forty Mile No. 8 - Letter dated June 23rd, 2021, addressed to Honorable Kaycee Madu, Minister of Justice and Solicitor General. County of Forty Mile No. 8 is not supportive of the Government of Alberta's initiative to replace the RCMP with an Albert Provincial Police Services.
- j) Lac la Biche County - Letter dated June 23rd, 2021, addressed to Honorable Kaycee Madu, Minister of Justice and Solicitor General. Lac la Biche County is not supportive of the Government of Alberta's initiative to replace the RCMP with an Albert Provincial Police Services.
- k) Town of Turner Valley - Letter dated June 16th, 2021, addressed to Honorable Kaycee Madu, Minister of Justice and Solicitor General. The Town of Turner Valley is not supportive of the Government of Alberta's initiative to replace the RCMP with an Albert Provincial Police Services.
- l) Village of Rockyford - Letter dated June 14th, 2021, addressed to Honorable Kaycee Madu, Minister of Justice and Solicitor General. The Village of Rockyford is not supportive of the Government of Alberta's initiative to replace the RCMP with an Albert Provincial Police Services.
- m) Village of Holden - Letter received June 22nd, 2021, addressed to Honorable Kaycee Madu, Minister of Justice and Solicitor General. The Village of Holden is not supportive of the Government of Alberta's initiative to replace the RCMP with an Albert Provincial Police Services
- n) Town of Beaverlodge - Letter received June 21st, 2021, addressed to Jason Kenney, Premier of Alberta. The Town of Beaverlodge is not supportive of the Government of Alberta's initiative to replace the RCMP with an Albert Provincial Police Services.
- o) Town of Thorsby - Letter received June 21st, 2021, addressed to Jason Kenney, Premier of Alberta. The Town of Thorsby is not supportive of the Government of Alberta's initiative to replace the RCMP with an Albert Provincial Police Services.
- p) Cypress County - Letter received June 21st, 2021, addressed to Honorable Kaycee Madu, Minister of Justice and Solicitor General. Cypress County is not supportive of the Government of Alberta's initiative to replace the RCMP with an Albert Provincial Police Services.
- q) Town of Viking - Letter received June 22nd, 2021, addressed to Honorable Kaycee Madu, Minister of Justice and Solicitor General. Town

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		of Viking is not supportive of the Government of Alberta's initiative to replace the RCMP with an Albert Provincial Police Services. <p style="text-align: right;">CARRIED</p>
11.	OPEN FLOOR DISCUSSION WITH GALLERY 112-21	MOVED by Mayor Usselman that the open floor discussion with the gallery be accepted for information. <p style="text-align: right;">CARRIED</p>
12.	CLOSED MEETING	
13.	ADJOURNMENT	Meeting adjourned at 7:33 p.m.

Mayor, Glen Usselman

Chief Administrative Officer, Wendy Wildman

**A BYLAW OF THE SUMMER VILLAGE OF SUNRISE BEACH IN THE PROVINCE
OF ALBERTA, FOR THE PURPOSE OF APPOINTING AN ASSESSOR FOR THE
MUNICIPALITY**

WHEREAS the Municipal Government Act, R.S.A. 2000, being Chapter M-26, requires a municipality to appoint a designated officer to the position of Assessor, and

WHEREAS Council has entered into an agreement with the Municipal Assessment Services Group Inc. for the provision of assessment services;

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

I. Appointment

1. The person appointed by the Summer Village of Sunrise Beach to the position of designated officer, to carry out the duties and responsibilities of Assessor under the Municipal Government Act will be Ian Ferguson of the Municipal Assessment Services Group Inc.

This Bylaw shall come into full force and effect on its final passing.

READ a first time on this 28th day of August, 2018.


READ a second time on this 28th of August, 2018.

Unanimous Consent to Proceed to Third Reading on this 28th day of August, 2018.

Read a third and final time on this 28th of August, 2018.

Signed and passed this 28th day of August, 2018.

This Bylaw rescinds Bylaw 78-1999.



Mayor



Municipal Administrator

**A BYLAW OF THE SUMMER VILLAGE OF SUNRISE BEACH IN THE PROVINCE
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WHEREAS the Municipal Government Act, R.S.A. 2000, being Chapter M-26, requires a municipality to appoint a designated officer to the position of Assessor, and

WHEREAS Council has entered into an agreement with the Municipal Assessment Services Group Inc. for the provision of assessment services;

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

I. Appointment

1. The person appointed by the Summer Village of Sunrise Beach to the position of designated officer, to carry out the duties and responsibilities of Assessor under the Municipal Government Act will be Ray Crews of the Municipal Assessment Services Group Inc.

This Bylaw shall come into full force and effect on its final passing.

READ a first time on this 24th day of August , 2021.

READ a second time on this 24th day of August , 2021.

Unanimous Consent to Proceed to Third Reading on this 24th day of August , 2021.

Read a third and final time on this 24th day of August , 2021.

Signed and passed this 24th day of August , 2021.

This Bylaw rescinds Bylaw 145-18.

Mayor

Municipal Administrator

RECEIVED

AUG 11 2021

svsunrisebeach@wildwillowenterprises.com

From: Exec. Assistant on behalf of Dan Rude <EA_DRude@auma.ca>
Sent: August 11, 2021 11:04 AM
To: Wendy Wildman
Subject: 2021 AUMA Convention registration now open!

Good morning,

We are excited to announce that we are returning to an in-person Convention for 2021, one that could be our biggest and best yet! Registration is now open, and we encourage you to register as soon as possible to reserve your spots. Please register early, to ensure you don't risk the event being sold out, before you register your council.

This year's event will be held Edmonton Convention Centre from November 17 to 19, 2021, and will have everything our members know and love, including dialogue sessions with provincial ministers, breakout education sessions, a buzzworthy trade show and plenty of time to network with your fellow leaders. Members will also be able to vote on resolutions, as well as the 2021 AUMA elections.

New in 2021

This year will also provide members with the unique opportunity to experience our new brand, which will launch during Convention's opening ceremonies. This project has been years in the making, and we have plenty of surprises in store that you will not want to miss.

An online offering will be made available for those who do not want to attend in person. The virtual Convention will include all of the main plenary components and will allow eligible elected officials the opportunity to virtually vote on resolutions and elections. However, virtual attendees will not have the ability to attend the breakout education sessions, or be able to network in-person with other attendees.

Special virtual pricing for regular members

In order to support our members who are unable to attend due to financial constraints or health concerns, we are offering virtual registration at a discounted rate to AUMA urban municipal members who have registered for Convention.

Summer Village and Village members who register at least one (1) in-person attendee for Convention will have the option to register one attendee virtually for the reduced price of \$200. For every additional participant in-person, they will have the option to register a virtual attendee at the reduced rate.

Towns, Cities and Specialized Municipality members who register five (5) in-person attendees will have the option to register one attendee virtually for the reduced price of \$200. For every additional five (5), they will have the option to register a virtual attendee at the reduced rate.

*Once a municipality has registered their in-person attendees, the AUMA Registrar will reach out with a discount code for your virtual attendees.

Unsure who is attending?

We know many municipalities are eager to register but won't know who is attending due to the upcoming municipal election. Not a problem! Administrators can register 'Guest' attendees and won't be required to have a unique email address for each attendee.

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Once the election is complete and you know who will be attending, you can either modify the registration on your own using the modification button on the registration website, or you can simply contact registration@auma.ca and we would be happy to help. We do ask that you make those changes as soon as possible following the election to allow our team enough time to produce accurate name badges and set-up voting credential for eligible attendees.

Should you have any other questions along the way, please visit our [Convention event page](#) or email registration@auma.ca. We can't wait to see everyone in November!

Dan Rude | Chief Executive Officer

ALBERTA URBAN MUNICIPALITIES ASSOCIATION

D: 780.431.4535 | C: 780.951.3344 | E: drude@auma.ca
Alberta Municipal Place | 300-8616 51 Ave Edmonton, AB T6E 6E6

Toll Free: 310-AUMA | 877-421-6644 | www.auma.ca



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Log in / Sign up

2021 AUMA Convention

[Event Details](#) [Program & Speakers](#)

REGISTRATION IS NOW OPEN!

DATES: November 17 - 19, 2021

LOCATION: Edmonton Convention Centre

DETAILS: Join us for the 2021 AUMA Convention & Trade Show, taking place November 17 - 19 at the Edmonton Convention Centre. At this time, we are planning for an in-person event, but we will be closely monitoring the situation around COVID-19 and following all public health orders that are in place at that time.

REGISTRATION: NOW OPEN!

TRADE SHOW & SPONSORSHIP: Trade Show registration will be opening at the beginning of August. We are working on finalizing our sponsorship package and it will be posted at the beginning of July. In the meantime, if you would like more information on either Trade Show or Sponsorship, please email events@auma.ca.

NEW THIS YEAR

A virtual option will be made available for those who would like to attend for their office or home. Virtual attendees will have access to all plenary offerings, including opening ceremonies, keynotes/entertainment, Premier's address, Official Opposition address, Minister dialogue sessions, resolutions and elections. All eligible elected officials representing regular members will also have the ability to vote virtually for elections and resolutions.

Please note, virtual attendees will not have live access to education breakout sessions.

All eligible voters will require a device for voting - this can be a phone, table or laptop.

PRICING

Type	Early-bird & Virtual Price	In-person Price (After October 25)
AUMA Member	\$600	\$750
RMA Member	\$700	\$850
Non-Member	\$975	\$1125

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Municipal Intern	Complimentary	Complimentary
Pre-Convention	\$375	\$375

Please note - the cost to attend virtually is the same as the early-bird pricing, unless the criteria below is met. Special pricing is only available to AUMA regular members (urban municipalities). Pre-Convention sessions are only available to AUMA regular members and RMA members.

***Registration payment by credit card will be the only accepted form of payment. If you have any questions, please email registration@auma.ca.**

REGULAR MEMBER VIRTUAL PRICING

In order to support our members who are unable to attend due to financial constraints or health concerns, we are offering virtual registration at a discounted rate to AUMA urban municipal members who have registered for Convention.

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*Once a municipality has registered their in-person attendees, the AUMA Registrar will reach out with a discount code for your virtual attendees.

PRE-CONVENTION SESSIONS

We are pleased to offer two pre-convention session for Convention attendees. The cost for per session is \$375. These sessions are only available for AUMA Regular Members and RMA Members. Non-members, affiliate members, or associate members are not eligible to attend.

EOEP MUNIS 101

Taking place Monday, November 15 & Tuesday, November 16

Munis 101: The Essentials of Municipal Governance delivers the key information and strategies that you need to excel in your role. *Munis 101* is completely updated to reflect recent changes made to the *Municipal Government Act* and includes best practices in everything from public participation to considering how to set tax rates.

Munis 101 will not only prepare you to excel in your role, but it also meets all Alberta Municipal Affairs requirements for mandatory post-election training by providing the fundamental strategies and concepts that new and returning elected officials can apply to learning about their own local municipal functions, plans, and financial information. In fact, the course has been endorsed by Alberta Municipal Affairs, so you can be confident that you have the baseline skills and knowledge you need to succeed.

Munis 101 is a 4-session course and is divided into four sections as follows: Basics of Municipal Governance and Legislation in Alberta, The Elected Official's Role in Municipal Leadership, Explore the Role of Municipal Planning and Development and Effective Collaboration and Navigate the World of Municipal Finance.

LEGAL SEMINAR, HOST BY REYNOLDS MIRTH RICHARDS AND FARMER LLP

Taking place Tuesday, November 16

This full-day course will explore four distinct topics:

A deep dive into the **Pecuniary Interest** provisions – when pecuniary interest arises, how to recognize it and what to do;

Council's Role in Planning and Development – a review of the different roles Councillors can play in not only developing municipal planning instruments, but also participating in decision-making on individual applications;

Codes of Conduct were intended to assist Councils to function ethically and harmoniously – a detailed review of Codes of Conduct dos and don'ts; and

Municipal Corporations – you have big ideas, what is the best vehicle to get you there?

HOTELS

Please use the links, phone numbers or codes that are provided to book your rooms to ensure you are receiving the best rates. To ensure that rooms are accurately booked, a two-night deposit for each room may be required. This ensures that blocks are not cancelled last minutes. Please note, it is the responsibility of the booking party to understand deposit and cancellation agreements with the hotels.

Hotel	Rate	Booking
Chateau Lacombe*	Starting at \$109/night + tax	Call 780-428-6611 (Mon - Fri) Please quote: AUMA Conference 2021
Courtyard Marriott	HOTEL IS SOLD OUT	HOTEL IS SOLD OUT
DoubleTree by Hilton*	Starting at \$159/night + tax	Reservation booking link - DoubleTree
Fairmont Hotel Macdonald	Starting at \$249/night + tax	Reservation booking link - Hotel Macdonald
Sandman Signature* (formerly The Sutton Place)	Starting at \$179/night + tax	Reservation booking link - Sandman Signature
Westin	Starting at \$210/night + tax	Reservation booking link - Westin

* Indicates hotels that will have complimentary shuttle service to the Edmonton Convention Centre



CONVENTION CODE OF CONDUCT

AUMA is committed to providing a welcoming, inclusive and harassment-free environment for all persons attending the Convention ("Convention Participants"), regardless of gender, race, sexual orientation, disability, physical appearance, ethnicity, age, religion or any other legally protected characteristic.

The following guidelines apply to all facets of the Convention including sponsor hosted events, workshops, plenaries, political meetings and social gatherings where Convention Participants are in attendance.

Behaviours that are not acceptable at the Convention include:

Harassment or intimidation based on gender, race, sexual orientation, disability, physical appearance, ethnicity, age, religion or any other legally protected characteristic.

Sexual harassment or intimidation, including unwelcome sexual attention, stalking (physical or virtual), or unsolicited physical contact.

Shouting down or threatening Convention Participants.

Any Convention Participant found violating these rules may have their registration revoked and be asked to leave the Convention, without a refund, at the discretion of the CEO or designate.

AUMA Awards

Nominations for AUMA Awards are currently open. You can find all details and applications forms on the [awards page](#). Deadline for submissions has been extended to August 13, 2021.

Future Convention Dates

September 21 - 23, 2022

Calgary TELUS Convention Centre

September 27 - 29, 2023

Edmonton Convention Centre

Date

November 17 - 19, 2021

Add to calendar

Register

Register

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July 21, 2021

ENGAGEMENT LETTER

By Email: (original to remain on file)

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

Attention: Wendy Wildman, Chief Administrative Officer

Re: Management of Property Tax Arrears Recovery

Thank you for choosing TAXervice to manage your property tax arrears recovery. If this engagement letter meets with your approval, please sign where indicated at the bottom of page two and return one copy to our office.

When used in this letter, the term "Municipality" includes rural municipality, municipal district, specialized municipality, county, city, town, village, hamlet, summer village or resort village.

Our fees and disbursement are detailed in Appendix "A".

TAXervice undertakes to manage property tax arrears recovery for you. Initially, we will require you to provide information for every property eligible for tax recovery. At the relevant time, we will advise what specific information is required. In the meantime, we ask that you review the Municipal Profile (Appendix "B") and complete and/or correct the information. If requested, you will provide us with an arrears by year report showing all properties and all arrears.

Once you provide us with the property information, we will initiate the process. As soon as we begin to work on entering your information into our database, we will forward you our invoice(s). These costs are to be entered into your accounting system and added to each roll number. Once you receive our invoice(s), our fee is payable, since a great deal of time and effort is expended entering the information and ensuring it is accurate. If the property is redeemed prior to delivery of our invoice to you, we will waive our fees.

TAXervice will also assist in the recovery of property taxes or grants-in-lieu of taxes from crown agencies such as CMHC or HMQ. As you are aware, these properties are exempt from tax recovery however, the municipality is entitled to recover the outstanding arrears. In the event we are unsuccessful in recovering funds from the assessed owner, the municipality would be responsible for our fees and disbursements.

Please contact us if you wish to discuss setting your tax sale date. You should provide us with a copy of council's resolution once the tax sale date has been set. We will do our utmost to ensure your tax sale occurs on the date scheduled. As you are aware however, it may be necessary to postpone the tax sale date due to circumstances beyond our control (eg. inability to notify a deceased or missing owner, etc.).

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

Based on our experience, we have devised and revised our auction sale conditions. Unless arranged otherwise, we will use our auction sale terms and conditions.

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

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

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

Our arrangement will automatically renew unless terminated by either party on 30 days written notice. In the event of termination, any outstanding invoices will be immediately due and payable by the municipality. Any unbilled fees or disbursements will be invoiced by TAXervice and payable forthwith by the municipality. If you terminate our arrangement, there will be no refunds for unearned fees or disbursements.

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

Yours truly,
TAXervice



Gary Burnside B.S.A., LL.B.,
President

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

SUMMER VILLAGE OF SUNRISE BEACH



Authorized Signing Officer

Name: _____

Title: _____

- Encs. Appendix "A" – Outline of Costs
- Appendix "B" – Municipal Profile
- Appendix "C" – Responsibilities

APPENDIX “A” – Outline of Costs:

1. Fees (excluding disbursements and taxes):

Fees		
File Setup	Obtaining required property information, setting up each property in our database management system and verifying its accuracy; and, if applicable, sending pre-notice letter to Owner(s), preparing and registering Arrears List in Land Titles, and sending notice of registration to Owner(s)	\$295
Proceeding to Auction	Notice under FDMA, arrange for the public auction and advertisement in Alberta Gazette and local newspaper, prepare and arrange service of notices on every owner and person having a registered interest, arrange conduct of the auction, prepare transfers of title into the name of the purchaser/municipality	\$300
Total:		\$595

File Setup - Upon receipt of your property information, we will set up the file in our system and send our invoice for File Setup. Invoices are payable upon receipt. Interest at the rate of 1.5% per month (19.56% annually) will be charged on all accounts outstanding after 30 days.

Our fee on properties with arrears of \$25 or less will be discounted from \$295 to \$245 at File Setup. If the property is not redeemed before registration with land titles, full fees will be applied.

In the event that a property owner has more than one property subject to tax recovery, our File Setup fee per property will be reduced with each additional property.

Proceeding to Auction – One year after the Tax Notification is registered, if the taxes are still not paid, we will prepare Notice and send our invoice for Proceedings to Auction.

If unforeseen complications are encountered, fees may increase to deal with those exceptional circumstances. (eg. deceased owners)

2. Special Service Fees - Additional fees will be charged for exceptional services such as investigations to locate missing or deceased parties, agreements for payment of tax arrears, etc.

Special Service Fees	Fee
Basic research/investigation to locate an absent registered owner or interest holder including phone calls and searches	\$125
Complex research/investigation to locate an absent registered owner or interest holder including phone calls and searches	\$250
Arrange personal service of notice upon one registered owner or interest holder	\$125
Agreement (\$175 plus \$75 per roll to a maximum fee of \$475)	\$175+

3. Disbursements - We do our best to ensure that disbursements are reasonable. Disbursements which may be incurred, but are not limited to: land titles searches and registration fees; registered mail; publishing costs; etc. (these expenses would be incurred whether tax enforcement is conducted in-house or outsourced). An administration fee of 15% will be added to all disbursements (minimum \$5.00).

A \$35 miscellaneous charge will be applied to each roll with each fee. This charge covers such items as file retention and storage, long distance telephone, faxes, photocopies, supplies, etc.

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

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APPENDIX "B" – MUNICIPAL PROFILE

Please confirm or complete/correct the information below:

Municipality: Summer Village of Sunset Beach
Street Address: _____
Mailing Address: PO Box 1197
Onoway AB T0E 1V0
Telephone: 780-967-0271
Fax: 780-967-0431



Administrator: Wendy Wildman
Email: administration@wildwillowenterprises.com
Telephone: _____

Tax Enforcement Contact Person: Same as above OR
Name: _____
Title: _____
Email: _____
Telephone: _____



Taxes Due Date: _____
Municipal Accounting Software: _____



Land Titles Office: Edmonton
 Calgary

Penalty Rate: _____ %

Annually
 Monthly

on principal only (Simple)
 on principal & interest (Compounding)

Is interest charged on tax enforcement costs? YES NO

Accepted Methods of Payment:

- Debit Card
 MasterCard
 VISA
 other _____

Name of local newspaper for advertisement of public auction: _____

APPENDIX “C” - RESPONSIBILITIES

TAXervice’s responsibilities:

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

The municipality’s responsibilities:

- pursuant to s 412 of the Municipal Government Act, at all times to post a copy of the tax arrears list in the municipal office in a place accessible to the public
- provide the information from the tax rolls as requested by Taxervice
- field inquiries for redemption amounts and include our fees and disbursements in the amount
- receive payments from taxpayers by cash, certified cheque or any other form of **guaranteed** payment and advise our office of same by email or fax as soon as possible. If the property has been redeemed, but we are not notified and further fees or disbursements are incurred, the municipality will be responsible for those fees and disbursements
- sign documents requiring municipal signatures

SAFETY CODES SERVICES AGREEMENT

THIS AGREEMENT MADE IN DUPLICATE THIS _____ DAY OF _____, 2017.

BETWEEN:

SUMMER VILLAGE OF SUNRISE BEACH
Box 1197
Onoway, AB T0E 1V0
"The Municipality"

-and-

SUPERIOR SAFETY CODES INC.
14613-134 Avenue
Edmonton, AB T5L 4S9
"The Agency"

RECITALS

1. The Summer Village of Sunrise Beach hereafter known as "The Municipality", being an Accredited Municipality pursuant to the Safety Codes Act requires an Accredited Agency to provide Services within the corporate boundaries of the Municipality for the:

- Building
- Electrical
- Plumbing
- Gas

Disciplines in accordance with the Act and Schedule "A", being the Municipality's Quality Management Plans and Schedule "B", being the Municipality's Fee Schedule (attached).

Services included under this Fee Schedule are:

- Compliance
- Appeal
- Emergency
- Enforcement (up to 8 hours; \$125.00/hour after 8 hours)
- Investigation

Costs for extra services, such as; Consultative Services, (Non-Permitted Plans Reviews etc.) and Issuance of Variances, will be billed directly to the applicant by the Agency at the current rate.

2. The Agency agrees to provide those Services and has the right to conduct Services for the Municipality within the corporate boundaries of the Municipality and to be compensated for these services; and,

3. The Municipality agrees to exclusively engage the Agency for the delivery of the Services listed in Recital Clause 1, pursuant to the provisions of this Agreement.

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT in consideration of the premises, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by each of the parties hereto, the said parties covenant and agree as follows:

1 INTERPRETATIONS

1.1 Definitions

- a) "Accredited Agency" means a Corporation designated as an accredited agency under the Act;
- b) "Accredited Municipality" means a municipality that is designated as an accredited municipality under the Act;
- c) "Act" means the Safety Codes Act, as amended from time to time, including all regulations and codes enacted thereunder, or any other statute enacted in substitution therefore;
- d) "Agency" means Superior Safety Codes Inc. carrying on business as Superior Safety Codes Inc.;
- e) "Agreement" means this document, Schedule A (the Quality Management Plans for the Municipality) and Schedule B (the Fee Schedule) as amended from time to time;
- f) "Commencement Date" is the date this Agreement was accepted and executed by the Municipality, as indicated on this Agreement;
- g) "Events of Default" means any one or more of the Events of Default specified in Article 5 hereof;
- h) "Permit Regulation" means Alberta Regulations, A.R. 204/2007 as amended;
- i) "QMP Manager" means the person designated by the Municipality pursuant to Clause 3.21.a of this agreement and the "person responsible" under Schedule A;
- j) "Record" means an intelligible record of information in any form, including notes, books, documents, maps, drawings, photographs, letters, vouchers, permits, and papers and any other information that is written, photographed, recorded or stored on any manner, but does not include software or any other mechanism that produces records;
- k) "Safety Codes Officer" (SCO) means an individual designated as a safety codes officer under the Act;
- l) "Services" means the functions, duties, tasks, and responsibilities as described in this Agreement and the Act, and without limiting the generality of the foregoing, includes the provisions of inspections and compliance monitoring services as listed in Clause 3.1.a.
- m) "Term" has the meaning attributed thereto in Clause 4.1.a

1.2 Rules of Interpretation

- a) In this agreement, unless expressly stated to the contrary or the context otherwise requires:
 - i) a reference by numerical or alphabetical designation or both to an Article, Clause, Section, Subsection, Paragraph or Schedule shall refer to the Article, Clause, Section, Subsections, Paragraph or Schedule bearing that designation in this Agreement;
- b) All monetary amounts refer to the lawful currency of Canada;
- c) Any reference to all or any part of any statute or regulation refers to the parts, statute or regulation as amended or re-enacted from time to time;

- d) References to "parties" shall mean the parties to this Agreement and a reference to a "party" shall mean one of the parties to this Agreement.

2 APPOINTMENT

Pursuant to the provisions of the Agreement, the Municipality hereby exclusively appoints the Agency for the purpose of performing Services, during the Term of this Agreement, in the discipline(s) listed in Recitals Clause 1. This agreement may include any other disciplines that the Municipality may adopt under the Safety Codes Act.

3 AGENCY SERVICES AND COMMITMENTS

3.1 Agency Duties

- a) The Agency shall:
- i) provide effective and appropriate Services, in the Municipality, in accordance with the provisions of this Agreement and the Act. Further, the Agency acknowledges that it must render Services in accordance with the Municipality's Quality Management Plans attached as Schedule "A" to this Agreement. The Services shall be provided within the scope of the Agency's accreditation under the Act and the level of certification and designation of powers of the Safety Code Officers the Agency employs;
 - ii) establish and maintain management, administrative and technical expertise as required to provide the Services under this Agreement;
 - iii) complete the performance of all Services for all the permits issued under this Agreement on or before the date of expiry or termination of this Agreement; unless in the event of termination or expiry a transition plan has been executed in accordance with Clause 5.3.b of this Agreement;
 - iv) maintain a primary office location whose address is identified on page one of this Agreement where it shall securely store all records associated with this Agreement and the Services provided hereunder; and
 - v) maintain toll free telephone and facsimile numbers for the use by the Municipality and municipal residents.

3.2 Agency Performance

- a) The Agency shall, as outlined in this Clause:
- i) perform the Services in an effective and timely manner in accordance with Clause 3.5;
 - ii) endeavor to work co-operatively with the owner (the owner is the person/persons or company as listed on the certificate of title) and/or the owner's representative(s) to achieve compliance with the Act; and
 - iii) perform the Services with impartiality and integrity, and in a professional and ethical manner.

3.3 Agency Personnel

- a) The Agency shall, as outlined in this Clause:
 - i) employ persons knowledgeable about the applicable codes, standards and regulations, relative to Services It provides;
 - ii) employ or engage Safety Codes Officers (SCOs) who are certified and designated (received appropriate designation of powers) to provide compliance monitoring relative to the Services the Agency provides;
 - iii) maintain a registry of all SCOs they employ, and their level(s) of certification, and designation of powers.

3.4 Quality Management Plan Training

- a) The Agency shall:
 - i) train its SCOs in the requirements of the Municipality's QMP appropriate to their discipline and Services;
 - ii) maintain the training records on the Agency SCO file;
 - iii) ensure its SCOs have ongoing access to a current copy of the Municipality's QMP appropriate to their discipline and Services.

3.5. Compliance Monitoring

- a) The Agency shall monitor compliance through a program of plans examination (when applicable), site inspection and follow-up inspections or verification of compliance (when applicable), to provide a degree of assurance of compliance with the Act and associated codes and standards.
 - i) the Agency SCO shall:
 - endeavor to inspect by the second (2nd) working day following the date of receipt of a request for an inspection and will not exceed five (5) working days;
 - inspect to determine if the work under a permit complies with the Act and relevant codes and standards;
 - inspect at the stage(s) indicated in the discipline specific sections of the QMP; and,
 - inspect all work in place at the time of inspection.
- b) The time frame for required site inspections for the permit may be extended with written permission from the QMP Manager on an individual basis.
- c) The Agency SCO shall, for each inspection required by the QMP:
 - i) complete an inspection report as accepted by the QMP Manager;
 - ii) provide copies of inspection reports to the permit applicant, contractor, owner (if requested), Municipality and the Agency file;
 - iii) perform follow-up inspections as required by the QMP,
 - iv) upon confirmation that a thing, process or activity to which the Act applies is in compliance with the Act, permanently affix a record of inspection to the installation in an obvious location.
- d) The Agency SCO shall record on the inspection report:
 - i) the stage(s) of work being inspected;

- ii) a description of the work in place at the time of inspection; and
 - iii) all observed Deficiencies or Unsafe Conditions.
- e) The Agency SCO shall take appropriate action to have Deficiencies or Unsafe Conditions corrected in a timely manner.
 - f) A deficiency is any condition where the work does not comply with the Act and in the opinion of the SCO, is not an Unsafe Condition.
 - g) An unsafe condition is any condition that, in the opinion of the SCO, could endanger the life, limb, or health of any person authorized or expected to be on the premises.
 - h) A completed file is a file that may be considered complete when the conditions of the QMP are met and safety is no longer a concern.

3.6 Consultative Services

- a) The agency shall provide consultative services to municipal residents, including:
 - i) technical advice;
 - ii) advice and interpretation on related codes and standards.

3.7 Situations of Imminent Serious Danger

- a) If a situation of imminent serious danger to persons or property because of any thing, process or activity to which the Act applies, is observed.
 - i) the Agency's SCO will immediately exercise any powers under the Act to mitigate the situation in a reasonable manner; and
 - ii) the Agency may apply to the QMP Manager for relief from the costs incurred when mitigating the situation pursuant to Section 47 of the Act. The decision of whether to grant relief shall be at the discretion of the QMP Manager.

3.8 Orders

- a) The Agency shall employ appropriately certified SCOs to issue orders in conformance with Part 5 of the Act. In addition to the requirements of Orders under Part 5 of the Act the Agency will:
 - i) first make every reasonable effort to facilitate conformance with the Act;
 - ii) issue an order in the format accepted by the QMP Manager;
 - iii) on issuance of an order, immediately provide a copy to the QMP Manager and the Technical Administrator in the appropriate discipline appointed under the Act;
 - iv) make the Agency SCOs available to attend appeal hearings with the Safety Codes Council on any orders issued; and
 - v) carry out an order in accordance with the Act.

3.9 Variances

- a) The Agency's SCOs may, upon written request from the owner, issue a variance. The Agency's SCO, when issuing a variance shall:
 - i) issue a variance in conformance with Section 38 of the Act and Safety Codes Council policy;

- ii) issue a variance only on a project where the Municipality has issued a permit;
- iii) issue a variance in the format accepted by the QMP Manager;
- iv) ensure a variance provides an equivalent or greater level of safety;
- v) issue a variance only for site specific applications;
- vi) record the details of a variance in the project file;
- vii) provide copies of a variance to the person(s) requesting the variance, the QMP Manager, the owner, the Technical Administrator, and;
- viii) issue a variance only when the safety or rights of others is not compromised; and
- ix) issue a variance only when it does not have a broad scope or impact on provincial basis.

3.10 Records

- a) The Agency shall maintain a file system, to the satisfaction of the QMP Manager, for all the records associated with performing the Services including:
 - i) permit applications and permits;
 - ii) plans, specifications, and other related documents;
 - iii) plans review reports;
 - iv) requests for inspections;
 - v) inspection reports;
 - vi) verification of compliance;
 - vii) variance;
 - viii) orders;
 - ix) occupancy certificate, and;
 - x) related correspondence and/or other relevant information.

3.11 File Flow

- a) upon approval of a development application, the Municipality will submit the file to the Agency for review.

3.12 Ownership of Records

- a) All Records and other materials whatsoever related to the Services provided under this Agreement are the property of the Municipality and will be given to the QMP Manager immediately upon request.
- b) The Municipality has full and unfettered access to all records of the Agency relating to the provision of Services under this Agreement including the right to enter the Agency's premises at any reasonable time in order to inspect, review or retrieve such records.

3.13 Records Management

- a) The Agency shall:
 - i) abide by all provisions of the Freedom of Information and Protection of Privacy Act in the course of carrying out its Services under this Agreement. All requests for

- information initiated under that statute shall be conducted through the QMP Manager. The Agency shall immediately forward all requests for information under that statute to the QMP Manager;
- ii) respond to any requests by the Municipality for records, to respond to a request, under the Freedom of Information and Protection of Privacy Act as directed by the QMP Manager within two days of a request being received by the Agency or Municipality;
 - iii) disclose the information only with the consent of the QMP Manager; and
 - iv) maintain all Records in a manner acceptable to the QMP Manager prescribed in Clause 3.10.
- b) The QMP Manager has the right to periodically audit the records management procedures of the Agency relating to the provision of Services pursuant to this Agreement at times to be determined by the QMP Manager. In the event that the QMP Manager performs an audit and is of the opinion that the Agency's records management system is inadequate, the QMP Manager may direct the Agency to take such steps that the QMP Manager views are necessary to remedy the inadequacy.
 - c) The Agency shall keep and maintain in accordance with generally accepted accounting principles, complete and accurate books, records and accounts of all costs, expenditures and commitments relating to this Agreement and on demand provide to the Municipality these documents to examine, audit and take copies and extracts. The said books, records, and accounts shall be in the form acceptable to the QMP Manager and contain all information specified by the QMP Manager.
 - d) The Agency and its Directors, Officers, employees, and agents shall keep strictly confidential all information concerning the Municipality or any third parties, or any of the business or activities of the Municipality or any third parties acquired as a result of participation in the Agreement and the Agency may only use, copy or disclose such information upon written authorization of the QMP Manager.
 - e) The Agency shall maintain security standards, including control of access to Records, data and other information as required by the QMP Manager.

3.14 Collection and Payment of Fees

- a) The Agency covenants and agrees to perform Services as described in the Agreement in accordance with Schedule A of this Agreement (the Municipal Quality Management Plan).
- b) The Agency shall collect permit fees in accordance with Schedule B (the Municipality Fee Schedule). On a quarterly basis, the Agency will pay the Municipality for their share of the issued permit fees.
- c) The Agency agrees to pay the Municipality remuneration in the amount of 30% of the permit fees set forth in Schedule B.
- d) The Agency will charge Goods and Services Tax (GST) on all services invoiced to the municipality in accordance with CCRA guidelines.

3.15 Workers' Compensation Coverage

- a) Prior to the Agency commencing the provision of Services under this Agreement, the Agency shall provide written certification of current and appropriate Worker's Compensation coverage through an account in good standing with the Alberta Worker's Compensation Board (WCB). The Agency shall maintain the account in good standing throughout this Agreement.

3.16 Regulatory Requirements

- a) The Agency shall comply with the requirements of the municipal, provincial and federal legislation, which includes, but is not limited to, the provincial Employment Standards Code, Labour Regulations Codes, and the Occupational Health and Safety Act.

3.17 Insurance

- a) Without limiting or restricting any obligations, responsibilities or liabilities under this Agreement, the Agency shall provide, maintain and pay for insurance coverage in accordance with the Alberta Insurance Act and be in a form acceptable to the Municipality.
- b) The Agency shall provide:
 - i) comprehensive or commercial general liability insurance within limits of not less than \$5,000,000.00 (Five Million Dollars) inclusive per occurrence, and annual aggregate, if any, of not less than that \$10,000,000.00 (Ten Million Dollars) insuring against personal injury, bodily injury and property damage (including loss of use thereof).
 - ii) "All Risks" Valuable Papers and Records insurance on all such items pertaining to the Services under this Agreement in an amount adequate to enable their reconstruction; and
 - iii) "Professional Liability/Errors and Omissions" insurance with limits not less than \$2,000,000.00 (Two Million Dollars) inclusive per occurrence.
- c) The Agency shall provide the Municipality, prior to commencing to provide Services under this Agreement, acceptable evidence of all required insurance.

3.18 Acknowledgements

- a) The Agency acknowledges that:
 - i) the Municipality will contract with no more than one (1) accredited agency;
 - ii) the Municipality may change its accreditation status under the Act.
- b) The Agency and Municipality acknowledge that:
 - i) they will maintain the Municipality's present first rights over Accredited Corporations throughout the term of this contract.

3.19 Relationship of Parties

- a) The Agency is an independent contractor and nothing contained herein shall be deemed or construed by the parties hereto nor by any third party as creating the relationship of principal and agent or of partnership, or of a joint venture agreement between the parties hereto, it being understood and agreed that none of the provisions contained herein nor any act of the parties hereto shall be deemed to create any relationship between the parties hereto other than an independent contractor agreement between two parties at arm's length.

3.20 Notices

- a) Any notice to be made under this Agreement shall be deemed given to the other party if in writing and personally delivered, sent by prepaid registered mail, or sent by facsimile transmission, addressed as follows:

SUMMER VILLAGE OF SUNRISE BEACH
Box 1197
Onoway, AB T0E 1V0
Attention: Wendy Wildman

- and -

SUPERIOR SAFETY CODES INC.
14613-134 Avenue
Edmonton, AB T5L 4S9
Attention: Laural Sheeler

- b) The address of either party may be changed to any other address in Alberta by notice in writing to the other party. Notice personally served or sent by facsimile transmission shall be deemed received when actually delivered or transmitted, if delivered or transmitted on a business day between 8:30 a.m. – 4:30 p.m. Mountain Standard Time. All notices sent by prepaid registered mail shall be deemed to be received on the fourth business day following mailing in any Post Office in Canada, except in the case of postal disruption, and then any notice or payment shall be given a telegram, facsimile transmission or personally served. In this paragraph, "business day" means any day except a Saturday, Sunday, or a statutory holiday.

3.21 Liaison

- a) The Municipality shall designate the QMP Manager as the Municipality's representative for this Agreement. The Agency will report and be accountable to the QMP Manager with respect to any activities performed under this Agreement.

3.22 Reports

- a) The Agency shall provide the Municipality with a report on any aspect of the Services, in the form and manner specified by the Municipality, upon request by the Municipality.

3.23 Indemnity and Hold Harmless

- a) The Municipality shall not be liable nor responsible for any bodily or personal injury or property damage of any nature whatsoever that may be suffered or sustained by the Agency or its employees in the performance of this Agreement, except if such damage or injury is caused by the Municipality, its agents, or employees.
- b) The Agency shall indemnify the Municipality and all of the Municipality's Councilors, servants, agents, employees, and persons for whom the Municipality is in law responsible and shall hold each of them

harmless from and against any and all liabilities, claims, damages, losses, and expenses, including all legal fees (on a solicitor and own client basis) and disbursements due to, arising from or to the extent contributed to by any breach by the Agency of any provision of this, or any error, omission, negligent or unlawful act of the Agency, or the Agency's servants, agents, employees, contractors or persons for whom the Agency is in law responsible.

- c) The Agency shall not admit liability to a third party without obtaining the prior written consent of the Municipality and agrees to obtain the prior written consent of the Municipality prior to any settlements being made with any third party.

3.24 Performance Review

- a) The Municipality may audit or monitor the performance of the Agency to establish the Agency's conformance with this Agreement.
- b) The Agency shall co-operate with the Municipality during the course of a performance review and provide all reasonable support and assistance at the Agency's own expense.

3.25 Termination or Suspension of Agreement

- a) In addition to any other provision in this Agreement, this Agreement may be terminated by the Municipality effective immediately, for cause, upon notice to the Agency.
- b) In addition to any other provision in this Agreement, this Agreement may be terminated by either the Municipality or the Agency for any reason whatsoever upon ninety (90) days notice to the other party.
- c) Before a termination notice is given per Clause 5.1 a), the Municipality will first give the Agency a written warning and thirty (30) days to correct the issue.

4 TERMS

4.1 Term

- a) Subject to Clauses 3.25, 5.1 and 5.3 of this Agreement, this Agreement is in force on the Commencement Date of January 1, 2017 and expires on December 31, 2019 with a right of renewal upon written agreement of both parties. During the period that such renewal is being negotiated, the existing agreement shall remain in full force and effect.

5 EVENTS OF DEFAULT

5.1 Cause

- a) Cause for termination or suspension of this Agreement includes, but is not limited to:
- i) failure of the Agency to observe or perform any covenant or provision to this Agreement for a period of five (5) days after written notice of same from the Municipality;
 - ii) without in any way limiting the provision of Clause 5.1.a.i, if in the opinion of the Municipality, the Agency repeatedly defaults in the timely performance of its obligations under this Agreement;
 - iii) if in the opinion of the Municipality, the Services performed by the Agency are unsatisfactory or are otherwise not in accordance with good industry practice, as determined by the Municipality acting reasonably;
 - iv) if in the opinion of the Municipality, the Agency is not or will not be in the position to perform all or any of the Services which are required or will be required during a specific period of time;
 - v) if the Agency becomes insolvent or commits an act of bankruptcy or makes an unauthorized assignment or bulk sale of its assets or if proceeding for the dissolution, liquidation, reorganization, arrangement or winding up of the Agency or the suspension of the operation of this business;
 - vi) if in the opinion of the Municipality, the Agency conducts itself in a manner that may harm the Municipality's image;
 - vii) non-performance or inadequate performance by the Agency of the Services;
 - viii) if in the opinion of the Municipality, the Agency fails to comply with the Act; or
 - ix) an inability of the Agency to provide effective and appropriate Services;
 - x) each of the events is hereby called an "Event of Default" and the Municipality may, by written notice to the Agency, forthwith terminate this Agreement, and except as otherwise provided all rights and obligations arising pursuant to this Agreement, shall be wholly terminated.
- b) In the event this Agreement is terminated, the Agency shall, upon the Municipality's request, within fifteen (15) days of the termination date, deliver to the Municipality all Records and Materials in its possession and control related to the provision of Services under this Agreement.
- c) The Agency shall immediately notify the Municipality in the event that:
- i) its accreditation under the Act is suspended or cancelled;
 - ii) it ceases to carry on business, becomes insolvent, files for bankruptcy, makes a voluntary assignment for the benefit of creditors, or a trustee or receiver and manager or liquidator is appointed for the Agency; or
 - iii) it ceases to provide the Services under this Agreement.
- d) Upon the occurrence of any of the events referred to in Clause 5.1.c, this Agreement is immediately terminated and the Agency shall immediately cease providing Services pursuant to this Agreement and deliver to the Municipality, at its own cost, all Records, systems and materials related to the provision of Services. Written confirmation of termination shall be forwarded to the Agency as soon as possible after the termination date.

5.2 Survival of Terms

- a) Notwithstanding any other provision of this Agreement, those clauses which by their nature continue after the expiry or termination date of this Agreement shall continue after such expiry or termination.

5.3 Transition Services

- a) The Agency shall perform the Services for all permits issued under any prior Authorization Agreement in the form and manner and within the time frames prescribed by the Authorization Agreement in effect on the date the permit was issued.
- b) Prior to or on the expiry or termination date of this Agreement, the Municipality shall forward a transition plan to the Agency that details how the Agency is to resolve these matters that may be outstanding as of the date of expiry or termination of this Agreement. Upon receipt of the transition plan, the Agency shall take the necessary steps to resolve those matters in accordance with the requirements of the transition plan (to the Municipality's satisfaction).

5.4 Amendment Provisions

- a) The parties shall not change this Agreement except by written mutual agreement, however the Municipality or its designate may add to, delete, vary or amend Schedule "A" or "B" by giving notice to the Agency in accordance with Clause 3.20 of this Agreement.
- b) The Municipality and the Agency agree that this Agreement will be amended as required to accommodate any changes to the Act, or Permit Regulation.

5.5 General

- a) Time is of the essence in this Agreement.
- b) The Agency shall ensure that its employees, subcontractors and agents comply with the provisions of this Agreement.
- c) Notwithstanding any other provisions in this Agreement, if the Agency fails to comply with the provisions of this Agreement, the Municipality may, without prejudice to any other remedy, correct such defaults at the expense of the Agency.
- d) The rights, remedies and privileges of the Municipality under this Agreement are cumulative and any one or more may be exercised.
- e) The waiver by the Municipality of the strict performance of any provision of this Agreement will not constitute a waiver or abrogate such or of any other provision of this Agreement nor will it be deemed a waiver of any subsequent breach of the same or any other provision Agreement.
- f) This Agreement shall be interpreted and applied in the courts and according to the laws in force in the Province of Alberta.
- g) Should any provision of this Agreement be void, voidable or unenforceable for any reason whatsoever, it will be considered separate and severable from the remaining provisions of this Agreement, which will remain in force and binding as though the said provision had not been included.
- h) This Agreement shall not be assigned, in whole or in part, by the Agency without prior written consent of the Municipality.

- i) This Agreement shall be for the benefit of and binding upon the successors and permitted assigns of the parties.
- j) The headings in this document have been included for convenience only and are not an aid in the interpretation for this document.
- k) In the case of conflicts, discrepancies, errors, or omissions among the documents forming part of this Agreement, this document takes precedence.
- l) In the case of a disagreement or dispute between the parties hereto with respect to this agreement, the same shall be referred to a single arbitrator pursuant to the Arbitration Act of Alberta, and the determination of such arbitrator shall be final and binding upon the parties hereto.
- m) This Agreement contains the entire agreement between the parties hereto relating to the subject matter hereof and subject to Clause 5.3, supersedes all prior and contemporaneous agreements, understandings, negotiations, and discussions, whether oral or written, of the parties and there are no general or specific warranties, representations or other agreements by or among the parties in connection with the entering into of this Agreement of the subject matter hereof except as specifically set forth herein.

IN WITNESS WHEREOF the parties have executed this Agreement as of the date first above written.

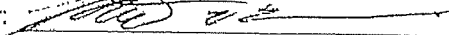
SUMMER VILLAGE OF SUNRISE BEACH

SUPERIOR SAFETY CODES INC.

Per:  _____

Per: _____

Per:  _____

Per:  _____

SAFETY CODES SERVICES AGREEMENT

THIS AGREEMENT MADE IN DUPLICATE THIS _____ DAY OF _____, 2021.

BETWEEN:

SUMMER VILLAGE OF SUNRISE BEACH
Box 1197
Onoway, AB T0E 1V0
"The Municipality"

-and-

SUPERIOR SAFETY CODES INC.
14613-134 Avenue
Edmonton, AB T5L 4S9
"The Agency"

RECITALS

1. The Summer Village of Sunrise Beach hereafter known as "The Municipality", being an Accredited Municipality pursuant to the Safety Codes Act requires an Accredited Agency to provide Services within the corporate boundaries of the Municipality for the:

- **Building**
- **Electrical**
- **Plumbing**
- **Gas**

Disciplines in accordance with the Act and Schedule "A", being the Municipality's Quality Management Plans and Schedule "B", being the Municipality's Fee Schedule (attached).

Services included under this Fee Schedule are:

- Compliance
- Appeal
- Emergency
- Enforcement (up to 8 hours; \$125.00/hour after 8 hours)
- Investigation

Costs for extra services, such as; Consultative Services, (Non-Permitted Plans Reviews etc.) and Issuance of Variances, will be billed directly to the applicant by the Agency at the current rate.

2. The Agency agrees to provide those Services and has the right to conduct Services for the Municipality within the corporate boundaries of the Municipality and to be compensated for these services; and,

(31)

3. The Municipality agrees to exclusively engage the Agency for the delivery of the Services listed in Recital Clause 1, pursuant to the provisions of this Agreement.

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT in consideration of the premises, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by each of the parties hereto, the said parties covenant and agree as follows:

1 INTERPRETATIONS

1.1 Definitions

- a) "Accredited Agency" means a Corporation designated as an accredited agency under the Act;
- b) "Accredited Municipality" means a municipality that is designated as an accredited municipality under the Act;
- c) "Act" means the Safety Codes Act, as amended from time to time, including all regulations and codes enacted thereunder, or any other statute enacted in substitution therefore;
- d) "Agency" means Superior Safety Codes Inc. carrying on business as Superior Safety Codes Inc.;
- e) "Agreement" means this document, Schedule A (the Quality Management Plans for the Municipality) and Schedule B (the Fee Schedule) as amended from time to time;
- f) "Commencement Date" is the date this Agreement was accepted and executed by the Municipality, as indicated on this Agreement;
- g) "Events of Default" means any one or more of the Events of Default specified in Article 5 hereof;
- h) "Permit Regulation" means Alberta Regulations, A.R. 204/2007 as amended;
- i) "QMP Manager" means the person designated by the Municipality pursuant to Clause 3.21.a of this agreement and the "person responsible" under Schedule A;
- j) "Record" means an intelligible record of information in any form, including notes, books, documents, maps, drawings, photographs, letters, vouchers, permits, and papers and any other information that is written, photographed, recorded or stored on any manner, but does not include software or any other mechanism that produces records;
- k) "Safety Codes Officer" (SCO) means an individual designated as a safety codes officer under the Act;
- l) "Services" means the functions, duties, tasks, and responsibilities as described in this Agreement and the Act, and without limiting the generality of the foregoing, includes the provisions of inspections and compliance monitoring services as listed in Clause 3.1.a.
- m) "Term" has the meaning attributed thereto in Clause 4.1.a

1.2 Rules of Interpretation

- a) In this agreement, unless expressly stated to the contrary or the context otherwise requires:
 - i) a reference by numerical or alphabetical designation or both to an Article, Clause, Section, Subsection, Paragraph or Schedule shall refer to the Article, Clause, Section, Subsections, Paragraph or Schedule bearing that designation in this Agreement;
- b) All monetary amounts refer to the lawful currency of Canada;
- c) Any reference to all or any part of any statute or regulation refers to the parts, statute or regulation as amended or re-enacted from time to time;

- d) References to "parties" shall mean the parties to this Agreement and a reference to a "party" shall mean one of the parties to this Agreement.

2 APPOINTMENT

Pursuant to the provisions of the Agreement, the Municipality hereby exclusively appoints the Agency for the purpose of performing Services, during the Term of this Agreement, in the discipline(s) listed in Recitals Clause 1. This agreement may include any other disciplines that the Municipality may adopt under the Safety Codes Act.

3 AGENCY SERVICES AND COMMITMENTS

3.1 Agency Duties

- a) The Agency shall:
- i) provide effective and appropriate Services, in the Municipality, in accordance with the provisions of this Agreement and the Act. Further, the Agency acknowledges that it must render Services in accordance with the Municipality's Quality Management Plans attached as Schedule "A" to this Agreement. The Services shall be provided within the scope of the Agency's accreditation under the Act and the level of certification and designation of powers of the Safety Code Officers the Agency employs;
 - ii) establish and maintain management, administrative and technical expertise as required to provide the Services under this Agreement;
 - iii) complete the performance of all Services for all the permits issued under this Agreement on or before the date of expiry or termination of this Agreement; unless in the event of termination or expiry a transition plan has been executed in accordance with Clause 5.3.b of this Agreement;
 - iv) maintain a primary office location whose address is identified on page one of this Agreement where it shall securely store all records associated with this Agreement and the Services provided hereunder; and
 - v) maintain toll free telephone and facsimile numbers for the use by the Municipality and municipal residents.

3.2 Agency Performance

- a) The Agency shall, as outlined in this Clause:
- i) perform the Services in an effective and timely manner in accordance with Clause 3.5;
 - ii) endeavor to work co-operatively with the owner (the owner is the person/persons or company as listed on the certificate of title) and/or the owner's representative(s) to achieve compliance with the Act; and
 - iii) perform the Services with impartiality and integrity, and in a professional and ethical manner.

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3.3 Agency Personnel

- a) The Agency shall, as outlined in this Clause:
 - i) employ persons knowledgeable about the applicable codes, standards and regulations, relative to Services it provides;
 - ii) employ or engage Safety Codes Officers (SCOs) who are certified and designated (received appropriate designation of powers) to provide compliance monitoring relative to the Services the Agency provides;
 - iii) maintain a registry of all SCOs they employ, and their level(s) of certification, and designation of powers.

3.4 Quality Management Plan Training

- a) The Agency shall:
 - i) train its SCOs in the requirements of the Municipality's QMP appropriate to their discipline and Services;
 - ii) maintain the training records on the Agency SCO file;
 - iii) ensure its SCOs have ongoing access to a current copy of the Municipality's QMP appropriate to their discipline and Services.

3.5. Compliance Monitoring

- a) The Agency shall monitor compliance through a program of plans examination (when applicable), site inspection and follow-up inspections or verification of compliance (when applicable), to provide a degree of assurance of compliance with the Act and associated codes and standards.
 - i) the Agency SCO shall:
 - endeavor to inspect by the second (2nd) working day following the date of receipt of a request for an inspection and will not exceed five (5) working days;
 - inspect to determine if the work under a permit complies with the Act and relevant codes and standards;
 - inspect at the stage(s) indicated in the discipline specific sections of the QMP; and,
 - inspect all work in place at the time of inspection.
- b) The time frame for required site inspections for the permit may be extended with written permission from the QMP Manager on an individual basis.
- c) The Agency SCO shall, for each inspection required by the QMP:
 - i) complete an inspection report as accepted by the QMP Manager;
 - ii) provide copies of inspection reports to the permit applicant, contractor, owner (if requested), Municipality and the Agency file;
 - iii) perform follow-up inspections as required by the QMP,
 - iv) upon confirmation that a thing, process or activity to which the Act applies is in compliance with the Act, permanently affix a record of inspection to the installation in an obvious location.
- d) The Agency SCO shall record on the inspection report:
 - i) the stage(s) of work being inspected;

- ii) a description of the work in place at the time of inspection; and
 - iii) all observed Deficiencies or Unsafe Conditions.
- e) The Agency SCO shall take appropriate action to have Deficiencies or Unsafe Conditions corrected in a timely manner.
- f) A **deficiency** is any condition where the work does not comply with the Act and in the opinion of the SCO, is not an Unsafe Condition.
- g) An **unsafe condition** is any condition that, in the opinion of the SCO, could endanger the life, limb, or health of any person authorized or expected to be on the premises.
- h) A **completed file** is a file that may be considered complete when the conditions of the QMP are met and safety is no longer a concern.

3.6 Consultative Services

- a) The agency shall provide consultative services to municipal residents, including:
 - i) technical advice;
 - ii) advice and interpretation on related codes and standards.

3.7 Situations of Imminent Serious Danger

- a) If a situation of imminent serious danger to persons or property because of any thing, process or activity to which the Act applies, is observed.
 - i) the Agency's SCO will immediately exercise any powers under the Act to mitigate the situation in a reasonable manner; and
 - ii) the Agency may apply to the QMP Manager for relief from the costs incurred when mitigating the situation pursuant to Section 47 of the Act. The decision of whether to grant relief shall be at the discretion of the QMP Manager.

3.8 Orders

- a) The Agency shall employ appropriately certified SCOs to issue orders in conformance with Part 5 of the Act. In addition to the requirements of Orders under Part 5 of the Act the Agency will:
 - i) first make every reasonable effort to facilitate conformance with the Act;
 - ii) issue an order in the format accepted by the QMP Manager;
 - iii) on issuance of an order, immediately provide a copy to the QMP Manager and the Technical Administrator in the appropriate discipline appointed under the Act;
 - iv) make the Agency SCOs available to attend appeal hearings with the Safety Codes Council on any orders issued; and
 - v) carry out an order in accordance with the Act.

3.9 Variances

- a) The Agency's SCOs may, upon written request from the owner, issue a variance. The Agency's SCO, when issuing a variance shall:
 - i) issue a variance in conformance with Section 38 of the Act and Safety Codes Council policy;

- ii) issue a variance only on a project where the Municipality has issued a permit;
- iii) issue a variance in the format accepted by the QMP Manager;
- iv) ensure a variance provides an equivalent or greater level of safety;
- v) issue a variance only for site specific applications;
- vi) record the details of a variance in the project file;
- vii) provide copies of a variance to the person(s) requesting the variance, the QMP Manager, the owner, the Technical Administrator, and;
- viii) issue a variance only when the safety or rights of others is not compromised; and
- ix) issue a variance only when it does not have a broad scope or impact on provincial basis.

3.10 Records

- a) The Agency shall maintain a file system, to the satisfaction of the QMP Manager, for all the records associated with performing the Services including:
 - i) permit applications and permits;
 - ii) plans, specifications, and other related documents;
 - iii) plans review reports;
 - iv) requests for inspections;
 - v) inspection reports;
 - vi) verification of compliance;
 - vii) variance;
 - viii) orders;
 - ix) occupancy certificate, and;
 - x) related correspondence and/or other relevant information.

3.11 File Flow

- a) upon approval of a development application, the Municipality will submit the file to the Agency for review.

3.12 Ownership of Records

- a) All Records and other materials whatsoever related to the Services provided under this Agreement are the property of the Municipality and will be given to the QMP Manager immediately upon request.
- b) The Municipality has full and unfettered access to all records of the Agency relating to the provision of Services under this Agreement including the right to enter the Agency's premises at any reasonable time in order to inspect, review or retrieve such records.

3.13 Records Management

- a) The Agency shall:
 - i) abide by all provisions of the Freedom of Information and Protection of Privacy Act in the course of carrying out its Services under this Agreement. All requests for

information initiated under that statute shall be conducted through the QMP Manager. The Agency shall immediately forward all requests for information under that statute to the QMP Manager;

- ii) respond to any requests by the Municipality for records, to respond to a request, under the Freedom of Information and Protection of Privacy Act as directed by the QMP Manager within two days of a request being received by the Agency or Municipality;
 - iii) disclose the information only with the consent of the QMP Manager; and
 - iv) maintain all Records in a manner acceptable to the QMP Manager prescribed in Clause 3.10.
- b) The QMP Manager has the right to periodically audit the records management procedures of the Agency relating to the provision of Services pursuant to this Agreement at times to be determined by the QMP Manager. In the event that the QMP Manager performs an audit and is of the opinion that the Agency's records management system is inadequate, the QMP Manager may direct the Agency to take such steps that the QMP Manager views are necessary to remedy the inadequacy.
 - c) The Agency shall keep and maintain in accordance with generally accepted accounting principles, complete and accurate books, records and accounts of all costs, expenditures and commitments relating to this Agreement and on demand provide to the Municipality these documents to examine, audit and take copies and extracts. The said books, records, and accounts shall be in the form acceptable to the QMP Manager and contain all information specified by the QMP Manager.
 - d) The Agency and its Directors, Officers, employees, and agents shall keep strictly confidential all information concerning the Municipality or any third parties, or any of the business or activities of the Municipality or any third parties acquired as a result of participation in the Agreement and the Agency may only use, copy or disclose such information upon written authorization of the QMP Manager.
 - e) The Agency shall maintain security standards, including control of access to Records, data and other information as required by the QMP Manager.

3.14 Collection and Payment of Fees

- a) The Agency covenants and agrees to perform Services as described in the Agreement in accordance with Schedule A of this Agreement (the Municipal Quality Management Plan).
- b) The Agency shall collect permit fees in accordance with Schedule B (the Municipality Fee Schedule). On a quarterly basis, the Agency will pay the Municipality for their share of the issued permit fees.
- c) The Agency agrees to pay the Municipality remuneration in the amount of 30% of the permit fees set forth in Schedule B.
- d) The Agency will charge Goods and Services Tax (GST) on all services invoiced to the municipality in accordance with CCRA guidelines.
- e) Permit fees will be reviewed on annual basis to factor in inflation.

3.15 Workers' Compensation Coverage

- a) Prior to the Agency commencing the provision of Services under this Agreement, the Agency shall provide written certification of current and appropriate Worker's Compensation coverage through an account in good standing with the Alberta Worker's Compensation Board (WCB). The Agency shall maintain the account in good standing throughout this Agreement.

3.16 Regulatory Requirements

- a) The Agency shall comply with the requirements of the municipal, provincial and federal legislation, which includes, but is not limited to, the provincial Employment Standards Code, Labour Regulations Codes, and the Occupational Health and Safety Act.

3.17 Insurance

- a) Without limiting or restricting any obligations, responsibilities or liabilities under this Agreement, the Agency shall provide, maintain and pay for insurance coverage in accordance with the Alberta Insurance Act and be in a form acceptable to the Municipality.
- b) The Agency shall provide:
 - i) comprehensive or commercial general liability insurance within limits of not less than \$5,000,000.00 (Five Million Dollars) inclusive per occurrence, and annual aggregate, if any, of not less than that \$10,000,000.00 (Ten Million Dollars) insuring against personal injury, bodily injury and property damage (including loss of use thereof).
 - ii) "All Risks" Valuable Papers and Records insurance on all such items pertaining to the Services under this Agreement in an amount adequate to enable their reconstruction; and
 - iii) "Professional Liability/Errors and Omissions" insurance with limits not less than \$2,000,000.00 (Two Million Dollars) inclusive per occurrence.
- c) The Agency shall provide the Municipality, prior to commencing to provide Services under this Agreement, acceptable evidence of all required insurance.

3.18 Acknowledgements

- a) The Agency acknowledges that:
 - i) the Municipality will contract with no more than one (1) accredited agency;
 - ii) the Municipality may change its accreditation status under the Act.
- b) The Agency and Municipality acknowledge that:
 - i) they will maintain the Municipality's present first rights over Accredited Corporations throughout the term of this contract.

3.19 Relationship of Parties

- a) The Agency is an independent contractor and nothing contained herein shall be deemed or construed by the parties hereto nor by any third party as creating the relationship of principal and agent or of partnership, or of a joint venture agreement between the parties hereto, it being understood and agreed that none of the provisions contained herein nor any act of the parties hereto shall be deemed to create any relationship between the parties hereto other than an independent contractor agreement between two parties at arm's length.

3.20 Notices

- a) Any notice to be made under this Agreement shall be deemed given to the other party if in writing and personally delivered, sent by prepaid registered mail, or sent by facsimile transmission, addressed as follows:

**SUMMER VILLAGE OF SUNRISE BEACH
Box 1197
Onoway, AB T0E 1V0
Attention: Wendy Wildman**

- and -

**SUPERIOR SAFETY CODES INC.
14613-134 Avenue
Edmonton, AB T5L 4S9
Attention: Laural Sheeler**

- b) The address of either party may be changed to any other address in Alberta by notice in writing to the other party. Notice personally served or sent by facsimile transmission shall be deemed received when actually delivered or transmitted, if delivered or transmitted on a business day between 8:30 a.m. – 4:30 p.m. Mountain Standard Time. All notices sent by prepaid registered mail shall be deemed to be received on the fourth business day following mailing in any Post Office in Canada, except in the case of postal disruption, and then any notice or payment shall be given a telegram, facsimile transmission or personally served. In this paragraph, "business day" means any day except a Saturday, Sunday, or a statutory holiday.

3.21 Liaison

- a) The Municipality shall designate the QMP Manager as the Municipality's representative for this Agreement. The Agency will report and be accountable to the QMP Manager with respect to any activities performed under this Agreement.

3.22 Reports

- a) The Agency shall provide the Municipality with a report on any aspect of the Services, in the form and manner specified by the Municipality, upon request by the Municipality.

3.23 Indemnity and Hold Harmless

- a) The Municipality shall not be liable nor responsible for any bodily or personal injury or property damage of any nature whatsoever that may be suffered or sustained by the Agency or its employees in the performance of this Agreement, except if such damage or injury is caused by the Municipality, its agents, or employees.
- b) The Agency shall Indemnify the Municipality and all of the Municipality's Councilors, servants, agents, employees, and persons for whom the Municipality is in law responsible and shall hold each of them

harmless from and against any and all liabilities, claims, damages, losses, and expenses, including all legal fees (on a solicitor and own client basis) and disbursements due to, arising from or to the extent contributed to by any breach by the Agency of any provision of this, or any error, omission, negligent or unlawful act of the Agency, or the Agency's servants, agents, employees, contractors or persons for whom the Agency is in law responsible.

- c) The Agency shall not admit liability to a third party without obtaining the prior written consent of the Municipality and agrees to obtain the prior written consent of the Municipality prior to any settlements being made with any third party.

3.24 Performance Review

- a) The Municipality may audit or monitor the performance of the Agency to establish the Agency's conformance with this Agreement.
- b) The Agency shall co-operate with the Municipality during the course of a performance review and provide all reasonable support and assistance at the Agency's own expense.

3.25 Termination or Suspension of Agreement

- a) In addition to any other provision in this Agreement, this Agreement may be terminated by the Municipality effective immediately, for cause, upon notice to the Agency.
- b) In addition to any other provision in this Agreement, this Agreement may be terminated by either the Municipality or the Agency for any reason whatsoever upon ninety (90) days notice to the other party.
- c) Before a termination notice is given per Clause 5.1 a), the Municipality will first give the Agency a written warning and thirty (30) days to correct the issue.

4 TERMS

4.1 Term

- a) Subject to Clauses 3.25, 5.1 and 5.3 of this Agreement, this Agreement is in force on the Commencement Date of **January 1, 2021** and expires on **December 31, 2023** with a right of renewal upon written agreement of both parties. During the period that such renewal is being negotiated, the existing agreement shall remain in full force and effect.

5 EVENTS OF DEFAULT

5.1 Cause

- a) Cause for termination or suspension of this Agreement includes, but is not limited to:
- i) failure of the Agency to observe or perform any covenant or provision to this Agreement for a period of five (5) days after written notice of same from the Municipality;
 - ii) without in any way limiting the provision of Clause 5.1.a.i, if in the opinion of the Municipality, the Agency repeatedly defaults in the timely performance of its obligations under this Agreement;
 - iii) if in the opinion of the Municipality, the Services performed by the Agency are unsatisfactory or are otherwise not in accordance with good industry practice, as determined by the Municipality acting reasonably;
 - iv) if in the opinion of the Municipality, the Agency is not or will not be in the position to perform all or any of the Services which are required or will be required during a specific period of time;
 - v) if the Agency becomes insolvent or commits an act of bankruptcy or makes an unauthorized assignment or bulk sale of its assets or if proceeding for the dissolution, liquidation, reorganization, arrangement or winding up of the Agency or the suspension of the operation of this business;
 - vi) if in the opinion of the Municipality, the Agency conducts itself in a manner that may harm the Municipality's image;
 - vii) non-performance or inadequate performance by the Agency of the Services;
 - viii) if in the opinion of the Municipality, the Agency fails to comply with the Act; or
 - ix) an inability of the Agency to provide effective and appropriate Services;
 - x) each of the events is hereby called an "Event of Default" and the Municipality may, by written notice to the Agency, forthwith terminate this Agreement, and except as otherwise provided all rights and obligations arising pursuant to this Agreement, shall be wholly terminated.
- b) In the event this Agreement is terminated, the Agency shall, upon the Municipality's request, within fifteen (15) days of the termination date, deliver to the Municipality all Records and Materials in its possession and control related to the provision of Services under this Agreement.
- c) The Agency shall immediately notify the Municipality in the event that:
- i) its accreditation under the Act is suspended or cancelled;
 - ii) it ceases to carry on business, becomes insolvent, files for bankruptcy, makes a voluntary assignment for the benefit of creditors, or a trustee or receiver and manager or liquidator is appointed for the Agency; or
 - iii) it ceases to provide the Services under this Agreement.
- d) Upon the occurrence of any of the events referred to in Clause 5.1.c, this Agreement is immediately terminated and the Agency shall immediately cease providing Services pursuant to this Agreement and deliver to the Municipality, at its own cost, all Records, systems and materials related to the provision of Services. Written confirmation of termination shall be forwarded to the Agency as soon as possible after the termination date.

5.2 Survival of Terms

- a) Notwithstanding any other provision of this Agreement, those clauses which by their nature continue after the expiry or termination date of this Agreement shall continue after such expiry or termination.

5.3 Transition Services

- a) The Agency shall perform the Services for all permits issued under any prior Authorization Agreement in the form and manner and within the time frames prescribed by the Authorization Agreement in effect on the date the permit was issued.
- b) Prior to or on the expiry or termination date of this Agreement, the Municipality shall forward a transition plan to the Agency that details how the Agency is to resolve these matters that may be outstanding as of the date of expiry or termination of this Agreement. Upon receipt of the transition plan, the Agency shall take the necessary steps to resolve those matters in accordance with the requirements of the transition plan (to the Municipality's satisfaction).

5.4 Amendment Provisions

- a) The parties shall not change this Agreement except by written mutual agreement, however the Municipality or its designate may add to, delete, vary or amend Schedule "A" or "B" by giving notice to the Agency in accordance with Clause 3.20 of this Agreement.
- b) The Municipality and the Agency agree that this Agreement will be amended as required to accommodate any changes to the Act, or Permit Regulation.

5.5 General

- a) Time is of the essence in this Agreement.
- b) The Agency shall ensure that its employees, subcontractors and agents comply with the provisions of this Agreement.
- c) Notwithstanding any other provisions in this Agreement, if the Agency fails to comply with the provisions of this Agreement, the Municipality may, without prejudice to any other remedy, correct such defaults at the expense of the Agency.
- d) The rights, remedies and privileges of the Municipality under this Agreement are cumulative and any one or more may be exercised.
- e) The waiver by the Municipality of the strict performance of any provision of this Agreement will not constitute a waiver or abrogate such or of any other provision of this Agreement nor will it be deemed a waiver of any subsequent breach of the same or any other provision Agreement.
- f) This Agreement shall be interpreted and applied in the courts and according to the laws in force in the Province of Alberta.
- g) Should any provision of this Agreement be void, voidable or unenforceable for any reason whatsoever, it will be considered separate and severable from the remaining provisions of this Agreement, which will remain in force and binding as though the said provision had not been included.
- h) This Agreement shall not be assigned, in whole or in part, by the Agency without prior written consent of the Municipality.

- i) This Agreement shall be for the benefit of and binding upon the successors and permitted assigns of the parties.
- j) The headings in this document have been included for convenience only and are not an aid in the interpretation for this document.
- k) In the case of conflicts, discrepancies, errors, or omissions among the documents forming part of this Agreement, this document takes precedence.
- l) In the case of a disagreement or dispute between the parties hereto with respect to this agreement, the same shall be referred to a single arbitrator pursuant to the Arbitration Act of Alberta, and the determination of such arbitrator shall be final and binding upon the parties hereto.
- m) This Agreement contains the entire agreement between the parties hereto relating to the subject matter hereof and subject to Clause 5.3, supersedes all prior and contemporaneous agreements, understandings, negotiations, and discussions, whether oral or written, of the parties and there are no general or specific warranties, representations or other agreements by or among the parties in connection with the entering into of this Agreement of the subject matter hereof except as specifically set forth herein.

IN WITNESS WHEREOF the parties have executed this Agreement as of the date first above written.

SUMMER VILLAGE OF SUNRISE BEACH

SUPERIOR SAFETY CODES INC.

Per: _____

Per: _____

Per: _____

Per: _____

**SUMMER VILLAGE OF SUNRISE BEACH
BUILDING PERMIT FEE SCHEDULE**

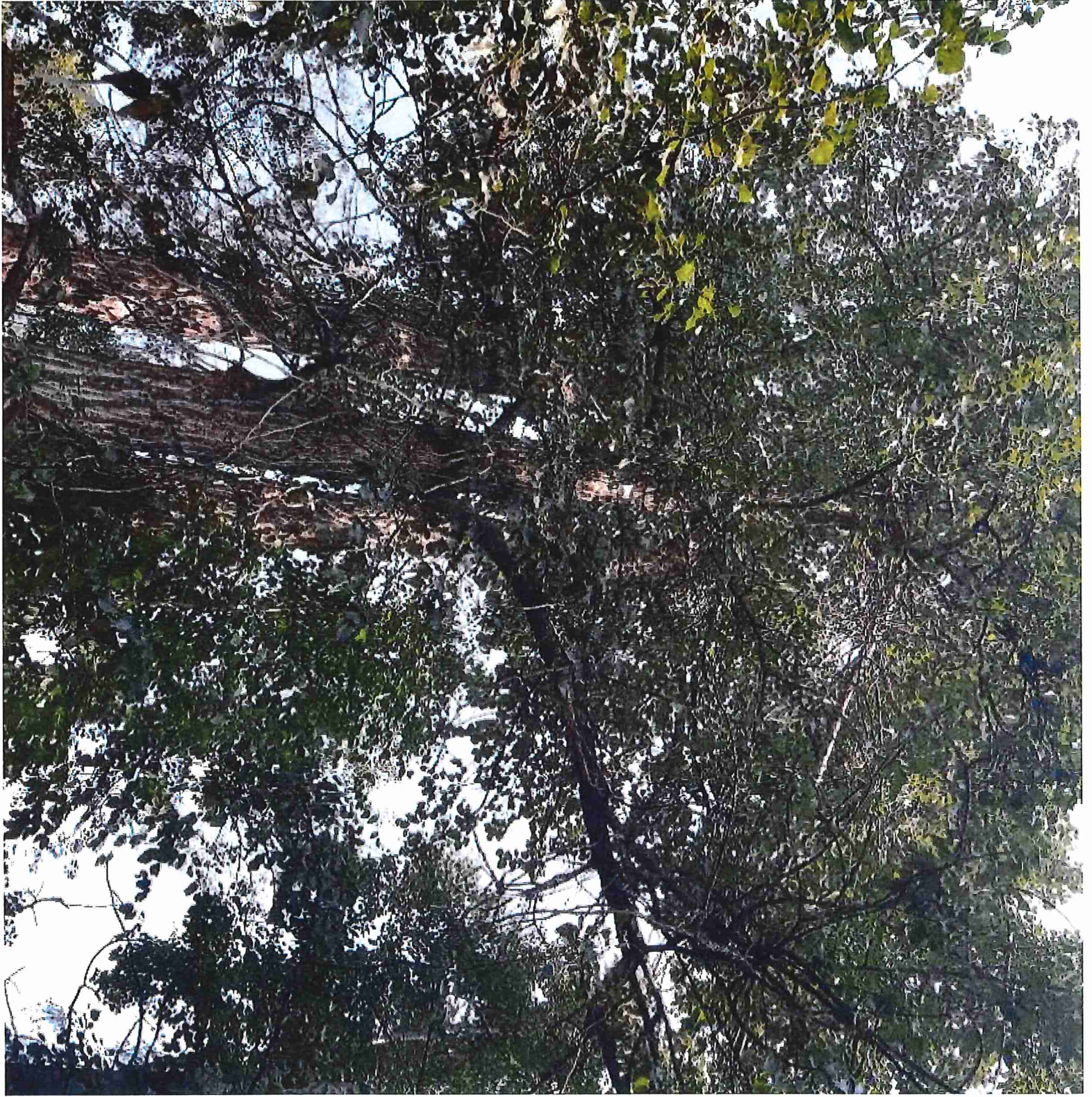
Description	Permit Fee – not including SCC levy*
New Construction, Additions	\$5.35 per \$1000 of Project Value **
Relocation of a Building (on crawlspace or basement)	\$0.30 per square foot
Manufactured / Mobile Home (not on a crawlspace or basement)	\$82.50
Garage, Shed, Renovations, Basement Development	\$0.25 per square foot
Decks, Solid Fuel Burning Appliances, Demolition	\$82.50
Minimum Permit Fee	\$82.50

**** Project value is based on the actual cost of material and labour.
Verification of costs may be requested prior to permit issuance.**

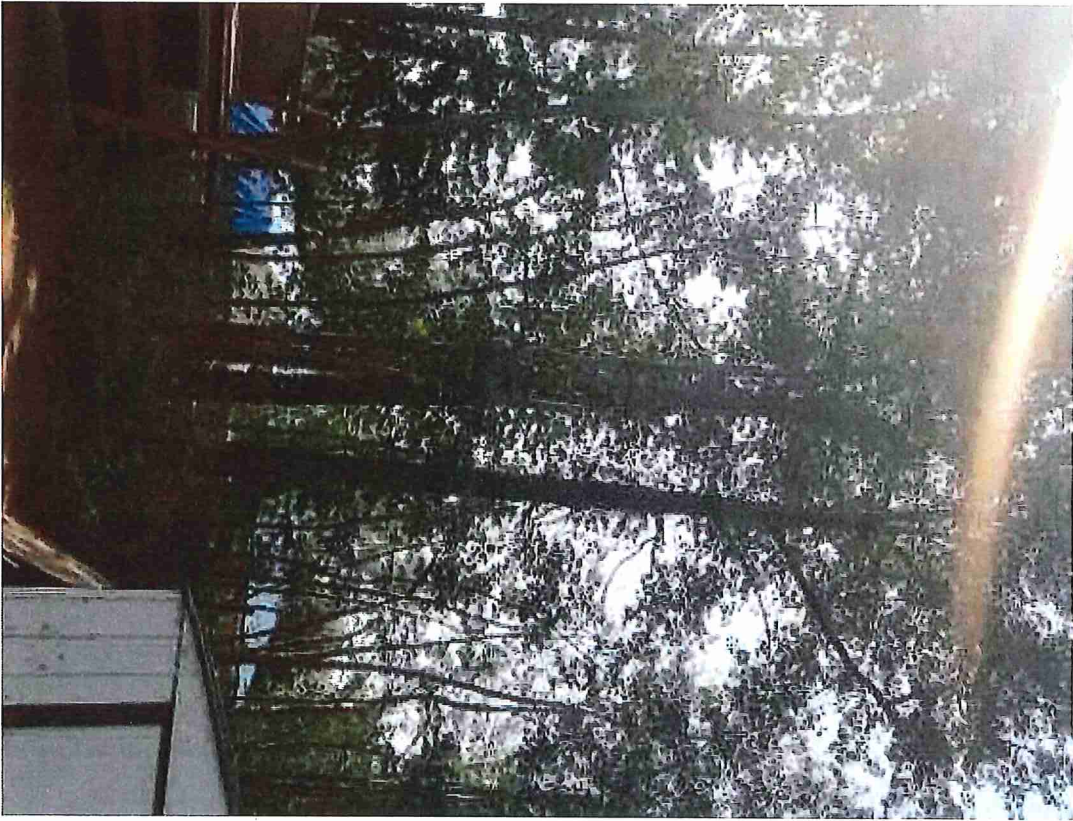
*** SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560**



(45)



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(47)





ALBERTA
MUNICIPAL AFFAIRS

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

RECEIVED

JUL 22 2021

AR105124

July 5, 2021

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

Dear Mayor Usselman:

I am pleased to confirm that Alberta will receive \$499 million in funding under the federal Gas Tax Fund (GTF) in 2021. This includes an additional one-time payment of \$244 million announced by Canada in March 2021 in recognition of the critical role our communities play in a safe restart, and to help reduce the risk of infrastructure projects being delayed or cancelled. This additional funding is intended to help municipalities and Metis Settlements address local infrastructure needs, and must follow all rules and conditions of the GTF program.

For the Summer Village of Sunrise Beach:

- The **2021 GTF allocation is \$25,807**. This includes \$12,724 as a result of the one-time funding top-up.

GTF funding amounts for all municipalities and Metis Settlements are also posted on the Government of Alberta website at open.alberta.ca/publications.

In addition, the federal government announced that the GTF program is being renamed to the Canada Community-Building Fund to better reflect the nature of the program. Over the coming months, Municipal Affairs will be updating program documents, websites, and IT systems to reflect this change.

I look forward to working together with you and the federal government to help your community in addressing its infrastructure needs.

Sincerely,

Ric McIver
Minister

cc: Wendy Wildman, Chief Administrative Officer, Summer Village of Sunrise Beach

From: Angela Duncan <duncan.angela.ad@gmail.com>
Sent: July 25, 2021 9:40 AM
To: Shelley Vaughan; Donna Kerr; Alberta Beach Office; Karen CAO Mayorthorpe; Wendy Wildman
Subject: FCSS Accountability Framework Steering Committee

Hello Ladies,

As you are likely aware, last year the GoA began a review of FCSS. One of the recommendations that came out of the review was to "develop and implement an enhanced accountability framework for the FCSS program, including articulation of prevention". To this end, the Minister has created an FCSS Accountability Framework Steering Committee, to which I have been appointed. Generally speaking, the purpose of the framework is to:

- Define the roles of the GoA and FCSS programs,
- Define the GoA's prevention outcomes,
- Maximize collaboration between GoA and stakeholders, and
- it will contain financial accountability measures and streamlined reporting requirements.

I have a solid understanding of the Legislation and regulations but am obviously less familiar than you experts regarding all of the work that is done behind the scenes when it comes to roles, reporting, financial accountability etc. If you have any comments or suggestions on what you think should be in the framework that will make the program function more effectively, and/or help you administratively, please let me know.

Thank you and have a great day,

Angela Duncan

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



From: MA Deputy Minister Office <MA.DMO@gov.ab.ca>
Sent: July 22, 2021 1:14 PM
Subject: Release of Municipal Affairs 2020-21 Annual Report

Good afternoon

I am very pleased to share the Ministry of Municipal Affairs' 2020-21 Annual Report with you. This annual report was, for me, a great reminder of the diverse, far-reaching, and important work of this ministry.

This latest annual report provides a comprehensive review of the programs and initiatives this ministry has undertaken over the past year to build stronger communities and make life better for Albertans. It outlines the ministry's efforts as part of the Government of Alberta's response to the COVID-19 pandemic, and also offers a robust analysis of the ministry's performance in relation to the 2020-23 Business Plan.

The ability, at the provincial and municipal levels, to deal with the impacts of a pandemic and continue to meet the everyday needs of Albertans, is a testament to the dedication and professionalism of this ministry and the hard work of municipal officials, and our partners.

This annual report highlights many of the ministry's accomplishments, opportunities, and challenges in 2020-21, including:

- coordinating the government's non-health-related response to the COVID-19 pandemic, and other emergencies and disasters;
- providing Alberta communities with \$970.9 million in capital funding through the Municipal Sustainability Initiative Capital program, including \$335 million from the Basic Municipal Transportation Grant component;
- working with municipalities to advance greater intermunicipal collaboration in regional planning and service delivery, and increased accountability;
- completing 597,000 designated industrial property assessments for about 1,400 assessed persons (companies), for a total of approximately \$171.2 billion in assessment value;
- supporting public libraries as they provided equitable information access to all Albertans, even as library doors were closed for parts of 2020-21;
- ensuring the ministry's current and new regulations are free of unnecessary red tape, as required by the *Red Tape Reduction Act*;
- repealing building assessment report requirements for newly constructed condominiums in order to achieve cost-savings for builders and home buyers;
- providing nearly \$30 million in Disaster Recovery Program funding to 15 Alberta communities affected by flooding in 2020-21; and
- supporting the Quasi-judicial boards, which became the Land and Property Rights Tribunal on June 2, 2021, in their work adjudicating on matters relating to land rights and property ownership.

These are just a few highlights from the pages of the 2020-21 annual report. Within this report, you can see how actions and decisions connect to the ministry's goals and key strategies, and how Municipal Affairs is progressing and adopting lessons learned. I invite you to look through our annual report online at: <https://open.alberta.ca/publications/1925-9247>.

I look forward to meeting you and working with you in the coming months.

Brandy Cox



VENDOR		VENDOR ID	DATE ISSUED	
SUMMER VILLAGE OF SUNRISE BEACH		0070002099	05-Aug-2021	
DEPOSITED AT BANK: 021908989		DEPOSIT NO	DATE	AMOUNT
BRANCH: 08989	ACCOUNT: 00849144500	2001092196	05-Aug-2021	\$438.00
TOTAL				\$438.00

DEPOSIT NO: 2001092196		DEPOSIT DATE: 05-Aug-2021		
VOUCHER	DESCRIPTION/REASON FOR PAYMENT	INVOICE/CREDIT NOTE	AMOUNT	SUB-TOTAL
1901320735	FCSS AUGUST PAYMENT	095261394FCS0821	\$438.00	
	Total Payment From C&SS For Inquiries Call 825-468-4314			\$438.00
DEPOSIT TOTAL				\$438.00



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01764

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



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Development Services
for the

Summer Village of Sunrise Beach

Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342
Email: pcm1@telusplanet.net

July 28, 2021

File: 21DP03-44

**Re: Development Permit Application No. 21DP03-44
Plan 6256 KS, Block 5, Lot 6 : 6506 Shedden Drive (the "Lands")
R – Residential : Summer Village of Sunrise Beach**

APPROVAL OF DEVELOPMENT PERMIT

You are hereby notified that your application for a development permit with regard to the following:

CONSTRUCTION OF AN ADDITION TO AN EXISTING DETACHED DWELLING (14.5 SQ. M.)

Has been **APPROVED** subject to the following conditions:

- 1- All municipal taxes must be paid.
- 2- That the applicant shall display for no less than twenty-one (21) days after the permit is issued, in a conspicuous place on the site or on streets abutting the site, the enclosed notice.
- 3- Approval of any plans or installation standards for an on-parcel sewage collection system by an approved Plumbing Inspector.
- 4- The applicants provide a certified copy of plan of subdivision to determine all easements and restrictive covenants on the parcel.
- 5- The applicants shall obtain and comply with the requirements, where applicable, from the appropriate authority, permits relating to demolition, building, electricity, plumbing and drainage, and all other permits required in connection with the proposed development. Copies of all permits shall be submitted to the Summer Village of Sunrise Beach for review.
- 6- Arrangements, satisfactory to the Development Authority, must be in place to provide sanitary facilities for the contractors working on the site.



- 7- The applicants shall be financially responsible during construction for any damage by the applicant, his servants, his suppliers, agents or contractors, to any public or private property.
- 8- The applicants shall prevent excess soil or debris from being spilled on public streets and lanes; and shall not place soil or any other material on adjacent properties without permission in writing from adjacent property owners.
- 9- That all improvements shall be completed within twelve (12) months of the effective date of the permit.
- 10- Development shall conform to the following site requirements:**
 - **Rear Yard Setback shall be a minimum of 8.0 metres;**
 - **Front Yard Setback shall be a minimum of 7.0 metres; and**
 - **Side Yard Setback shall be a minimum of 1.5 metres or greater distance as required under the Alberta Safety Codes Act.**

Note: Please be reminded that where walls are located within 2.4 metres of the property line they shall be constructed as a fire separation of not less than 45 minutes. (Alberta Fire Code -Article 9.10.15.5).

Note: Development shall also conform to the Alberta Electrical and Communication Utility Code. A copy of TABLE 9 – Minimum Design Clearances From Wires and Conductors not Attached to Buildings, Signs and Similar Plants is attached to the permit for your information.

- 11-The site and improvements thereon shall be maintained in a clean and tidy condition during construction, free from rubbish and debris. Receptacles for the purpose of disposing of rubbish and debris shall be provided to prevent scatter of debris and rubbish.
- 12-No person shall keep or permit to be kept in any part of a yard any excavation, storage or piling of materials required during the construction stage unless all necessary safety measures are undertaken. The owner of such materials or excavation must assume full responsibility to ensure the situation does not prevail any longer than reasonably necessary to complete a particular stage of construction.



Development Services
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Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342

Email: pcm1@telusplanet.net

Should you have any questions please contact this office at (780) 718-5479.

Date Application Deemed Complete **July 23, 2021**

Date of Decision **July 23, 2021**

Effective Date of Permit **August 21, 2021**

Signature of Development Officer

Tony Sonnleitner, Development Officer, Summer Village of Sunrise Beach

cc Wendy Wildman, Municipal Administrator, Summer Village of Sunrise Beach
Superior Safety Codes
Ian Ferguson, MASG

Note: An appeal of any of the conditions of approval may be made to the Subdivision and Development Appeal Board by serving written notice of appeal to the Clerk of the Subdivision and Development Appeal Board. Such an appeal shall be made in writing and shall be delivered either personally or by mail so as to reach the Clerk of the Subdivision and Development Appeal Board no later than twenty-one (21) days after the notice of decision. The appeal should be directed to this office at:

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

and should include a statement of the grounds for the appeal and have attached an Appeal fee in the amount of \$150.00.



Development Services
for the

Summer Village of Sunrise Beach

Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342
Email: pcm1@telusplanet.net

NOTE:

1. *The issuance of a Development Permit in accordance with the notice of decision is subject to the condition that it does not become effective until twenty-nine (29) days after the date of the order, decisions or development permit is issued.*
2. *The Land Use Bylaw provides that any person claiming to be affected by a decision of the Development Officer may appeal to the Development Appeal Board by serving written notice of appeal to the Clerk of the Development Appeal Board within twenty-one (21) days after notice of the decision is given.*
3. *A permit issued in accordance with the notice of the decision is valid for a period of twelve (12) months from the date of issue. If at the expiry of this period, the development has not been commenced or carried out with reasonable diligence, this permit shall be null and void.*

IMPORTANT NOTES

1. Any development proceeded with prior to the expiry of the appeal period is done solely at the risk of the Applicant even though an application for Development has been approved and a Development Permit has been issued. The period allowed for an appeal to be filed is twenty-one (21) days after a development permit is issued.
2. Any person claiming to be affected by a decision regarding an application for a development permit may appeal by serving written notice to the Secretary of the Development Appeal Board within twenty-one (21) days after a development permit or notice of decision was issued.
3. This Development Permit is valid for a period of 12 months from the date it was issued, or the date of an approval order being granted by the Development Appeal Board. If at the expiry of this period, the development has not been commenced or carried out with reasonable diligence, the permit becomes invalid unless an extension has been granted by the Development Officer.
4. The applicant is reminded that compliance with this Permit requires compliance with all conditions affixed thereto.
 - a. This is not a Building Permit and, where required by any regulation, a Building Permit, and all other permits in connection with this development, shall also be obtained from:



Development Services
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Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342
Email: pcm1@telusplanet.net

Superior Safety Codes Inc. Edmonton Office

14613 – 134 Avenue

Edmonton, Alberta T5L 4S9

E-mail: info@superiorsafetycodes.com

Phone: 780 489 4777

Fax: 780 489 4711

Toll Free Ph: 1 866 999 4777

Toll Free Fax: 1 866 900 4711

6. A development permit is an authorization for development under the Land Use Bylaw, but is not an approval under any other regulations that may be applicable.
 - (a) Water and sewage systems are under the jurisdiction of Superior Safety Codes (780) 489-4777 or 1-866-999-4777.
 - (b) Development in proximity to gaslines, other pipelines, powerlines, or telephone lines require approvals from: The Gas Protection Branch - Alberta Labour, Alberta Energy Resources Conservation Board, Alberta Utilities and Telecommunications.
 - (c) All plans submitted for the construction or alteration of a commercial or industrial building as specified under the Alberta Architects Act, shall be authorized by a registered architect or a professional engineer.



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Email: pcm1@telusplanet.net

Public Notice

DEVELOPMENT APPLICATION NUMBER: 21DP03-44

APPROVAL OF DEVELOPMENT PERMIT

An application for a development permit for this property, Plan 6256 KS, Block 5, Lot 6 : 6506 Shedden Drive, with regard to the following:

CONSTRUCTION OF AN ADDITION TO AN EXISTING DETACHED DWELLING (14.5 SQ. M.)

has been **CONDITIONALLY APPROVED** by the Development Officer.

Any person who objects to the proposed use of the parcel may deliver to the Clerk of the Subdivision and Development Appeal Board a written statement of their objection to such use indicating the following:


1. His/ her full name and mailing address, for the delivery of any notices to be given with respect of the objection; and
2. The reasons for his/her objection to the proposed use.

The statement must be received by the Clerk of the Subdivision and Development Appeal Board by no later than **4:30 pm on August 13, 2021**.

Statements of concern with regard to this development permit should be addressed to:

Summer Village of Sunrise Beach
Box 1197
Onoway, Alberta, T0E 1V0
Attention: Clerk of the Subdivision and Development Appeal Board

Should you have any questions please contact the Development Officer at (780) 718-5479

Date Application Deemed Complete	July 23, 2021
Date of Decision	July 23, 2021
Effective Date of Permit	August 21, 2021
Signature of Development Officer	

- Note: This permit does not come into effect until twenty-nine (29) days after the date of issuance.
- Note: Any development undertaken prior to the expiry of the appeal period is done solely at the risk of the applicant. The period allowed for an appeal to be filed is twenty-one (21) days after a development permit has been issued.
- Note: This permit is valid for a period of twelve (12) months from the date of issue. If at the expiry date of this period the development has not been commenced and carried out with reasonable diligence, this permit shall be null and void.

THIS IS NOT A BUILDING PERMIT

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Summer Village of South View
Council Organizational Chart

Updated July 21, 2021

	Rep
	Alternate

	Name	Position	Rep	Alternate
	Sandi Benford	Mayor	Brian Johnson	James Woslyng
			Deputy Mayor	Councillor
	sandi.benford@gmail.com		bj.svsouthview@yahoo.com	jamwoslyng@gmail.com
	780-892-4603		780-984-0079	780-995-0505
Public Works Supervisor				
Highway 43 East Waste Commission				
Summer Villages of Lac Ste. Anne County East (all of Council to attend - rep to vote)				
Darwell Sewage Lagoon Committee & Darwell Regional Waste Water Line				
Lake Isle Aquatic Management Society				
Yellowhead Regional Library				
Family and Community Support Services (FCSS)				
Regional Emergency Services				
Flowering Rush Abatement Project				
Regionalization & Shared Services				

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AUG 12 2021

svsunrisebeach@wildwillowenterprises.com

From: Associate Minister of Mental Health and Addictions <AssociateMinister-MHA@gov.ab.ca>
Sent: August 12, 2021 11:16 AM
To: 'svsunrisebeach@wildwillowenterprises.com'
Subject: 988 Suicide and Crisis Hotline

AR 184632

Dear Lana Lange:

Thank you for your letter to Premier Kenney regarding the national 988 suicide and crisis hotline. As Associate Minister of Mental Health and Addictions, I welcome the opportunity to respond on behalf of the Government of Alberta.

Please be assured the Government of Alberta is committed to the mental health and well-being of all Albertans and we recognize that suicide is a critical issue. We are committed to ensuring that Albertans get access to the mental health supports and services they require, and we will review the proposed 988 hotline to ensure it will meet the needs of Albertans.

A [provincial action plan for youth suicide prevention](#) was designed for Alberta to build strength and inspire hope by outlining evidence-informed actions that will build community capacity, provide supports and services focused on recovery and growth, and ultimately reduce youth suicide in the province. Alberta's government is investing \$15 million in [Honouring Life](#), an Indigenous youth suicide prevention program developed to support Indigenous communities by building capacity in mental wellness, resiliency, and healthy lifestyle promotion.

The Government of Alberta recognizes that the COVID-19 pandemic is both a health and social crisis, and we are addressing both the immediate and long-term physical and mental health effects the pandemic is having on Albertans. We have allocated \$53 million to expand online, phone and in-person addiction and mental health recovery supports to make it easier for Albertans to access information, support and referrals from anywhere in Alberta during and after the COVID-19 pandemic. In addition, we have allocated \$25 million to community organizations for projects that enhance community mental health and addiction recovery, including several organizations that directly address suicide prevention.

Alberta Health Services has a number of mental health supports available, many of them at low or no cost, to assist people. These include the provincial [Mental Health Help Line](#), which provides confidential, anonymous service, including crisis intervention, information on mental health programs, and referrals to other agencies. Additionally, [ab.211.ca](#) and the associated 211 phone service are available to help Albertans find a variety of programs and services in their community that might be of assistance, including crisis support, information and referrals. We have expanded these services as part of our addiction and mental health response to the COVID-19 pandemic.

Thank you again for sharing your support for the 988 suicide and crisis hotline.

Sincerely,

Mike Ellis
Associate Minister of Mental Health and Addictions

cc: Honourable Tyler Shandro, QC, Minister of Health