

**SUMMER VILLAGE OF SUNRISE BEACH
AGENDA**

Tuesday, September 28th, 2021 at 7:00 p.m.

Via Zoom

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

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

1.	<u>Call to Order</u>		
2.	<u>Agenda</u>	a)	September 28 th , 2021 Regular Council Meeting <i>(to be approved as presented or amended)</i>
3.	<u>Minutes</u> pages 1-6 pages 7-10	a)	Tuesday, August 24 th , 2021 Organizational Meeting Minutes <i>(to be approved as presented or amended)</i>
		b)	Tuesday, August 24 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 11-16	a)	Bylaw # 173-2021 – The Summer Village of Sunrise Beach has had a Borrowing Bylaw for years and it is A bylaw for the purpose specified in section 259 of Municipal government act. This bylaw will rescind bylaw 163-2020. This is a borrowing bylaw for establishing an operating line of credit at ATB Financial to cover unforeseen operating expenditures not included in the operating budget. <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>
	pages 17-19	b)	Bylaw # 116-2009 – This attached Off-Highway Vehicle Bylaw was discussed at our last Council meeting held on August 24 th , 2021. Council has concerns about this existing bylaw and asked Administration to bring this to the September 28 th , 2021 Council meeting for review. <i>(direction from council at meeting time)</i>
6.	<u>Business</u> pages 20-46	a)	North Saskatchewan Watershed Alliance – Attached is a letter dated September 1 st , 2021 regarding municipal contributions and the 2020-2021 Annual Report on activities of the NSWA. The Summer Village contributed \$100.00 in 2021. Also attached is an invoice in the amount of \$100.00 for the 2022 contribution. <i>(agree to remain a member of NSWA for the 2022 year and pay the \$100 contribution or some other direction from Council at meeting time).</i>
		b)	Removal of Trees on Municipal Reserve – This was discussed at the last Council meeting that was held on August 24 th , 2021. A motion was made that Administration was to obtain three quotes for the potentially dangerous trees located on Municipal Reserve between Plan 3703RS Block 4 Lot 8 and Plan 3703RS Block 4 Lot 9 and these quotes were to be brought back for further discussion with Council at their next meeting. Administration had only

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			received one quote so far at agenda time, when the other quotes arrive, they will be shared with Council at meeting time. <i>(approve quote from Beaver Brothers Tree Removal and Stump Grinding Ltd. in the amount of \$5,040.00 or some other direction as given from Council at meeting time).</i>
7.	<u>Financial</u>		
		a)	Income and Expense Statement – August 31 st , 2021
8.	<u>Councillors' Reports</u>		
		a)	Mayor Ethier
		b)	Deputy Mayor Benson
		c)	Councillor Steenbergen
9.	<u>Administration Reports</u>		
		a)	Patriot Law – Fireworks Bylaw discussion
		b)	Development Officers report
		c)	Water Truck fill station Open House
		d)	Assessment Audit
		e)	Council Appreciation
10.	<u>Correspondence & Information</u>		
	pages 47-48	a)	Village of Elnora - Letter dated June 21 st , 2021, addressed to Honorable Kaycee Madu, Minister of Justice and Solicitor General. The Village of Elnora is not supportive of the Government of Alberta's initiative to replace the RCMP with an Albert Provincial Police Services.
	pages 49-51	b)	Workplace Bullying Awareness Week - Email dated September 1 st , 2021 from Gail Nowlan, with the Canadian Institute of Workplace Bullying Resources. Promoting Workplace Bullying Awareness Week, October 17-23, 2021.

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pages 52-55	c)	Fortis Alberta – Letter dated September 2 nd , 2021 from Barbara Richardson with Fortis Alberta. Notifying the Summer Village of Sunrise Beach that they will be conducting work in our area, installing a transformer.
pages 56-70	d)	Safety Codes Council – Letter dated August 25 th , 2021 from Cristian Nadeau with Safety Codes Council, also attached is the Audit report for building, electrical, plumbing and gas disciplines for the period May 1 st , 2020 to April 30 th , 2021.
page 71	e)	Yellowhead Regional Library – Email dated September 1 st , 2021 from Laurie Haak, Executive Assistant with Yellowhead Regional Library. Announcing after 19 years of service, David Gould is leaving YRL, his last day of work will be September 30 th , 2021.
page 72	f)	Summer Village of Yellowstone - Organizational Meeting committee appointment results.
page 73	g)	Summer Village of Sunset Point - Email dated August 16 th , 2021 from Matthew Ferris, CAO of Summe Village of Sunset Point. Informing of the Organizational Meeting committee appointment results.
pages 74-77	h)	Summer Village of Sandy Beach – Email dated August 27 th , 2021, with organizational meeting minutes attached, from Administration for the Summer Village of Sandy Beach.
Page 78	i)	Government of Alberta – Statement of Direct Deposit of \$438.00 for FCSS September payment.
pages 79-84	j)	Development Services – Development Permit Application, construction of an accessory building at Plan 3503RS Block 8 Lot 1 : 6108 Willow Way
11.		<u>Open Floor Discussion with Gallery</u>
12.		<u>Closed Session</u>
13.		<u>Adjournment</u>

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Next Meetings:

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

SUMMER VILLAGE OF SUNRISE BEACH
 MINUTES OF THE ORGANIZATIONAL MEETING
 TUESDAY, AUGUST 24TH, 2021 AT 7:00 P.M. in person or via zoom
 Location: Town of Onoway Council Chambers

	PRESENT	Councillors: Michael Benson, Jon Ethier, Everett Steenbergen Administration: Wendy Wildman, CAO Lana Lange, Administrative Assistant Public attendance (in person): 0 Public via teleconference: 2
1.	CALL TO ORDER	Wendy Wildman called the meeting to order 7:00 p.m.
2.	OATH OF OFFICE	Wendy Wildman administered the Oath of Office of Council to each Council member.
	113-21	MOVED by Councillor Steenbergen that pursuant to Section 208(1)(d) of the Municipal Government Act outlining Council's legislative responsibility of various related documents, those being, Roles and Responsibility of Municipal Officials, Pecuniary Interest for Municipal Councillors, What Every Councillor Needs to Know, A Council Member Handbook and Bylaw 162-2020, the Council Procedural Bylaw, be acknowledged as received. <p style="text-align: right;">CARRIED</p>
3.	AGENDA 114-21	MOVED by Councillor Ethier that the Agenda be approved as presented. <p style="text-align: right;">CARRIED</p>
4.	MAYOR NOMINATION & APPOINTMENT 115-21	Wendy Wildman called for nominations for Mayor. Councillor Benson nominated Councillor Ethier. Wendy Wildman called for nominations for Mayor a second time. Wendy Wildman called for nominations for Mayor a third time. MOVED by Councillor Steenbergen that nominations for Mayor cease. <p style="text-align: right;">CARRIED</p>

SUMMER VILLAGE OF SUNRISE BEACH
 MINUTES OF THE ORGANIZATIONAL MEETING
 TUESDAY, AUGUST 24TH, 2021 AT 7:00 P.M. in person or via zoom
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		Councillor Ethier was declared Mayor and was administered the Oath of Office for Mayor.
5.	DEPUTY MAYOR NOMINATION & APPOINTMENT 116-21	<p>Mayor Ethier assumed the Chair.</p> <p>Mayor Ethier called for nominations for Deputy Mayor.</p> <p>Councillor Steenbergen nominated Councillor Benson.</p> <p>Mayor Ethier called for nominations for Deputy Mayor a second time.</p> <p>Mayor Ethier called for nominations for Deputy Mayor third time.</p> <p>MOVED by Councillor Steenbergen that nominations for Deputy Mayor cease.</p> <p style="text-align: right;">CARRIED</p> <p>Councillor Benson was declared Deputy Mayor and was administered the Oath of Office of Deputy Mayor.</p>
6.	CONFIRMATION OF COUNCIL MEETING DATES & TIME 117-21	<p>MOVED by Councillor Steenbergen that regular Council meetings be scheduled for the 4th Tuesday of the months of January, February, March, April, June, July, August, September, October, November at 7:00 p.m. at the Onoway Civic Centre.</p> <p style="text-align: right;">CARRIED</p>
7.	CONFIRMATION OF BANKING SIGNING AUTHORITY 118-21	<p>MOVED by Deputy Mayor Benson that the signing authority be confirmed as follows:</p> <ul style="list-style-type: none"> • Two signatures are required • One signature to be any member of Council (Jon Ethier, Mike Benson, Everett Steenbergen) • One signature to be any member of Administration, (Chief Administrative Officer, Wendy Wildman or the Administrative Assistant, Lana Lange) <p style="text-align: right;">CARRIED</p>

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8.	CONFIRMATION OF BANKING AUTHORITY 119-21	MOVED by Mayor Ethier that the banking authority for the Summer Village of Sunrise Beach be confirmed as ATB Financial. CARRIED
9.	CONFIRMATION OF CAO APPOINTMENT 120-21	MOVED by Councillor Steenbergen that the Chief Administrative Officer appointment be confirmed as Wendy Wildman of Wildwillow Enterprises Inc. CARRIED
10.	CONFIRMATION OF AUDITOR APPOINTMENT 121-21	MOVED by Councillor Steenbergen that the Auditor appointment be confirmed as Metrix Group LLP. CARRIED
11.	CONFIRMATION OF SOLICITOR APPOINTMENT 122-21	MOVED by Deputy Mayor Benson that the Solicitor appointment be confirmed as Patriot Law Group. CARRIED
12.	CONFIRMATION OF SUBDIVISION & DEVELOPMENT APPEAL BOARD 123-21	MOVED by Deputy Mayor Benson that as per agreement, the Subdivision and Development Board be confirmed as Milestone Municipal. Services (Bylaw 148-2019). CARRIED
13.	CONFIRMATION OF ASSESSMENT REVIEW BOARD 124-21	MOVED by Councillor Steenbergen that as per agreement, the Assessment Review Board be confirmed as Capital Region Assessment Services Commission (Bylaws 167-2021 & 168-2021). CARRIED
14.	CONFIRMATION OF MUNICIPAL PLANNING COMMISSION 125-21	MOVED by Deputy Mayor Benson that the Municipal Planning Commission be confirmed as all of Council. CARRIED

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15.	CONFIRMATION OF FOIPP COORDINATOR 126-21	MOVED by Councillor Steenbergen that the Freedom of Information and Protection of Privacy Coordinator be confirmed as the Chief Administrative Officer, Wendy Wildman. <p style="text-align: right;">CARRIED</p>
16.	CONFIRMATION OF PLANNING & SUBDIVISION AUTHORITY 127-21	MOVED by Mayor Ethier that as per agreement, the Planning & Subdivision Authority be confirmed as Municipal Planning Services – Jane Dauphinee, Bylaw 146-18. <p style="text-align: right;">CARRIED</p>
17.	CONFIRMATION OF INTEGRITY COMMISSIONER 128-21	MOVED by Mayor Ethier that the Integrity Commission be confirmed as Victoria Message. <p style="text-align: right;">CARRIED</p>
18.	DESIGNATED OFFICERS 129-21	MOVED by Mayor Ethier that the Designated Officers be confirmed as follows: Assessor Appointment: Ray Crews, Municipal Assessment Services Group – Bylaw 172-2021 Development Authority: Tony Sonnleitner, Development Officer – Bylaw 97-2004 Planning & Subdivision Authority: Municipal Planning Services Ltd. – Bylaw 146-18 Assessment Review Board Clerk: Richard Barham, Capital Region Assessment Services Board – Bylaw 167-2021 Subdivision & Development Appeal Board Clerks: Emily House - Bylaw 148-2019 <p style="text-align: right;">CARRIED</p>
7.	CONFIRMATION OF COMMITTEE APPOINTMENTS 130-21	MOVED by Mayor Giesbrecht that the Committee Appointments be approved as follows: a) Highway 43 East Waste Commission (Everett Steenbergen - Representative)

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		<ul style="list-style-type: none"> b) West Interlake District Regional Water Services Commission (Mike Benson – Representative) c) Ste. Anne Emergency Management Agency – Regional Emergency Services (Jon Ethier – Representative) d) Summer Villages of Lac Ste. Anne County East (Jon Ethier – Representative) (with all of Council to attend) e) Regional Family & Community Support Services (Mike Benson – Representative) f) Joint Lagoon Committee Sandy/Sunrise (all of Council to attend) g) Regional Sewer Line (all of Council to attend) h) Municipal Planning Commission (all of Council) i) Lac Ste. Anne East End Bus Society (Everett Steenbergen - Representative) <p style="text-align: right;">CARRIED</p>
8.	MUNICIPAL OFFICE LOCATION 131-21	<p>MOVED by Councillor Steenbergen that the Municipal Office location be confirmed as 4808 – 51st Street, Onoway, Alberta.</p> <p style="text-align: right;">CARRIED</p>
9.	REMUNERATION POLICY #C-COU- REM-1 132-21	<p>MOVED by Mayor Ethier that Council Reimbursement Policy # C-COU-REM-1 be confirmed as is.</p> <p style="text-align: right;">CARRIED</p>
10.	ADJOURNMENT	The meeting adjourned at 8:07 p.m.

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SUMMER VILLAGE OF SUNRISE BEACH
MINUTES OF THE ORGANIZATIONAL MEETING
TUESDAY, AUGUST 24TH, 2021 AT 7:00 P.M. in person or via zoom
Location: Town of Onoway Council Chambers

Mayor, Jon Ethier

Chief Administrative Officer, Wendy Wildman

DRAFT

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF SUNRISE BEACH, IN THE PROVINCE OF ALBERTA HELD ON TUESDAY AUGUST 24TH, 2021, ONOWAY CIVIC CENTRE IMMEDIATELY FOLLOWING THE ORGANIZATIONAL MEETING. IN PERSON AND VIA ZOOM

	PRESENT	<p>Mayor Jon Ethier Deputy Mayor Mike Benson Councillor Everett Steenbergen</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 Ethier called the council meeting to order at 8:11 p.m.
2.	AGENDA 133-21	<p>MOVED by Councillor Steenbergen that the August 24th, 2021 Agenda be amended with the following addition: 6 e) Lac Ste Anne County Subdivision Referral</p> <p align="right">CARRIED</p>
3.	MINUTES 134- 21	<p>MOVED by Mayor Ethier that the minutes of the July 24th, 2021 Council meeting be approved as presented.</p> <p align="right">CARRIED</p>
4.	APPOINTMENTS	N/A
5.	BYLAWS/POLICY 135-21	<p>MOVED by Mayor Ethier that Bylaw 172-2021, a Bylaw for the purpose of appointing an Assessor for the Summer Village of Sunrise Beach, be given 1st reading.</p> <p align="right">CARRIED</p>
	136-21	<p>MOVED by Mayor Ethier that Bylaw 172-2021 be given 2nd reading.</p> <p align="right">CARRIED</p>

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF SUNRISE BEACH, IN THE PROVINCE OF ALBERTA HELD ON TUESDAY AUGUST 24TH, 2021, ONOWAY CIVIC CENTRE IMMEDIATELY FOLLOWING THE ORGANIZATIONAL MEETING. IN PERSON AND VIA ZOOM

	137-21	<p>MOVED by Councillor Steenbergen that Bylaw 172-2021 be considered for 3rd reading</p> <p align="right">CARRIED UNANIMOUSLY</p>
	138-21	<p>MOVED by Mayor Ethier that Bylaw 172-2021 be given 3rd and final reading.</p> <p align="right">CARRIED</p>
6.	BUSINESS	<p>139-21 a) MOVED by Councillor Steenbergen that Deputy Mayor Benson and Administration be authorized to attend the Alberta Urban Municipalities Association 2021 Annual Convention scheduled for November 17 to 19, 2021 in Edmonton, Alberta.</p> <p align="right">CARRIED</p> <p>140-21 b) MOVED by Deputy Mayor Benson that Council approve execution of the Taxservice Engagement Letter for the management of Property Tax Arrears Recovery for the Summer Village of Sunrise Beach.</p> <p align="right">CARRIED</p> <p>Meeting was recessed from 8:20 p.m. to 8:25 p.m.</p> <p>141-21 c) MOVED by Deputy Mayor Benson that Council approve the agreement between the Summer Village of Sunrise Beach and Safety Codes Services for the provision of safety codes services for the period January 2021 to December 2023.</p> <p align="right">CARRIED</p> <p>142-21 d) MOVED by Mayor Ethier that Administration obtain other quotes for the removal of the potentially dangerous trees located on Municipal Reserve in between Plan 3703RS Block 4 Lot 8 and Plan 3703RS Block 4 Lot 9 and this be brought back to Council for further review.</p> <p align="right">CARRIED</p> <p>143-21 e) MOVED by Councillor Steenbergen that the Summer Village respond to the Lac Ste Anne County subdivision referral as follows:</p> <ul style="list-style-type: none"> • Poor referral documentation • No objection and will allow access's to County standards and at a location approved by the Summer Village. <p align="right">CARRIED</p>

(18)

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF SUNRISE BEACH, IN THE PROVINCE OF ALBERTA HELD ON TUESDAY AUGUST 24TH, 2021, ONOWAY CIVIC CENTRE IMMEDIATELY FOLLOWING THE ORGANIZATIONAL MEETING. IN PERSON AND VIA ZOOM

7.	FINANCIAL 144-21	MOVED by Mayor Ethier that the Income & Expense Statements for July 31 st , 2021 be accepted for information as presented. CARRIED
8.	COUNCIL REPORTS 145-21 146-21 147-21	MOVED by Mayor Ethier that Council Reports be accepted for information as presented. CARRIED MOVED by Councillor Steenbergen to put Bylaw 116-2009 on the next agenda. CARRIED MOVED by Mayor Ethier to cease purchase and/or installation of Off-Highway vehicle signs. CARRIED
9.	ADMINISTRATION REPORTS 148-21	MOVED by Mayor Ethier that Administration Reports be accepted for information as presented. CARRIED
10.	CORRESPONDENCE 149-21	MOVED by Mayor Ethier that the following correspondence be accepted for information: a) Alberta Municipal Affairs - Letter dated July 5th, 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. b) AUMA – Email dated July 25th from Angela Duncan, Vice President & Director of AUMA. Email is on FCSS Accountability Framework Steering Committee. c) Alberta Municipal Affairs - Email dated July 22nd, 2021, from Brandy Cox, Deputy Minister of Alberta Municipal Affairs. Release of Ministry's 2020-21 Annual Report. d) Government of Alberta – Statement of Direct Deposit of \$438.00 for FCSS August payment.

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF SUNRISE BEACH, IN THE PROVINCE OF ALBERTA HELD ON TUESDAY AUGUST 24TH, 2021, ONOWAY CIVIC CENTRE IMMEDIATELY FOLLOWING THE ORGANIZATIONAL MEETING. IN PERSON AND VIA ZOOM

		<p>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.</p> <p>f) Summer Village of South View – Organizational Meeting committee appointment results.</p> <p>g) Government of Alberta – Email dated August 12th, 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.</p> <p align="right">CARRIED</p>
11.	OPEN FLOOR DISCUSSION WITH GALLERY 150-21	<p>MOVED by Mayor Ethier that the open floor discussion with the gallery be accepted for information.</p> <p align="right">CARRIED</p>
12.	CLOSED MEETING	N/A
13.	ADJOURNMENT	As all matters have been addressed Mayor Ethier declared the meeting adjourned at 10:33 p.m.

Mayor, Jon Ethier

Chief Administrative Officer, Wendy Wildman

**BEING A BYLAW OF THE SUMMER VILLAGE OF SUNRISE BEACH, IN THE
PROVINCE OF ALBERTA, FOR THE PURPOSE SPECIFIED IN SECTION 259
OF THE MUNICIPAL GOVERNMENT ACT
BYLAW NO. 163-2020**

WHEREAS the Council of the Summer Village of Sunrise Beach (hereinafter called the "Corporation") in the Province of Alberta, considers it necessary to borrow certain sums of money for the purpose of:

Interim financing for various capital/operation costs.

NOW THEREFORE pursuant to the provisions of the Municipal Government Act, it is hereby enacted by the Council of the Corporation as a By-law that:

1. The Corporation is hereby authorized to borrow from ATB Financial, (ATB) up to the Principal sum of \$200,000.00 repayable upon demand at a rate of interest per annum from time to time established by ATB, not to exceed 10% and such interest will be calculated daily and due and payable month on the last day of each and every month.
2. The borrowing is a term loan repayable on demand and the Corporation is required to make, _____ payments of \$ _____ each for a term of _____ years.

OR

The borrowing is a line of credit repayable on demand and the Corporation is required to pay accrued interest monthly.

3. The Chief Elected Officer and the Chief Administrative Officer are authorized for and On behalf of the Corporation:
 - (a) to apply to ATB for the aforesaid loan to the Corporation and to arrange with ATB the amount, terms and conditions of the loan and security or securities to be given to ATB;
 - (b) as security for any money borrowed from ATB
 - (i) to execute promissory notes and other negotiable instruments or evidences of debt for such loans and renewals of all such promissory notes and other negotiable instrument or evidences of debts;
 - (ii) to give or furnish to ATB all such securities and promises as ATB may require to secure repayment of such loans and interest thereon; and



Municipal Government Act RSA 2000 Chapter M-26
Section 259 Borrowing Bylaw

- (iii) to execute all security agreements, hypothecations, debentures, charges, pledges, conveyances, assignments and transfers to and in favour of ATB of all or any property, real or personal, moveable or immovable, now or hereafter owned by the Corporation or in which the Corporation may have any interest, and any other documents or contracts necessary to give or furnish to ATB the security or securities required by it.
4. The source or sources of money too be used to repay the principal and interest owing under the borrowing from ATB are:
- For Operating Expenditures – taxes reserves, or grants
5. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the Municipal Government Act.
6. In the event that the Municipal Government Act permits extension of the term of the loan and in the event the Council of the Corporation decides to extend the loan and ATB is prepared to extend the loan, any renewal or extension, bill, debenture, promissory note, or other obligation executed by the officers designated in paragraph 3 hereof and delivered to ATB will be valid and conclusive proof as against the Corporation of the decision of the Council to extend the loan in accordance with the terms of such renewal or extension, bill, debenture, promissory note, or other obligation, and ATB will not be bound to inquire into the authority of such officers to execute and deliver any such renewal, extension document or security.
7. This Bylaw comes into force on the final passing thereof and rescinds Bylaw 161-2020.

Certificate

WE HEREBY CERTIFY that the foregoing Bylaw was duly passed by the Council of the Corporation there in mentioned at a duly and regularly constituted meeting thereof held on the 24th day of March at which quorum was present, as entered in the minutes of the said Council, and that the Bylaw has come into force and is still in full force and effect.

THIS Municipal Borrowing Bylaw, inclusive of its Certificate: (a) may be executed electronically; and (b) may be delivered by email, facsimile or other functionally-equivalent means.

WITNESS our hands and the seal of the Corporation this 24th day of March, 2020.

Municipal Government Act RSA 2000 Chapter M-26
Section 259 Borrowing Bylaw



Mayor, Glen Usselman



Chief Administrative Officer Wendy Wildman

**BEING A BYLAW OF THE SUMMER VILLAGE OF SUNRISE BEACH, IN THE
PROVINCE OF ALBERTA, FOR THE PURPOSE SPECIFIED IN SECTION 259
OF THE MUNICIPAL GOVERNMENT ACT
BYLAW NO. 173-2021**

WHEREAS the Council of the Summer Village of Sunrise Beach (hereinafter called the "Corporation") in the Province of Alberta, considers it necessary to borrow certain sums of money for the purpose of:

Interim financing for various capital/operation costs.

NOW THEREFORE pursuant to the provisions of the Municipal Government Act, it is hereby enacted by the Council of the Corporation as a By-law that:

1. The Corporation is hereby authorized to borrow from ATB Financial, (ATB) up to the Principal sum of \$200,000.00 repayable upon demand at a rate of interest per annum from time to time established by ATB, not to exceed 10% and such interest will be calculated daily and due and payable month on the last day of each and every month.
2. The borrowing is a term loan repayable on demand and the Corporation is required to make, _____ payments of \$ _____ each for a term of _____ years.

OR

The borrowing is a line of credit repayable on demand and the Corporation is required to pay accrued interest monthly.

3. The Chief Elected Officer and the Chief Administrative Officer are authorized for and On behalf of the Corporation:
 - (a) to apply to ATB for the aforesaid loan to the Corporation and to arrange with ATB the amount, terms and conditions of the loan and security or securities to be given to ATB;
 - (b) as security for any money borrowed from ATB
 - (i) to execute promissory notes and other negotiable instruments or evidences of debt for such loans and renewals of all such promissory notes and other negotiable instrument or evidences of debts;
 - (ii) to give or furnish to ATB all such securities and promises as ATB may require to secure repayment of such loans and interest thereon; and

Municipal Government Act RSA 2000 Chapter M-26
Section 259 Borrowing Bylaw

- (iii) to execute all security agreements, hypothecations, debentures, charges, pledges, conveyances, assignments and transfers to and in favour of ATB of all or any property, real or personal, moveable or immovable, now or hereafter owned by the Corporation or in which the Corporation may have any interest, and any other documents or contracts necessary to give or furnish to ATB the security or securities required by it.
4. The source or sources of money too be used to repay the principal and interest owing under the borrowing from ATB are:
- For Operating Expenditures – taxes reserves, or grants
5. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the Municipal Government Act.
6. In the event that the Municipal Government Act permits extension of the term of the loan and in the event the Council of the Corporation decides to extend the loan and ATB is prepared to extend the loan, any renewal or extension, bill, debenture, promissory note, or other obligation executed by the officers designated in paragraph 3 hereof and delivered to ATB will be valid and conclusive proof as against the Corporation of the decision of the Council to extend the loan in accordance with the terms of such renewal or extension, bill, debenture, promissory note, or other obligation, and ATB will not be bound to inquire into the authority of such officers to execute and deliver any such renewal, extension document or security.
7. This Bylaw comes into force on the final passing thereof and rescinds Bylaw 163-2020.

Certificate

WE HEREBY CERTIFY that the foregoing Bylaw was duly passed by the Council of the Corporation there in mentioned at a duly and regularly constituted meeting thereof held on the 28th day of September at which quorum was present, as entered in the minutes of the said Council, and that the Bylaw has come into force and is still in full force and effect.

THIS Municipal Borrowing Bylaw, inclusive of its Certificate: (a) may be executed electronically; and (b) may be delivered by email, facsimile or other functionally-equivalent means.

WITNESS our hands and the seal of the Corporation this 28th day of September, 2021.

Municipal Government Act RSA 2000 Chapter M-26
Section 259 Borrowing Bylaw

Mayor, Jon Ethier

Chief Administrative Officer, Wendy Wildman

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BYLAW 116-2009

Being A Bylaw Of The Summer Village Of Sunrise Beach, in the Province Of Alberta, To Regulate And Control The Use of Off-Highway Vehicles Within The Boundaries Of The Summer Village of Sunrise Beach

WHEREAS under the provisions of the Traffic Safety Act, RSA 2000, being Chapter T-6, and amendments thereto a Council of a municipality may pass bylaws with regard to the regulation and control of off-highway vehicle use within the municipality;

AND WHEREAS the Council of the Summer Village of Sunrise Beach deems it necessary and convenient to enact a bylaw regulating the use of off-highway vehicles on highways and other areas within the boundaries of the Summer Village;

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

TITLE: This Bylaw shall be cited as the "Off-Highway Vehicles Bylaw".

DEFINITIONS: In this bylaw, the following shall mean:

1. "Off Highway Vehicle" means:
 - a) any motorized mode of transportation built for cross-country travel on land, water, snow, ice or marsh or swamp land or on other natural terrain and, without limiting the generality of the foregoing, includes, when specifically designed for such travel:
 - (i) 4-wheel drive vehicles;
 - (ii) low pressure tire vehicles;
 - (iii) motor cycles and related 2-wheel vehicles;
 - (iv) amphibious machines;
 - (v) all terrain vehicles;
 - (vi) miniature motor vehicles;
 - (vii) snow vehicles
 - (viii) minibikes, and
 - (ix) any other means of transportation that is propelled by any power other than muscular power or wind;

But does not include

- (x) motor boats, or
 - (xi) any other vehicle exempted from being an off-highway vehicle by regulation
 - b) "vehicle" means a device in, on or by which a person or thing may be transported or drawn and includes a combination of vehicles but does not include a mobility aid;
2. "Highway" means any thoroughfare, street, road (developed or undeveloped), trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestle way or other place or any part of any of them, whether publicly or privately owned, that the public is ordinarily entitled or permitted to use for the passage or parking of vehicles and includes:
 - (i) a sidewalk, including a boulevard adjacent to the sidewalk;
 - (ii) if a ditch lies adjacent to and parallel with the roadway, the ditch, and;
 - (iii) if a highway right of way is contained between fences or between a fence and one side of the roadway, all the land between the fences, or all the land between the fence and the edge of the roadway, as the case may be;

BYLAW 116-2009

Being A Bylaw Of The Summer Village Of Sunrise Beach, in the Province Of Alberta, To Regulate And Control The Use of Off-Highway Vehicles Within The Boundaries Of The Summer Village of Sunrise Beach

but does not include a place declared by regulation not to be a highway.

PROHIBITIONS:

1. The hours permitted for operating an Off-highway Vehicle on municipal highways shall be restricted to the period of time between 8:00 a.m. and 11:00 p.m. in any one day.
2. The maximum speed at which Off-highway Vehicles are permitted to travel on municipal highways is 50 km per hour unless posted at a lower speed limit.
3. Operators of Off-highway vehicles on Municipal highways shall travel on the extreme right hand side of the highway and shall travel single file at all times.
4. All Off-Highway Vehicles traveling on municipal highways shall be equipped with at least one headlight and tail-light. At any time during the night time hours or at any other time when, due to insufficient light or unfavorable atmospheric conditions, objects are not clearly discernable on the highway at a distance of five hundred (500) feet ahead, no Off-highway vehicle shall be in motion on a highway unless the headlight and taillight(s) are alight.
5. Without restricting the generality of the foregoing, the provisions of the Traffic Safety Act shall apply to the operation of an Off-Highway Vehicle on Municipal highway.
6. All Off-highway vehicles must be duly registered and insured pursuant to the Traffic Safety Act.
7. During times of high to extreme fire hazard or weather conditions, as defined by the Alberta Environmental Protection Land & Forest Services, the CAO or designate shall have the authority to ban the use of Off-Highway vehicles.
8. No person shall operate or be a passenger on an Off-highway vehicles unless he/she is wearing a U.S.A. Federal Motor Vehicle Safety FMVSS 218 Standard, BSI BS 6658:85 Standard (Department of Transportation standards), or Snell Memorial Standard M2000 approved safety helmet securely attached to his or her head.
9. No person shall operate an Off-highway vehicle on a sidewalk.
10. No person shall operate an Off-highway vehicle on Municipal Reserve Property, Playground or Campgrounds, with the exception of municipal employees or contractors during the course of their employment/work.

Every person who contravenes the provisions of this bylaw is guilty of an offence and liable to summary conviction to a penalty as prescribed in the Traffic Safety Act and/or any related Alberta regulations.

The Council for the Summer Village of Sunrise Beach reserves the right to revoke the provisions of this bylaw at any time without notice.

This bylaw comes into full force and effect on the date of its final passing.

BYLAW 116-2009

Being A Bylaw Of The Summer Village Of Sunrise Beach, in the Province Of Alberta, To Regulate And Control The Use of Off-Highway Vehicles Within The Boundaries Of The Summer Village of Sunrise Beach

READ A FIRST TIME THIS 6TH DAY OF APRIL, 2009.

READ A SECOND TIME THIS 4th day of May, 2009.

READ A THIRD AND FINAL TIME THIS 4th day of May, 2009.

Mayor

Municipal Administrator

Signed On: _____



202, 9440 49 Street, Edmonton, AB T6B 2M9 NSWA.AB.CA

September 1, 2021

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

RE: Municipal Contribution to NSWA

I am pleased to provide a copy of the North Saskatchewan Watershed Alliance (NSWA) 2020-21 Annual Report, which summarizes the projects and collaborative partnerships that NSWA has conducted in your watershed during the past year. **This important work was accomplished thanks to the generous support of over 40 municipalities in our shared watershed.** We would again appreciate positive consideration by your Council for a \$0.50 per capita contribution to NSWA for 2021.

How your financial contribution benefits your community

Now more than ever municipalities must rely on partnerships to help provide key services to their communities. NSWA has successfully applied for **over \$3.0 million worth of provincial and federal grants to support municipalities and local stewardship groups in the last five years.** See the attached summary table and information sheet for how NSWA can help your municipality.

NSWA is helping to address many local watershed management issues including:

- Riparian and wetland habitat conservation and restoration
- River and creek hydrology studies
- Natural areas and groundwater recharge areas protection
- Fisheries habitat and aquatic health assessments, including invasive species issues
- Long term impacts of land use changes on watershed health
- Best management practices and planning policies related to riparian, wetland and natural area protection, stormwater management and flood protection and water conservation.

In addition to financial contributions from individual municipalities, our non-profit alliance depends on an annual operating grant from the Government of Alberta and contributions from EPCOR. More information about the NSWA, our bylaws, finances and projects can be found online at www.nswa.ab.ca.

(20)

In 2005, the Government of Alberta appointed NSWA as the Watershed Planning and Advisory Council for the North Saskatchewan River (NSR) basin under *Water for Life: Alberta's Strategy for Sustainability*. NSWA has made significant progress under this mandate, and in 2012 released an Integrated Watershed Management Plan (IWMP) for the North Saskatchewan River basin. This major undertaking provides advice and direction to protect the long-term supply and quality of water resources for future generations. IWMP implementation is now underway through strategic watershed partnerships with local municipalities and stewardship groups.

NSWA partners with individual municipalities and three sub-watershed alliances to assess local watershed conditions and issues, coordinate inter-municipal projects, and develop harmonized land policies to support long-term sustainability of watershed resources. NSWA also provides technical expertise, grant application support, consultant coordination and facilitation services for meetings and workshops.

NSWA is also involved in many major intergovernmental projects such as the North Saskatchewan Regional Land Use Framework, Edmonton Metro Region Growth Plan, Industrial Heartland Water Management Framework and EPCOR's Drinking Water Protection Plan. This involvement, plus its close working relationship with many Alberta government agencies, allows NSWA to connect municipalities such as yours with the best resources to address watershed issues.

NSWA would be pleased to discuss any watershed issues of concern to your municipality and to provide a briefing if requested by your Council or Administration. Please feel free to contact NSWA's Executive Director, Ms. Leah Kongsrude at 587-525-6827 or leah.kongsrude@nswa.ab.ca in this regard. Ms. Kongsrude has over 30 years of environmental experience, including ten years in municipal government, and appreciates the challenges and opportunities that municipalities face with local watershed management issues.

Thank you for your consideration. We have taken the liberty of enclosing an invoice.



Mr. Ken Crutchfield, President
North Saskatchewan Watershed Alliance Society

Cc: Chief Administrative Officer

Attachments: NSWA Coordinated Sub-Watershed Project and Grant Summary
NSWA Annual Report 2020-2021
How can NSWA help your Municipality with Watershed Issues?

(21)

NSWA Coordinated Sub-Watershed Project and Grant Summary

SUB-WATERSHED	MAJOR WATERBODIES	MUNICIPALITIES	PROJECTS
HEADWATERS	North Saskatchewan River Cline River Clearwater River Ram River Brazeau River Modeste Creek Strawberry Creek Wabamun Lake	Clearwater County Brazeau County Parkland County Leduc County Wetaskiwin County Town of Drayton Valley Town of Rocky Mountain House Town of Devon Town of Thorsby Village of Wabamun	<ul style="list-style-type: none"> • \$130,000 Alberta Water Resiliency and Restoration Program grant used to create an online web portal for data on the health of riparian areas in the Modeste, Strawberry and Surgeon subwatersheds. This data will be used to conserve or restore high priority riparian areas that will provide greater flood/drought resistance, improve water quality, and enhance wildlife habitat. The Riparian Web Portal is being expanded to include new data for the Beaverhill, White Earth, Vermilion, Frog and Monnery subwatersheds in 2021. • The Wabamun Lake Watershed Management Plan was finalized in 2020 with involvement of local municipalities and lake stewardship groups
STURGEON RIVER	Sturgeon River Isle Lake Lac St. Anne Birch Lake Matchayaw Lake Sandy Lake Kilini Creek Riviere Qu'Barre Atim Creek Carrot Creek	Lac St. Anne County Parkland County Sturgeon County City of Edmonton City of St. Albert City of Spruce Grove Town of Stony Plain Town of Onoway Town of Morinville Town of Gibbons Summer Villages of Lac Ste. Anne County East	<ul style="list-style-type: none"> • \$512,000 from three provincial and federal grants was used to summarize information on: <ul style="list-style-type: none"> ○ surface water and groundwater hydrology ○ wetland and natural areas ○ water quality ○ fisheries habitat and aquatic life ○ riparian intactness ○ policy and planning tools for watershed protection • This information was used to complete a Sturgeon River Watershed Management Plan (2020) which provides guidance and actions to protect the watershed.

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			<ul style="list-style-type: none">• A \$200,000 Alberta Community Partnership Grant was received to implement priority action items from the Sturgeon River Watershed Management Plan in 2020- 2023.
VERMILLION RIVER	Vermilion River Waskwei Creek Cotton Creek Birch Creek Campbell Creek Deer Creek Stretton Creek	County of Vermillion River County of Minburn Beaver County County of Two Hills County of St. Paul Town of Vermillion Town of Vegreville Town of Two Hills Town of St. Paul Town of Elk Point Town of Bruderheim Village of Holden Village of Innisfree Village of Myrnam	<ul style="list-style-type: none">• A four-year, \$1.4 million Water Resiliency and Restoration Program grant to promote riparian and wetland restoration projects in the watershed. To date over 100 ha of wetlands and riparian areas have been enhanced or restored through this project.• A shared \$75,000 Water Resiliency and Restoration Program grant with Sturgeon River Watershed Alliance was used to assess long term land use changes in the watershed and its effect on the hydrology of the basin. This study uses ALCES, a cumulative assessment simulation assessment tool, to show the impacts of land use decisions. This tool has also been used by the Edmonton Metro Regional Board to support its planning discussions and policy.
BEAVERHILL	North Saskatchewan River Beaverhill Creek Astotin Creek Beaverhill Lake Cooking Lake Hastings Lake Antler Lake	Strathcona County Lamont County Beaver County City of Fort Saskatchewan Town of Bruderheim Town of Tofield Town of Ryley	<ul style="list-style-type: none">• A \$500,000 Canadian Agriculture Partnership Grant is being used to expand data on riparian health for the Beaverhill, White Earth, Vermilion, Frog and Monnery subwatersheds.• A Land Stewardship grant was used to complete a lake management plan for Antler Lake.



NSWA

NORTH SASKATCHEWAN
WATERSHED ALLIANCE

202 - 9440 49 Street NW
Edmonton, Alberta
T6B 2M9

Invoice

Date	Invoice #
01/10/2021	2022.117

Phone #	587.525.6827
E-mail	ellen.cust@nswa.ab.ca
Web Site	www.nswa.ab.ca

COPY

Invoice To
Summer Village of Sunrise Beach Mayor Glen Usselman PO Box 1197 Onoway, Alberta T0E 1V0

		P.O. No.	
Description	Qty	Rate	Amount
Summer Village Contribution January 1 to December 31, 2022 - Funding Request	1	100.00	100.00
Thank you for your support		Total	\$100.00

GST/HST No. 890443419

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Connecting You to Watershed Resources

How can NSWA help your municipality with watershed issues?



- Growing concerns from residents related to local water issues
- Complex environmental regulations or guidelines
- Development pressures on local lakes, rivers, or creeks
- Poor lake or river water quality
- Loss of wetlands and other environmentally sensitive areas

COLLABORATIVE PARTNERSHIPS



We facilitate inter-municipal partnerships that address watershed issues

- Three municipally-led subwatershed groups: Headwaters, Sturgeon and Vermilion
- 40+ municipal partners both rural and urban
- Work closely with federal and provincial governments on watershed related issues

GRANT SUPPORT



NSWA has coordinated over \$3 million in grant funds for municipalities

- For every \$1 municipalities contribute, NSWA has been able to secure \$4.50 in grant funds
- Studies of water quality, riparian areas, and aquatic health issues
- Helping local landowners protect or restore wetland and riparian areas

EXPERTISE & PROJECT MANAGEMENT



NSWA staff have knowledge of municipal watershed issues

- Completed over 50 technical studies and management plans
- Contribute to provincial policy development
- Guided by the North Saskatchewan River Watershed Integrated Watershed Management Plan (2012)

EDUCATION & AWARENESS



We provide resources to help residents and council understand watershed issues

- Monthly newsletters highlighting watershed activities and resources
- Free Educational Forums held twice a year on key watershed topics
- Website with links to watershed information, presentations, and reports

Local Solutions for Local Issues

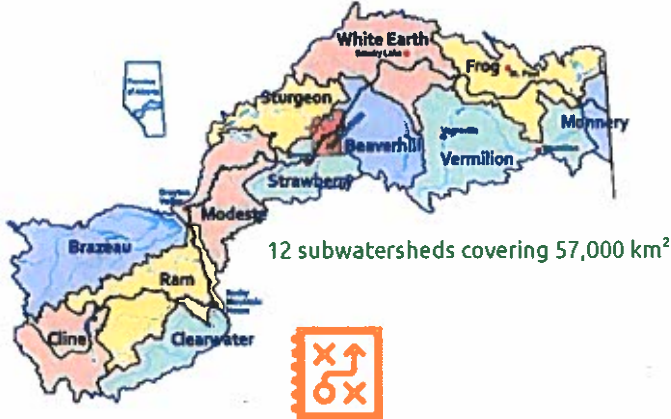
The **North Saskatchewan Watershed Alliance** is a non-profit organization designated by the Province of Alberta as a Watershed and Planning Advisory Council for the North Saskatchewan River watershed.

Learn more by visiting our website nswa.ab.ca



NORTH SASKATCHEWAN RIVER WATERSHED

WORKING TOGETHER FOR A HEALTHY AND RESILIENT WATERSHED



VISION

People working together for a healthy and functioning North Saskatchewan River watershed – today and tomorrow.



The NSW Board consists of 18 representatives from municipal, provincial government, industry, agriculture, non-governmental organizations and members at large.

MISSION

To protect and improve water quality, water quantity (instream flow) and the health of our watershed by: seeking, developing and sharing knowledge; facilitating partnerships and collaborative planning; and working in an adaptive management process.

WE PLAN

WE WORK WITH OTHERS TO FIND WAYS TO INTEGRATE LAND AND WATER PLANNING TO IMPROVE WATERSHED FUNCTION



WE ADVOCATE

WE ADVOCATE FOR THE PROTECTION OF WATER QUALITY, WATER SUPPLIES AND ECOSYSTEM HEALTH THROUGH WATERSHED MANAGEMENT



WE SHARE

WE PROVIDE INFORMATION ABOUT THE WATERSHED AND CREATE FORUMS FOR SHARING THAT INFORMATION



NSWA
NORTH SASKATCHEWAN
WATERSHED ALLIANCE

water@nswa.ab.ca | 587.525.6820

f Follow us on social media
@NorthSaskRiver

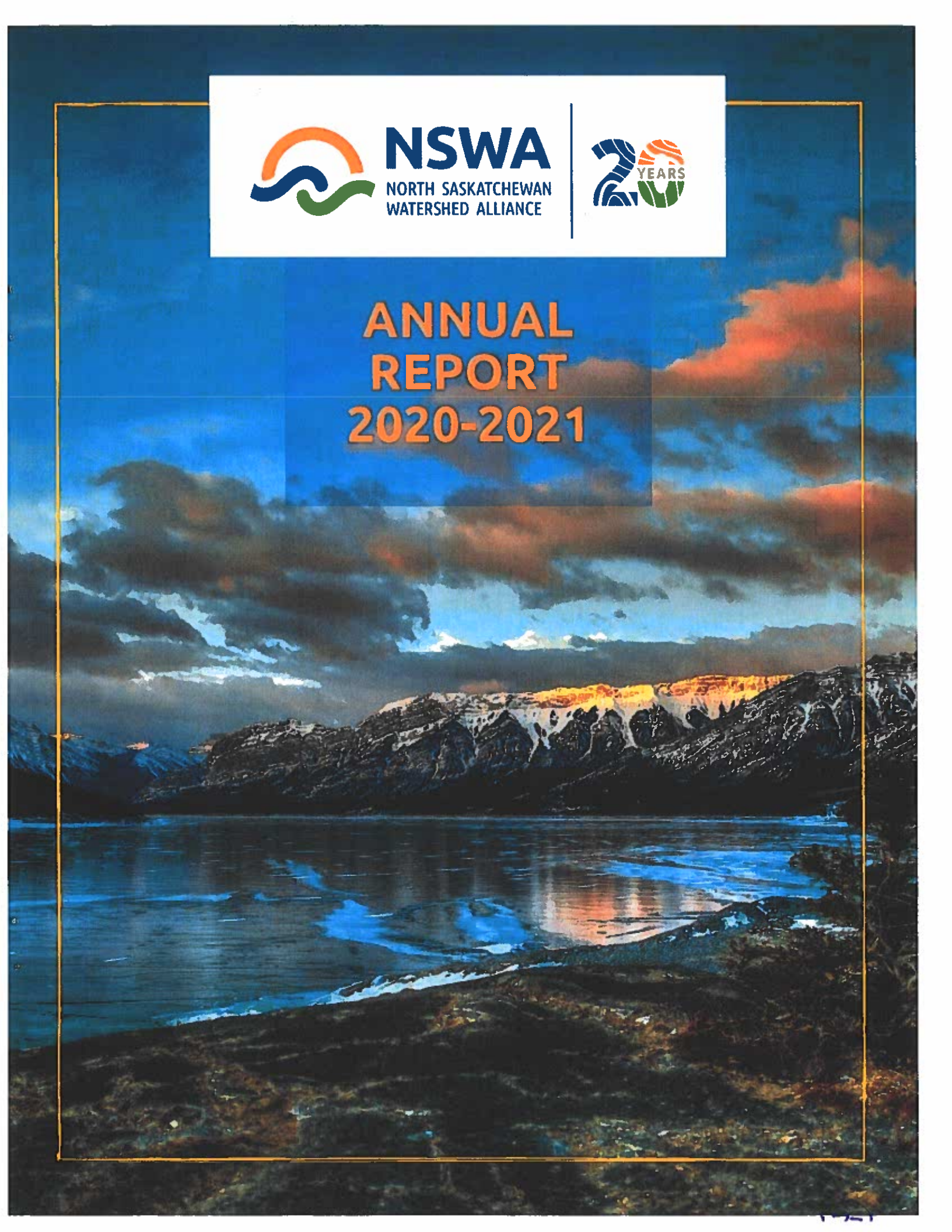
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NSWA
NORTH SASKATCHEWAN
WATERSHED ALLIANCE



ANNUAL REPORT 2020-2021



OUR APPRECIATION

We are grateful to the many supporters of the North Saskatchewan Watershed Alliance (NSWA). We would not be able to facilitate partnerships, complete studies or share knowledge in our watershed without the time and resources provided by our contributors.

We acknowledge the **Government of Alberta** for providing a multi-year operational grant and important contributions from **EPCOR** and many **municipalities** in our watershed. Our partners contributed \$715,000 of financial support and over \$445,000 of in-kind support to NSWA in 2020-2021.



Counties	Cities and Towns	Villages and Summer Villages
Beaver County Brazeau County Clearwater County Lac Ste. Anne County Lamont County Leduc County Parkland County St. Paul County Strathcona County Sturgeon County County of Minburn County of Two Hills County of Vermilion River	<p>Cities: Edmonton Fort Saskatchewan St. Albert</p> <p>Towns: Bruderheim Devon Drayton Valley Elk Point Gibbons Onoway Rocky Mountain House St. Paul Smoky Lake Vegreville Vermilion</p>	<p>Villages: Holden Innisfree Ryley Spring Lake</p> <p>Summer Villages: Betula Beach Horseshoe Kapasiwin Lakeview Seba Beach Silver Sands South View Sunrise Beach Sunset Point West Cove Yellowstone</p>

MESSAGE FROM THE EXECUTIVE DIRECTOR

"It is not the strongest that thrives but the one most adaptable to change".

One of my favourite ecological quotes was the theme for the last year for many of us. We all had to adapt to the changes that came with COVID including the NSWA. From working remotely to hosting our 2020 AGM online for the first time, NSWA continued to thrive and move our vision forward. Some highlights of the last year include:

- Approved updated [NSWA Society Bylaws](#) which now provide more opportunities for a diversity of stakeholders to be represented on the Board.
- Hosted new online speaker series: '[Knowledge in Know-venber](#)' in 2020 and '[Watershed Wednesdays](#)' in 2021.
- Are finalists in two categories at the 2021 Alberta Emerald Awards for the [Vermilion River Watershed Restoration and Enhancement Project](#) and the [WaterSHED North Saskatchewan River Water Quality Monitoring Project](#).

A special thank you to all our stakeholders, key partners, subwatershed alliances, board members and funders for helping NSWA adapt and thrive for another year!

Leah Kongsrude, Executive Director

NSWA STAFF



NSWA Zoom Staff Meeting 2021

Top row, left to right:

Elisa Brose, Administrative and Key Stakeholder Coordinator

Billie Milholland, Communications Coordinator

Leah Kongsrude, Executive Director

Middle row, left to right:

Rachel Bootsma, Watershed Planning Assistant

Brad Tyssen, GIS Specialist

Michelle Gordy, Watershed Planning Coordinator

Bottom Row:

Mary Ellen Shain, Watershed Planning Coordinator



NSWA BOARD OF DIRECTORS

The NSWA is a multi-stakeholder watershed partnership incorporated as a non-profit society in 2000 and designated as a Water Planning and Advisory Council by the Government of Alberta in 2005.

The work of NSWA is guided by an 18 member multi-stakeholder Board that provides strategic direction and advice to the organization to achieve its vision and mission. We appreciate our Board members ongoing dedication and support.

DIRECTORS 2020-2021

Agriculture

Bill Fox, *Alberta Beef Producers*

Forestry

Bob Winship, *Weyerhaeuser*

Industry

Dr. Laurie Danielson, *NCIA*

Member-at Large

John Thompson

Federal Government

vacant

Municipal

Al Corbett, *Alberta Drainage Council*

Jim Duncan, *Clearwater County*

Bart Guyon, *Brazeau County*

Jacquie Hansen, *City of St. Albert*

John McNab, *Parkland County*

NGO

Ken Crutchfield, *Alberta Chapter*

Wildlife Society

Leah Hamonic, *Antler Lake*

Stewardship Committee

Provincial Government

Jamie Bruha, *Alberta Environment and Parks*

Tony LeMay, *Alberta Energy Regulator*

Utility

Dr. Stephen Craik, *EPCOR*

Aleta Corbett, *TransAlta*

Advisory

Jatinder Tiwana, *City of Edmonton*



Back row, left to right: *Al Corbett, John McNab, Bill Fox, Jason Wilkins, Tony LeMay, Bob Winship, John Thompson*

Front row, left to right: *Ken Crutchfield, Leah Hamonic, Bart Guyon, Jim Duncan, Laurie Danielson, Steve Craik, Jamie Bruha, Jacquie Hansen*

Missing: *Aleta Corbett, Jatinder Tiwana*

Photo taken at 2019 AGM.

**Board Directors volunteered over 610 hours
for an in-kind contribution of over \$50,000
in 2020-2021**

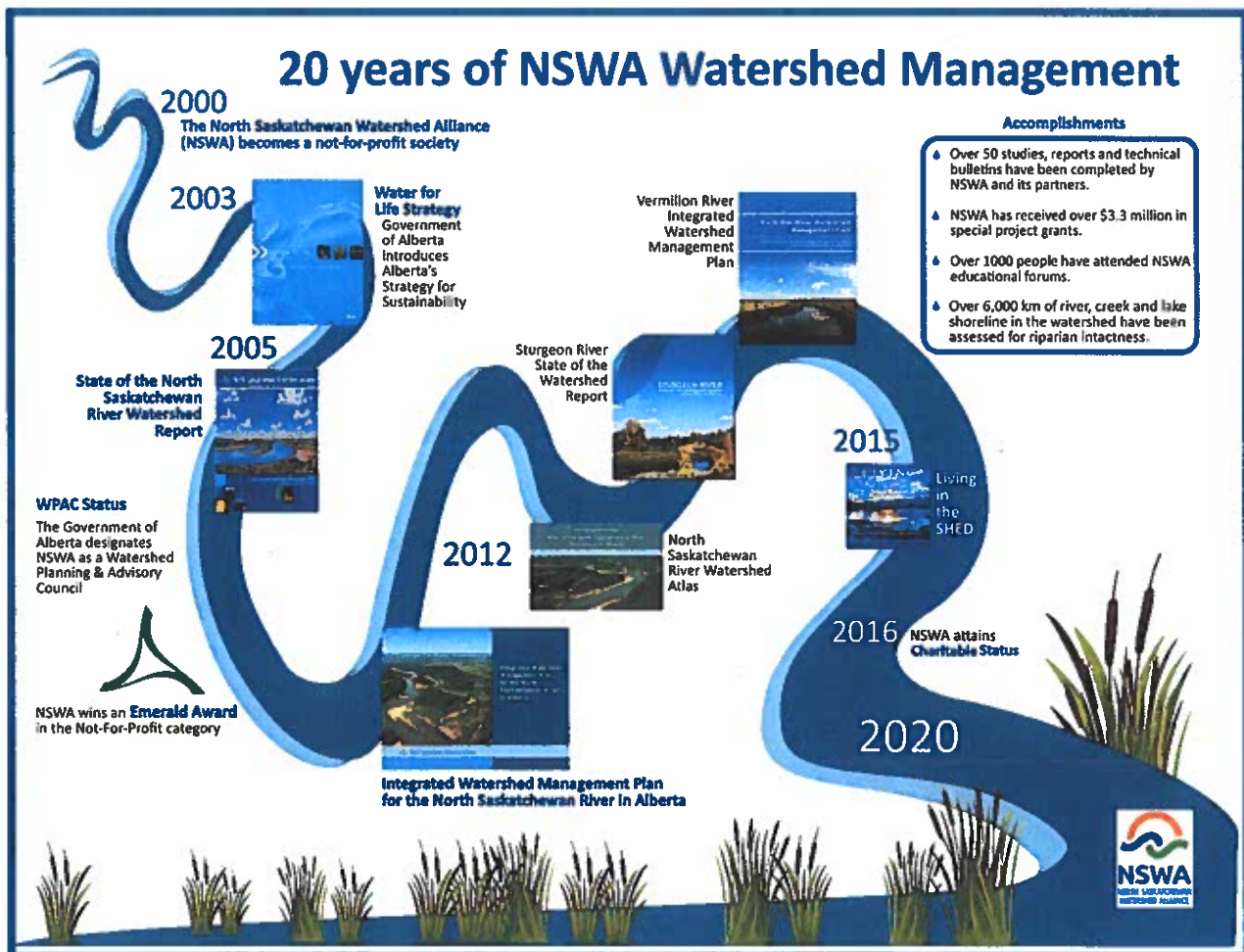
A BRIEF HISTORY OF NSWA 2000 TO 2021

In the late 1990's, EPCOR, TransAlta, Trout Unlimited, Agriculture and Agrifood Canada and the City of Edmonton were all working on initiatives related to the health of the North Saskatchewan River. In 1997 they amalgamated to form the **North Saskatchewan Watershed Alliance**. In 2000 NSWA became a registered non-profit society.

The NSWA became the designated Watershed Planning and Advisory Council for the North Saskatchewan River (NSR) in 2005, two years after the Alberta **Water for Life Strategy** was adopted by the province.

The NSWA produced the **State of the Watershed** report in 2005 and the **Integrated Watershed Management Plan** in 2012. In total, NSWA has completed over 60 studies and published the *North Saskatchewan River Watershed Atlas* and the book *Living in the Shed*.

NSWA has provided a forum for sharing knowledge and collaborating on issues affecting the North Saskatchewan River watershed in Alberta for over 20 years.



NSWA STRATEGIC PLAN 2019-2021

The NSWA Board has a 3-Year Strategic Plan that has **four goals to achieve the vision and mission** of the North Saskatchewan Watershed Alliance. The goals also align with the mandate of Watershed Planning and Advisory Councils set out by Alberta Environment and Parks.

STRATEGIC GOALS

Goal 1: *The NSWA supports Collaborative Watershed Planning*

Goal 2: *The NSWA provides Leadership in Watershed Management*

Goal 3: *The NSWA promotes Watershed Knowledge Sharing*

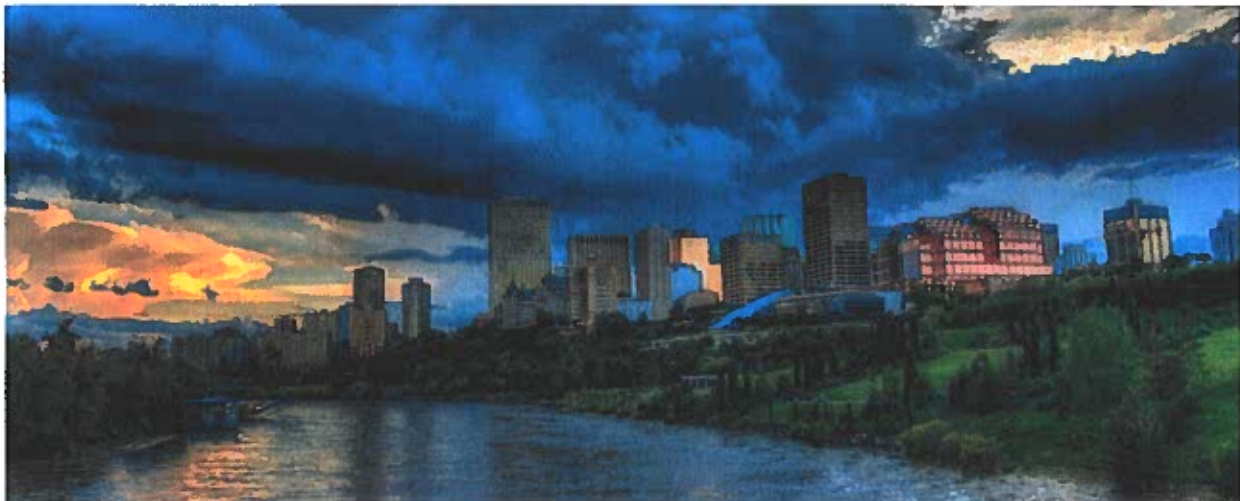
Goal 4: *The NSWA remains a Functional and Sustainable Organization*

The four goals are further defined by key objectives and actions which direct the work of the NSWA organization.

The Strategic Plan is reviewed annually by the NSWA Board to adjust for new opportunities and challenges and to assess the progress of the Plan.

In 2020, the Board approved three key short term strategic directions:

- *Concentrate Outreach and Collaboration on Key Watershed Stakeholders*
- *Focus Efforts and Resources on Subwatershed groups*
- *Identify ways to Measure the Success of the NSWA*





Collaborative partnerships are the core to successful watershed planning for the NSWA. Our strong relationships with **government agencies, municipalities, industry, non-governmental organizations** and **watershed stewardship groups** provide us with the ability to align our work with our key stakeholder's watershed issues and projects.

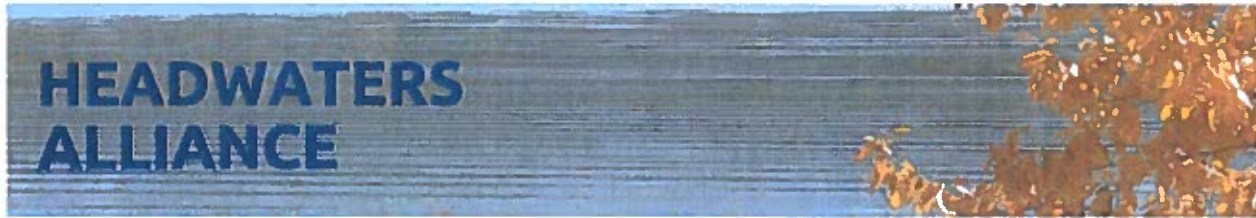
COLLABORATIVE PARTNERSHIPS

HEADWATERS ALLIANCE	STURGEON RIVER WATERSHED ALLIANCE	VERMILION RIVER WATERSHED ALLIANCE	LAKE PARTNERSHIPS
<ul style="list-style-type: none"> • Brazeau County • Clearwater County • Leduc County • Parkland County • Wetaskiwin County • Town of Devon • Town of Drayton Valley • Town of Rocky Mountain House • EPCOR 	<ul style="list-style-type: none"> • Lac Ste Anne County • Parkland County • Sturgeon County • City of Edmonton • City of St. Albert • City of Spruce Grove • Town of Gibbons • Town of Morinville • Town of Onoway • Town of Stony Plain • Village of Alberta Beach • Summer Villages of Lac Ste Anne & County East • Alexander First Nation • Alexis Nakota Sioux Nation • Metis Nation of Alberta • Big Lake Environmental Support Society • Alberta Conservation Association • Wagner Natural Area Society • Alberta Environment and Parks 	<ul style="list-style-type: none"> • Beaver County • Lamont County • County of Minburn • County of Two Hills • County of Vermilion River • Town of Two Hills • Town of Vegreville • Town of Vermilion • Village of Holden • Village of Marwayne • Agriculture and Agri-Food Canada • Alberta Environment and Parks • Alberta Drainage Council • Alternative Land Use Services Canada • Ducks Unlimited Canada • Holden Drainage District • Lakeland College 	<ul style="list-style-type: none"> • Parkland County • Strathcona County • Antler Lake Stewardship Committee • Hubbles Lake Stewardship Society • Jackfish Lake Management Association • Lake Isle Lac Ste Anne Stewardship Association • Mayatan Lake Management Association • Wabamun Watershed Management Council • Wizard Lake Watershed and Lake Stewardship Organization • Lakes of Parkland County Group • Alberta Lake Management Society (ALMS) • Alberta Environment and Parks

SUBWATERSHED ALLIANCES:

33 Municipalities
 11 Non-governmental Groups
 5 Government Agencies

PROVIDED
 OVER 1000
 IN-KIND
 HOURS



The **Headwaters Alliance** is a municipally-led watershed stewardship group that works in partnership with the North Saskatchewan Watershed Alliance (NSWA). The Headwaters Alliance was formed in 2014 and is guided by a Steering Committee of elected officials and a Technical Advisory Committee of technical staff and volunteers.

In 2020, the Headwaters Alliance created a shared vision for the future, a set of common principles and their strategic plan for the next three years.



Strategic Goals of the Headwaters Alliance

RIPARIAN HEALTH ACTION PLAN (RHAP)

The RHAP continues to be the top priority for the Headwaters Alliance. The three phases of the RHAP project include:

Phase 1: Assess the overall **condition of riparian health** in the Modeste and Strawberry and subwatersheds - now complete.

Phase 2: Develop a **Riparian Health Strategic Plan** which will set objectives and actions for conserving and restoring priority riparian areas.

Phase 3: Development of the **Riparian Web-portal** which will provide riparian condition data as well as resources and tools for our stakeholders. The first "train-the-trainer session", ensuring that all the members of the Headwaters Alliance are trained as web-portal ambassadors was held in February 2021.

Over 6,000 kilometers of river, creek and lake shorelines were assessed for riparian intactness in the Modeste, Strawberry and Sturgeon subwatersheds.

NATURAL INFRASTRUCTURE PROJECT

The Headwaters Alliance continues to be a partners in the **Modeste Natural Infrastructure Project** along with:

- *ALUS Canada*
- *Innotech Alberta*
- *Parkland County*
- *University of Guelph*

In February 2020, members of the Technical Advisory Committee were asked to participate in a stakeholder session, where municipalities identified opportunities to incorporate natural assets into municipal financial management systems.

Ongoing research includes creating a natural assets framework document, and assessing the benefits of retaining natural assets using a modelling program develops by the University of Guelph (IMWEBS).



VRWA ACTIVITIES

The focus of the VRWA for this year was to work on communication, education, and strategy action items and to complete as much on-the-ground work as possible, while keeping landowners, staff, and the community safe.

EDUCATION and OUTREACH

A celebration of the 38 [VRWA Restoration and Enhancement Projects](#) completed between 2016-2019 were highlighted in a project summary booklet and a [Stories of Stewardship](#) online GIS Story Map.

The VRWA also shared information on their website through [monthly blog posts](#). Topics included:

- Speaking of health... *Vermilion River Aquatic Ecosystem Health Assessment*
- Buffering our impact: *How Eco-buffers can help reduce our impact on the river and provide ecosystem services*
- "Do Fence Me In!" *Fencing with water and wildlife in mind*
- *Living with Beavers: How to co-exist with nature's Eco Engineer*
- *Watershed Resilience: what strategies work best?*
- *Morecambe Structure and the Two Hills Floodplain*
- *Invasive vs. Native Plants: Knowing & Growing Your Riparian Area*
- Graphic Summary - *Vermilion River Water Quality Study*
- Partner Series: Getting to Know Cows and Fish's Riparian Specialist, *Tonya Lwiwski*
- Partner Series: Getting to Know *Chris Elder*, Coordinator for ALUS Canada – Vermilion River



Rebekah Adams of AWES (right), Terry Stefiuk of Town of Two Hills (left) and other town and County staff laying the mulch blanket for the Eco-Buffer.

RESTORATION and ENHANCEMENT

In June 2020, VRWA partnered with the [Alberta Woodlot Extension Society \(AWES\)](#), the Town of Two Hills, and the County of Two Hills to plant an Eco-Buffer demonstration site at Geleta Park in Two Hills, right along the Vermilion River.

In partnership with [Cows and Fish](#), VRWA assessed the riparian health of seven landowner projects that had been completed in 2016 or 2017 (now 3-4 years post-completion).



3 years



30+ landowners



20 km riparian areas



150+ hectares



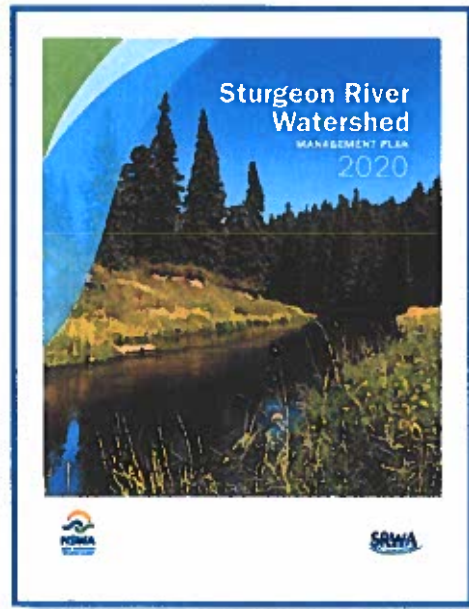
The Sturgeon River Watershed Alliance (**SRWA**) includes a Steering Committee of elected officials and a Technical Advisory Committee of municipal staff, non-governmental organizations and technical experts.

WATERSHED MANAGEMENT PLAN

The [Sturgeon River Watershed Management Plan](#) was completed in 2020 and endorsed by the 12 participating municipalities of the SRWA. The watershed management plan includes **six outcomes**:

1. **Policies and Plans** are well-informed and align to support a healthy watershed.
2. All residents have access to **safe, secure drinking water** supplies, whether they are on public or private systems or draw from surface or groundwater.
3. **Aquatic Ecosystems**, including our rivers, lakes, wetlands and other water bodies, are healthy.
4. The importance of water quantity is recognized and **reliable, quality water supplies** are available for people, livestock and a sustainable economy.
5. **Wise land use** ensures the cumulative effects of growth and development are mitigated, the land is resilient to climate change and individuals and communities are well prepared for flood and drought events.
6. **Residents and stakeholders** support the Sturgeon River Watershed Management Plan and are willing to participate in local and regional initiatives to improve watershed health.

The SRWA received a \$200,000 Alberta Community Partnership Grant for implementation of the Watershed Management Plan.



SRWA ACTION ITEMS 2020-2023

The SRWA will be focusing on several key action items for the next three years:

- **Riparian Health Strategy** using riparian intactness data from [Riparian Assessment](#) data
- **Wetland Strategy** using provincial and SRWA resources
- **Planning Alignment** for key areas identified by the Technical Advisory Committee such as Environmental Reserve, riparian and wetland conservation and environmental sensitive/risk areas.
- **Planning Overlay Maps** such as flood and groundwater hazard areas and riparian setback
- **Water Quality Monitoring Program**
- **Communications** such as educational forums, SRWA webpage and promotional materials.

LAKE STEWARDSHIP GROUPS

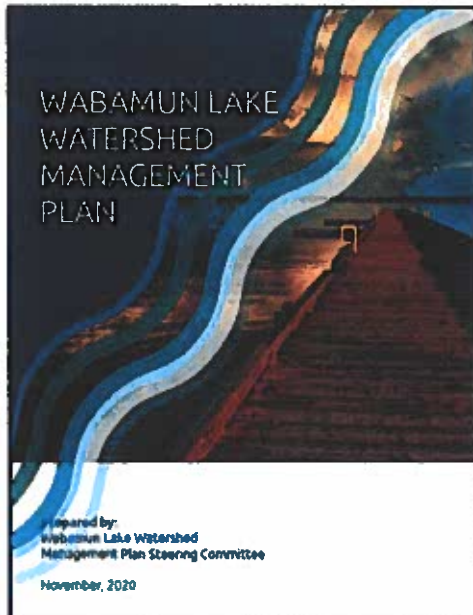
The important partnerships the NSWA has with Watershed Stewardship Groups under the *Water for Life Strategy* is reflected in our work with many lake groups.

LAKE MANAGEMENT STUDIES

NSWA along with many partners finalized the development of the [Wabamun Lake Watershed Management Plan](#) with a Steering Committee consisting of:

- Local Lake Stewardship groups
- Municipalities
- NSWA
- Alberta Environment and Parks

More information can be found on the [Wabamun Watershed Management Council](#) website.



There are over 680 named lakes in the NSR Watershed

LAKE STEWARDSHIP RESOURCES

NSWA works with Alberta Environment and Parks, ALMS and the Land Stewardship Centre to share lake stewardship information and support.

NSWA has also developed lake watershed report summaries for local watershed stewardship groups to use for their communications and education programs.



NSWA staff members and summer students visited 18 lakes in the summer of 2020, taking water and aquatic plant samples to support ALMS projects

GOAL 2: LEADERSHIP IN WATERSHED MANAGEMENT

The NSWA reviews and prioritizes watershed management projects to maximize partnership opportunities and use of resources. In addition to the three subwatershed Alliances, this includes providing advice on Government of Alberta policy, framework and guidelines projects.

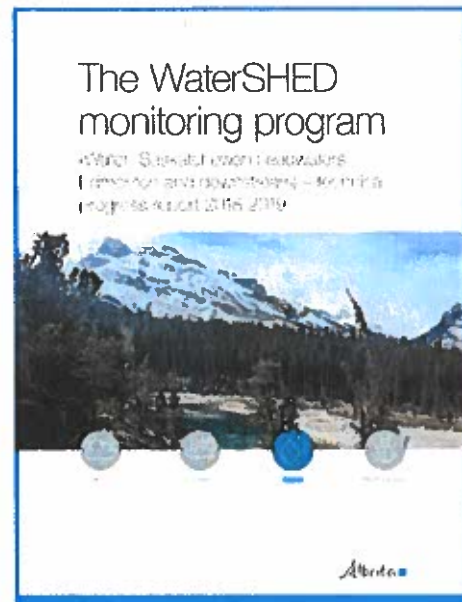
NORTH SASKATCHEWAN RIVER WATERSHED MONITORING PROGRAM

The WaterSHED Monitoring Program is a unique partnership between:

- Alberta Environment and Parks
- EPCOR
- North Saskatchewan Watershed Alliance
- City of Edmonton

By combining and coordinating resources this collaborative partnership has created the North Saskatchewan River's most comprehensive river monitoring program.

The first Technical Progress Report for the program was published in 2020. The WaterSHED North Saskatchewan River Water Quality Monitoring Project is a finalist in the Alberta Emerald Awards.



Check out the **DAILY PHOTOS** from the 19 WaterSHED water quality monitoring stations .

INDUSTRIAL HEARTLAND/CAPITAL REGION WATER QUALITY MANAGEMENT FRAMEWORK



NSWA participates in Alberta Environment and Parks Implementation Advisory Committee for the Water Quality Management Framework for the Industrial Heartland and Capital Region.

The Water Management Framework for the Industrial Heartland and Capital Region presents a **collaborative, cumulative effects management approach** to protect the reach of the North Saskatchewan River, from Devon to Pakan, which is directly impacted by municipal and industrial effluent discharge.

The Framework has been under development since 2007 and the will be added into the provincial North Saskatchewan Regional Plan.

NORTH SASKATCHEWAN EXPANDED RIPARIAN ASSESSMENT PROJECT

Between 2016-2018, a **new riparian assessment method**, piloted in the Modeste, Strawberry and Sturgeon subwatersheds, provided a detailed review of over *6,000 kilometers* of shorelines. This assessment provides a high level overview of the intactness and pressure on riparian systems for large areas.

In 2020 the NSWA received a \$500,000 grant from the Canadian Agricultural Partnership program to expand the riparian assessment of the watershed into an **additional five subwatersheds** which will add another *11,300 kilometers* to the total areas assessed:

- *Beaverhill*
- *White Earth*
- *Vermilion*
- *Frog*
- *Monnery*

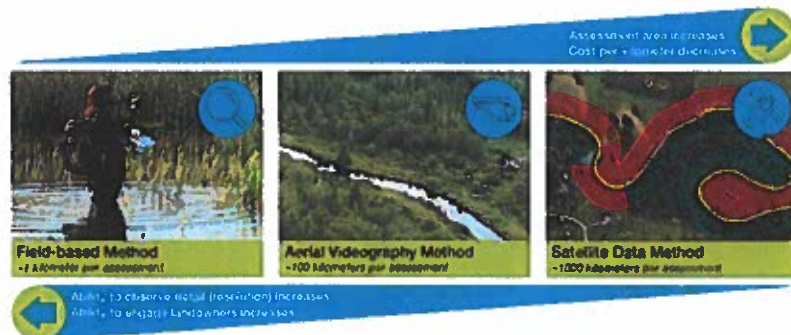
Over 17,000 kilometers of shoreline in 8 subwatersheds will be assessed for riparian intactness by 2021

RIPARIAN WEB PORTAL

The riparian intactness data will be shared through a publicly accessible Riparian Web Portal. The Web Portal will also contain resources for different landowners about why riparian areas are important and who they can contact for local stewardship support. In February 2021, key stakeholders were invited to training sessions for the Web-portal - more sessions to come.

Riparian intactness data will be available from the North Saskatchewan watershed as well as four other Alberta watersheds:

- Athabasca
- Battle
- Beaver
- Red Deer

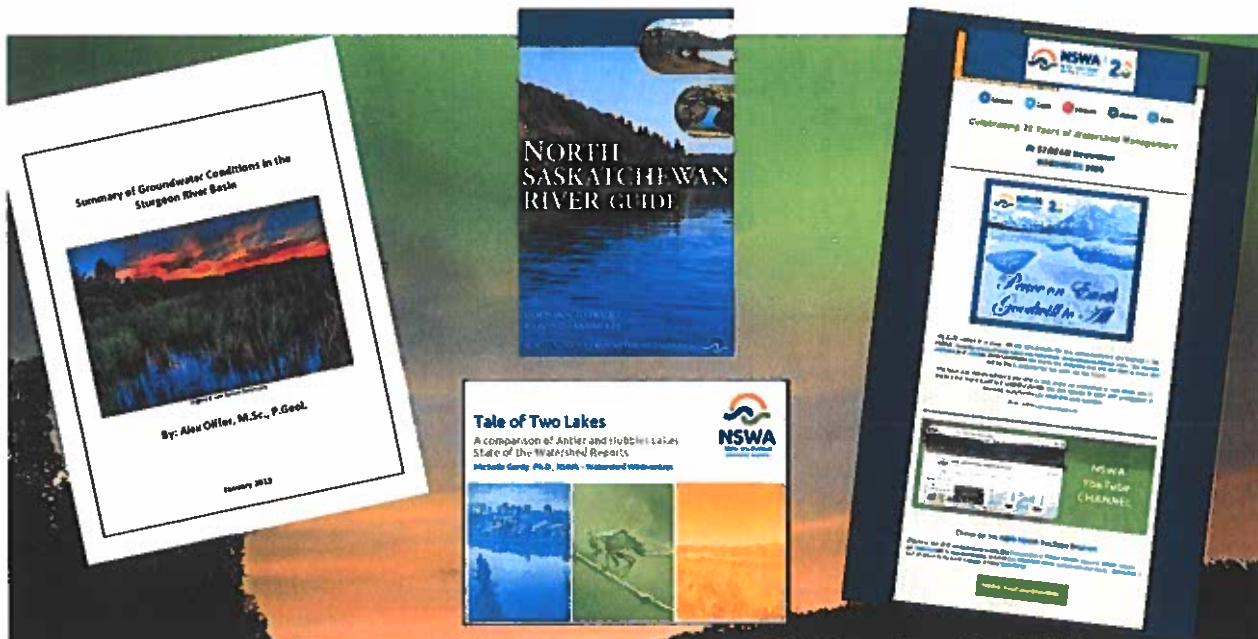




The NSWA has a **RESOURCES** web page dedicated to sharing not only over 60 ***technical reports and management plans*** but you can also find:

- ***Presentations from our Educational Forums and Annual General Meetings***
- ***Past Newsletters***
- ***Maps including the 62 page NSWA Atlas***
- ***Discovers page which includes watershed educational resources***

The ***North Saskatchewan River Guide*** (2002) is one of NSWA's oldest publications



GOAL 3: WATERSHED KNOWLEDGE SHARING

The NSWA is a key resource for watershed information on the North Saskatchewan River watershed and focuses its communications efforts on strategic issues with its key stakeholders. We align and compliment the communications efforts of Alberta Environment and Parks, and other watershed organizations to reinforce watershed knowledge and stewardship messages.

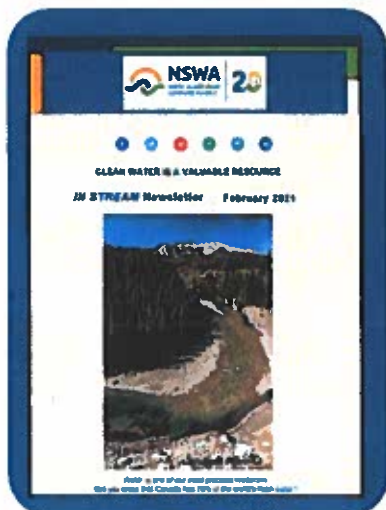
NSWA WEBSITE



The NSWA website averages 800 visits per month

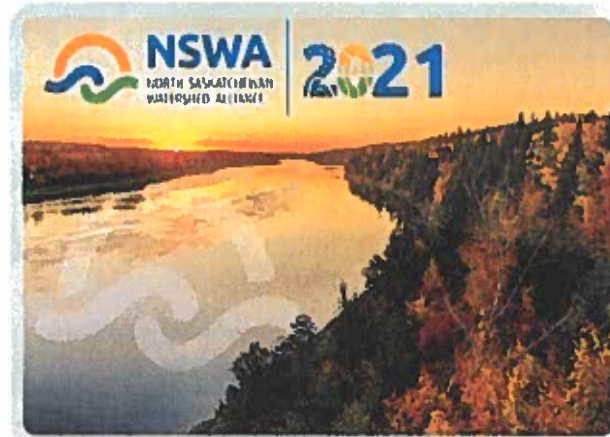
MONTHLY NEWSLETTERS

Our **newsletters** keep over 900 **subscribers** informed of watershed news and upcoming events.



2021 NSWA CALENDAR

NSWA published a 2021 calendar with **watershed photos and information**, and distributed it to municipal leaders, MLAs and other partners in the watershed.



SOCIAL MEDIA

Twitter: 2674 followers
Facebook: 921 followers
Linked In: 610 connections
Instagram: 392 followers

2020 COMMUNICATIONS SURVEY

NSWA received **high ratings on a satisfaction survey** with our membership on our communications (website, newsletters, social media, educational forums).

The feedback from the survey was used to update the **NSWA Communications Plan** with the Board Communication and Engagement Committee.



SUMMER STUDENTS

6 ONLINE FORUMS

17 SPEAKERS

300+

Participants



1

YOUTUBE CHANNEL

3 PLAYLISTS

13 VIDEOS

18 LAKES

9 SUBWATERSHEDS

6 SUMMER VILLAGES

3 FARMER'S MARKETS

2 STEWARDSHIP GROUPS



12

NEWSLETTERS

900

SUBSCRIBERS



NSWA
NORTH SASKATCHEWAN
WATERSHED ALLIANCE

2020 - 2021

100 +



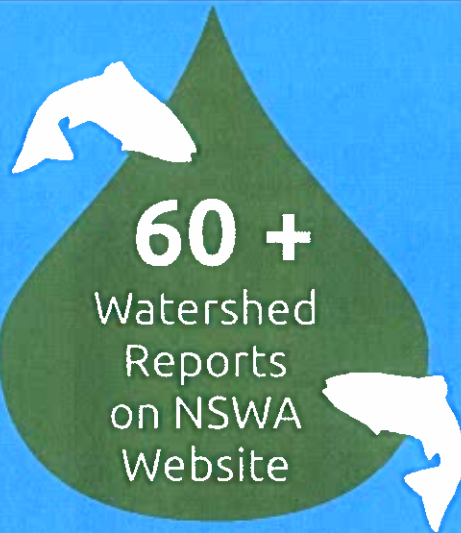
Meetings

WITH WATERSHED LEADERS

\$75,000 Grant

5 Watershed Videos

11 Watershed Planning
and Advisory Councils



60 +

Watershed
Reports
on NSWA
Website

2

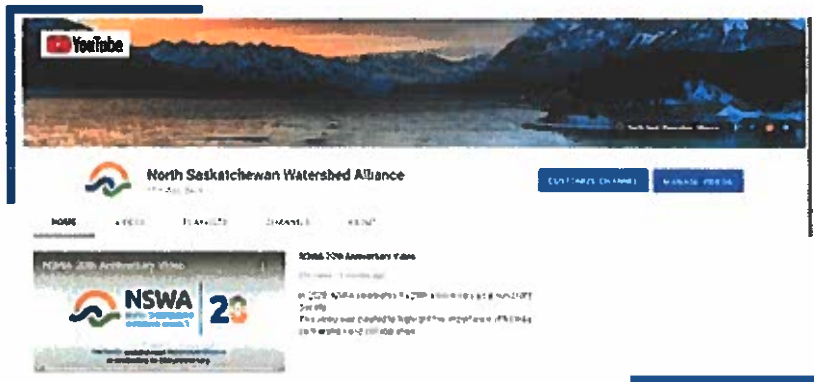
**ALBERTA EMERALD
AWARD NOMINATIONS**



EDUCATIONAL FORUMS

In 2020-2021, NSWA transitioned to online educational forums due to COVID:

- **Knowledge in November** webinar series - four Wednesdays in November
- **Watershed Wednesdays** - a series of webinars - February and March 2021



NSWA YouTube Channel

You can find recordings of our online forums and our 20th Anniversary video on our new [YouTube Channel](#).

WATERSHED EVENTS

In 2020-2021, many of NSWA's usual events were postponed due to COVID. We were able to adapt some of our plans to transition to online formats.

As well, with the help of two summer students, Rachel and Jillian, NSWA visited Farmers Markets and helped some Watershed Stewardship Groups in distributing pamphlets.

They also assisted the Alberta Lake Management Society (ALMS) in some water sampling work in the watershed.



Farmer's Market -NSWA Outreach Tent

ALBERTA WATERSHED VIDEO SERIES

NSWA received a multi-year \$75,000 Community Investment (CARE) grant from [Plains Midstream Canada](#) to create a series of five videos on watershed planning in Alberta. The project is a collaborative effort including:

- 11 Watershed Planning and Advisory Councils
- Alberta Environment and Parks
- Alberta Lake Management Society
- Alberta Council for Environmental Education





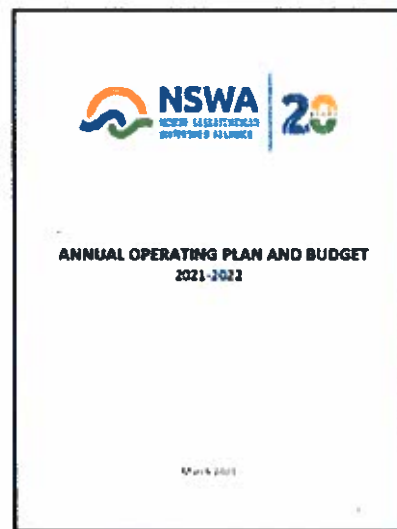
The NSWA is a registered non-profit society guided by an 18-member multi-stakeholder board and currently has five full time staff. We rely on funding from Alberta Environment and Parks, EPCOR and municipal contributions to fund our core operations. Watershed management specific project work is funded through separate federal and provincial grants, and municipal and watershed stewardship group contributions.

BOARD GOVERNANCE

The Board continued to work on key strategic directions of the organization through the work of five standing committees:

- *Executive*
- *Communications and Engagement*
- *Finance*
- *Governance*
- *Strategic Planning and Priorities*

A major accomplishment for the Board was the in depth review and rewrite of the NSWA Bylaws which were last updated in 2009. This included an in depth review of the sectors represented on the board. The new Bylaws were approved at the June 2020 AGM, and accepted by Service Alberta in the fall.

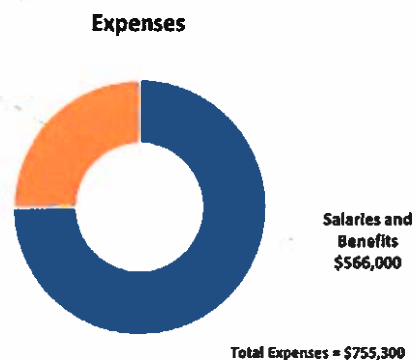
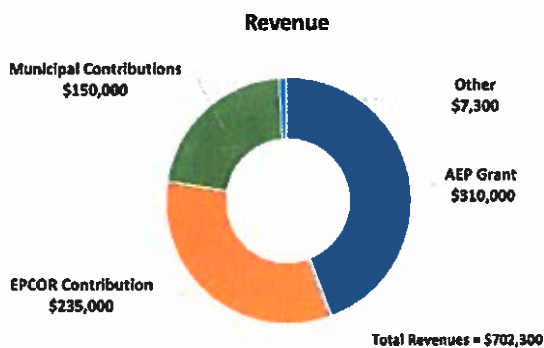


OPERATIONAL FUNDING

The NSWA receives **core funding** from:

- *An operating grant from the Government of Alberta*
- *A contribution from EPCOR Water Services Canada*
- *Municipal contributions equivalent to \$0.50 per capita*

For every \$1.00 NSWA receives in operational funding we have generated over \$3.00 in grant funding.



FUNDING SOURCES

The NSWA applies for grants from **Federal and Provincial government programs** for watershed project specific work such as technical studies and on-the-ground restoration projects. Over **\$3.0 million** worth of grants have been awarded to the NSWA in the last five years.

You can find a full copy of the NSWA 2020-2021 Audited Financial Statement on our website under [Our Society](#)

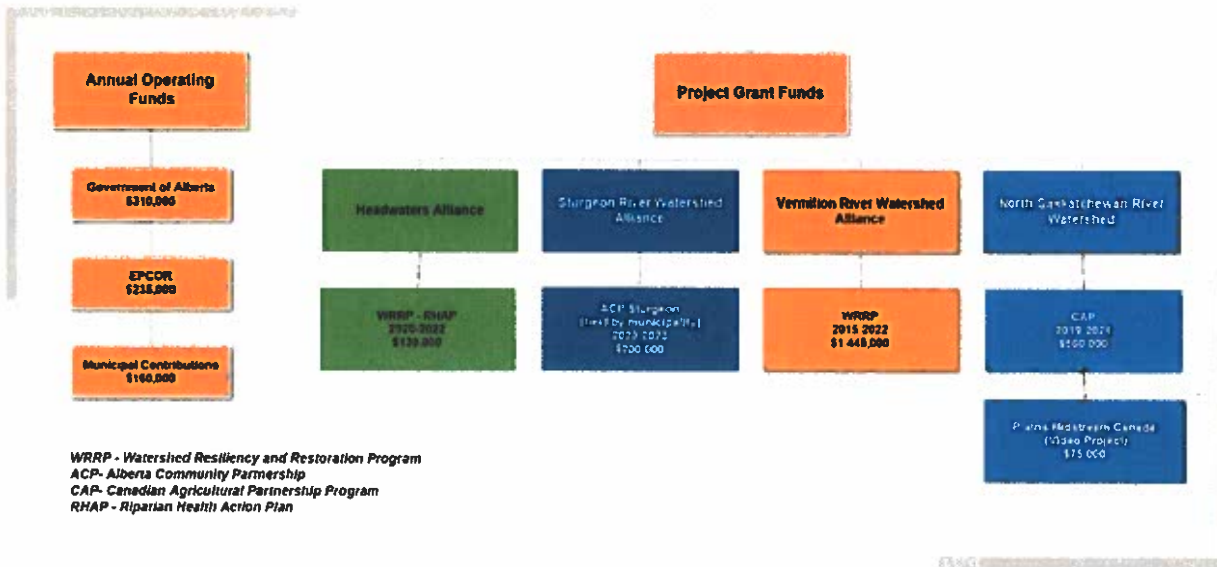


PHOTO CREDITS:

Cover Page: *Abraham Lake*, Bill Trout, Images Alberta
 Pages 7, 12,15, 18 : Airscapes
 Page 6: *Flooding in Edmonton*, Bill Trout, Images Alberta
 Page 9: *River bend*, Bill Trout, Images Alberta
 Page 10: *Sturgeon bridge*, Karen Albert, Images Alberta
 Page 11: *Lac Ste Anne sunset*, Bill Trout, Images Alberta

Page 14: *Aurora over Chickakoo*, Bruce T. Smith, Images Alberta
 Page 19: *Clifford E. Lee sunset*, Bill Trout, Images Alberta
 Back Cover: *Sunrise near Waskatenau*, Steve Ricketts, Images Alberta
 Other photos: NSWA



OUR MISSION

To protect and improve water quality, water quantity (instream flow) and the health of our watershed by:

- *Seeking, developing and sharing knowledge;*
- *Facilitating partnerships and collaborative planning; and,*
- *Working in an adaptive management process.*

OUR VISION

People working together for a healthy and functioning North Saskatchewan River watershed – today and tomorrow.



Keep in Touch!

water@nswa.ab.ca

www.nswa.ab.ca

587 525 6820

FACEBOOK: NorthSaskRiver

LINKED IN: North Saskatchewan Watershed Alliance

TWITTER: @NorthSaskRiver

INSTAGRAM: @north_sask_river

RECEIVED
AUG 19 2021



P.O. Box 629, Elnora, Alberta T0M 0Y0
Phone: 403-773-3922
Fax: 403-773-3173
Email: elnoraab@gmail.com

June 21, 2021

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

Dear Minister Madu;

RE: Provincial Policing vs. RCMP

The Village of Elnora has been the recipient of numerous letters from both urban and rural municipalities forwarded to you supporting the RCMP versus the proposed provincial policing alternative. It is noted there has been no correspondence in support of provincial policing.

Each letter has reiterated numerous reasons against proceeding with provincial policing, all of which our Council is in agreement with. It is understood the cost will continue to escalate which is alarming in terms of future budgets. The Village will have no control over these costs but will be held accountable by our ratepayers for property tax increases as the municipalities will be required to collect the revenue on behalf of the province.

As stated, municipalities have developed long term partnerships with their local RCMP and have mutually worked together to resolve challenges and issues. The RCMP, through long term service and local commitment, have a keen knowledge and understanding of the communities and regions they serve.

As municipalities struggle with the realities of grant reductions, increasing servicing costs and pandemic recovery, it is not financially feasible to proceed with the proposed provincial policing. The benefit of an APPS over current RCMP policing has not been conveyed.

Yours truly,



Leah Nelson, Mayor
VILLAGE OF ELNORA

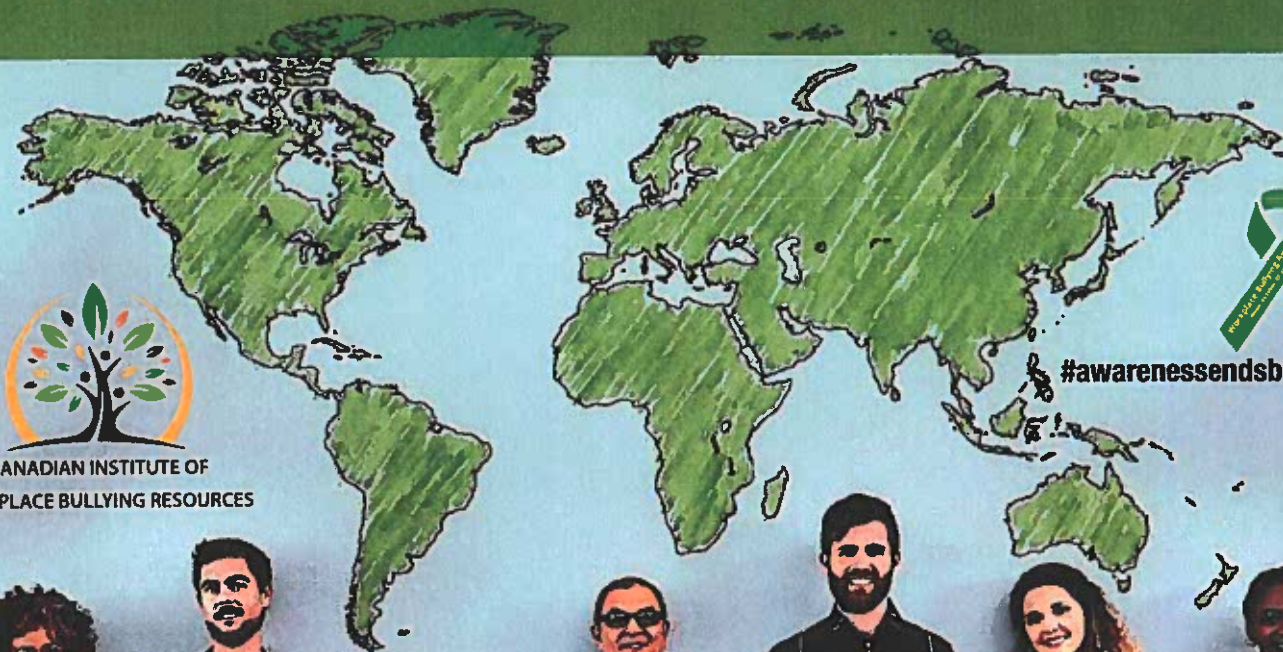
:SW

Cc: The Honourable Jason Kenny, Premier
Barry Morshita, President Alberta Urban Municipalities
AUMA Members

Workplace Bullying Awareness Week

October 17 - 23, 2021

Bullying is a worldwide problem. Together we are the solution!



#awarenessendsbullying



CANADIAN INSTITUTE OF
WORKPLACE BULLYING RESOURCES



DONNA PURCELL, QC
LAW



WORKPLACE LAW



(49)

From: Gail Nowlan <wpbawarenessweek@gmail.com>
Sent: September 1, 2021 7:36 PM
To: Linda Crockett; Gail Nowlan
Subject: Fwd: Workplace Bullying Awareness Week October 17 - 23, 2021 - Please join us!
Attachments: Workplace Bullying Awareness Week 2021.pdf

Hello Alberta Municipal Leaders!

Workplace Bullying Awareness Week is happening October 17th to 23rd! Please see the attached poster to promote within your workplaces and networks! Feel free to use these in Canada, and/or create your own!

Dr. Gary Namie of the Workplace Bullying Institute in the USA, <https://workplacebullying.org/> started this week of events many years ago. His week is called **Freedom from Workplace Bullying Week**. Something we would like 365 days of the year so lets build awareness and make that happen.

Linda Crockett joined Gary on his week about 8 years ago and started the **Workplace Bullying Awareness Week** in Canada.

About 4 years ago, Linda invited other countries to join us and it is working! We now have possible reps in Australia, Japan, France, Malaysia, Greece, and the UK!!!! Let's keep this going! Please join us! <https://instituteofworkplacebullyingresources.ca/>

Suggestions: name your week, create a poster as an organization or team, hold awareness building events, have your mayor sign a proclamation, repeatedly post your events on social media accounts.

Ideas: offer free posters, sell t-shirts, coffee mugs, wrist bands, hold short interviews, podcasts, zoom discussions, offer tip sheets or articles, offer discounts or free training, radio interviews, candlelight vigils, so many ideas to spread this message and create a change!

Consider sharing all of our posters on your website anytime so we can show the power of this worldwide collective! This is good change making power!

Please note the following information when discussing Workplace Bullying Awareness Week.

History: please explain that this started in the USA, expanded to Canada, and now Northern America (USA and Canada) are inviting people from around the world.

Please share, use, and post the green ribbon that is contained on the poster. This ribbon deliberately does not show a country or organization. This is to be one common symbol for all of us to share. A worldwide symbol for every day of the year! We are looking forward to seeing how you use it!

Please use this common hashtag at all times so everyone participating can see what you are also doing! **#awarnessendsbullying**

It would be nice to celebrate all committed participants at the same time - on September 12, 2021, we will post those we know of who have committed to joining us! Imagine a world wide statement like this that begins on the same day! And for all the days that follow!

BTW, we Canadians are looking into making this a national event in Canada. Maybe you would like to do the same for your area? If you do please post it and share so we can too!

Please confirm if you will be joining us on this campaign so that we can be sure to celebrate you on September 12 and follow up with you before the week starts! To confirm please hit reply and let us know, or connect with one of us through the links below!

Thank you so much! Let's use our power wisely and end workplace bullying!

#awarenessendsbullying

Linda Crockett MSW, RSW, SEP, CCPA

Facilitator, Work Coach, and Therapist

The Canadian Institute www.instituteofworkplacebullyingresources.ca

ABRC Counselling Services www.abrc.ca

Gail Nowlan, Lead Volunteer

www.linkedin.com/in/gailnowlan

RECEIVED
SEP 02 2021

svsunrisebeach@wildwillowenterprises.com

From: Approvals <approvals@fortisalberta.com>
Sent: September 2, 2021 7:20 AM
To: svsunrisebeach@wildwillowenterprises.com
Subject: 500093091 Summer Village of Sunrise Beach Notification
Attachments: 500093091 Summer Village of Sunrise Beach Notification.pdf

Dear Sir/Madam:

Please review the attached document sent as **notification only**. Should a potential conflict exist that is not identified on the attached plans, please notify FortisAlberta as soon as possible.

If the field contact information on the attached notification letter is not correct or blank, please update the information and return it to approvals@fortisalberta.com as soon as possible.

Thanks.

The Land Department | FortisAlberta Inc.

PO Box 2570 Stn. M | 320 – 17th Avenue SW | Calgary AB T2S 2V1 | Tel: (403) 514-4014 | Fax: (403) 514-5014

Project Status Portal | Check the status of your New Service Connection or Project.

Get Connected | Getting connected with us is a five-phase process. Learn more here.



For more information please visit fortisalberta.com

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Please consider the environment before printing this email.

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Barbara Richardson
Project Assistant
Approvals Department

FortisAlberta Inc.
PO Box 2570 Stn M
320 17 Avenue SW
Calgary, AB T2P 5H4
Phone (403) 514-4014
Fax# (403) 514-5014
www.fortisalberta.com
Email: approvals@fortisalberta.com
Canada & USA (877) 714-4014
Canada & USA Fax (877) 614-5014

September 2, 2021

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

Dear Wendy Wildman:

Notification of Work Regarding Electric Distribution Facilities

Re: 500093091

Description of Work: FortisAlberta to install a 25Kva pole mounted transformer for residential service. NE 27-55-01-W5

This letter is to serve as notification that FortisAlberta will be undertaking a install of electric distribution facilities within the applicable municipal rights-of-way as indicated on the attached print(s). Because this project does not qualify as "Major Work" (as defined in the Electric Distribution System Franchise Agreement between Summer Village of Sunrise Beach and FortisAlberta (the "Franchise Agreement")), FortisAlberta does not require the formal approval of Summer Village of Sunrise Beach in response to this notification.

All work required to complete the install of these facilities will be performed in accordance with the guidelines outlined in Section 14 "Construction/Maintenance of Distribution System" of the Franchise Agreement, as may be amended or replaced from time to time.

If you would like FortisAlberta to contact a municipal representative prior to commencement of construction, please provide the contact information below:

Contact: _____

Phone: _____ Cell Phone: _____

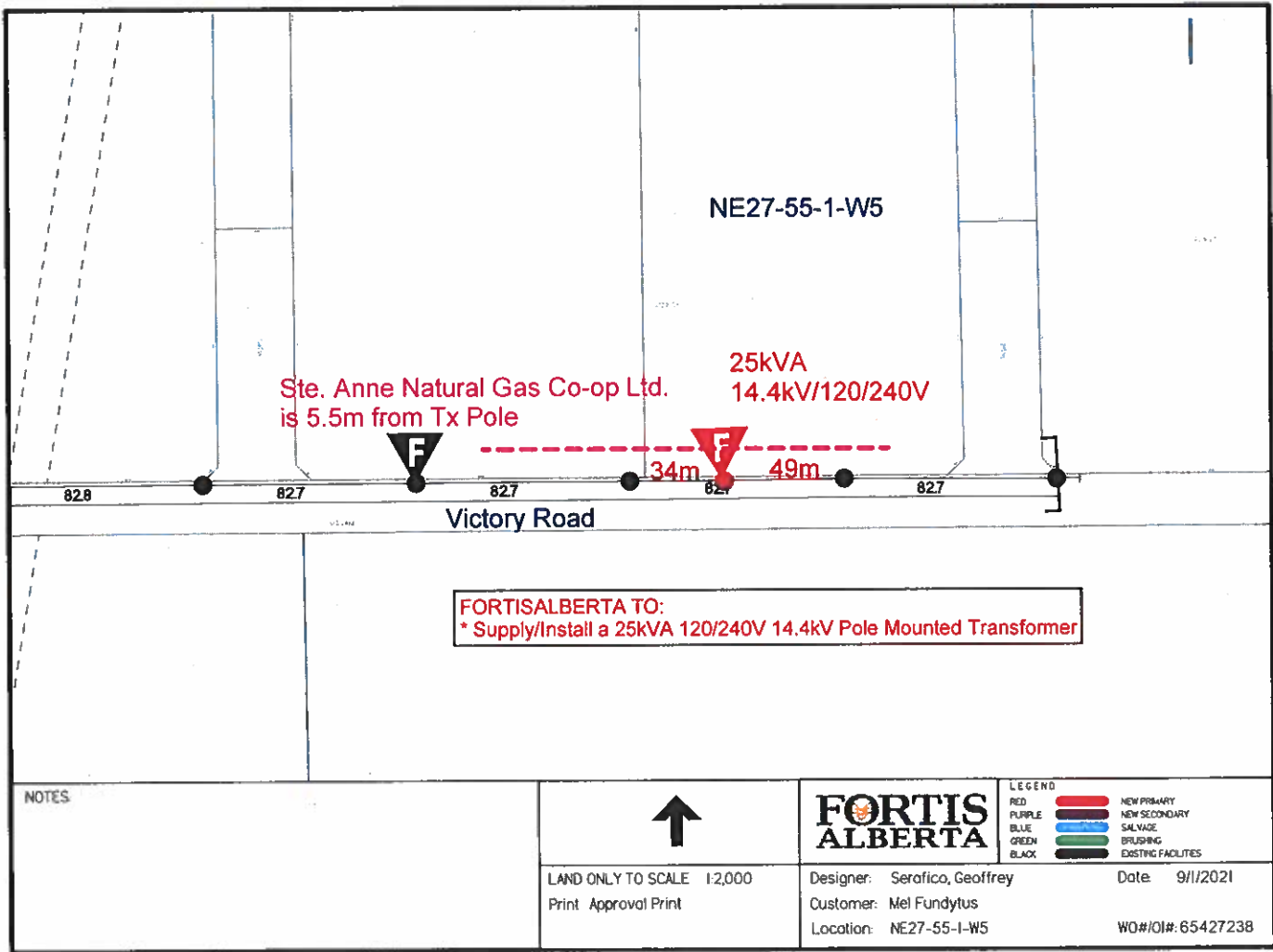
If you have any questions or concerns regarding the work outlined in this notification please contact the undersigned.

Sincerely,

Barbara Richardson

Re: 500093091

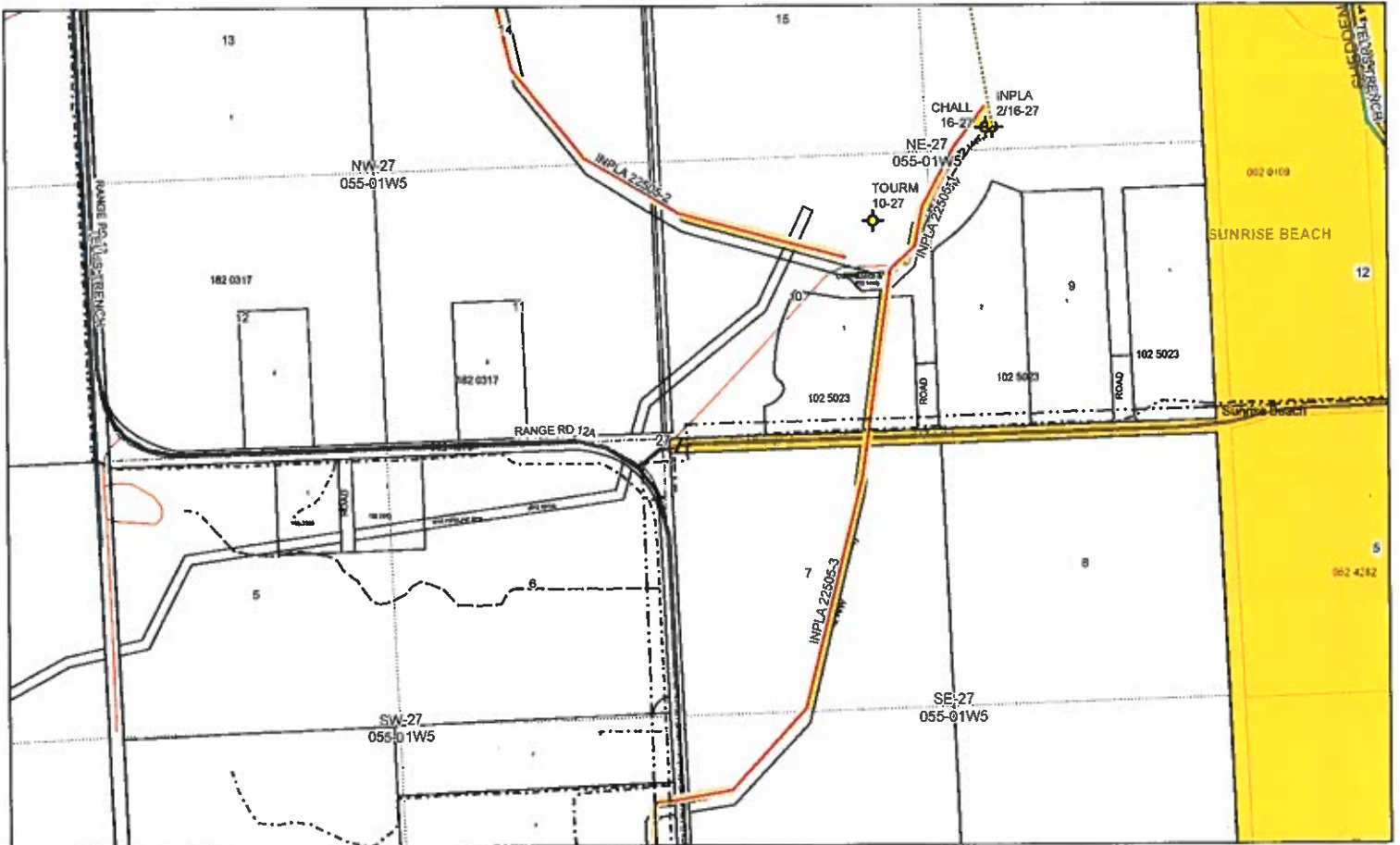
53



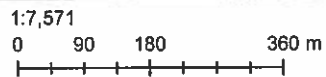
54

500093091 Pipeline Map

NE27-55-01-W5M



Thursday, August 5, 2021



59



Safety Codes Council

RECEIVED
AUG 31 2021

August 25, 2021

Mrs. Victoria Message
QMP Manager
SUMMER VILLAGE OF SUNRISE BEACH
P.O. Box 1197
Onoway, AB T0E 1V0

Dear Mrs. Message:

RE: Safety Codes Council Audit of the Building, Electrical, Plumbing, and Gas Disciplines for the Period of May 1, 2020 to April 30, 2021

As you are aware, the Safety Codes Council (the "Council") conducted an audit of the Summer Village of Sunrise Beach's permitting and inspection services in the building, electrical, plumbing, and gas disciplines on July 28–30, 2021. The audit has been completed and filed with the Council. An executive summary of the audit, along with a copy of the report, is included for your reference and use.

We would appreciate receiving your comments and plans to address the observations and recommendations included in the executive summary by **November 23, 2021**.

On behalf of the Council, I thank the Summer Village of Sunrise Beach and staff for their cooperation. Should you have any questions, please feel free to contact me.

Sincerely,



Cristian Nadeau
Audit Manager

Direct: 780.392.1371
Email: Cristian.Nadeau@safetycodes.ab.ca

Enclosures

cc: Peter Thomas, Administrator of Accreditation, Safety Codes Council

56

EXECUTIVE SUMMARY

August 2021

Summer Village of Sunrise Beach (BEPG)

The Safety Codes Council (the "Council"), in administering its responsibilities and duties under the *Safety Codes Act*, audits the provision of permitting and inspection services by accredited municipalities. Audits assess the administration and delivery of these services to ensure they are consistent with the terms and conditions of the municipality's Quality Management Plan, the *Safety Codes Act*, and *Act's* regulations.

The process is intended to assist accredited municipalities with meeting the requirements of their accreditation and enhancing or refining the services provided to Albertans. Overall, the audits help provide an objective and unbiased assessment of performance, effectiveness, and risk associated with the broader provincial safety codes system.

The Council audit process takes the following into consideration:

- overall quality management of accredited municipalities;
- administration of permitting and inspection services provided by accredited municipalities under their approved Quality Management Plan;
- certification and practices of safety codes officers and permit issuers;
- processes supporting the issuance of orders or variances and the delivery of other safety codes services; and
- administration of safety codes fees and levies.

This audit was conducted on July 28–30, 2021, focusing on the Summer Village of Sunrise Beach's (the "Municipality") accreditation in the building, electrical, plumbing, and gas disciplines for the period of May 1, 2020 to April 30, 2021. The audit took the following into consideration:

- previous review of the Municipality's building, electrical, plumbing, and gas accreditations;
- open and closed safety codes permits available under this audit; and
- roles and responsibilities of those who provide services in these disciplines.

The auditors found some items requiring corrections which recommendations for implementation are included in this report.

Please note, recommendations of the auditor and/or Council's representative are to be implemented by the municipality as defined by the Quality Management Plan. Where recommendations are made, actions are required. Suggestions, however, provide guidance from the auditor to improve current processes, documents, etc.

Following is a summary of the observations from the audit:

1. ADHERENCE TO THE QUALITY MANAGEMENT PLAN

The Municipality has a three-year contract with the accredited agency Superior Safety Codes Inc., which expired on December 31, 2019. The expired contract did include a transition clause with a right to renew upon written agreement of both parties; however, to date, no agreement for renewal or contract has been signed with an agency.

Recommendation: The Municipality will ensure that a valid contract is in place between the municipality and the agency when using an accredited agency to perform work under the Quality Management Plan.

2. PERFORMANCE

The Municipality records the closed permit files on a spreadsheet and communicates with the agency's safety codes officers or agency's contract manager when those files are returned to the municipal office. The contracted agency uses its own proprietary software to monitor and record permit files. However, the auditors noted that there were no regular procedures within the Municipality to monitor the progress of open permit files. As a result, the Municipality may not be aware of the permit status until completion.

Based on the permits reviewed, the auditors found cases where the timeframe between or since the last inspection or correspondence has exceeded the terms of the Permit Regulation without documented monitoring to determine if the work was suspended or abandoned, or an extension requested or granted.

Recommendation: The Municipality will enhance its permit monitoring process to regularly review the open permit files with the agency and identify permits that have reached their expiration date or exceeded a reasonable timeframe of the work since last activity, so that an action is initiated to extend, expire, or determine the status of the work as per the permit conditions and Permit Regulation.

3. INFORMATION COLLECTION

Based on the permit applications and issued permits reviewed, the information requested or collected as part of the permitting process is regularly captured and provided. However, there were cases in the building discipline where the permit did not reference the permit conditions detailed in the plans review report.

Recommendation: The Municipality will ensure that permits make reference to all imposed terms and applicable conditions.

4. CONSTRUCTION DOCUMENTS

This review was always completed within 15 days of permit issuance; however, there was one case in the building discipline where the torque report for the screwed pilings were not submitted or documented in the file.

Recommendation: The Municipality will ensure that all required documents, including any reports supporting partial professional involvement, are collected and documented prior to closing the file.

5. SITE INSPECTIONS AND REPORTS

The auditors found the inspection process in the building, electrical, plumbing, and gas disciplines to be generally meeting the Quality Management Plan's requirements; however, there was one private sewage permit where inspections were not conducted prior to covering and the safety codes officer concluded that work complied with regulation without complete documentation to support that conclusion.

Recommendation: The Municipality will ensure that inspections are completed at the correct stages as indicated in the Quality Management Plan. The Municipality will also ensure that all findings are supported with a timely and first hand observation of the safety codes officer for the installation of the system or supporting documentation that is acceptable to the authority having jurisdiction.

6. PERMIT SERVICES REPORT

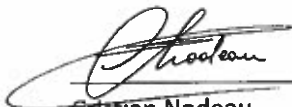
The auditors found that most of the Permit Services Reports were issued within 30 days of completing the compliance monitoring services; however, there was one case where the report was not issued or documented to close the file.

Recommendation: The Municipality will ensure that a Permit Services Report is issued within 30 days of completing the compliance monitoring services and documented to close a file.

The auditors concluded that the Municipality, its staff, and contracted accredited agency are working towards providing sufficient services in meeting with the intent of the *Safety Codes Act* and the approved Quality Management Plan; however, some improvements are required to meet legislated requirements and the Municipality's terms of accreditation.

The Municipality indicated support from management and elected officials towards safety codes operations and its commitment to improvements. We thank the Summer Village of Sunrise Beach for its commitment to safety and its involvement and support in conducting this audit. We look forward to working with you in the future.

SAFETY CODES COUNCIL



Cristian Nadeau
Audit Manager



500, 10405 Jasper Avenue
Edmonton, AB T5J 3N4
(780) 413-0099

Safety Codes Council
Audit

Summer Village of Sunrise Beach

Respecting the administration of the *Safety Codes Act*
under Accreditation Orders 1477, 1476, 1474, and 1475
for building, electrical, plumbing, and gas disciplines.

— AUDIT PERIOD: May 1, 2020 to April 30, 2021 —

Audit Date:

July 28–30, 2021

(60)

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SAFETY CODES COUNCIL AUDIT

Overview

ORGANIZATION INFORMATION

The Summer Village of Sunrise Beach (the "Municipality") is a community of over 130 people, encompassing an area of 169.0 hectares, and located approximately 55 kilometres northwest of the City of Edmonton.

AUDIT TEAM

Audit Lead: Len Ranch
Auditor(s): Mark Brodgesell

AUDIT HISTORY

The previous municipal review was conducted by Alberta Municipal Affairs in 2013 for the period of January 1, 2012 to December 31, 2012.

FILE SELECTION PARAMETERS

The Safety Codes Council (the "Council") selected the following number of files for the period under audit:

STATUS	FILE TYPE	NUMBER OF FILES AVAILABLE	NUMBER OF FILES SELECTED
Open	Permits - Building	4	2
	Permits - Electrical	1	1
	Permits - Plumbing	1	0
	Permits - Gas	5	1
	Permits - Private Sewage	1	0
	<i>TOTAL</i>	12	4
Closed	Permits - Building	5	2
	Permits - Electrical	3	2
	Permits - Plumbing	1	1
	Permits - Gas	3	1
	Permits - Private Sewage	1	1
	<i>TOTAL</i>	13	7
--	Orders - BEPG	0	0
--	Variances - BEPG	0	0

Quality Management Plan Review

SCHEDULE A – SCOPE AND ADMINISTRATION

A.1 SCOPE OF ACCREDITATION

The Municipality holds accreditation to administer the *Safety Codes Act* in the building, electrical, plumbing, and gas disciplines. The Municipality's service delivery matches the scope of accreditation as per the approved Quality Management Plan that was in place for the period being audited.

A.2 ADHERENCE TO THE QUALITY MANAGEMENT PLAN

The Municipality demonstrated an understanding of its responsibilities for ensuring compliance with the Quality Management Plan as an accredited organization.

The Municipality has a three-year contract with the accredited agency Superior Safety Codes Inc., which expired on December 31, 2019. The expired contract did include a transition clause with a right to renew upon written agreement of both parties; however, to date, no agreement for renewal or contract has been signed with an agency.

Recommendation: The Municipality will ensure that a valid contract is in place between the municipality and the agency when using an accredited agency to perform work under the Quality Management Plan.

The Municipality's Quality Management Plan Manager assisted with the audit. The auditors were assured the Municipality does maintain an atmosphere of safety codes officer objectivity, free of undue influence.

A.3 POLICY FOR PERSONNEL TRAINING

The Municipality's representative provided assurance that all safety codes officers have attended the required seminars and renewed their certification as required. This was further confirmed through reviewing the Council's records.

A.4 FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

The Municipality's representative is aware that all information collected under the *Safety Codes Act* is subject to the *Freedom of Information and Protection of Privacy Act*.

A.5 RECORDS RETENTION AND RETRIEVAL

Through interviewing the Municipality's representative, the auditors determined that files are retained for a minimum period of three years as indicated in the Quality Management Plan, then permanently archived to the property file.

The Municipality has a procedure in place to have completed files returned from the agency back to the Municipality on a monthly basis. The records retention and retrieval process employed by the Municipality meets the intent of the Quality Management Plan.

A.6 DECLARATION OF STATUS

Based on the files reviewed, the auditors found no evidence of conflict of interest with the agency's safety codes officers in respect to the services provided under the Quality Management Plan, including being the owner, contractor or designer of projects where they also provided compliance monitoring.

A.7 ANNUAL INTERNAL REVIEW

The Quality Management Plan requires accredited municipalities to conduct an annual internal review of their program and provide the Council with a summary of findings and action plans to be implemented.

The Municipality has conducted an internal review of its Quality Management Plan program with a summary of findings and action plans submitted to the Council for year 2020.

A.8 REVISIONS

The Quality Management Plan was updated in June 2019 with acceptance by the Administrator of Accreditation and an effective date of September, 20, 2019. No changes or updates have been submitted to the Administrator of Accreditation since.

A.9 REVISION CONTROL SYSTEM

The Municipality does ensure that all staff, safety codes officers, permit issuers, contracted personnel and contracted accredited agencies performing duties under the Quality Management Plan have access to a copy of the plan. The Municipality does maintain a registry of those that have been provided with a copy of the Quality Management Plan and approved revisions.

SCHEDULE B – SERVICE DELIVERY STANDARDS

B.1 SCOPE OF SERVICES

The Municipality is aware of its responsibilities for providing compliance monitoring services under the *Safety Codes Act* and the Quality Management Plan.

B.2 PERFORMANCE

The Municipality records the closed permit files on a spreadsheet and communicates with the agency's safety codes officers or agency's contract manager when those files are returned to the municipal office. The contracted agency uses its own proprietary software to monitor and record permit files. However, the auditors noted that there were no regular procedures within the Municipality to monitor the progress of open permit files. As a result, the Municipality may not be aware of the permit status until completion.

Based on the permits reviewed, the auditors found cases where the timeframe between or since the last inspection or correspondence has exceeded the terms of the Permit Regulation without documented monitoring to determine if the work was suspended or abandoned, or an extension requested or granted.

Recommendation: The Municipality will enhance its permit monitoring process to regularly review the open permit files with the agency and identify permits that have reached their expiration date or exceeded a reasonable timeframe of the work since last activity, so that an action is initiated to extend, expire, or determine the status of the work as per the permit conditions and Permit Regulation.

B.3 PERSONNEL

The Municipality does maintain a registry of all contracted safety codes officers with their level(s) of certification and designation of powers. Based on the permits reviewed, the agency's safety codes officers are designated and certified to the correct level for the work completed.

B.4 QUALITY MANAGEMENT PLAN TRAINING

The auditors found training records related to the administration of the Quality Management Plan for the contracted agency and municipal staff. This training allows safety codes officers and other involved staff to understand their roles and responsibilities when administering the *Safety Codes Act*.

B.5 RECORDS

The Municipality does maintain a file system for all records associated with permitting and inspection services and ensure that all files returned by the agency are complete. Of the files reviewed, all were found to be complete.

B.6 COUNCIL LEVY

The Municipality's Quality Management Plan states that the Municipality will collect the Council levy for each permit issued under the *Safety Codes Act*, and remit those levies to the Council.

The accredited agency collects all applicable Council levies and submits them to the Council, on behalf of the municipality, on a monthly basis. The Council records matched the levy records submitted by the agency.

B.7 ORDERS AND VARIANCES

The Municipality has safety codes officers at the appropriate level through its contracted agency who may issue orders and variances in accordance with the *Safety Codes Act*.

The Municipality reported that no orders of compliance or variances/alternative solutions were issued for the period under audit.

Compliance Monitoring

The Municipality will monitor compliance through a program of permit issuance, plans examination (when applicable), site inspection, follow-up inspections or verification of compliance, and file closure. Certified and designated safety codes officers will provide compliance monitoring in accordance with the *Safety Codes Act*.

INFORMATION COLLECTION - PERMITS

The Quality Management Plan requires that certain information be collected as part of the permitting process such as the applicant's, owner's, and contractor's contact information; description of the work to be undertaken; the permit issuer's name, signature, and designation number; and an advisory respecting the collection/use of this information and compliance with the *Freedom of Information and Protection of Privacy Act*.

Based on the permit applications and issued permits reviewed, the information requested or collected as part of the permitting process is regularly captured and provided. However, there were cases in the building discipline where the permit did not reference the permit conditions detailed in the plans review report.

Recommendation: The Municipality will ensure that permits make reference to all imposed terms and applicable conditions.

CONSTRUCTION DOCUMENT REVIEW

A construction document review is required as per section 4.1 of the Quality Management Plan.

This review was always completed within 15 days of permit issuance; however, there was one case in the building discipline where the torque report for the screwed pilings were not submitted or documented in the file.

Recommendation: The Municipality will ensure that all required documents, including any reports supporting partial professional involvement, are collected and documented prior to closing the file.

PLANS REVIEW REPORT

The auditors found the plans review report in the building discipline meets the Quality Management Plan's requirements.

SITE INSPECTIONS AND REPORTS

Under its Quality Management Plan, the Municipality is required to carry out periodic inspections of construction activity regulated by the *Safety Codes Act*. These inspections are conducted by a safety codes officer who then submits a report of his/her observations to the owner or other appropriate party who can ensure deficiencies are corrected as needed.

These reports are required to contain information that clearly ties permit services to the property and parties responsible. These must also include observations and direction to achieving safety codes compliance.



The type of information required on inspection reports is identified in the Municipality's Quality Management Plan. Equally important to the inspection process is the follow-up to ensure that deficiencies or unsafe conditions have been addressed.

The auditors found the inspection process in the building, electrical, plumbing, and gas disciplines to be generally meeting the Quality Management Plan's requirements; however, there was one private sewage permit where inspections were not conducted prior to covering and the safety codes officer concluded that work complied with regulation without complete documentation to support that conclusion.

Recommendation: The Municipality will ensure that inspections are completed at the correct stages as indicated in the Quality Management Plan. The Municipality will also ensure that all findings are supported with a timely and first hand observation of the safety codes officer for the installation of the system or supporting documentation that is acceptable to the authority having jurisdiction.

VERIFICATION OF COMPLIANCE

All required verifications of compliance were found on file. Based on the audit, the verification of compliance process meets the intent of the *Safety Codes Act* and Quality Management Plan.

NO-ENTRY POLICY

The Municipality has a no-entry policy as required by the Quality Management Plan. No concerns were found.

PERMIT SERVICES REPORT

The Permit Services Report is the last step in the permitting process that allows closure of the permit file. This document is issued to the owner by the municipality when all required inspections are completed to the satisfaction of the safety codes officer. The document provides the owner with the final accounting of the safety codes services provided, including any outstanding non-compliance issues that may remain.

The auditors found that most of the Permit Services Reports were issued within 30 days of completing the compliance monitoring services; however, there was one case where the report was not issued or documented to close the file.

Recommendation: The Municipality will ensure that a Permit Services Report is issued within 30 days of completing the compliance monitoring services and documented to close a file.

FILES REVIEW

1.0 Open Permits

1.1 BUILDING: Total number of files: 4 Number of files required for the audit: 2

PERMIT #	OBSERVATIONS
VSR B 0001 19 ED VSR B 0001 20 ED	Permit Monitoring: The progress of the permit has exceeded the terms and conditions of section 25 of the Permit Regulation without monitoring documented and/or an extension requested and granted.
VSR B 0001 19 ED	Permit Services Report: No Permit Services Report issued to close the file.

1.2 ELECTRICAL: Total number of files: 1 Number of files required for the audit: 1

PERMIT #	OBSERVATIONS
VSR E 0002 20 ED	Permit Monitoring: The progress of the permit has exceeded the terms and conditions of section 25 of the Permit Regulation without monitoring documented and/or an extension requested and granted.

1.3 GAS: Total number of files: 5 Number of files required for the audit: 1

PERMIT #	OBSERVATIONS
VSR G 0005 18 ED	Permit Monitoring: The progress of the permit has exceeded the terms and conditions of section 25 of the Permit Regulation without monitoring documented and/or an extension requested and granted.

2.0 Closed Permits

2.1 BUILDING: Total number of files: 5 Number of files required for the audit: 2

PERMIT #	OBSERVATIONS
VSR B 0003 18 ED	Permit Monitoring: The progress of the permit has exceeded the terms and conditions of section 25 of the Permit Regulation without monitoring documented and/or an extension requested and granted. Permit: Incomplete, it does not include or refer to the permit conditions detailed in the plans review report.
VSR B 0004 18 ED	Professional Involvement: No documentation of the required screw pile torque report in the permit file.

2.2 ELECTRICAL: Total number of files: 3 Number of files required for the audit: 2

PERMIT #	OBSERVATIONS
VSR E 0001 20 ED	Permit Monitoring: The progress of the permit has exceeded the terms and conditions of section 25 of the Permit Regulation without monitoring documented and/or an extension requested and granted.
VSR E 0001 19 ED	No concerns.

2.3 PLUMBING: Total number of files: 1 Number of files required for the audit: 1

PERMIT #	OBSERVATIONS
VSR P 0001 19 ED	No concerns.

2.4 GAS: Total number of files: 3 Number of files required for the audit: 1

PERMIT #	OBSERVATIONS
VSR G 0001 19 ED	No concerns.

2.5 PRIVATE SEWAGE: Total number of files: 1 Number of files required for the audit: 1

PERMIT #	OBSERVATIONS
VSR S 0001 20 ED	Site Inspection: No inspections were conducted prior to covering. The safety codes officer concluded that work complied with regulation without documentation to support that conclusion.

Restrictions and Limitations

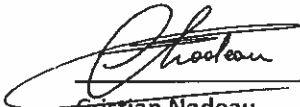
This report was prepared for the Summer Village of Sunrise Beach to assist in ensuring that the municipality's permitting and inspection system is effective, responsible, and accountable to the people it serves. It is intended that this report not be used for any other purpose.

The audit was performed to examine the permitting process, administration, and service delivery standards on the selected samples and the Council levies based on the designed sampling approach. The results derived from the selected samples may not be representative of the entire data population. The audit provides a reasonable assurance that the Municipality is effectively administering and in compliance with its approved Quality Management Plan.

The Council reserves the right, and is under no obligation, to review and/or revise the contents of this report in light of information that may become available after the date of this report.

Yours truly,

SAFETY CODES COUNCIL


Cristian Nadeau
Audit Manager


Len Ranch
Audit Lead

RECEIVED
SEP 01 2021

svsunrisebeach@wildwillowenterprises.com

From: Laurie Haak <LHaak@yrl.ab.ca>
Sent: September 1, 2021 9:28 AM
Cc: YRL Chair; Karla Palichuk; Wendy Sears; Jessica Knoch; Jocie Wilson; Stephanie Thero; David Gould
Subject: Staffing Announcement

Good morning,

After 19 years of service, David Gould is leaving YRL! His last day of work will be Thursday, September 30th.

David has done an amazing job keeping YRL's finances and headquarters building in tip-top shape during his time as the Accounting and Facility Services person. On behalf of the Board and staff, we thank him for his many years of service and wish him all the very best as he enters another chapter of his life!

David has elected to have a small gathering with YRL staff only and will receive a gift from the Board and staff as per YRL's Recognition of Service policy.

If you would like to reach out to him, please contact David at 780-962-2003, extension 232, or dgould@yrl.ab.ca.

Thank you again, David, for all you have accomplished at and for YRL!!

Laurie Haak
Executive Assistant

Yellowhead Regional Library
780.962.2003.x221 | www.yrl.ab.ca

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**Summer Village of Yellowstone
Council Organizational Chart**

Updated August 20, 2021

	Rep	
	Alternate	

	Don Bauer	Brian Brady	Darren Jones
Name	Don Bauer	Brian Brady	Darren Jones
Position	Mayor	Deputy Mayor	Councillor
Email	don.syellowstone@gmail.com	babrady54@gmail.com	dkjones1981@gmail.com
Phone	780-863-5149	780-915-6539	780-222-5723
Fire Commissioner			
Highway 43 East Waste Commission			
Lac Ste. Anne Foundation			
Regional Emergency Services Advisory Committee <i>(Regional Emergency Services Agency is Milos Tajek - Local Director of Emergency Management and Don Bauer - Local Deputy Director of Emergency Management)</i>			
North 43 Lagoon Commission			
West Inter Lake District Regional Water Services Commission			
Family & Community Support Services			
Yellowhead Regional Library			
Summer Villages of Lac Ste. Anne County East (one rep to vote)			
Darwell Regional Waste Water Line			
Shared Services/Regionalization			
Lac Ste. Anne Weir/Water Levels Group			

cao@onoway.ca

From: office@sunsetpoint.ca
Sent: August 16, 2021 9:07 PM
To: 'Wendy Wildman'; 'SV of Nakamun Park'
Subject: organization meeting

Hello Wendy and Dwight Please find the results of our Organizational meeting and the contact information for our new Councillors

Mayor	Gwen Jones
Deputy Mayor	Riley Ekins
Councillor	Keir Packer
Tri-village Sewer Commission	Mayor Jones, Councillor Packer
Emergency Management	Deputy Mayor Riley Ekins
Alberta Beach library Committee	Deputy Mayor Riley Ekins Riley Ekins
Alberta Beach Regional FCSS	Mayor Jones
Beach wave	Deputy Mayor Ekins
Regional Recreation Committee	Mayor Jones
Regionalization Committee	Deputy Mayor Ekins

Contact Info

Mayor Gwen Jones gwen.jones@sunsetpoint.ca
Deputy Mayor Riley Ekins riley.ekins@sunsetpoint.ca
Councillor Keir Packer keir.packer@sunsetpoint.ca

Matthew Ferris
CAO
Summer Village of Sunset Point

(780) 665-5866

svsunrisebeach@wildwillowenterprises.com

From: Summer Village of Sandy Beach <svsandyb@xplornet.ca>
Sent: August 27, 2021 5:36 AM
To: administration@wildwillowenterprises.com; aboffice@albertabeach.com; 'Mike Primeau'; 'Trista Court'; 'Wendy Wildman'; cao@mayerthorpe.ca; 'Dennis Evans'; 'Summer Village of Castle Island'; 'Summer Village of Sunrise Beach'; 'Summer Village of West Cove'; 'Summer Village of Nakamun Park'; 'SV of Ross Haven'; 'Village of Wabamun'; 'Parkland County'; office@sunsetpoint.ca; 'Summer Village of Birchcove'; 'Alberta Beach'; 'Trinity Hinds'; summervillage.remp@gmail.com
Cc: 'Denise Lambert'; 'Larysa Luciw'; 'Michael Harney'
Subject: Organizational Meeting Minutes & Committee Appointments - Summer Village of Sandy Beach - August 2021
Attachments: Item 3.0 Minutes ORG Aug 26 2021.pdf

Good morning.

Please see attached the minutes from the Sandy Beach ORG meeting AUG 26th at 7pm with all Committee appointments page 2.

Warm Regards,

Administration
The Summer Village of Sandy Beach

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**Minutes of the Organizational Meeting of the Summer Village of Sandy Beach held Thursday,
August 26th, 2021 at Myrna Noyes Community Hall 63 Lakeshore Drive at 7 pm.**

Council Present: Denise Lambert, Larysa Luciw, Michael Harney.


Administration: CAO Rudolf Liebenberg

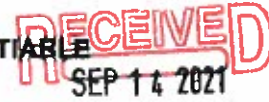
	Motion #	
1.		<u>CALL TO ORDER</u> CAO Rudolf Liebenberg called the meeting to order at 7.02 pm.
2.	Motion # 123-21	<u>AGENDA</u> MOVED by Denise Lambert that the agenda be accepted as presented. CARRIED
3.	Motion #124-21	<u>NOMINATIONS</u> <u>MAYOR</u> CAO Rudolf Liebenberg called for nominations for the position of Mayor. Michael Harney nominated Denise Lambert. CAO Rudolf Liebenberg called for nominations for Mayor a second and third time. MOVED by Denise Lambert that nominations for Mayor cease. CARRIED Denise Lambert was declared Mayor and took the Oath of Office CAO Rudolf Liebenberg turned the meeting over to Mayor Denise Lambert to chair. Mayor Denise Lambert called for nominations for Deputy Mayor.
	Motion #125-21	<u>DEPUTY MAYOR</u> Michael Harney nominated Larysa Luciw. Mayor Denise Lambert called for nominations for Deputy Mayor a second and third time. MOVED by Michael Harney that Larysa Luciw be appointed as Deputy Mayor for the Summer Village of Sandy Beach. CARRIED

**Minutes of the Organizational Meeting of the Summer Village of Sandy Beach held Thursday,
August 26th, 2021 at Myrna Noyes Community Hall 63 Lakeshore Drive at 7 pm.**

		<p>Larysa Luciw took Oath of Office for the position of Deputy Mayor.</p> <p>Michael Harney took Oath of Office for the position of Councillor.</p>
4.	<p>Motion # 126-21</p>	<p><u>COMMITTEE APPOINTMENTS</u> MOVED by Deputy Mayor Larysa Luciw that Council approve the following Committee appointments:</p> <ul style="list-style-type: none"> • <u>Highway 43 East Waste Commission</u> - Michael Harney/alt Larysa Luciw. • <u>West Inter Lake District (WILD) Water Commission</u> - Michael Harney/alt Denise Lambert. • <u>Sandy Beach/Sunrise Beach Lagoon Committee</u> - all of Council. • <u>Summer Villages of Lac Ste. Anne County East</u> - all of Council to attend with one member to vote being Denise Lambert. • <u>Sun and Sand Recreation League</u> – Larysa Luciw • <u>Emergency Management/Disaster Services</u> – Denise Lambert/alt. Michael Harney • <u>Summer Village of Sandy Beach Family & Community Support Services</u> – Larysa Luciw. • <u>Subdivision & Development Appeal Board</u> - Denise Lambert. • <u>Community Planning Committee</u> – all of Council. • <u>Drainage Study</u> – Michael Harney. • <u>Fire Smart</u> – Michael Harney <p align="right">CARRIED</p>
5.	<p>Motion #127-21</p>	<p><u>FINANCIAL</u> MOVED by Councillor Michael Harney that the following be approved:</p> <ul style="list-style-type: none"> • Signing Authority – All of Council with 2 signatures required – 1 elected/1 administration (CAO or Assistant CAO) (Council – Denise Lambert, Larysa Luciw, Michael Harney) (Administration – Rudolf Liebenberg). <p align="right">CARRIED</p>
	<p>Motion #128-21</p>	<p>MOVED by Councillor Michael Harney that the following be approved:</p> <ul style="list-style-type: none"> • Council Remuneration (\$361.11.00/month plus mileage @.59/km, expenses to include hotels, parking and sundries as per receipts (breakfast \$10.30, lunch \$14.50 and supper \$22.50) <p align="right">CARRIED</p>

**Minutes of the Organizational Meeting of the Summer Village of Sandy Beach held Thursday,
August 26th, 2021 at Myrna Noyes Community Hall 63 Lakeshore Drive at 7 pm.**

	<p>Motion #129-21</p>	<p>MOVED by Councillor Michael Harney that the Council remuneration and rates of pay or per diem payments for meetings be assessed by Administration and brought back to a later regular Council meeting. CARRIED</p>
<p>6.</p>	<p>Motion #130-21</p>	<p>AUDITOR MOVED by Deputy Mayor Larysa Luciw that Metrix Group LLP be appointed Auditor for the Summer Village of Sandy Beach for the 2021 financial year. CARRIED</p>
<p>7.</p>	<p>Motion #131-21</p>	<p>ASSESSOR MOVED by Deputy Mayor Larysa Luciw that the Municipal Assessment Services Group Inc. be appointed Assessor for the Summer Village of Sandy Beach. CARRIED</p>
<p>8.</p>	<p>Motion #132-21</p>	<p>MEETING DATES MOVED by Councillor Michael Harney that the following be approved:</p> <ul style="list-style-type: none"> • Meetings will be the 3rd Thursday of each month. • Meetings will commence at 7 p.m. • Meetings will be held at the Myrna Noyes Community Hall, 63 Lakeshore Drive, Highway 642. • Meeting notice will be posted in the Administration office, the website under Council/Meeting Dates and Times exclusively and on the Village sign near/across from the hall and the new Village sign on the hall property. CARRIED
<p>9.</p>		<p>ADJOURNMENT As all matters on the agenda have been addressed, Mayor Denise Lambert declared the meeting adjourned at 7.13 pm.</p> <div style="text-align: right; margin-top: 20px;">  </div> <hr style="width: 20%; margin-left: 0;"/> <p>Mayor</p> <hr style="width: 20%; margin-left: 0;"/> <p>Recording Secretary</p> <div style="text-align: right; margin-top: 20px;"> <p>26th August 2021</p> <hr style="width: 20%; margin-left: auto; margin-right: 0;"/> <p>Date</p> </div>



VENDOR		VENDOR ID	DATE ISSUED	
SUMMER VILLAGE OF SUNRISE BEACH		0070002099	08-Sep-2021	
DEPOSITED AT BANK: 021908989		DEPOSIT NO	DATE	AMOUNT
BRANCH: 08989	ACCOUNT: 00849144500	2001370814	08-Sep-2021	\$438.00
TOTAL				\$438.00

DEPOSIT NO: 2001370814		DEPOSIT DATE: 08-Sep-2021		
VOUCHER	DESCRIPTION/REASON FOR PAYMENT	INVOICE/CREDIT NOTE	AMOUNT	SUB-TOTAL
1901631629	FCSS SEPTEMBER PAYMENT	095261394FCS0921	\$438.00	
	Total Payment From C&SS For Inquiries Call 825 455 4314			\$438.00
DEPOSIT TOTAL				\$438.00

JCA6840805-0006919-03460-0001-0001-00-

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03460

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

September 1, 2021

File: 21DP04-44

**Re: Development Permit Application No. 21DP04-44
Plan 3503 KS, Block 8, Lot 1 : 6108 Willow Way (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 ACCESSORY BUILDING (20.8 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.



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

- 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 behind the front line of the principal building; and**
 - **Side Yard Setback shall be a minimum of 1.2 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).

- 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
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

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

Date Application Deemed Complete **September 1, 2021**

Date of Decision **September 1, 2021**

Effective Date of Permit **September 30, 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
Ray Crews, 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.



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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:



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Summer Village of Sunrise Beach

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: 21DP04-44

APPROVAL OF DEVELOPMENT PERMIT

An application for a development permit for this property, Plan 3503 KS, Block 8, Lot 1 : 6108 Willow Way Drive, with regard to the following:

CONSTRUCTION OF AN ACCESSORY BUILDING (20.8 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 September 22, 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	September 1, 2021
Date of Decision	September 1, 2021
Effective Date of Permit	September 30, 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