

SUMMER VILLAGE OF SUNRISE BEACH AGENDA

Tuesday, April 26th, 2022 at 7:00 p.m.

In person or Via Zoom at the Onoway Civic Centre.

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)	April 26 th , 2022 Regular Council Meeting <i>Recommendation:</i> <i>that the April 26th, 2022 Regular Council Meeting Agenda be approved as presented</i> <i>or</i> <i>that the April 26th, 2022 Regular Council Meeting Agenda be approved with the following amendment(s) (list amendments)</i>		
3.	<u>Minutes</u> Pages 1-4	a)	Tuesday, March 22 nd , 2022 Regular Council Meeting Minutes <i>Recommendation:</i> <i>that the March 22nd, 2022 Regular Council Meeting Minutes be approved as presented</i> <i>or</i> <i>that the March 22nd, 2022 Regular Council Meeting Minutes be approved with the following amendment(s) (list amendments):</i>		
4.	<u>Appointments</u> p 5-8 p 9-16 p 17	a)	7:10 p.m. Sean MacDonald and Cindy MacDonald; request to amend the Animal Bylaw to proceed with a Doggy Daycare Business in Sunrise Beach. <i>Recommendation:</i> <i>that the presentation by Sean and Cindy MacDonald be accepted for information</i> <i>or</i> <i>that the presentation by Sean and Cindy MacDonald be accepted for information, and that Administration draft changes to the bylaw as directed by Council</i> <i>or</i> <i>some other direction as given by Council at meeting time</i>	b)	7:25 p.m. Everett Steenbergen – to discuss with Council a drainage concern 5128 Everett Road, and request for permission to correct same. <i>Recommendation:</i> <i>direction as given by Council at meeting time</i>
5.	<u>Bylaws</u>	a)	N/A		
6.	<u>Business</u>				

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			<p><i>Some other direction as given by Council at meeting time</i></p>
		c)	<p>Annual Information Meeting – in the past the Summer Village has held an Annual Information Meeting; usually on the last Saturday of June at the Sandy Lake Hall (but not every year). This is a good opportunity for residents to ask questions of Council, perhaps express their concerns, and is an opportunity to explain the Emergency Management Program and how residents may become involved.</p> <p><i>Recommendation:</i></p> <p><i>That the Summer Village of Sunrise Beach schedule an Annual Information Meeting to be held on _____ at the Sandy Lake Hall with scheduling details to be determined at a later date.</i></p> <p>Or</p> <p><i>Some other direction as given by Council at meeting time.</i></p>
	<p>Pages</p> <p><i>p 29-65</i></p> <p><i>p 66-73</i></p> <p><i>p 74-76</i></p>	d)	<p>Emergency Preparedness for the Village of Sunrise Beach – attached is the Hazard Assessment forms that require completion by the Village to move ahead with the Emergency Management Plan, a draft copy of the Business Continuity Plan for Sunrise Beach and a copy of the brochure provided by the Ste Anne Summer Villages Regional Emergency Management Partnership. The Director of Emergency Management for the Village is requesting that a specific date be set up where Council would be available for a walk through the village to complete the hazard assessments, review the Draft Business Continuity Plan, define specific muster points etc. The brochure that is provided will be available to the Village to hand out at community events (Annual Information Meeting) to begin the conversation of public involvement. We also plan to have a write up in the spring newsletter outlining how the public may become involved.</p> <p><i>Recommendation:</i></p> <p><i>that Council schedule the completion of the Hazard Assessments for the Emergency Management Plan, identify muster point and review the Draft Business Continuity Plan on _____</i></p> <p>Or</p> <p><i>Some other direction as given by Council at meeting time</i></p>
	<p>Pages</p> <p><i>77-79</i></p>	e)	<p>Onoway Community Crew – the Onoway Community Crew was formed to assist with the Ukrainian Relief Initiative. This initiative will be focused on fundraising, community engagement and refuge outreach activities. Outlined is what the group is working towards along with an open invitation to participate in this initiative.</p>

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			<p><i>Recommendation:</i> direction as given by Council at meeting time</p>
Pages 80-81	f)	<p>Summer Villages of Lac Ste. Anne County East – April 20 email and invite to past term Council members to the SVLSACE June 25 meeting and bbq.</p> <p><i>Recommendation:</i> that the Summer Village extend an invitation to past Council members Glen Usselmen, Jackie Tremblay, and Vera Beck to the SVLSACE June 25 bbq and meeting</p>	
p 82	g)	<p>West Inter Lake District Regional Water Services Commission (WILD Water) – please refer to the attached invitation to their Annual General Meeting scheduled for Saturday April 25th, 2022 in Alberta Beach.</p> <p><i>Recommendation:</i> ratify attendance or accept for information</p>	
p 83-85	h)	<p>Lac Ste. Anne County – March 25th 2022 notice of public hearing for redistricting application for SE 34-55-1-W5M (Hummocky Resort) from Agricultural 2 (AG2) to Direct Control (DC). Hearing to be held on Thursday May 12th, 2022 at 10:00 a.m. at the County Office in Sangudo</p> <p><i>Recommendation:</i> authorize attendance of Council and Administration at this public hearing</p>	
	i)		
	j)		
	k)		
7.	<u>Financial</u>	a)	Income and Expense Statement – N/A (as numbers are shown in draft budget)

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8.	<u>Councillor Reports</u>		
		a)	Mayor Ethier
		b)	Deputy Mayor Benson
		c)	Councillor Steenbergen
9.	<u>Administration Reports</u>		
		a)	Trim trees for move in house near 6203 Sheddon
		b)	
		c)	
10.	<u>Correspondence & Information</u>		
	Pages 86-88	a)	Transmission Line Phase A: Sandy Beach, April 11, 2022 letter from CAO of the Summer Village of Sandy Beach to the Darwell Lagoon Commission requesting more information and clarity on the cost of the hydraulic study and official funding and budget of the project.
	Pages 89-90	b)	Alberta Summer Village Association advising that they have been awarded grant funds from the Alberta Real Estate Fund to complete a Forest Health Management Pilot Project. As there were only ten (10) participant summer villages, the opportunity to participate was very quickly filled.
	Pages 91	c)	Road Ban Notice from Lac Ste. Anne County restricting allowable weight limits on roads in the County, effective March 23 rd , 2022.
	Pages 92	d)	Standstone Waste & Water Services Ltd. – March 18 th , 2022 notification of fuel surcharge.
	Pages 93-95	e)	Alberta Justice and Solicitor General, February 28 th , 2022 notification of the Government of Alberta's legislation for collecting a municipality's policing cost share under the Police Funding Model (PFM) Regulation.
	Page 96	f)	Alberta Government – Statement of Direct Deposit of \$1,316.00 for April, May and June 2022 FCSS Funding
	Pages	g)	

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11.	<u>Open Floor Discussion with Gallery</u>		(15 minutes time limit as per Bylaw #162-2020) <i>Recommendation:</i> <i>that the open floor discussion with the gallery be accepted for information</i> <i>or</i> <i>some other direction as given by Council at meeting time</i>
12.	<u>Closed Session</u>		N/A
13.	<u>Adjournment</u>		

Next Meetings: No Council Meeting in May as per motion #117-21
Regular Council Meeting June 28th, 2022

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF SUNRISE BEACH, IN THE PROVINCE OF ALBERTA HELD ON TUESDAY MARCH 22ND, 2022, ONOWAY CIVIC CENTRE AT 7:11 P.M. IN PERSON AND VIA ZOOM

	<p>PRESENT</p> <p>Mayor Jon Ethier Deputy Mayor Mike Benson Councillor Everett Steenbergen – via Zoom (arrived at 7:30 p.m.)</p> <p>Chief Administrative Officer Wendy Wildman Administrative Assistant Lana Lange (via zoom)</p> <p>ABSENT</p> <p>Public at Large: 5 via Zoom</p>
1.	<p>CALL TO ORDER</p> <p>Mayor Ethier called the council meeting to order at 7:11 p.m.</p>
2.	<p>AGENDA 23-22</p> <p>MOVED by Deputy Mayor Benson that the March 22nd, 2022 Agenda be approved with the following additions:</p> <p>6 f) Darwell Lagoon Commission g) Medical First Responses</p> <p style="text-align: right;">CARRIED</p>
3.	<p>MINUTES 24-22</p> <p>MOVED by Mayor Ethier that the minutes of the February 22nd, 2022 Regular Council meeting be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
4.	<p>APPOINTMENTS 25-22</p> <p>7:15 p.m. – Mike Hudson of Hennig Septic Service Ltd to requesting support for his company, along with other wastewater hauling companies, to be granted access to haul effluent from the Summer Village of Sunrise Beach to the Onoway lagoon.</p> <p>Councillor Steenbergen joined the meeting at 7:30 p.m.</p> <p>MOVED by Mayor Ethier that the request from Mike Hudson of Hennig Septic Service Ltd, to support Hennig Septic Service Ltd and other Sewage Hauling Companies, to haul wastewater effluent from properties in the Summer Village of Sunrise Beach to the Onoway Wastewater Lagoon be accepted for information.</p> <p style="text-align: right;">CARRIED</p>



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5.	BYLAWS/POLICY	N/A
6.	BUSINESS 26-22 27-22 28-22 29-22 30-22 31-22	a) MOVED by Deputy Mayor Benson that the Summer Village of Sunrise Beach participate in discussions with Lac Ste. Anne County and fellow Summer Villages on potential reinstatement of the former Municipal Services Package. <p align="right">CARRIED</p> b) MOVED by Deputy Mayor Benson that upon input from Council, Administration draft a Community Engagement Survey for the residents of the Summer Village of Sunrise Beach and bring back to a future meeting for Council review. <p align="right">CARRIED</p> c) MOVED by Mayor Ethier that the 2021 Annual Internal Review of the Summer Village of Sunrise Beach's Safety Codes Accreditation as provided by the Safety Codes Council be accepted for information (no notable issues with respect to our accreditation and no significant areas requiring improvement were noted). <p align="right">CARRIED</p> d) MOVED by Mayor Benson that the Summer Village of Sunrise Beach enter into a 3 year agreement with Municipal Assessment Services Group Inc., for the provision of property assessment services for the period April 1 st , 2022 to March 31 st , 2025 at the annual rates of \$5,600.00, \$5,712.00 and \$5,840.00 respectively, and authorize executive of said agreement. <p align="right">CARRIED</p> e) MOVED by Councillor Steenbergen that the Summer Village of Sunrise Beach agree to covering 16% of the \$21,500.00 proposed costs in the Darwell Lagoon Commission's March 17 th , 2022 letter on updating the costs for the proposed Phase A wastewater transmission line (\$3,440.00). <p align="right">CARRIED</p> f) MOVED by Deputy Mayor Benson that the Summer Village reimburse those property owners who have been charged Medical First Response incidents costs since the Summer Village changed to Sturgeon County Fire Services as follows: Inv #149 - \$185.00 Inv #150 - \$615.00 Inv. #151 - \$1,107.50 Inv. #152 - \$615.00

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	32-22	e)	<p>Inv. #7-2020 - \$185.00 Inv. FIRE-001 - \$1,260.00 Inv. FIRE-002 - \$630.00</p> <p>Subject to these properties remaining in the same owner names as when the incident occurred, AND FURTHER that for the 2022 year the Summer Village implement a pilot project where all medical first response incidents will be covered by the Summer Village for the first incident per property, with 2nd or subsequent incidents being reviewed.</p> <p align="right">CARRIED</p> <p>MOVED by Mayor Ethier that Administration include in the draft operating budget the costs associated with the Darwell Lagoon Commission Phase A project, as well as the reimbursement of the Medical First Response calls (as motioned above), both of these to be covered through unrestricted surplus or reserve funds, and that this revised draft budget come to the April Council meeting as the final budget for the 2022 year and further that Administration prepare the respective tax rate bylaw(s) for the April Council meeting based on the budget discussions at today's meeting.</p> <p align="right">CARRIED</p>
7.	FINANCIAL		N/A
8.	COUNCIL REPORTS 33-22		<p>MOVED by Mayor Ethier that the verbal Council Reports be accepted for information as presented.</p> <p align="right">CARRIED</p>
9.	ADMINISTRATION REPORTS 34-22		<p>MOVED by Mayor Ethier that the verbal and written Administration Reports be accepted for information as presented.</p> <p align="right">CARRIED</p>
10.	CORRESPONDENCE 35-22		<p>MOVED by Mayor Ethier that the following correspondence be accepted for information:</p> <ul style="list-style-type: none"> a) Summer Villages Population 2016-2022 (growth and loss) snapshot b) Alberta Environment & Parks – March 3rd, 2022 letter on recent changes to the executive team at AEP

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		<p>c) Alberta Municipal Affairs – February 24th, 2022 letter from Minister McIver on budget 2022</p> <p>d) Alberta Transportation – January 12th, 2022 (received March 1st, 2022) letters from Minister Rajan Sawhney to Mayor Jon Ethier, Deputy Mayor Mike Benson and Councillor Everett Steenbergen congratulating each of you on your election to Council</p> <p>e) Lac Ste. Anne Foundation Board Meeting Minutes – for the meeting held November 24th, 2022</p> <p>f) Village of Alberta Beach - letter of February 16th, 2022 advising of the resignation from Mayor Bud Love and Council members as a result, a by-election will be held April 4th, 2022</p> <p>g) Government of Canada, Good and Services Rebate in the amount of \$7,092.95 for the period covering 2021-07-01 to 2021-12-31.</p>	CARRIED
11.	OPEN FLOOR DISCUSSION WITH GALLERY 36-22	MOVED by Mayor Ethier that the open floor discussion with the gallery be accepted for information.	CARRIED
12.	CLOSED MEETING	N/A	
13.	ADJOURNMENT	As all matters have been addressed Mayor Ethier declared the meeting adjourned at 9:20 p.m.	

Mayor, Jon Ethier

Chief Administrative Officer, Wendy Wildman

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From: Cindy MacDonald < >
Sent: April 16, 2022 7:49 AM
To: svsunrisebeach@wildwillowenterprises.com
Subject: Re: Agenda appointment for April 26 2022

Hi Lana
Turns out I will be able to make the meeting with him, does my name need to be on the agenda with his in order for me to also speak to the topic? If yes can you amend it to show both our names? Thanks in advance.

Cindy MacDonald

> On Apr 13, 2022, at 9:13 AM, svsunrisebeach@wildwillowenterprises.com wrote:

>
> Sounds good Cindy. I will mark him down for 7:10 p.m., April 26th.

>
> Lana Lange
> Administrative Assistant

>
> Summer Village of Sunrise Beach
> PO Box 1197
> Onoway, AB T0E 1V0
> Phone: 780.967.0271 Fax: 780.967.0431
> svsunrisebeach@wildwillowenterprises.com

>
> -----Original Message-----
> From: Cindy MacDonald < >
> Sent: April 12, 2022 6:52 PM
> To: svsunrisebeach@wildwillowenterprises.com
> Subject: Agenda appointment for April 26 2022

>
> Hi Lana,
> this is to confirm Sean MacDonald has an appointment before council for our request to amend the Animal bylaw in order for us to run a Doggy Daycare business in Sunrise Beach. We are hoping to open for business in May of 2022.
> Let us know what we all need to bring if anything.

> Thanks
>
> Cindy MacDonald

>



svsunrisebeach@wildwillowenterprises.com

From: svsunrisebeach@wildwillowenterprises.com
Sent: April 12, 2022 9:59 AM
To: 'svsunrisebeach@wildwillowenterprises.com'
Subject: RE: Sunrise Beach Doggy Daycare

April 26 meeting



Hi, as per our conversation regarding the start up of Sunrise Beach Doggy Daycare and the necessary bylaw amendment. We hope you will forward to the Mayor for his consideration as well. Below is a **quick and rough** presentation to get you up to speed. As mentioned we hope for this business to be good for Sunrise Beach and it's pet lovers.

<https://www.sunrisebeachdoggydaycare.ca>

As you can see on our site, we are looking to provide daytime entertainment and companionship for dogs in the area. Aside from the obvious interest to dog owners our policies regarding health and vaccination records, spay/ neuter necessity as well

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as a current Sunrise Beach dog license will be a benefit to the community.

We have an arrangement with Rhonda Loewen a certified force free dog trainer who will work with the clients in our space or theirs. Tired, entertained, healthy and well behaved dogs is good for everyone.

Below is a depiction of our proposed signs, 12x18 double sided like campaign size. This is royalty free clip art we modified.



Immediate goal: I am hoping to offer service to 4 dogs per day (as well as an amended for up to 10 dogs so we can make this a sustainable business.

Keeping them overnight is not part of our plan at this time, frankly we'd prefer not to however if that's what our customers want we would of course have to reconsider.

Our neighbors are aware of our intentions. We will provide their contact information at the council meeting.





This sole proprietorship is my first business experience, I welcome feedback.
Thank you
Sean MacDonald

Sent from my iPad

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SUMMER VILLAGE OF SUNRISE BEACH
Bylaw 142-2018

A Bylaw Of The Summer Village Of Sunrise Beach In The Province Of Alberta, For The Purpose Of Regulating And Controlling Animals Within The Corporate Limits Of The Municipality.

WHEREAS Section 7 of the Municipal Government Act R.S.A. 2000, and any amendments thereto provides for the passing of bylaw to regulate and control animals within a municipality;

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

A. TITLE: This Bylaw shall be cited as “The Animal Control Bylaw”.

B. DEFINITIONS:

1. “Animal” shall mean any domesticated animal, including but not limited to cats, dogs, pigs, sheep, cattle, horses, or goats.
2. “Bylaw Enforcement Officer” shall mean a person appointed as such by the Council of the Summer Village of Sunrise Beach, or a Police Officer;
3. “Caretaker” shall mean a person or persons who have the appropriate facilities in which to keep an animal and who agrees to care for the animal in accordance with this bylaw, during the animal impoundment period;
4. “Collar” shall mean any device made of leather, chain, etc. capable of having metal tags securely fastened to it, and designed and solely intended to be worn around the neck of a dog;
5. “Day” shall mean a continuous period of twenty-four hours, or part thereof;
6. “Dog” shall mean any canine animal, over the age of six (6) months; bitch or spayed bitch, male or neutered male (except where a dog is found running at large, the age restriction of 6 months shall not apply).
7. “Domestic Animal” shall
 - a) mean such animals that have been domesticated for agricultural use, and shall include, but not be limited to pigs, horses, sheep and chickens;
 - b) include such animals that have been domesticated and kept as pets and shall include but not be limited to pigeons, rabbits and snakes;
8. “Municipality” shall mean the Summer Village of Sunrise Beach in the Province of Alberta.
9. “Municipal Council” or “Council” shall mean the duly elected Council for the Municipal Corporation of the Summer Village of Sunrise Beach.
10. “Owner” shall mean any person, partnership or association owning, possessing or having control over any dog, harbouring any dog, or suffering or permitting any dog to remain about his or her house or premises, either temporarily or permanently.
11. “Poultry” or “Fowl” shall mean live domestic fowl including ducks, turkeys, geese, hens, and chickens.
12. “Pound” shall mean the designated place, which the Municipal Administrator for the municipality has established, for the impounding and keeping of dogs and domestic animals found running at large within the municipal boundaries.
13. “Running At Large” shall mean any dog or domestic animal that is off the property of its owner or harbourer, if it is on any public street, land or park, other than the area designated as “Off Leash”, or if it is on private property or premises within the municipality without the permission of the owner or

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SUMMER VILLAGE OF SUNRISE BEACH
Bylaw 142-2018

A Bylaw Of The Summer Village Of Sunrise Beach In The Province Of Alberta, For The Purpose Of Regulating And Controlling Animals Within The Corporate Limits Of The Municipality.

occupant thereof, and is not on a leash or lead under the control of a responsible person. The leash or lead shall be not more than six (6) feet long.

14. "Vicious Dog" shall mean dog of any age, which, when on or off the property of its owner:
- a) shows a propensity, disposition or potential to attack or injure, without provocation, other animals or humans; or
 - b) without provocation, chases persons who approach it; or
 - c) is a continuing threat of serious harm to other animals or humans; or
 - d) without provocation, has attacked persons or other animals.
15. "12-month period" shall mean the 12 consecutive months from the first occurrence of an offence.

C. LICENSING AND PROVISIONS:

1. The owner of every dog in excess of six (6) months of age shall obtain a lifetime license for same from the municipality.
2. The owner of a dog shall obtain a license for it on the first day when the municipal office is open for business after he or she becomes the owner of a dog.
3. Dog licenses must be obtained on the first day on which the municipal office is open for business after a dog reaches the age of six (6) months.
4. Dog tags must be securely fastened to the dog at all times. The said dog shall not be deemed licensed if it (the dog) is not wearing a collar or harness with the valid tag, and owner of the said dog shall be subject to a fine for allowing an unlicensed dog to run-at-large, as per the attached "Schedule B" unless he/she (the owner) can produce, to the satisfaction of the Bylaw Enforcement Officer, the license tag or receipt for the said dog within twenty four (24) hours of notice to the owner.
5. No poultry, fowl or animals, (other than cats and dogs and other small pets,) domestic or wild, may be harboured on any property within the corporate limits of the municipality in any area zoned Residential "R".
6. The Municipal Administrator or designate for the municipality shall keep a book in which the following shall be recorded:
 - a) Name of owner
 - b) Breed, colour, sex and name of each owner's dog or dogs
 - c) Date of license purchase
 - d) The number stamped on each license tag issued to the owner
 - e) The amount of fee paid by the owner.
7. Upon losing a dog license, an owner of a dog shall apply to the municipal office for a new dog tag which will be issued to the said owner at a cost as established by "Schedule A", attached to this bylaw and said cost shall be set to cover all costs involved with the re-issuing of said tag.

D. RESTRICTIONS AND RESPONSIBILITIES

1. No person shall keep or harbour more than three (3) animals of the same species whatever sex or age at the same time in any residential area. Specifically, a property owner may have 3 dogs and 3 cats, etc. but no more than 3 of one type of animal.
2. It shall be the responsibility of all owners of dogs or domestic animals to ensure that:

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SUMMER VILLAGE OF SUNRISE BEACH
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A Bylaw Of The Summer Village Of Sunrise Beach In The Province Of Alberta, For The Purpose Of Regulating And Controlling Animals Within The Corporate Limits Of The Municipality.

- a) the dog or domestic animal is not permitted to run-at-large, except in areas designated as "Off Leash" areas and then the regulations regarding that area must be complied with. No vicious or restricted dogs are allowed to make use of the "Off Leash" area. They must be kept on leash at all times when off the owner's premises or property.
- b) the dog or domestic animal is not allowed to howl or bark excessively or in such manner as to disturb the quiet of any person or persons;
- c) no dog or domestic animal that is suffering from a communicable disease shall be allowed to run-at-large or come in contact with other animals or humans. The owner of said diseased dog or animal shall ensure that said diseased dog or domestic animal is kept locked up securely;
- d) any female dog shall be confined during the whole of the period when such dog is in heat;
- e) no dog or domestic animal shall be permitted to be a public nuisance by:
 - i) biting, barking or chasing people
 - ii) biting, barking at or chasing bicycles or automobiles
 - iii) biting, barking at or chasing livestock
 - iv) causing damage to public property, including but not limited to the upsetting of waste receptacles or scattering the contents thereof. When public property is damaged by a dog, its owner shall be deemed to have failed or refused to have complied with the requirements of this subsection and, upon summary conviction thereof shall, in addition to any penalty imposed upon him, be civilly liable to the municipality for any expense directly or indirectly incurred by it in connection with the receptacle being upset or the waste scattered abroad;
 - v) causing any harm or damage to any other dog or domestic animal.

The owner of any dog deemed to be a public nuisance may be fined as specified by "Schedule B", and ordered by a Magistrate or Justice of the Peace to muzzle or confine said dog, for such period of time as is determined by said Magistrate or Justice of the Peace.

- f) If a dog or domestic animal defecates on any public property or private property other than the property of its owner, the owner shall cause such defecation to be removed immediately.
 - g) A blind owner of a registered guide dog is not subject to the obligations imposed in subsection (g)
3. The owner of any dog defined as a Vicious Dog under this bylaw shall:
- a) maintain in force a policy of liability insurance, in a form satisfactory to the administration of the municipality, providing third party liability coverage in a minimum amount of \$1,000,000.00 for injuries caused by the owner's restricted dog;
 - b) ensure the liability policy contains a provision requiring the insurer to immediately notify the municipality in writing should the policy expire or be cancelled or terminated;
 - c) provide the municipality with a copy of the current liability coverage policy to be retained on file.
 - d) At all times while a restricted dog is on the premises of its owner, the owner shall:
 - i) either keep such dog confined indoors under the effective control of a person over the age of sixteen (16) years, or
 - ii) confined in a securely enclosed and locked pen, or other structure, constructed to prevent the escape of the restricted dog, and capable of preventing the entry of young children.
 - iii) such pen shall have secure sides and a secure top, and if it has no bottom secured to the sides, the sides must be embedded in the ground to the minimum depth of one (1) foot

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- iv) when any restricted dog is off the premises of the owner, the owner shall securely muzzle such dog, and either harness it or leash it securely to effectively prevent it from attacking or biting a person or animal. (This clause shall not apply when the restricted dog is in a pen meeting the requirements of subsection iii)

If it is determined that a dog is a vicious dog, either through personal observation or after an investigation initiated by a complaint, the owner shall be notified in writing and be required to comply with the controls required for a vicious dog as outlined in this bylaw.

- 4. No person shall:
 - a) hinder, delay or obstruct any person or persons employed by the municipality, engaged in taking to the pound any dog or domestic animal liable to be impounded under the provisions of this bylaw, or serving notice;
 - b) remove or attempt to remove any dog or domestic animal from the possession of the Bylaw Enforcement Officer, pound keeper or any other persons authorized to enforce any of the provisions of this bylaw.
 - c) induce or persuade any dog or domestic animal to enter a house or other place where it may be safe from capture by the Bylaw Enforcement Officer or other authorized persons; or otherwise assist any dog or domestic animal to escape capture.
 - d) negligently or wilfully open any gate, door or other opening in a fence or enclosure in which a dog or other domestic animal has been confined, or otherwise obstruct any dog or domestic animal's confinement, thereby allowing said dog or domestic animal to run-at-large
 - e) tease, torment or annoy any dog or domestic animal
 - f) ignore or further neglect any dog or domestic animal found to be in distress as defined by the Animal Protection Act. Said dog or domestic animal shall be reported to the Bylaw Enforcement Officer or the municipal office.
- 5. No animal shall be allowed to run off leash except in that the areas legally described as Lot R6, Plan 3703 R.S. and Lot 1MR, Block 3, Plan 892 1503, owned by the Summer Village of Sunrise Beach, which shall be designated as the authorized Off Leash areas where dog owners may allow their dogs to run free of physical restraint by a leash.

The dog owners are still required to remove any defecation left by their dog when off leash.

If an organized event or activity, such as a horse shoe tournament, is in progress in an area then, for the length of the organized event, permission for off-leash activity is temporarily interrupted.

No dog that is identified as a vicious or restricted dog may be let off-leash at any place within the Summer Village of Sunrise Beach.

E. ANIMAL CONTROL AUTHORITY

- 1. A Bylaw Enforcement Officer or any person authorized by this Bylaw may capture and impound any Animal:
 - i) in respect of which he/she believes or has reasonable grounds to believe any offence under this bylaw is being or has been committed;
 - ii) which is required to be impounded pursuant to the provisions of any statute of Canada or the Province of Alberta, or any regulation made thereunder;
 - iii) shall deliver the Animal to the Pound or to a Caretaker with the appropriate facilities.
- 2. A Bylaw Enforcement Officer or any person authorized by this bylaw to enforce the provisions contained herein and who is delegated the authority of a designated officer under Section 542 of the Municipal Government Act may enter onto lands for the purpose of pursuit, capture and restraint of any Animal found running at large, or for the purpose of observation, investigation or enforcement of this bylaw:
 - i) after reasonable notice to the owner or occupant of the land; or

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SUMMER VILLAGE OF SUNRISE BEACH

Bylaw 142-2018

A Bylaw Of The Summer Village Of Sunrise Beach In The Province Of Alberta, For The Purpose Of Regulating And Controlling Animals Within The Corporate Limits Of The Municipality.

- ii) with the consent of the owner or occupant of the land; or
- iii) without reasonable notice or consent of the owner or occupant of the land in the event the circumstances constitute an emergency or extraordinary circumstance.

3. The Bylaw Enforcement Officer is authorized to take reasonable measures to subdue and capture Animals found to be in contravention of this Bylaw.
4. The Bylaw Enforcement Officer is authorized to take or order the taking of an injured or sick Animal to a Veterinarian for treatment to relieve pain or bleeding, at the expense of the Owner.

F. IMPOUNDMENT

1. The Municipal Administrator shall establish one or more pounds for the impounding or keeping of dogs or domestic animals captured.
2. Each dog or domestic animal impounded under the provisions of this bylaw shall be subject to impounding fees as set down by the Pound Keeper. These fees shall apply for each and every day of confinement to a maximum of seventy two (72) hours
3. After the confinement period, if no person shall appear at the pound to claim the dog or domestic animal, such dog or domestic animal shall be disposed of by sale, adoption or destroyed. The purchaser of the dog shall obtain full right and title to it and the right and title of the former owners shall cease thereupon.
4. The Bylaw Enforcement Officer shall attempt, to the best of his/her abilities, to ascertain the name of the owner of any impounded dog or domestic animal. Upon obtaining the name of the said owner, the Bylaw Enforcement Officer or Pound Keeper shall serve said owner with a Notice of Impoundment, either by serving said notice personally or by sending said notice by registered mail to the last know address of said owner.

G. PENALTIES

1. The Bylaw Enforcement Officer or police officer may enforce the provisions of the bylaw and will issue an offence ticket in the amount of the stipulated voluntary penalty as provided in Schedule "B". Payment of the stipulated voluntary penalty may be made in lieu of prosecution.
2. The offence ticket may be issued by personally serving it upon the alleged offender, or by leaving it at the residence of the alleged offender with any adult member of the family of the owner or harbourer who is at least sixteen (16) years of age, or by sending the offence ticket to the alleged offender by registered mail to his last known post office address.
3. In the event that an offence ticket remains unpaid for a period of fourteen (14) days, the alleged offender shall be liable to prosecution in the ordinary way for the offence alleged to have been committed.
4. Any person who on summary conviction is convicted of violating any provision of this bylaw shall be liable to pay a fine of not less than the stipulated voluntary penalty and not more than \$2,500.00 and in default of payment, judgement.
5. Any person who violates any provision of this bylaw for which a stipulated voluntary penalty has not been established by Schedule "B" shall be liable to a voluntary penalty of \$100.00 and upon summary conviction, to a fine of not less than \$100.00 nor more than \$2,500.00 and in default of payment, judgement.
6. Any person to whom an offence ticket has been issued may exercise his rights to defend any charge of committee a contravention of any of the provisions of this bylaw.

H. RELEASE OF ANIMALS

1. All licenses, fines and fees are to be paid before any dog or domestic animal is released from the Pound.

SUMMER VILLAGE OF SUNRISE BEACH
Bylaw 142-2018

A Bylaw Of The Summer Village Of Sunrise Beach In The Province Of Alberta, For The Purpose Of Regulating And Controlling Animals Within The Corporate Limits Of The Municipality.

I. EFFECTIVE DATE INFORMATION

1. This Bylaw hereby rescinds Bylaw number 76-1999 and any other Animal Control Bylaw or Dog Control Bylaw of and for the Summer Village of Sunrise Beach.
2. Any property owner who has more than three (3) of one kind of species, whatever sex or age, shall be allowed to keep those animals as long as the dogs are licensed. However, there can be no replacement of any animal that dies or is released voluntarily by the property owner over the limit of three.
3. This Bylaw shall come into full force and effect on January 30, 2018.

READ a first time in Council this 30th day January, 2018.

READ a second time this 30th of January, 2018

Unanimous consent given to proceed with the Third and Final Reading given this 30th day of January, 2018.

READ a third and final time this 30th day of January 2018.

Mayor

Municipal Administrator

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SUMMER VILLAGE OF SUNRISE BEACH
Bylaw 142-2018

A Bylaw Of The Summer Village Of Sunrise Beach In The Province Of Alberta, For The Purpose Of Regulating
And Controlling Animals Within The Corporate Limits Of The Municipality.

SCHEDULE "A"

Dog License Fees and Pound Fees

- | | | |
|----|---|--------------------------|
| 1. | Each unspayed female dog or unneutered male dog | \$35.00 lifetime license |
| 2. | Where a female dog be spayed or a male dog be neutered, the owner, upon production of a certificate from a duly qualified veterinary surgeon as proof of such dog being spayed or neutered. | \$25.00 lifetime license |
| 3. | Dog Guides/Seeing Eye Dogs | No charge |
| 4. | Replacement Tags | \$5.00 |

POUND OR KENNEL FEES

1. The pound or kennel fees as set by the poundkeeper for every twenty-four (24) hour period or fraction thereof the dog has been impounded.

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SUMMER VILLAGE OF SUNRISE BEACH
Bylaw 142-2018

A Bylaw Of The Summer Village Of Sunrise Beach In The Province Of Alberta, For The Purpose Of Regulating And Controlling Animals Within The Corporate Limits Of The Municipality.

SCHEDULE "B"
STIPULATED VOLUNTARY PENALTIES FOR INFRACTIONS

Failure to obtain a license (Section C.1)	\$50.00 first offence \$100.00 second and subsequent
Harbouring more than three (3) animals of one kind on a residential property	\$100.00 first offence \$250.00 second and subsequent offence
Allowing a dog to run at large (Section D. 2. a)	\$40.00 first offence in a 12 month period \$60.00 second offence in a 12 month period \$100.00 third offence in a 12 month period \$500.00 fourth and subsequent offence in a 12 month period from date of first offence
Permitting a vicious dog to run at large (Section D. 2. a and D. 3. iv)	\$500.00
Failure to wear a tag (Section C. 4)	\$50.00 first offence \$100.00 second and subsequent offence
Female dog not confined when in heat (Section D. 2. d)	\$75.00 per offence
Dog or Domestic Animal disturbing the peace (section D. 2. e)	\$100.00 first offence in a 6 month period \$200.00 second offence in a 6 month period \$300.00 third and subsequent offence in a 6 month period from date of first offence
Failure to remove defecation (Section D. 2. f)	\$50.00 first offence \$100.00 second and subsequent offences
Violation of any other provisions of Part D. 2 or any provision of D. 3	\$50.00 first offence \$100.00 second and subsequent offences
Failure to maintain in force a Policy of Liability insurance for Vicious Dogs (Section D. 3. a-c)	\$1,500.00 each offence
Failure to confine a restricted dog or vicious dog when on the premises of the owner in accordance with bylaw (Sections D. 3. d. i-iii)	\$500.00 per offence
Failure to muzzle or otherwise secure a restricted dog or vicious dog when off the premises of the owner (Section D.3.d.iv)	\$500.00 per offence
If a restricted or vicious dog bites or attacks a person or animal causing injury	\$1,500.00

16

svsunrisebeach@wildwillowenterprises.com

From: svsunrisebeach@wildwillowenterprises.com
Sent: April 13, 2022 11:21 AM
To: svsunrisebeach@wildwillowenterprises.com
Subject: RE:

From: svsunrisebeach@wildwillowenterprises.com <svsunrisebeach@wildwillowenterprises.com>
Sent: April 13, 2022 11:18 AM
To: 'Everett Steenbergen' <everett@hottmail.com>
Subject: RE: Newsletter

Hi Everett,

I will let Wendy know 😊

Lana Lange
Administrative Assistant

Summer Village of Sunrise Beach
PO Box 1197
Onoway, AB T0E 1V0
Phone: 780.967.0271 Fax: 780.967.0431
svsunrisebeach@wildwillowenterprises.com

From: Everett Steenbergen
Sent: April 13, 2022 11:05 AM
To: svsunrisebeach@wildwillowenterprises.com
Subject: Re: Newsletter

Hi Lana; I have a drainage issue and the water runs down my property instead where it is supposed to. I would like to be put on the agenda to ask for permission to repair it.
Everett

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BEING A BYLAW OF THE SUMMER VILLAGE OF SUNRISE BEACH, IN THE PROVINCE OF ALBERTA, TO AUTHORIZE THE SEVERAL RATES OF TAXATION IMPOSED FOR ALL PURPOSES FOR THE YEAR 2022

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

Municipal General	211,325.64
Minimum Municipal	43,808.36
Lac Ste. Anne Foundation Seniors Requisition	5,896.00
ASFF Residential School Requisition	69,763.00
ASFF Non-Residential School Requisition	500.00
Designated Industrial Property Requisition (DIP)	<u>10.16</u>
TOTAL:	331,303.16

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

Residential – Improved	27,831,560
Residential – Vacant	826,240
Farmland	21,160
Non-Residential (Linear)	132,620
Exempt	<u>1,187,250</u>
TOTAL:	29,998,830

WHEREAS, the estimated municipal expenditures and transfers set out in the budget for the Summer Village of Sunrise Beach for 2022 total \$289,134.00 and;

WHEREAS, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$34,000.00 and \$43,808.36 from "Minimum Municipal Tax" and the balance of \$211,325.64 is to be raised by general municipal taxation; and

WHEREAS, estimated amount to be collected for requisitions totals \$76,169.16 (School \$70,263.00; Senior \$5,896.00; Designated Industrial \$10.16); and

WHEREAS, the amount of municipal taxation to be raise as a minimum amount payable of \$960.00 per each taxable property in the municipality is estimated to be \$43,808.36 and the remaining \$211,325.64 is to be collected based on municipal mill rates; and

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

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

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

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

	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE</u> (in mills)
General Municipal			
Residential – Improved	201,477.80	27,831,560	7.23918458
Residential – Vacant	5,981.30	826,240	7.23918458
Farmland	153.18	21,160	7.23918458
Non-residential (Linear)	3,713.36	132,620	28.0
TOTAL	211,325.64	28,811,580	

	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE</u> (in mills)
Alberta School Foundation Fund			
Residential/Farmland	69,763.00	28,678,960	2.43255
Non-residential	500.00	132,620	3.77018
TOTAL	70,263.00	28,811,580	

	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE</u> (in mills)
Lac Ste. Anne Senior Foundation			
Residential/Farmland	5,868.86	28,678,960	0.204640
Non-residential	27.14	132,620	0.204640
TOTAL	5,896.00	28,811,580	

	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE</u> (in mills)
Designated Industrial Property			
Non-Residential – Linear	10.16	132,620	0.0766
Total	10.16	132,620	

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

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

	<u>TAX RATE</u>	<u>TAX LEVY</u>
Vacant Residential	\$960.00	17,058.70
Improved Residential	\$960.00	20,863.05
Farmland	\$960.00	4,459.41
Non-Residential	\$960.00	1,427.20
TOTAL		\$43,808.36

THAT this Bylaw shall come into force and effect for 2022 taxation on the date of the third and final reading.

Read a first time on this 26th, day of April, 2022.

Read a second time on this 26th day of April, 2022.

Unanimous Consent to Proceed to Third Reading on this 26th, day of April, 2022.

Read a third and final time on this 26th day of April, 2022.

Signed and Passed this 26th day of April, 2022.

Mayor, John Ethier

Chief Administrative Officer Wendy Wildman



From: Donna Kerr <dkerr@lsac.ca>
Sent: April 13, 2022 11:43 AM
To: Trista Court; Wendy Wildman (cao@onoway.ca); Village of Alberta Beach; Karen St. Martin, CAO - Town of Mayerthorpe; Summer Village of Castle Island; Summer Village of Nakamun Park; Summer Village of Ross Haven; Summer Village of Sandy Beach; Summer Village of Silver Sands; SV of Birch Cove; Summer Village of Sunrise Beach; SV of Sunset Point; SV of Val Quentin; Summer Village of West Cove; SV of Yellowstone; Summer Village of Silver Sands
Cc: Taryn Monteith
Subject: RE: FCSS Program Proposal - Lac Ste. Anne County

Just to clarify, for some reason the list re-arranged itself...it should read:

1. Home Support
2. Preventative Counselling Subsidy Program, and
3. Community Volunteer Income Tax Program.

Donna Kerr

Community Services Manager, Lac Ste. Anne County

56521 RGE RD 65 | BOX 219 | SANGUDO, ALBERTA T0E 2A0

PHONE: 780.785.3411 | TOLL-FREE: 1.866.880.5722 | FAX: 780.785.2985 | lsac.ca

Visit CountyConnect.ca to sign up for critical alerts as they happen!

From: Trista Court <tcourt@lsac.ca>
Sent: April 13, 2022 11:40 AM
To: Wendy Wildman (cao@onoway.ca) <cao@onoway.ca>; Village of Alberta Beach <aboffice@albertabeach.com>; Karen St. Martin, CAO - Town of Mayerthorpe <cao@mayerthorpe.ca>; Summer Village of Castle Island <svcastle@telus.net>; Summer Village of Nakamun Park <cao@svnakamun.com>; Summer Village of Ross Haven <cao@rosshaven.ca>; Summer Village of Sandy Beach <svsandyb@xplornet.ca>; Summer Village of Silver Sands <administration@wildwillowenterprises.com>; SV of Birch Cove <d.evans@birchcove.ca>; Summer Village of Sunrise Beach <svsunrisebeach@wildwillowenterprises.com>; SV of Sunset Point <office@sunsetpoint.ca>; SV of Val Quentin <d.evans@valquentin.ca>; Summer Village of West Cove <svwestcove@outlook.com>; SV of Yellowstone <office.svyellowstone@gmail.com>; Summer Village of Silver Sands <administration@wildwillowenterprises.com>
Cc: Donna Kerr <dkerr@lsac.ca>; Taryn Monteith <tmonteith@lsac.ca>
Subject: FCSS Program Proposal - Lac Ste. Anne County

The Town of Onoway Administration hosted a meeting with Lac Ste. Anne County Community Services Department and several representatives from neighbouring municipalities, with the intent of learning more about existing County FCSS programs and the potential for expansion of these services into more communities. The meeting focussed on three main programs:

1. Home Support Preventative,
2. Counselling Subsidy Program Community, and



3. Volunteer Income Tax Program.

Following that meeting, the interest from the attendees to look further into partnership opportunities was apparent. And so, the County has prepared the attached proposal. For those of you who remain interested, please connect with either Donna Kerr, Community Services Manager or myself – and then further discussions on the details of rolling out the program(s) can be determined.

(For Summer Villages – although the Municipal Services Package (MSP) is looming, this could be a preliminary arrangement).

Trista Court

General Manager of Community & Protective Services, Lac Ste. Anne County

56521 RGE RD 65 | BOX 219 | SANGUDO, ALBERTA T0E 2A0

PHONE: 780.785.3411 | TOLL-FREE: 1.866.880.5722 | FAX: 780.785.2985 | CELL: 780.284.1538 | lsac.ca

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From: Trista Court <tcourt@lsac.ca>
Sent: April 13, 2022 11:40 AM
To: Wendy Wildman (cao@onoway.ca); Village of Alberta Beach; Karen St. Martin, CAO - Town of Mayerthorpe; Summer Village of Castle Island; Summer Village of Nakamun Park; Summer Village of Ross Haven; Summer Village of Sandy Beach; Summer Village of Silver Sands; SV of Birch Cove; Summer Village of Sunrise Beach; SV of Sunset Point; SV of Val Quentin; Summer Village of West Cove; SV of Yellowstone; Summer Village of Silver Sands
Cc: Donna Kerr; Taryn Monteith
Subject: FCSS Program Proposal - Lac Ste. Anne County
Attachments: FCSS Program Expansion with Neighbours Proposal.pdf

The Town of Onoway Administration hosted a meeting with Lac Ste. Anne County Community Services Department and several representatives from neighbouring municipalities, with the intent of learning more about existing County FCSS programs and the potential for expansion of these services into more communities. The meeting focussed on three main programs:

1. Home Support Preventative,
2. Counselling Subsidy Program Community, and
3. Volunteer Income Tax Program.

Following that meeting, the interest from the attendees to look further into partnership opportunities was apparent. And so, the County has prepared the attached proposal. For those of you who remain interested, please connect with either Donna Kerr, Community Services Manager or myself – and then further discussions on the details of rolling out the program(s) can be determined.

(For Summer Villages – although the Municipal Services Package (MSP) is looming, this could be a preliminary arrangement).

Trista Court

General Manager of Community & Protective Services, Lac Ste. Anne County

56521 RGE RD 65 | BOX 219 | SANGUDO, ALBERTA T0E 2A0

PHONE: 780.785.3411 | TOLL-FREE: 1.866.880.5722 | FAX: 780.785.2985 | CELL: 780.284.1538 lsac.ca

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Home Support

Lac Ste. Anne County's Existing Program

The Home Support Program is designed to help seniors remain independent in their own homes by assisting them in keeping a clean and healthy living environment through a subsidized light housekeeping program. Light housekeeping duties include, but are not limited to, sweeping, laundry, dishes, vacuuming, dusting, light snow shoveling, light weeding, and the like. A Coordinator facilitates the matching of a worker with a client.

Currently Lac Ste. Anne County offers this program through FCSS. The following parameters have been established:

- Minimum of 2 hrs/week; maximum of 3 hrs/week at the subsidized rate. (Client may choose to pay full rate for additional hours).
- \$20/hour (subsidy pays \$10; client pays \$10)
- Client provides all cleaning supplies and equipment.
- Light house cleaning only (no personal care, food preparation, errands, yardwork, etc.)
- Will shovel steps but not driveway – just an extra safety bonus to allow client to get in & out of home.
- COVID had the County implement strong safety protocols for worker (health screening prior to arriving at client home, masking, sanitizing, gloves, everything was client home specific – i.e. could not wear the same mask/gloves into multiple homes). Relaxation of some restrictions has allowed for some flexibility.
- Eligible clients are 65+. (Some exceptions on a case-by-case basis are considered)
- At this time there are no income thresholds for qualification.
- Client must be Lac Ste. Anne County resident.

Proposal

Discussions have occurred with some of the neighbouring municipalities within the County's borders who inquired about expanding the Home Support Program into their communities. In order to expand the program, the following proposal is shared for your consideration.

Lac Ste. Anne County proposes to be the lead in a partnership and administer the program on behalf of all other partners. A municipality may become a partner by agreeing to cost-share in the program at \$13.00 per client hour of service. This fee will be inclusive of the \$10 wage subsidy, WCB, insurance, mileage (worker and coordinator), worker training, advertising, administration and coordination.

Further discussions with interested partners will be scheduled to assist with developing a consistent delivery model throughout the region (e.g. client eligibility).

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Preventative Counselling Subsidy Program

Lac Ste. Anne County's Existing Program

To prevent crisis, individuals and communities need support, guidance, education, encouragement, opportunities and intervention strategies. The cost of counselling can pose a barrier for many, but the County works to minimize this barrier by offsetting the cost of preventative counselling services.

Lac Ste. Anne County provides a subsidy to eligible individuals, couples or families in the region who find themselves struggling to afford the cost of short-term preventative counselling services. County residents who meet specific income thresholds may be eligible for the subsidy. Through this program, the County contracts a local counselling agency to provide the counselling services. The program subsidizes a maximum of six (6) sessions per year. Counselling sessions must be preventative in nature.

Currently Lac Ste. Anne County offers this program through FCSS. The following parameters have been established:

- Client must be Lac Ste. Anne County resident.
- Client must not have access to an employee or health benefit plan that covers the cost of counselling.
- Client must have a family income of less than \$95,000 per year. (Some exceptions on a case-by-case basis are considered – not advertised).
- Subsidy range:

○ Income up to \$50,000/year	Subsidy: \$120 per session; Client \$0 per session
○ Income \$50,001 to \$65,000/year	Subsidy: \$100 per session; Client \$20 per session
○ Income \$65,001 to \$80,000/year	Subsidy: \$80 per session; Client \$40 per session
○ Income \$80,001 to \$95,000/year	Subsidy: \$60 per session; Client \$60 per session
○ Over \$95,001 per year	Subsidy: \$0 per session; Client \$120 per session

Proposal

Discussions have occurred with some of the neighbouring municipalities within the County's borders and Northern Gateway Public Schools who inquired about expanding the Preventative Counselling Subsidy Program into their communities. In order to expand the program, the following proposal is shared for your consideration.

Lac Ste. Anne County proposes to be the lead in a partnership and administer the program on behalf of all other partners. A municipality may become a partner by agreeing to cost-share in the program at up to \$120.00 plus 15% administration fee per client session. This fee will be inclusive of the full subsidy (in accordance with the income threshold), advertising, administration and coordination.

Further discussions with interested partners will be scheduled to assist with developing a consistent delivery model throughout the region (e.g. client eligibility).

25

Community Volunteer Income Tax Program

Lac Ste. Anne County's Existing Program

Each tax season, the County provides tax preparation assistance via its Community Volunteer Income Tax Program (CVITP). This annual program is a partnership between the Canada Revenue Agency and community organizations that host tax preparation clinics and arrange for volunteers to prepare income tax and benefit returns for eligible residents, review those results with the client, and with the client's approval, e-file the return

Under the Community Volunteer Income Tax Program (CVITP), volunteers assist qualified candidates in preparing their Income Tax Returns between March 1 and April 15 of each year.

Currently Lac Ste. Anne County offers this program through FCSS. The following parameters have been established:

- Currently available to all residents in Lac Ste. Anne County and surrounding municipalities
- Although the program is targeted within the timeframe above, it is available year-round, as required.
- Tax preparation is not limited to the current year, although e-file is only available for the current year.
- Canada Revenue Agency establishes eligibility criteria including income thresholds. In 2022 the income thresholds are:

Family Size	Household Income
1 person	\$35,000
2 persons	\$45,000
3 persons	\$47,500
4 persons	\$50,000
5 persons	\$52,500
More than 5 persons	\$52,500 plus \$2,500 for each additional person

- Lac Ste. Anne County provides this service with County staff and currently does not use community volunteers.

Proposal

Discussions have occurred with some of the neighbouring municipalities within the County's borders who inquired about CVITP. In 2021 over 120 Income Tax Returns were completed, with the program growing annually. Lac Ste. Anne County has a capacity limit so in order to meet anticipated future needs of the program, the following proposal is shared for your consideration.

Lac Ste. Anne County is encouraging each municipality to participate in this program through either of the proposed options below:

Option 1

By registering as a Host Organization to offer this service. In doing so, you would be required to have a Coordinator (Main Contact) and volunteers. 'Volunteers' can be a staff member(s) within your municipality and/or community members. All training is provided through Canada Revenue Agency. There is no cost to the municipality other than advertising and incidental costs such as paper, ink, memory stick, etc.. The volunteer(s) will require computer, printer and internet access – so this may be a consideration.

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Community Volunteer Income Tax Program (Cont'd)

Option 2

Lac Ste. Anne County could be the lead in a partnership acting as the Host Organization and assuming the administration and coordination role, on behalf of all other partners. Partner municipalities would be required to provide volunteers. 'Volunteers' can be a staff member(s) within your municipality and/or community members. Partner municipalities would also be required to host clinics or provide services within applicable communities (these can be done within regular operational hours).

There is no cost to the municipality other than advertising and incidental costs such as paper, ink, memory stick, etc.. The volunteer(s) will require computer, printer and internet access – so this may be a consideration.

Further discussions with interested partners will be scheduled to assist with developing a consistent delivery model throughout the region (e.g. options for clinic delivery).

svsunrisebeach@wildwillowenterprises.com

From: svsunrisebeach@wildwillowenterprises.com
Sent: April 13, 2022 12:48 PM
To: svsunrisebeach@wildwillowenterprises.com
Subject: FW: quick question from Saturday's Hummocky open-house

From: Everett Steenbergen <evsteen@hotmail.com>
Sent: April 13, 2022 10:48 AM
To: mike benson <mikeforcouncil21@gmail.com>; Lana Lange <svsunrisebeach@wildwillowenterprises.com>;
jk.ethier@gmail.com
Subject: Re: quick question from Saturday's Hummocky open-house

On a different note; We used to have a annual open meeting with the village . it was always well attended. I think we should do this again. Usually done last sat. of June. If you agree I will try to book the sandy lake hall.

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HAZARDS AND RISK ANALYSIS/BUSINESS CONTINUITY PLAN/COMMUNITY INVOLVEMENT

OVERVIEW:

Effective Emergency Response Planning is dependent on knowledge of the types of situations that could result in emergencies affect the Summer Village of Sunrise Beach. Determining the risk that these hazards pose should dictate the emergency preparedness priorities for the Village and whether hazard specific response protocols or procedures need to be developed.


Hazard analysis refers to a qualitative assessment of the risks present in the Village. By identifying and acknowledging potential risks, appropriate steps can be taken to plan and prepare for them.

We will be arranging to have the Hazard Assessment and Controls completed once COVID and elections are over. Some of the hazards are identified on the attached forms. Please review as time permits and advise whether some are not applicable, others not identified that should be included and any other comments that you may have.

These hazards will be reviewed by Council and Administration and are divided into Natural and Man Made Hazards. A Risk Assessment Worksheet is used to identify the overall risk for each hazard, with existing controls and recommendations and will change as new hazards, controls and recommendations occur.

A meeting to move forward with the Emergency Management Program is essential in moving ahead with the program in a positive manner.

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Summer Village of Sandy Beach	Completed by:
 Summer Village of Sunrise Beach	Mayor Deputy Mayor Councillor CAO/DDEM DEM

DATE: _____	Probability	Impact	Overall Risk	Existing Controls	Recommendations
HARZARD ASSESSMENT NATURAL HAZARDS					
Hazards					
Blizzard/Snowstorm – Ice Storm					
Extended Cold Weather – minus 38 Celsius for 1 week plus					
Extended Hot Weather – plus 38 Celsius for 1 week plus					
Forest/Brush Fire					
Tornado or Severe Windstorm					
Watercourse Flooding					
Drought					
Pandemic/Infectious Disease Outbreak					
Potable water contamination					
Animal Disease					
Plant Disease/Pest Infestation					

Probability - 1 to 3 with 3 most highly probable
 Severity - 1 to 3 with 3 most serious
 Frequency of Exposure - 1 to 3 with 3 most frequent
Total 3 to 4 - Low priority, 5 to 6 - Medium priority, and 7 to 9 - High priority

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Summer Village of Sunrise Beach



Summer Village of
Sunrise Beach

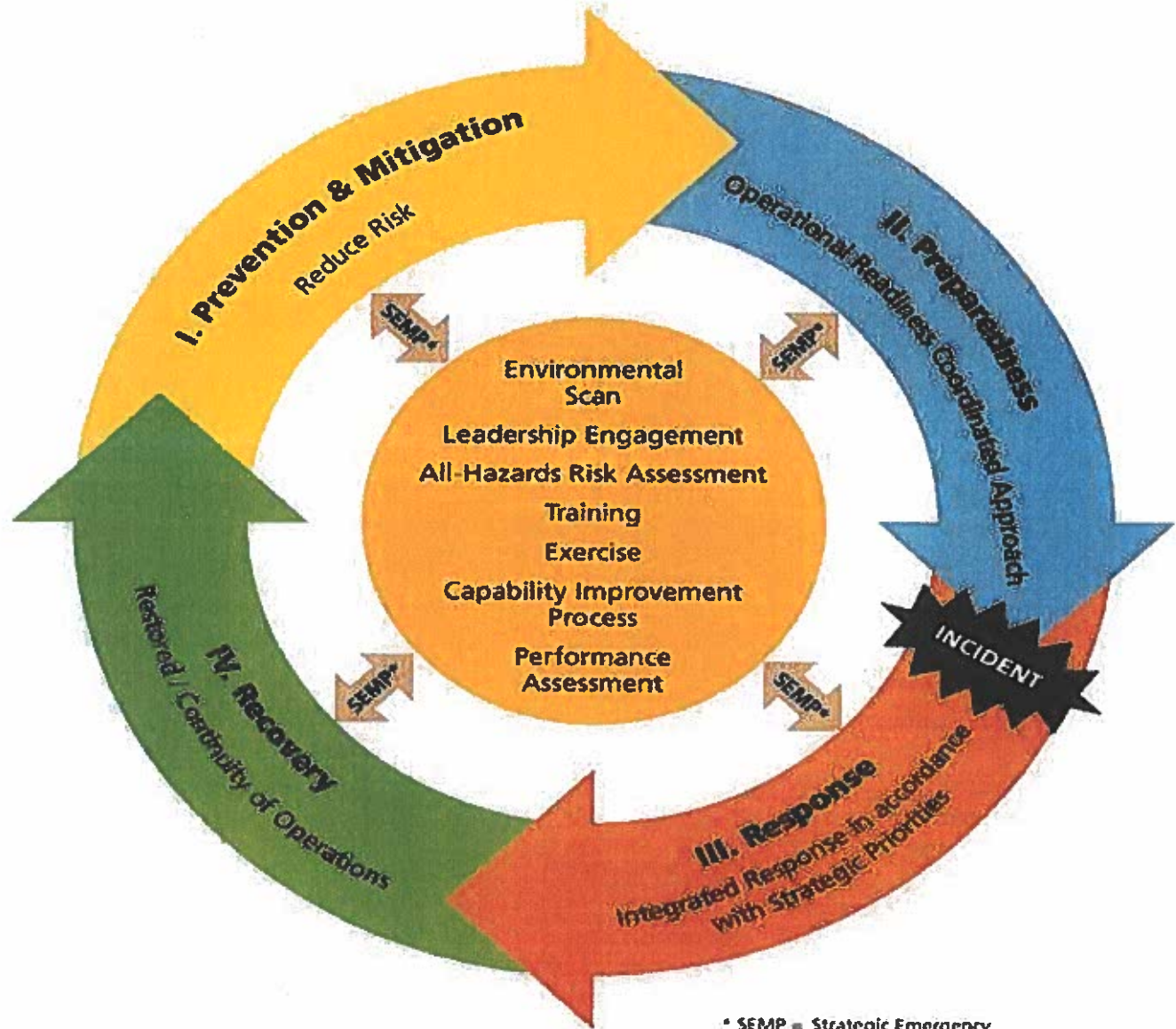
DATE: _____	Probability	Impact	Overall Risk	Existing Controls	Recommendations
HARZARD ASSESSMENT MAN MADE HAZARDS					
Hazards					
Major Fire or Building Explosion					
Loss of Power 7 hrs in duration below 15 degrees Celsius					
Loss of Natural Gas (i.e. line break)					
Major Industrial Accident (i.e. gas release from accident on Hwy)					
Major Road Accident - within SV limits					
Aircraft Crash					
Active Shooter					

Probability - 1 to 3 with 3 most highly probable **Severity** - 1 to 3 with 3 most serious **Frequency of Exposure** - 1 to 3 with 3 most frequent
Total 3 to 4 - Low priority, 5 to 6 - Medium priority, and 7 to 9 - High priority

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Business Continuity Plan Summer Village of Sunrise Beach

Emergency Management Continuum



* SEMP = Strategic Emergency Management Plan

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Summer Village of Sunrise Beach

Business Continuity Plan

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This Business Continuity Plan has been created through the combined efforts of Sunrise Beach Council, and our Director of Emergency Management (DEM)

Mayor, Deputy Mayor, Councillor
Chief Administrative Officer
Director of Emergency Management:

Municipal Enforcement - Enhanced Services
Contracted and/or Employed Services including Fire, Police,
Ambulance, Snow Removal
Ste. Anne Summer Villages Regional Emergency Partnership

1. Purpose of the Plan.

The purpose of the Business Continuity Plan is to provide for the continuation of critical municipal functions and recovery of services that have been interrupted and/or suspended. Many potential contingencies and disasters can be averted, or the damage they cause can be reduced, if appropriate steps are taken to manage the event.

This Business Continuity Plan outlines the course of action to be taken in the event of an emergency and the process to follow for recovery to normal operation. It is intended to:

- Provide an orderly and efficient transition from normal to emergency conditions.
- Provide specific guidelines appropriate for complex and unpredictable occurrences.
- Provide consistency in action.
- Prevent activity inconsistent with the philosophy of the municipality.
- Establish a threshold at which an emergency response is triggered and determine who may authorize the response.
- Establish the guideline for engaging the assistance and resources through the Ste. Anne Summer Villages Regional Emergency Partnership.

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2. Objectives of the Plan.

This Business Continuity Plan is intended to:

- Define critical operations that must be continued, those operations that can be postponed for a period of time and those operations that can be postponed indefinitely.
- Provide a planned transition for normal operations to emergency operations maintaining only those functions defined as critical or vital operations.
- Provide a level of security and safety for residents.
- Provide standards for testing the Business Continuity Plan.
- Ensure continuation of services to residents and protection of taxpayers' interests.
- Mitigate loss of confidence in Municipal government through pro-active planning.
- Meet regulatory requirements imposed by the Province of Alberta or other regulatory agencies.
- Manage successfully through a pandemic or emergency event, while minimizing the disruption to services.
- Receive positive media coverage as a result of advanced planning.
- Ensure adequate leadership and resources are available through proactive planning and training.

3. Scope.

This plan considers the effect of an emergent event on the operation of the Summer Village of Sunrise Beach and outlines the manner in which those services deemed critical and vital will continue to be delivered throughout the event. Once critical and vital services are established, necessary services will be established and then desired services as resources become available.

Critical are services that must be provided immediately without which loss of life, infrastructure destruction, loss of confidence in government and significant loss of revenue may result. These services normally require resumption within 24 hours, but for the purposes of pandemic planning they are the core services of the municipality.

Vital are services that must be provided within 72 hours without which would likely result in loss of life, infrastructure destruction, loss of confidence in government and significant loss of

revenue or disproportionate recovery costs. For the purposes of pandemic planning, these are vital and necessary services that would normally need to be performed or completed within a two to four week business cycle to avoid significant damage or loss. These are services that may be performed on a rotating schedule.

Necessary are services that must be resumed within two weeks, or could result in considerable loss, further destruction, or disproportionate recovery costs. For purposes of pandemic planning these are services that will resume last or on a priority basis.

Desired are services that could be delayed for two weeks or longer, but are required in order to return to normal operating conditions, or alleviate further disruption. For pandemic planning purposes, these are services that will be deemed as non-essential until such time as services are back to normal and/or priority necessitates.

Factors that may be considered in prioritizing services may include, but are not limited to:

- Immediate external obligations
- Immediate internal obligations
- Dependencies on other service providers or agencies
- Other agencies dependent on our services
- Contractual obligations and liabilities
- Regulatory requirements
- First response obligations
- Access to essential information
- Minimum resources available to provide services

Safety must also be considered. The safety of residents can be measured in terms of impact on individuals and groups as follows:

- **Low** – event occurrence unlikely to kill or injure
- **Medium** – event occurrence likely to cause injury or death
- **High** – event occurrence likely to cause many injuries

In addition, the threat to resources other than residents must be considered. The potential for property loss or damage can be assessed as follows:

- **Low** – no damage
- **Medium** – moderate damage to most private/public infrastructure
- **High** – all or most resources seriously damaged or destroyed to private/public infrastructure

During a pandemic or other serious interruption of the Municipality's business, Council members and administrative staff may become ill and unable to make decisions or may lose their life.

This plan will also be the basis for a policy that outlines the criteria, including scope of responsibility for activation and implementation of this plan.

4. Background on Pandemic.

A pandemic (a global epidemic) occurs when a virus strain emerges with an ability to efficiently spread in human populations and cause significant morbidity (illness) and mortality (death).

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We have faced a new threat – COVID-19. It can vary in severity from mild to severe with the most severe cases occurring mainly in people with other risk factors including chronic illness or weak immune systems.

How Large Could the Pandemic Effect Be In the Summer Village of Sunrise Beach?

The number of people infected may be so large that severe disease caused by the pandemic may place a heavy burden on the health care system as well as schools, businesses and local governments. Proactive Messaging must be shared to remind all residents that [AHS protocols](#) must be followed.

Absenteeism will also present challenges for municipalities, which could impact services and local business.

Considerations:

- The pandemic virus may spread rapidly leaving little or no time to prepare due to the high level of global traffic
- The pandemic may be widespread with simultaneous outbreaks. Municipalities may not be able to rely on neighboring jurisdictions to assist.
- There may be shortages of healthcare, emergency, and essential services personnel due to illness and absenteeism.
- There may be severe disruptions in essential services.
- There may be shortages of equipment and supplies.
- There may be intense and unrelenting scrutiny from the media and the public.

5. Assumptions.

In preparing this plan, it is assumed that a percentage of Residents, Council and Administrative Staff will either be impacted by stay at home orders, or because they are infected by the virus or needed to care for family members. Working from home, and virtual meetings will often replace in person interactions.

A pandemic or other emergency may occur at any time during the year, not necessarily during “flu” season so all services offered by the Summer Village of Sunrise Beach and surrounding municipalities must be considered in the Business Continuity Plans.

6. Plan Activation.

Once the virus is given Pandemic status in our region, the Summer Village of Sunrise Beach, and/or the Ste Anne Summer Villages Regional Emergency Management Partnership will take steps to ensure the Business Continuity Plan is on standby and activated when appropriate. Significant consideration must be committed to the decision to activate the plan. The risks inherent with the delay of implementing the plan must be considered and conversely the premature activation of the plan. The Summer Village of Sunrise Beach will regularly update and

inform key municipal stakeholders of ongoing preparations during the pre-planning and activation stages.

The Summer Village of Sunrise Beach in collaboration with the SVREAC may wish to declare a state of local emergency to provide additional powers in order to prohibit public gatherings or any other powers provided under such a proclamation.

The Summer Village of Sunrise Beach shall have the authority to suspend the delivery of municipal services as required based on the resources available to deliver those services. Those services defined as **desired** will be the first to be suspended, followed by those defined as **necessary**. If the public need for any of the services identified as **critical** or **vital** were to decrease, their continued operation will be reviewed and may be suspended.

Once the plan has been activated, communications with the SVREAC and all regional partners must strive to address or assist with a wide variety of concerns, from questions regarding service delivery to assistance in providing information on health care and shelter-in-place suggestions.

7. Succession Plan.

It is possible in the event of a pandemic or any other emergency, that senior staff may not be capable of functioning in their normal positions. If the Chief Administrative Officer is not available, his/her position will be assumed by the **to be determined**. If that person is not available the person in the position listed immediately below that position in the chart below will assume that position.

Chief Administrative Officer
Wendy Wildman
Consider other Summer Village (Mutual Aid)
Wendy Wildman 780-819-3681 cell wendy@wildwillowenterprises.com

In the event the Director of Emergency Management is not capable of filling that position a Deputy Director of Emergency Management will assume that position. In the event a Deputy Director of Emergency Management is not available the Chief Administrative Officer (CAO) will assume the responsibilities of the Director of Emergency Management.

8. Minimizing Illness.

Alberta Emergency Management is the lead Agency for emergency events, including fire, flooding, etc. All directions for a pandemic are led by Alberta Health Services.

9. Support to Council Members, Contractors, Administration and their Families.

Council members, Contractors and Administration are expected to plan and prepare for themselves and their family's wellness and safety. Lack of planning could result in litigation and resignations and could damage the municipalities' reputation.

Travel restrictions. To contain the spread of a virus and to protect those employees who are well, travel restrictions may be instituted. Council members, Contractors and Administration are required to follow the restrictions.

10. Recovery Process.

Lessons learned from previous pandemics indicate that there will be subsequent waves of the pandemic. The subsequent waves may be of a lesser severity and may have reduced effect if a vaccine is available. The municipality will have to regroup quickly to determine its status in terms of availability of supplies or services from external suppliers and what role the municipality needs to play in the recovery of its residents and the public and non-profit sectors.

As part of the recovery process, the municipality must develop plans for the replacement of council members and contractors unable to return to work. This will largely be driven by the reintroduction of the desired and necessary services.

11. Maintaining Our Business Continuity for Pandemic Plan.

is this an acceptable time?

Plan review is essential to this Business Continuity Plan. This plan shall be reviewed in detail annually in the month of September, to determine if environmental changes or plan and policy changes affect this plan. Other benefits of regular testing include:

- Ensuring adequacy to this plan.
- Determining additional training that may be required, particularly as a result of Council changes.
- Identifying any deficiencies in this plan.
- Demonstrating that our municipality has the ability to provide services during an emergency.

A record of the date and time of the test of this plan shall be maintained by the CAO. Testing, training and exercising of this plan should include social distancing techniques including work from home capabilities and impacts on essential functions and services.

12. Identification of Essential Services

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Identification of Essential Services –Council - Updated March 24, 2022

Department: Summer Village of Sunrise Beach Council

Service	Function	How is Service Provided	Critical	Vital	Necessary	Desired	Notes
Governance	Conduct council meetings to provide direction to administration, and provide services or other things that are necessary for the continued operation of the municipality.	In person/ Zoom Meetings			X		1
	Declaration of a state of local emergency.	Mayor or two Councillor Members or SVREAC Committee	X				2
	Maintain confidence in local government.	AEA; All Net Communication Social Media including Facebook and Website Media Releases Situational Analysis Reports to Council	X				

Notes:

- Council has the authority to hold meetings virtually rather than face to face meetings to maintain a quorum.
- Our Emergency Services Bylaw allows a State of Local Emergency in the event that all of Council cannot attend a meeting? ~~Yes, Mayor or two Councillors, Confirm SVREAC. (Link Bylaw in here)~~ *Bylaw 158-19* *64*
and/or.

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12.2. Identification of Essential Services – Administration.

Department: Chief Administrative Officer

Service	Function	How is Service Provided	Critical	Vital	Necessary	Desired	Notes
Assessment and Taxation	Prepare Tax Rate Bylaw	CAO drafts and Council enacts			X		
Freedom of Information and Protection of Privacy	Follow duties as described in the FOIP Act in the event of an application under that Act.	CAO, Council				X	
Communications	Communications necessary as a result of the emergency.	CAO, EDO, and PIO	X				
ICP	Ensure ICP is functional	DEM or DDEM	X				
	Coordinate funds/resources	CAO/FO	X				
	Advise Council to declare emergency	DEM/DDEM or SVREAC	X				
Summer Village	Oversee the overall operations of the Summer Village in accordance with M.G.A.	CAO	X				

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12.3. Identification of Essential Services – Administration.

Department: Finance

Service	Function	How is Service Provided	Critical	Vital	Necessary	Desired	Notes
Finance	Process council remunerations	CAO/FO			X		
	Process payments for supplier invoices.	CAO/FO			X		
	Complete and submit GST returns.	CAO/FO			X		
	Monitor and record additional payments as a result of any.	CAO/FO			X		
	Prepare and submit annual financial reporting.	CAO/FO			X		
	Ensure sufficient funds are available to meet the municipal requirements.	CAO/FO		X			
	Invoice for other receivable for the municipality including applying penalties,	CAO/FO			X		

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12.4. Identification of Essential Services – Administration

Department: Assessment and Taxation

Service	Function	How is Service Provided	Critical	Vital	Necessary	Desired	Notes
Assessment and Taxation	Prepare the property tax assessment roll.	CAO		X			
	Prepare and mail assessment and property tax notices.	CAO		X			
	Answer property owners' questions about their property taxes.	CAO		X			
	Issue tax certificates	CAO		X			
	Follow property tax notification for those properties on which taxes are in arrears.	CAO		X			
	Consideration and approval of tax payment period extension in extenuating circumstances (pandemic)	Council approval / CAO		X			

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12.5. Identification of Essential Services – Administration.

Department: CAO/Council

Service	Function	How is Service Provided	Critical	Vital	Necessary	Desired	Notes
Communications	Routine communications to municipal residents	CAO/Council/Contactor Information Officer		X			
	Ensure information is updated and current on all social media mediums	CAO/Council/Contactor Information Officer		X			
	Answer telephone and e-mail inquiries and respond within 24 hours	CAO/Council		X			
IT Services	Contact IT support contractors when required for Computer and Printer issues in order to maintain and ensure the operation of the internal computer network.	CAO/Council		X			
Council Support	Prepare package for Council meetings	CAO/Council			X		

Note: Work collaboratively to provide support to all other areas.

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12.7. Identification of Essential Services – Fire Protection.

Department: Fire Protection

Service	Function	How is Service Provided	Critical	Vital	Necessary	Desired	Notes
Protection of persons and property and safety of the community	Respond to fire calls in the department's response area.	First Responder Standard Operating Guidelines Policies and Procedures	X				
	Respond to motor vehicle collisions in the department's response area to provide extrication services if needed and traffic control services.	First Responder SOG/P's	X				
	Fire inspections.	First Responder SOG/P's			X		
	Fire prevention education.	First Responder SOG/P's				X	
Medical assists	Provide medical assist for certain ambulance calls in the department's response area.	First Responder SOG/P's	X				May be suspended pending AHS protocols
	Provide first response to medical calls when ambulance service is not readily available in the department's response area.	First Responder SOG/P's	X				May be suspended pending AHS protocols

Notes: North West Fire Department has mutual aid agreements in place with Lac Ste. Anne Counties, Town of Onoway, Alberta Beach, and Ste. Anne Summer Villages Regional Emergency Partnership. Lac Ste Anne County has access to personnel and equipment from Barrhead, Yellowhead and Parkland Counties. Currently Parkland County Ambulance agreement in place.

is this correct - or is it surgeon?

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12.8. Identification of Essential Services – Emergency Management

Department: Emergency Management

Service	Function	How is Service Provided	Critical	Vital	Necessary	Desired	Notes
Managing the municipal response to an emergency with the municipality.	Monitoring the situation and develop plans to provide the protection of: 1. People 2. Property 3. The environment	DEM & DDEM/ Ste. Anne Summer Villages Regional Emergency Partnership	X				
	Implement plans developed above and monitor their effectiveness. Modify the plans as necessary.	DEM & DDEM/ Ste. Anne Summer Villages Regional Emergency Partnership	X				
	Providing information to the community to increase awareness of the situation and methods that can be used to minimize and protect individuals.	Information Officer		X			
	Requesting the declaration of a local state of emergency if required.	MAYOR or 2 COUNCIL MEMBERS OR DEM & DDEM/ Ste. Anne Summer Villages Regional Emergency Partnership	X				
	Declaration of any authorities provided under the local state of emergency required.	RDEM in consultation with MAYOR or 2 COUNCIL MEMBERS or DEM & DDEM/ Ste. Anne Summer Villages Regional Emergency Partnership	X				
	Review the Municipal Emergency Plan and update information contained in the plan.	MAYOR AND COUNCIL/ DEM/SDEM & DDEM/ Ste. Anne Summer Villages Regional Emergency Partnership		X			

Notes: Emergency Advisory Committee and Emergency Management Bylaw No. ~~367~~ 158-2019 Municipal Emergency Management Plan, Emergency Management Act & Regulations

158-2019

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12.9. Identification of Essential Services – Emergency Medical Services.

Department: Emergency Medical Services

Service	Function	How is Service Provided	Critical	Vital	Necessary	Desired	Notes
Provision of emergency medical services.	Service is provided by Parkland Ambulance - they are located in Alberta Beach	First Responder	X				
AHS	Work in compliance with AHS Guidelines	AHS Protocols					

Notes: This is a Provincially contracted service. The Summer Village has no control over staffing and equipment issues.

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12.10. Identification of Essential Services – Municipal Enforcement.

Department: Municipal Enforcement

Service	Function	How is Service Provided	Critical	Vital	Necessary	Desired	Notes
Enforcement under Bylaws	Deal with complaints on matters governed under municipal bylaws.		X				
Enforcement under Provincial Statutes	Enforcement of specified matters governed by the Traffic Safety Act as authorized.	RCMP	X				
Other	Duties as assigned during local emergency	RCMP	X				

Notes:

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12.11. Identification of Essential Services – Operations Department

Department: Public Works Department

Service	Function	How is Service Provided	Critical	Vital	Necessary	Desired	Notes
Public Works	Street sweeping.	N/A					
	Crosswalk and line painting.	N/A					
	Plowing and removal of snow on streets.	IN HOUSE???	X				
	Street sanding.	CONTRACT ??		X			
	Repairing of potholes and cave-ins.	CONTRACT ??			X		
	Inspection and repairing of traffic control devices (signals and signage).	In house & Alberta Transportation			X		
	Grading and graveling of streets and lanes.	Contract			X		
	Inspection and repair of curbs and culverts	Contract			X		
	Inspection of stormwater catch basins, culverts and outfalls.	??	X				
	Thawing of catch basins and culverts as required to prevent flooding.	??		X			

Notes: ~~Address concerns with grate seasonally~~

12.9. Identification of Essential Services – Family and Community Support Services.

Department: Family and Community Social Services

Service	Function	How is Service Provided	Critical	Vital	Necessary	Desired	Notes
Community Event	??????	Council				X	
Seniors transportation	Is east end bus available in the community???	East end Bus				X	

12.13. Identification of Essential Services – Planning and Development

Department: Family Community Support Services

Service	Function	How is Service Provided	Critical	Vital	Necessary	Desired	Notes
Operations	Operation of the following recreation facilities:						
	•						
	•						

Note:

?? Unsure

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13. Staff Allocation for Critical and Vital Services

Department: Sturgeon County Fire Services 7

Functional Service: Contracted Service 0

Functional Activity: First Response/Incident Command

Critical: X	Vital:
--------------------	---------------

Potential Staff Shortfall	Fire Department can respond with as few as two firefighters but ability to function normally would be greatly reduced.
----------------------------------	--

Alternate Staff Sources:	Mutual Aid agreements are in place with neighboring municipalities.
Training Required for alternate staff or cross training of current staff. List staff that are cross trained or staff that are to be cross trained. See Appendix B for Skills Inventory.	Refer to Standard Operating Guidelines.
Alternate Services Delivery Options: Are there any alternatives in how this service can be delivered that will reduce staff requirement?	Mutual Aid Agreement
Known Work Around Procedures:	

14. Staff Allocation for Critical and Vital Services

Department: Public Works

Functional Service: Yes

Functional Activity: Operation Key Essential Services

Critical: X	Vital:
--------------------	---------------

Potential Staff Shortfall	One
----------------------------------	-----

Alternate Staff Sources:	Contracted Services
Alternate Services Delivery Options:	Contracted Grader Operators/Equipment/Operators/Labourers is an option. Part-time call in Equipment Operator.
Known Work Around Procedures:	Mutual Aid - working with neighbouring municipal partners

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14. Staff Allocation for Critical and Vital Services

Department: Corporate Services (Finance)
 Functional Service: Yes
 Functional Activity: Financial, Payroll, Risk Management

Critical:	Vital: X
------------------	-----------------

Potential Staff Shortfall	One
----------------------------------	------------

Alternate Staff Sources: (Assistance from supporting municipalities)	
Training Required for alternate staff or cross training of current staff. List staff that are cross trained or staff that are to be cross trained. See Appendix B for Skills Inventory.	
Alternate Services Delivery Options: Are there any alternatives in how this service can be delivered that will reduce staff requirement?	Assistance from supporting municipalities Wendy Wildman, administration@wildwillowenterprises.com
Known Work Around Procedures:	

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14. Staff Allocation for Critical and Vital Services

Department: Assessment and Taxation

Functional Service: Yes

Functional Activity: Taxation, Tax Certificates.

Critical:	Vital: X
------------------	-----------------

Potential Staff Shortfall	One
----------------------------------	------------

Alternate Staff Sources: (staff from other municipalities)	Wendy Wildman, administration@wildwillowenterprises.com
Training Required for alternate staff or cross training of current staff.	
Alternate Services Delivery Options: Are there any alternatives in how this service can be delivered that will reduce staff requirement?	
Known Work Around Procedures:	

14. Staff Allocation for Critical and Vital Services

Department: Emergency Management

Functional Service: Yes

Functional Activity: Monitoring of Situation, observing ongoing developments and Evoking of Emergency Plan if required.

Critical: X	Vital:
--------------------	---------------

Potential Staff Shortfall	One
----------------------------------	------------

Alternate Staff Sources: (staff from other municipalities)	Deputy Director of Emergency Management/ Deputy DEM; SVREMC Mutual Aid Agreements are in place with surrounding Counties, Town of Onoway, Alberta Beach, and Summer Villages Agency where staff could fill in.
Training Required for alternate staff or cross training of current staff.	Training of Council members and DEM. Training as mandated in the LAEMR
Alternate Services Delivery Options: Are there any alternatives in how this service can be delivered that will reduce staff requirement?	AEMA and Online when available
Known Work Around Procedures:	Unified Command with Lac Ste. Anne County, Mutual Aid Agreements, Contract Service Providers, Alberta Emergency Management Agency support

15. Determine What is Required for Critical/Vital Services

Department: **Sturgeon County Fire Department**

Functional Service: Yes

Functional Activity: Fire, Motor Vehicle Assistance, Mutual Aid, Fire Investigations

Critical Supplies and Suppliers: Are backup suppliers available? Will these suppliers be able to continue to provide their services/supplies during a pandemic?	Agreement with Lac Ste. Anne County and mutual aid agreements with other Fire Departments.
Critical Support from Other Departments/Organizations: (e.g. IT requirements, Contractors) In short term can you provide services without IT systems support, a supplier or a contractors' support?	Yes
Critical resources required: What forms, or other equipment is required?	AHS Protocols, PPE
Are all resources required to accomplish this service available? (Preprinted forms, equipment, telecommunication devices and services, other supplies?)	
Are there procedures in place to replace critical equipment, forms, or supplies? If not how long will it take to obtain them?	Yes
Are there important reference materials, manuals or operating procedures used in this service? How would these be replaced if necessary?	Yes
Should any reference materials or manuals, forms, supplies, or equipment be stored in an offsite location? If so where?	Yes, to be determined
Are there vital records or original documents needed in the provision of this service? How would this information be replaced if required? Should it be stored in an offsite or other location?	

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<p>Is there currently a temporary operating procedure in place should a disruption occur? If yes how will this procedure be instituted?</p>	
<p>How long can this service be provided without the support of the IT network assuming the loss of support occurred during the peak period? What procedures can be instituted to reduce the dependency or continue operations?</p>	<p>Alberta First Responder Radio Communication in place</p>
<p>Is there a peak or critical time for the provision of this service? What will be done to handle this peak demand?</p>	<p>Fire season</p>
<p>Would a disruption of this service cause the municipality in default of legally required reporting?</p>	
<p>Are there any other factors that need to be considered relating to planning for business continuity?</p>	<p>Isolation of members from families at approved location.</p>

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15. Determine What is Required for Critical/Vital Services

Department: Public Works

Functional Service: Sewer/Water

Functional Activity: Provision by Contractors

Critical Supplies and Suppliers: Are backup suppliers available? Will these suppliers be able to continue to provide their services/supplies during a pandemic?	
Critical Support from Other Departments/Organizations: (e.g. IT requirements, Contractors) In short term can you provide services without IT systems support, a supplier or a contractors' support?	YES
Critical resources required: What forms, or other equipment is required?	Ongoing
Are all resources required to accomplish this service available? (Preprinted forms, equipment, telecommunication devices and services, other supplies?)	YES
Are there procedures in place to replace critical equipment, forms, or supplies? If not how long will it take to obtain them?	EQUIPMENT CONTRACTED OUT
Are there important reference materials, manuals or operating procedures used in this service? How would these be replaced if necessary?	CAO OFFICE
Should any reference materials or manuals, forms, supplies, or equipment be stored in an offsite location? If so where?	CAO OFFICE
Are there vital records or original documents needed in the provision of this service? How would this information be replaced if required? Should it be stored in an offsite or other location?	NO

bf

Are there any stand-alone computer systems required in the provision of this service? How would those systems (hardware and software) be replaced if needed?	
Is there currently a temporary operating procedure in place should a disruption occur? If yes how will this procedure be instituted?	HARD COPY OPERATING PROCEDURES IN PLACE IN EVENT COMPUTERS GO DOWN
What other departments will be affected by a disruption in this service? Has this been discussed with the departments and have plans been put in place to deal with this disruption?	
How long can this service be provided without the support of the IT network assuming the loss of support occurred during the peak period? What procedures can be instituted to reduce the dependency or continue operations?	INDEFINITELY
Is there a peak or critical time for the provision of this service? What will be done to handle this peak demand?	NO
Would a disruption of this service cause the municipality in default of legally required reporting?	NO, DEPENDING ON THE CIRCUMSTANCE
Are their job descriptions or desk manuals available for this department? Could someone else, with no experience assume the jobs that need to be done?	
Are there any other factors that need to be considered relating to planning for business continuity?	SUPPLY OF CHEMICALS, PPE, COMMUNICATION

b2

Services

Department: Emergency Management

Functional Service: Yes

Functional Activity: Business Continuity, Support to First Responders, Emergency Mitigation, Communication

<p>Critical Supplies and Suppliers: Are backup suppliers available? Will these suppliers be able to continue to provide their services/supplies during a pandemic?</p>	
<p>Critical Support from Other Departments/Organizations: (e.g. IT requirements, Contractors) In short term can you provide services without IT systems support, a suppliers or a contractors' support?</p>	<p>Landline providers Gas provider Internet Providers.</p>
<p>Critical resources required: What forms, or other equipment is required?</p>	
<p>Are all resources required to accomplish this service available? (Preprinted forms, equipment, telecommunication devices and services, other supplies?)</p>	
<p>Are there procedures in place to replace critical equipment, forms, or supplies? If not how long will it take to obtain them?</p>	<p>Municipal Emergency Management Plan is available digitally</p>

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Are there important reference materials, manuals or operating procedures used in this service? How would these be replaced if necessary?	Yes, Emergency Plans of key public facilities, private facilities, and energy sector facilities are available in hard copy and electronically.
Should any reference materials or manuals, forms, supplies, or equipment be stored in an offsite location? If so where?	Should we carry USB Sticks with key information and critical data is backed up off site.
Are there any stand-alone computer systems required in the provision of this service? How would those systems (hardware and software) be replaced if needed?	
Is there currently a temporary operating procedure in place should a disruption occur? If yes how will this procedure be instituted?	Yes, Municipal Emergency Operating Plan and Business Continuity Pandemic Plans are being created
What other departments will be affected by a disruption in this service? Has this been discussed with the departments and have plans been put in place to deal with this disruption?	All Departments. Opportunity for Unified Command in Mutual Aid Agreements and setup EOC outside of Summer Village corporate limits. Critical system backup restore required. Provincial agencies and industry assistance with key emergency communications, personnel, supplies, support, and recovery assistance.
How long can this service be provided without the support of the IT network assuming the loss of support occurred during the peak period? What procedures can be instituted to reduce the dependency or continue operations?	Stand alone radio communications in place along with manual operating methods could allow basic coordination and communication for a short duration.
Is there a peak or critical time for the provision of this service? What will be done to handle this peak demand?	Standup of the EOC and declaration of a state of local emergency as result of an emergency where local first responders cannot handle the emergency.
Would a disruption of this service cause the municipality in default of legally required reporting?	Situational, legislative protection is acting in good faith.
Are their job descriptions or desk manuals available for this department?	

bf

Could someone else, with no experience assume the jobs that need to be done?	
Are there any other factors that need to be considered relating to planning for business continuity?	Impacts to community, environment, and municipal integrity.

Note: Under development

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A BYLAW OF THE SUMMER VILLAGE OF SUNRISE BEACH IN THE PROVINCE OF ALBERTA TO ESTABLISH THE FOLLOWING: A REGIONAL EMERGENCY ADVISORY COMMITTEE AND A REGIONAL EMERGENCY MANAGEMENT AGENCY TO PROVIDE FOR EMERGENCY MANAGEMENT FOR THE SUMMER VILLAGE OF SUNRISE BEACH AND SUMMER VILLAGES THAT ARE PARTNER OF THIS BYLAW.

WHEREAS the Council of the Summer Village of Sunrise Beach is responsible for the direction and control of its emergency response and is required, under the *Emergency Management Act, Revised Statutes of Alberta 2000, Chapter E-6.8*, (hereinafter referred to as the "Act") to appoint an Emergency Advisory Committee and to establish and maintain an Emergency Management Agency;

AND WHEREAS it is recognized that an emergency or disaster of a jurisdictional or multi-jurisdictional nature could affect any or all of the Summer Villages that are partner of this Bylaw to such a degree that local resources would be inadequate to cope with the situation;

AND WHEREAS the Ste. Anne Summer Villages Councils wish to enter into a regional emergency management partnership with each other for the purpose of integrated emergency management planning and operations;

NOW THEREFORE, the Councils of the Ste. Anne Summer Villages, in the province of Alberta, duly assembled enacts as follows:

- 1) This Bylaw may be cited as the Ste. Anne Summer Villages Regional Emergency Management Bylaw.
- 2) In this Bylaw:
 - a. "Act" means the *Emergency Management Act, Revised Statutes of Alberta 2000, Chapter E-6.8*.
 - b. "Councils" means the Council of all partner Ste. Anne Summer Villages.
 - c. "Municipality" means Sunrise Beach as referenced in this Bylaw.
 - d. "Municipalities" means Summer Villages as referenced in this Bylaw.
 - e. "Commissioner" means the Chief Administrative Officer or designate, of each Ste. Anne Summer Village.
 - f. "Disaster" means an event that may result in serious harm to the safety, health or welfare of people or widespread damage to property.

- g. "Director of Emergency Management" means an individual appointed by resolution of Council responsible for the preparation and coordination of emergency plans and programs for the Municipality.
- h. "Emergency" means an event that requires prompt coordination of action or special regulation of persons or property to protect the safety, health or welfare of people or to minimize damage to property.
- i. "Regional Director of Emergency Management" means the person appointed by the Regional Emergency Management Advisory Committee with the responsibility for program administration, mitigation, preparedness, response and recovery of emergencies within the geographical boundaries of the partners of this bylaw.
- j. "Ste. Anne Summer Villages" refers to the following municipalities:
 - i. Summer Village of South View
 - ii. Summer Village of Silver Sands
 - iii. Summer Village of Nakamun Park
 - iv. Summer Village of Yellowstone
 - v. Summer Village of Ross Haven
 - vi. Summer Village of West Cove
 - vii. Summer Village of Sunrise Beach
 - viii. Summer Village of Sunset Point
 - ix. Summer Village of Val Quentin
 - x. Summer Village of Sandy Beach
 - xi. Summer Village of Birch Cove
- k. "Ste. Anne Summer Villages Regional Emergency Advisory Committee" means the committee established under this Bylaw and comprised of a member of Council, or designate, from each of the partnering municipalities of the Ste. Anne Summer Villages Regional Emergency Management Partnership.
- l. "Ste. Anne Summer Villages Regional Emergency Management Agency" means the agency established under this Bylaw and comprised of the Directors of Emergency Management, or designate, from each of the partnering municipalities of the Ste. Anne Summer Villages Regional Emergency Management Partnership.
- m. "Ste. Anne Summer Villages Regional Emergency Management Partnership" means those municipalities who have entered into a joint agreement for the purpose of organizing integrated emergency planning, training, assistance and emergency operations programs as outlined in the Ste. Anne Villages Regional Emergency Management Partnership Agreement.
- n. "Ste. Anne Summer Villages Regional Emergency Management Plan" means the integrated emergency management plan prepared by the Ste. Anne Summer Villages Regional Emergency Management Agency to coordinate response to an emergency or

disaster within the combined geographic boundaries of the Summer Villages that are partner of this Bylaw.

- o. "Minister" means the Minister responsible for the Emergency Management Act.
- 3) There is hereby established a Ste. Anne Summer Villages Regional Emergency Advisory Committee to advise the Council of the Summer Village of Sunrise Beach on the development of emergency plans and programs.
- 4) There is hereby established a Ste. Anne Summer Villages Regional Emergency Management Agency to act as the agent of the Council of the Summer Village of Sunrise Beach to carry out its statutory powers and obligations under the Act.
- 5) The Council of the Summer Village of Sunrise Beach shall:
- a. by resolution, appoint one (1) of its members to serve on the Ste. Anne Summer Village Regional Emergency Advisory Committee;
 - b. provide for the payment of expenses of the Summer Village of Sunrise Beach member in the Ste. Anne Summer Village Regional Emergency Advisory Committee;
 - c. advise the Ste. Anne Summer Villages Regional Emergency Advisory Committee, of the appointed Director of Emergency Management for the Summer Village of Sunrise Beach;
 - d. ensure that emergency plans and programs are prepared to address potential emergencies or disasters within the geographical regions of the partners of this Bylaw;
 - e. endorse Ste. Anne Summer Village's emergency plans and programs, that are approved by the Ste. Anne Summer Village Regional Emergency Advisory Committee; and
 - f. review the status of the Ste. Anne Summer Villages Regional Emergency Management Plan and related plans and programs at least once each year.
- 6) Each partner Summer Village Council may:
- a. by Bylaw borrow, levy, expropriate and expend, without the consent of the electors, the required sums (as determined by the Ste. Anne Summer Villages Regional Emergency Management Agency) for the operation of the Ste. Anne Summer Villages Regional Emergency Management Agency; and approved by the Ste. Anne Summer Villages Regional Emergency Advisory Committee; and
 - b. enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs, including mutual aid plans and programs.

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- 7) The Ste. Anne Summer Villages Regional Emergency Advisory Committee shall:
- a. at the first meeting of the year, elect from the membership, a Chairperson and Vice-Chairperson
 - b. establish a quorum of a minimum of 9 voting members and a majority vote for all decisions
 - c. schedule a minimum of one meeting per year or more frequently at the call of the Chairperson or a majority of the committee members.
 - d. review the Ste. Anne Summer Villages Regional Emergency Management Plan and related plans and programs on a regular basis.
 - e. advise each partner Summer Village Council on the status of the Ste. Anne Summer Villages Regional Emergency Management Plan and related plans and programs at least once each year.
 - f. provide guidance and direction to the Regional Emergency Management Agency.
 - g. review and approve the work plan and budget submitted by the Regional Emergency Management Agency; the work plan and budget shall then be forwarded to each municipality for approval.
 - h. Adopt the command, control and coordination system prescribed by the Managing Director of the Alberta Emergency Management Agency.
 - i. adopt policies as required for the effective and efficient operation of the Regional Emergency Management Agency.
 - j. provide input for hazard identification risk assessments as required
- 8) The Ste. Anne Summer Villages Regional Emergency Management Agency shall be comprised of one or more of the following as designated by the partnership for representation:
- a. a Director of Emergency from each partner Summer Village; or
 - b. a Deputy Director of Emergency Management; or
 - c. a Chief Administration Officer
- 9) In addition, the following public and private organizations, that may assist in the preparation or implementation of the Ste. Anne Summer Villages Regional Emergency Management Plan, may be invited to provide representative(s) to the Ste. Anne Summer Villages Regional Emergency Management Agency:

- a. the Fire Chief, or designate;
- b. the Summer Village's Communications Officer (Information Officer), or designate;
- c. the Summer Village's Operations Department Manager, or designate;
- d. the Summer Village's Planning and Development Manager, or designate;
- e. representative(s) from law enforcement;
- f. the School Division Superintendent, or designate;
- g. representative(s) from Alberta Health Services;
- h. representative(s) from adjacent municipalities which have entered into mutual aid agreements with the Municipality;
- i. representative(s) from local industry or industrial associations;
- j. representative(s) from Alberta Municipal Affairs, Alberta Emergency Management Agency; and
- k. any other agency or organization that, in the opinion of the Ste. Anne Summer Villages Regional Emergency Management Agency may provide assistance.

10) The Ste. Anne Summer Villages Regional Emergency Management Agency shall:

- a. act on behalf of the partnership to carry out its statutory powers and obligations under Section 11.2(2) and Section 24(1) of the Emergency Management Act and the Local Authority Emergency Management Regulation; this does not include the authority to declare, renew or terminate the State of Local Emergency;
- b. assist in the preparation and coordination of the Ste. Anne Summer Villages Regional Emergency Management Plan and prepare and coordinate related plans and programs for the Partnership;
- c. report on their work plan activity status to the Regional Emergency Advisory Committee at a minimum of once per year, including an update on the review of the Regional Emergency Management Plan;
- d. ensure that a Regional Director of Emergency Management is designated under the Ste. Anne Summer Villages Regional Emergency Management Plan to so act, on behalf of the Ste. Anne Summer Villages Regional Emergency Management Agency;
- e. implement the concepts and principles of the Incident Command System

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- f. coordinate all emergency services and other resources used in an emergency; and/or
 - g. ensure that someone is designated to discharge the responsibilities specified in paragraphs (a), (b), and (c).
- 11) The Summer Village of Sunrise Beach's power to declare, terminate or renew a state of local emergency under the Act, the powers specified in Section 13 of this Bylaw, and the requirements specified in Section 16 of this Bylaw, are hereby delegated to the Ste. Anne Summer Villages Regional Emergency Advisory Committee. The Ste. Anne Summer Villages Regional Emergency Advisory Committee (minimum two representatives) may, at any time when it is satisfied that an emergency exists or may exist (as defined within the Terms of Reference and the Ste. Anne Summer Villages Regional Emergency Management Plan), by resolution, make a declaration of a state of local emergency within the geographic boundaries of one or more of the partners in this Bylaw.
- 12) When a state of local emergency is declared, the person or persons making the declaration shall:
- a. ensure that the declaration identifies the nature of the emergency and the area of the Ste. Anne Summer Villages in which it exists;
 - b. cause the details of the declaration to be published immediately by such means of communication considered most likely to notify the population of the area affected; and
 - c. forward a copy of the declaration to the Minister forthwith.
- 13) Subject to Section 14, when a state of local emergency is declared, the person or persons making the declaration may:
- a. cause the Ste. Anne Summer Villages Regional Emergency Management Plan or any related plans or programs to be put into operation;
 - b. acquire or utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of an emergency or disaster;
 - c. authorize or require any qualified person to render aid of a type the person is qualified to provide;
 - d. recommend control or prohibition of travel to or from any area within the Municipality;
 - e. authorize for the restoration of essential facilities and the distribution of essential supplies and provision, maintenance and coordination of emergency medical, welfare and other essential services in any part of the Municipality;
 - f. authorize the evacuation of persons and the removal of livestock and personal property

from any area of the Municipality that is or may be affected by a disaster and make arrangements for the adequate care and protection of those persons or livestock and of the personal property;

- g. authorize the entry into any building or on any land, without warrant, by any person in the course of implementing an emergency plan or program;
- h. authorize the demolition or removal of any trees, structures or crops if the demolition or removal is necessary or appropriate in order to reach the scene of a disaster, or to attempt to forestall its occurrence or to combat its progress;
- i. authorize the procurement or fixing of prices for food, clothing, fuel, equipment, medical supplies, or other essential supplies and the use of any property, services, resources or equipment within Ste. Anne Summer Villages for the duration of the state of local emergency;
- j. authorize the conscription of persons needed to support an emergency; and
- k. authorize any persons at any time to exercise in the operation of the Ste. Anne Summer Villages Regional Emergency Management Plan and related plans or programs, any power specified in Paragraphs (b) through (j) in relation to any part of the municipality affected by a declaration of a state of local emergency.

14) When, in the opinion of the person or persons declaring the state of local emergency, an emergency no longer exists in relation to which the declaration was made, they shall, by resolution, terminate the declaration.

15) A declaration of a state of local emergency is considered terminated and ceases to be of any force or effect when:

- a. a resolution is passed by the Ste. Anne Summer Villages Regional Emergency Advisory Committee;
- b. a period of seven days has lapsed since it was declared, unless it is renewed by resolution;
- c. the Lieutenant Governor in Council makes an order for a state of emergency under the Act, relating to the same area; or
- d. the Minister cancels the state of local emergency.

16) When a declaration of a state of local emergency has been terminated, the person or persons who made the declaration shall cause the details of the termination to be published immediately by such means of communication considered most likely to notify the population of the area affected.

- 17) No action lies against the Municipality or a person acting under the Municipality's direction or authorization for anything done or omitted to be done in good faith while carrying out a power under the Emergency Management Act or the regulations during a state of local emergency.
- 18) That the Ste. Anne Summer Villages Regional Emergency Management Partnership Agreement (2019 revised), attached as Schedule A and forming part of this bylaw, is hereby approved and execution of the agreement is authorized.
- 19) That this bylaw rescinds Bylaw 137-17.
- 20) That this bylaw shall come into force and have effect on the date of the third and final reading and signing thereof.

Read a first time on this _____ day of December 2019

Read a second time on this _____ day of December 2019.

Unanimous Consent to proceed to third reading on this _____ day of December 2019.

Read a third and final time on this _____ day of December 2019.

Signed this _____ day of December 2019

Mayor, Glen Usselman

Chief Administrative Officer, Wendy Wildman

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svwestcove@outlook.com

From: Janice Christiansen
Sent: April 14, 2022 11:42 AM
To: Dennis Evans; Dwight Moskalyk; Rosshaven CAO; Sandy Beach; Wendy Wildman; Matt Ferris; Summer Village of West Cove; office.svyellowstone@gmail.com; Steven T; Marge Hanssen; keith.pederson@svnakamun.com; Ray Hutscal (Rosshaven); lolita.chadd@rosshaven.ca; Denise Lambert; lizturnbull; Sandi Benford; jon@rideriverside.com; Gwen Jones; Roger Montpellier; Ren Giesbrecht; Brian Brady
Subject: Fwd: Final Version Brochure
Attachments: [Original size] Emergency Management SVREMP.pdf (2).pdf

----- Forwarded message -----

From: Marlene Walsh <marlenehw@lsh@gmail.com>
Date: Tue, Apr 12, 2022 at 8:26 PM
Subject: 4-15-2022 Brochure
To: Janice Christiansen <jan.al.christiansen@gmail.com>

As one of our goals this year, we are working to provide our residents with information about Emergency Management in their area and what their Agency, Committe and Council are doing to prepare for an emergency incident.

At our Committee meeting the attached brochure was approved for distribution with each of the Summer Villages tax notices. This will be the first step in this communication process, as well as be in support of the Alberta wide Emergency Preparedness Week (May 1st to 7th).

The cost of these brochures is being paid by the Emergency Management Team, so no additional cost will be required (except the labour to include the pre-folded brochure in your envelopes). The Brochures will be available April 19th/20th and I will contact each CAO to arrange receipt. (NOTE: Brochure cost with delivery is approximately \$400.00)

Would the CAO's of each Summer Village please advise me how many tax notices you will be sending out to residents so we can ensure that you receive sufficient copies.

ALSO These Brochures are also available for any Summer Villages (at your cost) that are having community events and would like to share the brochure with their residents (EG: Picnic in the Park)

. We were able to source at a **local** supplier at a great price:

XL GRAPHICS
Miranda Winder
4917 50 Street Onoway AB
780-967-5959

If you have any questions, please do not hesitate to contact me.

Janice Christiansen

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Emergency Preparedness

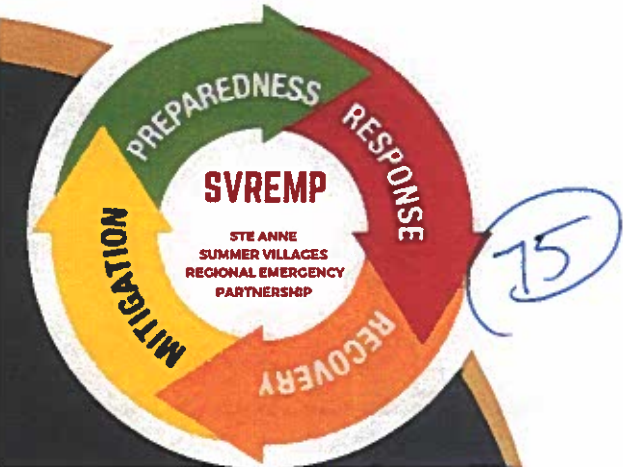
Preparedness is a challenge for us all!

There are things we all can do to make readiness a part of our routine.

With planning, we can all be ready to respond! If an emergency happens in our community, it may take emergency workers some time to get to us.

Let's be prepared to take care of ourselves and our family for a minimum of 72 hours. By taking a few simple steps today, we will be better prepared to face a range of emergencies – anytime, anywhere.

For more information check out the [AEMA website](#).



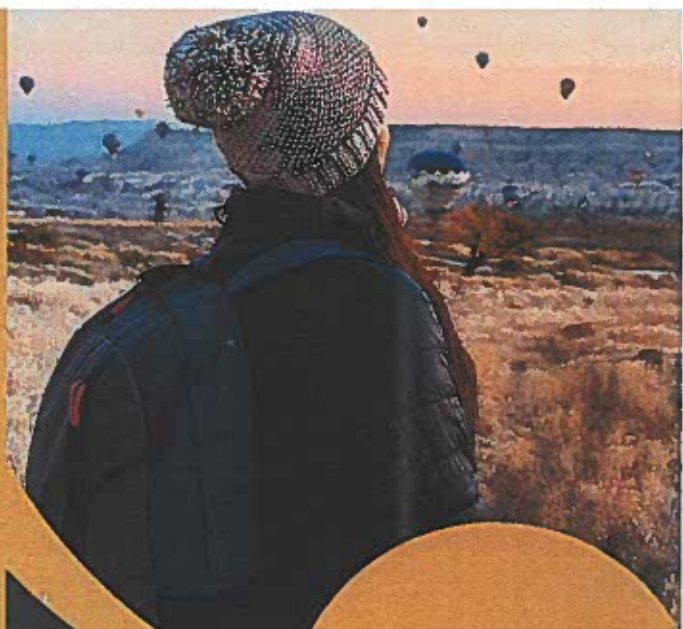
Create a Network of Support to Help You In Case of an EMERGENCY

- Create an emergency plan for you and your family
- Plan how you will communicate if you have a communication disability
- Plan for your transportation if you need help evacuating
- Plan for how you will evacuate with assistive devices



Alberta Emergency Alerts are issued by the communities where emergency is occurring. Download the app and sign up to receive this information directly.

<https://emergencyalert.alberta.ca>



Are You Prepared...

... for an Emergency?

Ste Anne Summer Villages Regional Emergency Management Partnership

svlsace.ca



About us...

SVREMP was formed through Ministerial Order A017/20 to provide Emergency Management Services for eleven member Summer Villages in Lac Ste Anne County as legislated by Emergency Management Act R.S.A. 2000, c E6.8.

Each municipality has appointed a local Director of Emergency Management (DEM) and a Deputy Director of Emergency Management (DDEM).

- Regional Framework for Emergency Management
- Municipalities focus on regional collaboration
- Gain efficiencies in preparedness, mitigation, response and recovery
- Coordinated response to an emergency or disaster Training program for stakeholders and partners

Speak to your local or regional Director of Emergency Management for more information

Community Events

Get Involved.. Stay Connected

Muster Point

Know where to evacuate to

Stay connected

Muster Point

Insurance

Know your policy

Disaster Recovery Program

Familiarize yourself with this program

Details

DRP

ALL-NET

Register to stay current on community updates

Community Events

Get Involved.. Stay Connected

Call to Action
 Would you like to be a BLOCK CAPTAIN VOLUNTEER?
 for details, please email

summervillage.remp@gmail.com

What to include in your Emergency Preparedness Kit ...

Contact Information

- Important contacts and care providers

Medications

- A list of medications, dosage instructions and any allergies

Medical and Assistive Devices

- A list of styles and serial numbers of all devices

Contact Information

- A list of first responders and others who may need to assist you

Prepare for a Power Outage if you use electric medical devices

- Talk to Health Care Provider
- Identify alternative power sources
- Inform emergency contacts of the plan

- ✓ Food, water and essentials for you and your pets or service animals
- ✓ Medicines, medical supplies, batteries and chargers
- ✓ Copies of Medical Information and other Insurance information

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svsunrisebeach@wildwillowenterprises.com

From: ddm@kronprinzconsulting.ca
Sent: April 20, 2022 11:15 AM
To: d.evans@xplornet.com; svcastle@telus.net; cao@svnakamun.com; cao@rosshaven.ca; svandyb@xplornet.ca; administration@wildwillowenterprises.com; svsunrisebeach@wildwillowenterprises.com; office@sunsetpoint.ca; swestcove@outlook.com; office@svyellowstone.ca
Subject: Onoway Community Crew - Ukrainian Relief Initiative
Attachments: Onoway Community Crew - Ukrainian Relief - Letter #3 (April 20th, 2022) .pdf; Onoway Community Crew - Ukrainian Relief - Letter #2 (April 7th, 2022).pdf

Good morning CAOs,

Please see the attached correspondence from the Onoway Community Crew (volunteer organization in Onoway), with an invitation to participate in upcoming community activities in the region in support of Ukrainian relief efforts.

Please direct all questions to Mr. Winterford, as indicated in the letter.

Thank you,

DDM

Dwight Darren Moskalyk

Administrator

SVLSACE

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A Message from the Onoway Community Crew ...

April 20, 2022

To All Community Stakeholders:

Dear Community Leader:

Re: Ukrainian Relief Initiative – Open Invitation to Participate

Three weeks ago, we sent out the attached letter launching an initiative to collectively raise funds for the Ukraine. The response in our community has been terrific, but what we didn't expect was the number of organizations and businesses throughout the region who wanted to take an active part.

Our approach is simple: each organization has an opportunity to raise funds in their own way and in their own time frame. The proceeds of these events get reports back to us so we can tally and report the successes. We are creating a program of events and a web page to inform and invite the public out to the calendared events posted online.

The Onoway community has planned many of their events around the weekend of May 20. We host regularly scheduled weekly meetings to refine the plan and confirm the schedule – currently we are looking like three full days of activities!

We are sending this to each municipality as an invite to join in any way you can in this fundraising effort. Whether it's proceeds for a restaurant menu item, a bikeathon, a community run, a pancake breakfast, a community BBQ, business item or service, an art show etc. Please forward this information to all parties that you feel might have an interest.

We know the need is great and will continue, we hope to lead by example in our area and to challenge other municipalities to follow.

Event planning can be forwarded to ews1@shaw.ca, attention of the Onoway Community Crew so that we can post all in our events Calendar. Cutoff date is May 18, 2022.

Should further information be required please contact the above email or contact Bob Winterford at 587-357-9099.

Thank you!

Onoway Community Crew

Thank You for All You Do to Make Our Community Great

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A Message from the Onoway Community Crew ...

April 7, 2022

To All Community Stakeholders:

Dear Community Partner:

Re: United for Ukrainian Initiative - Follow-Up to April 5, 2022 Start-Up Meeting

Thank you to everyone who reached out before, during, and in the days since, our start-up meeting. As word of this initiative has spread throughout the community, interest continued to grow and we are ready to take the next steps in organizing our event. The need is urgent and we have set an aggressive timeline to get things planned and promoted – but we will pull together and make it happen!

We can confirm that the event will:

- be on the calendar for **Friday May 20, 2022** and **Saturday May 21, 2022.**
- be focused on fundraising, community engagement and refugee outreach activities.
- consist of a series of programmed events within the community.
- be preceded and supported in the weeks ahead of the event by a variety of community activities/programs lead by participating groups.

.... And, here's what we are working towards:

- 1) Pre-Event – Gold and Blue Decorations (banners on light poles?)
- 2) Pre-Event – Art Classes/Quilting Classes with a Ukrainian Theme (in design, style or aesthetic)
- 3) Pre-Event – Weekly Bake Sales – Legion, Community Hall, Farmers' Market?
- 4) Pre-Event – Weekly Perogy Making
- 5) Pre-Event – Ask if each service industry (restaurant/bar/etc.) might assign one menu item for the month and advertise as all sales of "x" go towards the Event Fund?
- 6) Pre-Event – Ukrainian drop-in language classes

- 7) May 20 – Community Art Showcase (Paint/Print/Quilts/Sculptures, Part I)
- 8) May 20 – Meet and Greet with Refugee Families Assigned to the Area
- 9) May 20 - Ukrainian Language/Cultural Classes
- 10) May 20 – Ukrainian Supper – Legion

- 11) May 21 – Pancake Breakfast (and Arena Set-Up)
- 12) May 21 - Ukrainian History Exhibits
- 13) May 21 – Community Art Showcase (Part II) and Auction
- 14) May 21 – Community Concert (or Tradeshow) and Beer Gardens

Now we need your help. What are we missing? And who wants to help with what?

Our next meeting is scheduled for **April 12, 2022** come join us to be part of the plan, or contact us at ews1@shaw.ca or by telephone at 587-357-9099 to discuss how you can help!

Thank You for All You Do to Make Our Community Great

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svsunrisebeach@wildwillowenterprises.com

From: ddm@kronprinzconsulting.ca
Sent: April 20, 2022 11:47 AM
To: d.evans@xplornet.com; svcastle@telus.net; cao@svnakamun.com; cao@rosshaven.ca; sv sandyb@xplornet.ca; administration@wildwillowenterprises.com; svsunrisebeach@wildwillowenterprises.com; office@sunsetpoint.ca; swestcove@outlook.com; office@svyellowstone.ca
Cc: Poulin, Bernie ; renjgiesbrecht@gmail.com
Subject: June 25th, 2022 - Past and Present Councillor BBQ Invitation
Attachments: SVLSACE 2022 Appreciation BBQ Invite .docx

Good morning CAOs,

Please note the attached draft invitation letter.

Further to our last SVLSACE meeting, there will be an Appreciation BBQ held on June 25th, 2022 (following the SVLSACE meeting on that same day). Current councillors, administrators and stakeholder municipalities (LSAC, Alberta Beach, Onoway and Mayerthorpe) will all be invited. In addition, all councillors from the PAST term (serving 2017-2021) are also invited to attend.

To help with getting the invites out to our past councillors, I have drafted a sample letter to go out to these members. If you could please complete the highlighted section (name of councillor) and forward by mail or email to the contact in your files that would be great. As indicated in the letter, any questions or RSVPs can be directed back to my email.

Thank you,

DDM

Dwight Darren Moskalyk

Administrator

SVLSACE



SUMMER VILLAGES OF LAC STE. ANNE **COUNTY EAST**

April 20th, 2022

Dear XXXX XXXXX:

You're Invited!

The Summer Villages of Lac Ste. Anne County East is pleased to host a celebratory luncheon with former Councillors and colleagues in recognition of the progress our group and its member municipalities have facilitated over the past number of years.

As a former councillor in one of our member municipalities, you and a guest are invited to attend our June 25th, 2022 BBQ Luncheon:

Location: Gunn Hall (110, 55022 Ste. Anne Trail. Gunn, AB)

Date: Saturday June 25th, 2022

Time: 11:30 a.m. to 1:30 p.m.

Please R.S.V.P. to the Summer Villages of Lac Ste. Anne County East to confirm your attendance (and any food allergies) on or before **June 20th, 2022**. Our office can be reached at 780-967-0271 or by email at ddm@kronprinzconsulting.ca.

The Summer Villages of Lac Ste. Anne County East and all our members remain grateful for the work of those members who came before us and we look forward to celebrating with community leaders, past and present, on June 25th. We hope to see you then!

Sincerely,

Bernie Poulin,
Chairman
Summer Villages of Lac Ste. Anne County East

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**WEST INTER LAKE DISTRICT (WILD)
REGIONAL WATER SERVICES COMMISSION**

Box 8 Alberta Beach, AB. T0E 0A0
Ph: 780-967-0271 Fax: 780-967-0431
Email: wildwatercommission@gmail.com

March 18th, 2022

TO: ALL COMMISSION MEMBERS
(Sent by Email)

Dear Member,

Re: WILD Water Commission - 2022 Annual General Meeting

Please be advised that the Board of Directors has scheduled the 2022 Annual General Meeting to be held on Saturday April 30th, 2022 at 11:00 a.m. at the Alberta Beach Heritage Centre located at 5012-49 avenue in Alberta Beach.

There will be a lunch provided for any members who would like to stay after the adjournment of the annual meeting. If you could please RSVP to administration at wildwatercommission@gmail.com by 4:00pm on April 25th, 2022 that would be appreciated.

On behalf of the Board of Directors and commission staff, thank you to all our members and stakeholders who continue to share in our success.

We look forward to seeing you at the 2022 AGM,



Lorne Olsvik
Chair
WILD Water Commission

cc: Members
Board of Directors
Commission Manager





March 25, 2022
File: 003REDST2022
004REDST2022

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

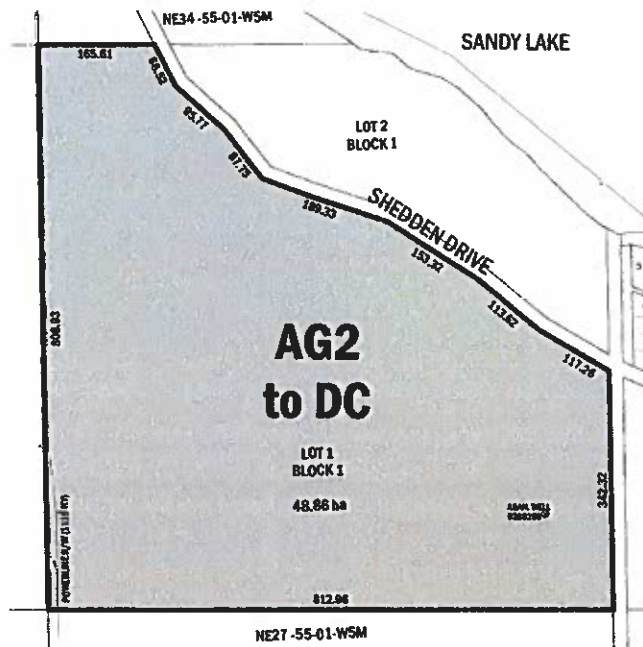
Dear Sir or Madame:

Re: **PRE-REFERRAL**
NOTICE OF PUBLIC HEARING of Bylaw 22-2017-06-2022 and Bylaw 08-2022
SE 34-55-01 W5M
Lac Ste. Anne County

A formal public hearing as required under the provisions of Part 17 of the Municipal Government Act (Sections 230, 606, 632, 639, 640, and 692) will be held to hear formal presentations on the following proposal:

Purpose:

- Bylaw 22-2017-06-2022 Redistricting Application 003REDST2022:
 - for Redistricting SE 34-55-01 W5M from Agricultural 2 (AG2) District under Bylaw 22-2017 to Direct Control (DC) District.



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Lac Ste. Anne County Bylaw 08-2022 for Proposed Adoption of Hummocky Resort” Area Structure Plan.

A formal public hearing as required under the provisions of Part 17 of the Municipal Government Act (Sections 230, 606, 632, 639, 640, and 692) will be held to hear formal presentations on the following proposal:

- Bylaw 08-2022 for Redistricting Application 004REDST2022
 - SE 34-55-01 W5M For Adoption of “Hummocky Resort” Area Structure

Bylaw 22-2017-06-2022 and Bylaw 08-2022 will be presented to Council for First Reading on April 14, 2022. Public Hearing for Both 003REDST2022 and 004REDST0222 is scheduled below:

Place: Council Chambers, Lac Ste. Anne County Office
56521 Range Road 65
Date: May 12, 2022
Time: 10:00

Should you have any comments or concerns regarding this proposed development, please forward them to the undersigned by April 29, 2022. Alternatively, you can bring your comments and concerns up at the Public Hearing Scheduled for May 12, 2022 at 10:00 a.m. at the County Office.

Yours truly,

LAC STE. ANNE COUNTY

Craig Goldsmith, Development Officer
Planning & Development Department
Lac Ste. Anne County
cgoldsmith@lsac.ca

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LOCATION SKETCH
LAC STE. ANNE COUNTY
REDISTRICTING APPLICATION 003REDST2022



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svsunrisebeach@wildwillowenterprises.com

From: Summer Village of Sandy Beach <svsandyb@xplornet.ca>
Sent: April 11, 2022 11:07 AM
To: Michael Harney; Denise Lambert; 'Larysa Luciw';
svsunrisebeach@wildwillowenterprises.com; evsteen@hotmail.com; 'mike benson'; 'Jon
Ethier'; 'Emily House'
Subject: Joint Lagoon Committee: Follow on April 11-2022
Attachments: Letter to Darwell Commission April 11 2022.pdf
Importance: High

JLC

Please see the attached that was sent today to the Darwell Lagoon Commission.

Best regards,

Rudolf Liebenberg RPP
CAO - The Summer Village of Sandy Beach
RR1, Site 1, Comp 63
Onoway, AB T0E 1V0
Office: 780-967-2873
Cell: 780.718.1894
svsandyb@xplornet.ca



think before you print

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Summer Village of Sandy Beach

RR 1 Site 1 Box 63, Onoway, AB T0E 1V0

Phone: 780.967.2873 Fax: 780.967.2813

Email: svsandyb@xplornet.ca

Darwell Lagoon Commission
Box 219
Sangudo, Alberta
T0E 2A0

April 11th 2022

Attention: Joe Duplessie, Mike Yakemchuk, Joe Blakeman (Chair)

With respect to the Transmission Line Phase A: Sandy Beach

Commission Steering Committee: On March 26th 2022 at a SVLSACE meeting it was stressed by the County, that as a group we needed to expedite the decision-making process on collaborative issues between the county and summer villages. On March 11th 2022 at a meeting with members of the Darwell Lagoon Commission, County, and councillors from the Summer Village of Sandy Beach and Sunrise Beach, in regards to the proposed changes to Phase A of the regional wastewater transmission line, the need for timely decision making was again stressed.

We received the information package you sent on March 17th and discussed this in our council meeting that same day. On March 18th the Summer Village of Sandy Beach sent you a copy of council resolution Res # 031-22, with a request for more information and clarity on the cost of the hydraulic study, and the official funding and budget agreement of the Darwell Regional Wastewater Transmission Line Phase A.

#Res. # 031 - 22: Regular Council March 17th, 2022

MOVED by Councillor Michael Harney that Council instruct Administration to request, as paying partners, from the Darwell Lagoon Commission in response to their March 17th letter, which was received March 17th on the day of the Sandy Beach regular council meeting; all documents pertaining to the official funding and budget agreement of the Darwell Regional Wastewater Transmission Line – Phase A, its conditions, legal agreement(s) and adopted budget; Council also request from the Darwell Lagoon Commission affirmation in writing that the total cost of the proposed Hydraulic Modeling Study as presented by MPE March 17th in writing, is \$21,500.00 with a 30% cost share to Sandy Beach, and this amount is not a percentage of another larger final cost; Council also states its willingness to expediate a special meeting as soon as this information is received; Council also request this information be distributed via Sandy Beach Administration email.

CARRIED

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In the meeting of March 11th, it was indicated verbally, that the Hydraulic study would be funded with the available grant @ 90% with the balance to be paid by the concerned municipalities, our share being 30%. It was unclear to us if our cost would be 30% of \$21,500.00 = \$6,450.00 or 30% of \$2,150.00 = \$645.00.

Since there is quite a difference in the two amounts, we requested clarity in this matter in writing. We also feel that is within our municipal rights and duties to have all relevant official documentation as to the funding and budget agreements of the Darwell Regional Wastewater Transmission Line Phase A.

The council of Sandy Beach will meet on April 21st 2022. We will require the information requested above, **preferably several days before our meeting**, in order to give you an answer to the proposed Hydraulic study, and everyone's desire to facilitate decisions in a timely matter.

Sincerely,

Michael Harney

On behalf of Council

Councillor Michael Harney

Councillor S.V. Sandy Beach
Chair Joint Lagoon Committee

Cc: Sandy Beach Council
Sunrise Beach Council
Remaining voting members: Joint Lagoon Committee

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Association of
SUMMER VILLAGES
OF ALBERTA

Re: ASVA Forest Health Management Project

To the attention of Summer Villages CAO's and Mayors,

ASVA is reaching out to you with a timely reminder that in summer 2021 the association was successful in receiving award of grant funds from the Alberta Real Estate Fund (AREF) to complete the proposed Forest Health Management Pilot Project. There is urgency in the timelines being met for completing the engagement / field portion of this project noting that the AREF grant funds are set to expire June 16, 2022.

The project will have no financial impact to Summer Villages. All that is required in helping us to coordinate on behalf of your summer villages is to respond in request of participating so we can secure your spot. The Forest Management Expert, Toso Bozic P. Ag. will require a Boundary Map to be supplied by your Summer Village and he is prepared to perform the forest field assessments independently or with accompaniment of a designated staff member or emergency planning person if designated by you. *ASVA can coordinate the logistics on your behalf all that is required is for you to provide a name & contact if you would like to designate a "buddy"*; noting that the additional benefit received will be invaluable knowledge sharing and discovery based on recognizing the health of the forest surrounding your summer village. Regardless of which method is preferred, as part of the project deliverables a roll-up report will be provided to each of the (10) participant summer villages cataloguing forest health information specific to your summer village.

As noted in details below our consultant has provided dates of his availability to perform the 10 field assessments (noting each assessment requires 1-3 hours to complete):

April 19 – 22

May 2 - 6

May 10 - 13

*Please forward your reply prior to April 14, 2022 to register your Summer Village. In your response please advise if you will be providing a Boundary Map to have the consultant perform the assessment independently or if you will be providing the name & contact of a designated "buddy" for us to coordinate accompaniment.

To the attention of:

ASVA

Sherry Poole, Executive Director

Via email: summervillages@gmail.ca

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Association of
SUMMER VILLAGES
OF ALBERTA

Project Information:

Trees are a crucial element and fabric of every summer village and greatly contribute to environmental, social, and economic values of these communities. The summer villages are built around lakes, where natural native forest settings are a dominant forest cover. Most of trees in summer villages are dominated by native aspen/poplar and mixed wood of white spruce, pine, or larch forest with these two species. On private properties there are several non-native species such as variety of cherries, shrubs and few tree species like elm, linden, and others. The majority of forests in summer villages are mature or entering a maturity stage which can create some problems **such as an increase in potential of fire, insect and disease outbreaks or the introduction of non-native trees and shrubs in their natural areas.**

ASVA's purpose is to provide direct education and professional support to Summer Village's about value and management of trees/forest land in a community setting. ASVA obtained a grant from Alberta Real Estate Foundation to provide following professional tree/forestry advice and assistance to Summer Village representatives (a total of 10 Summer Villages).

- This advice will entail topics or areas of interest such as:
 - Natural forest management principles,
 - Forest health,
 - Increase awareness of potential fire hazard in your community,
 - Criteria for choosing tree selection and planting.

Trees/forest in your summer village provide many tangible benefits to community populations including:

- reducing summer heat (cooling effects)
- protecting from cold winter winds (heating effects),
- enhancing cultural and spiritual experience,
- increasing property values by up to 20 %,
- improving well-being through stress reduction and increased comfort,
- helping storm water management,
- providing a place to play and relax,
- reducing noise and dust effects
- providing a home to many wildlife species

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ROAD BAN NOTICE

This Road Ban Notice applies to all Lac Ste. Anne County road surfaces, and supersedes the County's standing weight restrictions on certain chip seal coat roadways.

PURSUANT TO THE AUTHORITY granted under the provisions of Section 18(1) of the *Municipal Government Act*, the Vehicle Axle Weight Restrictions are effective **Wednesday, March 23, 2022. This Road Ban will remain in place until June 1st or as determined by the County.**

The following allowable weight will be permitted on all local roads in Lac Ste Anne County:

Description	Percentage-Axle Weights
All Gravel Surfaced	75%
Cold Mix Surfaced (unless otherwise posted)	75%
Hot Mix Surfaced	75%
Residential Subdivisions	75%
RR 33 from Twp 535 to Hwy 633	50%
RR 13 Hwy 37 North to Hwy 642	50%
Twp Rd 552 between Hwy 43 to RR40	50%
Twp Rd 544 from RR 11 to RR 21	50%
RR30 from Parkland County North	50%

This Notice shall remain in effect until further notice. If you require further information, please contact the Public Works department via the contact details below.

Dated March 21, 2022.

Mike Primeau
County Manager
Lac Ste. Anne County

Managing and Mitigating Infrastructure Strain

Lac Ste. Anne County is responsible for the preservation and maintenance of all municipal roads, highways and bridges within Lac Ste. Anne County which are under the direction, control and management of the County. A very important part of this responsibility is the protection of roadways during the spring thaw. This time of year can create serious structural damage to roads and bridges if appropriate measures are not taken.

When a road ban occurs, signs indicating the allowed axle percentages are posted on some oiled surfaces and subdivisions. Road ban signage is not posted on gravel roads; however, all roads will be monitored and road bans enforced by Lac Ste. Anne County Enforcement Services to ensure compliance.

From: Standstone Waste & Water Services Ltd. <info@standstonevac.ca>
Sent: March 18, 2022 12:45 PM
To: Standstone Waste & Water Services Ltd.
Subject: IMPORTANT - Surcharge and Inflation

Dear Valued Customer,

Due to rapidly increasing costs of operating we will be adding a surcharge to all invoice items, with the exception of the disposal fee portion of your invoice, effective immediately. Fuel expense is a large portion of our operating budget and has increased 60% in the last few months and is only one of the many increased expenses we are facing as an organization, leaving us with no choice but to implement the surcharge. The surcharge rate in effect today is 15% but we will monitor our costs closely and adjust the surcharge as our operating expenses fluctuate up and down.

We are hoping this is temporary and ask for your patience and understanding.

The Standstone Team

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February 28, 2022

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

Dear Ms. Wildman:

This letter is an annual notification of the Government of Alberta's legislation for collecting a municipality's policing cost share under the Police Funding Model (PFM) Regulation. Through a system of shared responsibility between the government and municipalities, a portion of the costs of frontline policing is allotted back to each municipality based on a number of factors: population, equalized assessment, crime severity, shadow population, and detachment location.

As per the Police Funding Model (PFM) Regulation, each municipality will contribute a portion of frontline policing costs based on a 15 per cent cost recovery for the fiscal year 2021/22. Total revenue generated is estimated to be \$33,446,600, and will be reinvested in Alberta policing initiatives.

Please remit payment within 45-days of the invoice made payable to the Government of Alberta and forward to the address provided on the invoice.

Any questions related to the financial details of this invoice may be directed to the attention of Gordon Crawford at gordon.crawford@gov.ab.ca. Other background and contextual inquiries regarding the policy of PFM may be directed to Lisa Gagnier at lisa.gagnier@gov.ab.ca.

Sincerely,



M. A. (Marlin) Degrand, M.O.M.
Assistant Deputy Minister

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Cost Breakdown

The provincial payment generating \$33,486,600 in revenue after modifiers is calculated on an annual basis using 50 per cent population, 50 per cent equalized assessment, and modifiers/subsidies for crime severity, shadow populations, and detachment location.

Provincial Data

Revenue Generated 2021-22 after modifiers	Total Municipal Population (2019)	Total Equalized Assessment (2020)	Total Revenue Base Estimate
\$33,486,600	756,036	298,714,060,954	\$34,900,000

Municipal Data

Summer Village of Sunrise Beach	Data/Cost Breakdown
2019 Population	135
2020 Equalized Assessment	\$24,176,971
Equalized Assessment per capita	\$179,089
Population % of total for PFM	0.01786%
Equalized Assessment % of total for PFM	0.00809%
Amount based on 50% Population (A)	\$3,117
Amount based on 50% Equalized Assessment (B)	\$1,412
Total share policing cost C = (A + B)	\$4,528
<i>Less modifiers:</i>	
Subsidy from Crime Severity Index (CSI) Value (variable %) (Note 1)	\$ 0
Subsidy from Shadow Population (variable %) (Note 2)	\$ 0
5% for No Detachment Subsidy (Note 3)	\$ 226
Total share with modifiers	\$4,302

Notes

Population published Dec 2019

Equalized Assessment – an annual calculation that measures the relative wealth of a municipality creating a common assessment base. It determines the ability of a community to pay a portion of policing costs in this context.

Municipality Population / PFM Population

Municipality Equalized Assessment / PFM Equalized Assessment

Population % of provincial x 50% population x Total Base Estimate

Equalized Assessment % x 50% x Total Base Estimate

Note 1: CSI Subsidy received if above rural municipal average. Accounts for volume and seriousness of crime based on incarceration rates. A three-year average is used to calculate your average CSI.

Note 2: Shadow Population – temporary residents of a municipality employed by an industrial or commercial establishment for a minimum of 30 days within a municipal census year. Shadow populations use the municipality's services but do not contribute to its tax base. Subsidy is up to 5% of total share.

Note 3: No detachment subsidy provided if town/municipality does not have access to a detachment.

(94)

COPY



INVOICE

Invoice No. 1800027136

Please remit to:

Government of Alberta
c/o Alberta Justice and Solicitor General
Corporate Services Division
5th Floor, 9833 - 109 Street
Edmonton, Alberta T5K 2E8
Attention: Accounts Receivable
JSG.Fin-Sys-Admin@gov.ab.ca

Form containing invoiced to: Summer Village of Sunrise Beach, Address: PO Box 1197, City: Onoway, Date: 31-Mar-2022, Attn: Wendy Wildman

Table with columns: Qty, Description, Unit Price, TOTAL. Includes row for Police Funding Model (PFM) Fiscal 2021-22, Summer Village of Sunrise Beach, and a total of \$4,302.00. Includes GST #R124072513 and payment terms.



Handwritten number 95 in a circle



VENDOR		VENDOR ID	DATE ISSUED	
SUMMER VILLAGE OF SUNRISE BEACH			12-Apr-2022	
DEPOSITED AT BANK:		DEPOSIT NO	DATE	AMOUNT
BRANCH:	ACCOUNT:		12-Apr-2022	\$1,316.00
			TOTAL	\$1,316.00

DEPOSIT NO: 2000026012		DEPOSIT DATE: 12-Apr-2022		
VOUCHER	DESCRIPTION/REASON FOR PAYMENT	INVOICE/CREDIT NOTE	AMOUNT	SUB-TOTAL
1900022853	FCSS Funding April/May/June 2022	FCPAY0031656	\$1,316.00	
	Total Payment From C&SS For Inquiries Call 525 468 4314			\$1,316.00
			DEPOSIT TOTAL	\$1,316.00

JCA7499025 E D

02759

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



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