

AGENDA FOR THE REGULAR MEETING OF COUNCIL FOR THE
SUMMER VILLAGE OF ROSS HAVEN TO BE HELD FEBRUARY 11, 2017,
AT THE MAINTENANCE SHOP, ROSS HAVEN ALBERTA
COMMENCING AT 9:00 A.M.

- 1) Call to Order:
- 2) Acceptance of Agenda:
- 3) Adoption of the Previous Minutes: January 14, 2017
- 4) Public Hearings: There are no Public Hearings for this meeting.
- 5) Delegations:
 - a) Seniuk and Company 2016 Year-end Financial Report
- 6) New Business:
 - a) Signing Authority MA Connect
 - b) Summer Village of Ross Haven web site
 - c) Drainage Projects – 4th Street and 5th Street
 - d) Alberta First Responder Radio Communication System
- 7) Bylaws & Policies:
 - a) Bylaw 265-17 Regional Emergency Advisory Committee and Regional Emergency Management Agency
- 8) Financial Reports
 - a) Change in accounting software
 - b) Year-end Audit
 - c) AMSC Insurance Premium
 - d) Summer Villages of Alberta Membership Fee
 - e) STEP Application
 - f) WILD Regional Water Services Commission Fees
- 9) Correspondence:
 - a) Shaye Anderson – new Minister of Municipal Affairs
 - b) Danielle Larivee – former Minister of Municipal Affairs
 - c) GFOA membership
 - d) Fire Smart Workshop – Whitecourt March 7-9
 - e) Peace Officer Report for December 2016
 - f) MGA Regulations Bundle #1
- 10) Councillors Reports:
 - a) Mayor Louis Belland:
 - b) Deputy-Mayor Jack Ruiter:
 - c) Councillor Noel Tetzlaff:

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11) Administrators Report:

- a) CAO Report
- b) Public Works Report
- c) Development Report: There were no Development Permits issued in December.

12) Confidential Matter

- a) CAO Review and discussion

13) Adjournment: Next Meeting Date & Location:

**MINUTES OF A REGULAR MEETING OF THE COUNCIL OF THE
SUMMER VILLAGE OF ROSS HAVEN
IN THE PROVINCE OF ALBERTA, HELD ON JANUARY 14TH, 2017,
AT THE MAINTENANCE SHOP, ROSS HAVEN, ALBERTA,
COMMENCING AT 9:00 A.M.**

IN ATTENDANCE

Mayor Louis Belland
Deputy-Mayor Noel Tetzlaff
Councillor Jack Ruiter
Municipal Administrator Larry Horncastle
Approximately 6 Residents

ABSENT

CALL TO ORDER

The meeting was called to order at 9:05 a.m. by Mayor Louis Belland.

**ACCEPTANCE OF
AGENDA**

Res A17-449

Moved by Mayor Louis Belland that today's agenda, as amended, be adopted. CARRIED

**APPROVAL OF
MINUTES**

Res A17-450

Moved by Mayor Louis Belland that the Minutes of the Regular Meeting of Council held on December 10, 2016, as presented, be approved. CARRIED

PUBLIC HEARINGS

There were no Public Hearings for this meeting.

DELEGATIONS

There were no Delegations for this meeting.

NEW BUSINESS

Res. A17-451

Signing Authority

Moved by Mayor Louis Belland that Mayor Louis Belland, Deputy Mayor Jack Ruiter, Councilor Noel Tetzlaff and Larry Horncastle, CAO be authorized to sign on behalf of the Village. And further, any two of the signing authorities named must sign on behalf of the Summer Village of Ross Haven.

CARRIED

Res. A17-452

Change of Address

Moved by Mayor Louis Belland that the Summer Village of Ross Haven accept the Change of Address as
Box 70, Site 19, RR1, Gunn Alberta T0E 1A0
Email cao@rosshaven.ca
Phone 780 217-5995

CARRIED

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COMMENCING AT 9:00 A.M.**

Tarp Structure

Mayor Louis Belland reported that the property owner and the Summer Village of Ross Haven have entered into an agreement regarding the removal of the tarp structure

Provision of Snow Clearing Services to SV Yellowstone

Moved by Mayor Louis Belland reported that the Summer Village of Yellowstone had requested snow clearing services from Ross Haven, on an on-call basis, with the understanding that services would be provided to Ross Haven first, and snow clearing offered to SV Yellowstone as time and resources permitted.

2016 Budget extension

Res. A17-453

Moved by Mayor Louis Belland that we extend the 2016 Budget to April 30, 2017, to allow Council time to develop a new Strategic Plan and priorities for 2017.

CARRIED

Request from Community League

The Ross Haven Community League requested permission to use the Maintenance Shop for their Family Day activities on Feb. 19, 2017. Mayor Louis advised that this request should be supported and did not require Council approval. Future requests may be handled through the CAO

BYLAWS & POLICIES

Schedule A to Bylaw #154 – Fees and Charges Bylaw

A17-454

Moved by Mayor Louis Belland that the Schedule A to Bylaw #154 – Fees and Charges Bylaw be amended as circulated

CARRIED

Bylaw 264-17 A Bylaw to Establish the CAO Position and Rescind Bylaw 140

A17-455

Moved by Mayor Louis Belland that Bylaw 264-17 be read a first time

CARRIED

A17-456

Moved by Mayor Louis Belland that Bylaw 264-17 be read a second time

CARRIED

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COMMENCING AT 9:00 A.M.**

- A17-457 Moved by Deputy Mayor Jack Ruiter, that with unanimous consent, Bylaw 264-17 receive all three readings
CARRIED
- A17- 458 Moved by Mayor Louis Belland that Bylaw 264-17, be read a third time
CARRIED

FINANCIAL

Financial Reports for November:

Due to the transition of CAO services, financial reports for December 2016 were not available Council will approve the December financial reports at its regular scheduled February meeting

CORRESPONDENCE

A number of correspondence items were received as information, including, Lac Ste Anne Foundation Board minutes from August 24 and Sept 14, 2016; notice from Fortis Alberta to the Alberta Utilities Commission, 2016 Ministers Bulletin on Linear Assessment, information on 2017 election process; a letter from the Development Officer advising termination of her contract April 30, 2017, and an update from the Onoway Regional Clinic opening dates and available doctors.

Council also reviewed the 2017 Carry Forward from the FCSS Grant and will provide funding to the Rich Valley Family Skate

COUNCILLOR REPORTS

Mayor Louis Belland:

Mayor Belland reported on the Summer Villages meeting in December where the consultant presented various scenarios if the Villages and/or County and /or the Towns were to amalgamate. Mayor Louis noted that in each of the scenarios, the Summer Village of Ross haven would be better off as a standalone Summer Village. Further research into the data shows that the Summer Village of Ross Haven has one of the lowest operating costs on a per capita basis

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Mayor Louis Belland also thanked the volunteers who came out in December to help move the office equipment and files to the new CAO

Deputy-Mayor Jack Ruiter:

Deputy-Mayor Ruiter had no meetings to report on.

Councillor Noel Tetzlaff:

Councilor Tetzlaff reported on the meetings with the Highway 43 Lagoon Commission.

**ADMINISTRATORS
REPORT**

Municipal Administrator Larry Horncastle as thanked the volunteers and especially Sandra and Dennis Evans for their ongoing support and help in transitioning the CAO services. Larry Horncastle also reported that the Maintenance Supervisor could plow roads in the Summer Village of Ross Haven on a fee for services basis, in the spirit of cooperation with our municipal neighbors

Public Works Report:

New tires had to be purchased for the Skid Steer in January.

Development Report:

There were no Development Permits issued in November.

FCSS Report:

CONFIDENTIAL

ITEMS

Res.A17-459

Moved by Mayor Louis Belland that Council go in camera to discuss CAO Review and discussion.

Because the Council and CAO are learning to work together in the transition, Council will have ongoing discussion and review of the CAO in in-camera sessions to provide support and direction

Res. A17-460

Moved by Mayor Louis Belland that Council come out of in camera at 9:55 am.

CARRIED

NEXT REGULAR MEETING DATE

February 11, 2017, at 9:00 a.m. at the Maintenance Shop in Ross Haven.

ADJOURNMENT

Having no further business to attend to for this meeting

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COMMENCING AT 9:00 A.M.**

Mayor Louis Belland adjourned the meeting at 9:55a.m.

These minutes approved this 11th day of February, 2017.

Mayor Louis Belland

Chief Administrative Officer
Larry Horncastle

Bylaw No. 265-17

A BYLAW OF THE SUMMER VILLAGE OF ROSS HAVEN 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 ROSS HAVEN SUMMER VILLAGE AND SUMMER VILLAGES THAT ARE PARTNER OF THIS BYLAW.

WHEREAS the Council of the Summer Village of Ross Haven 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 Ross Haven 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) “Ste. Anne Summer Villages” refers to the following municipalities:
 - i. Summer Village of Southview
 - ii. Summer Village of Silver Sands
 - iii. Summer Village of Nakamun
 - 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 Castle Island
 - xii. Summer Village of Birch Cove
 - (j) “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.
 - (k) “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.
 - (l) “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.
 - (m) “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.
 - (n) “Minister” means the Minister responsible for the Emergency Management Act.
3. There is hereby established a Ste. Anne Summer Village Regional Emergency Advisory Committee to advise the Council of the Summer Village of Ross Haven on the development of emergency plans and programs.
4. There is hereby established a Ste. Anne Summer Village Regional Emergency Management Agency to act as the agent of the Council of the Summer Village of Ross Haven to carry out its statutory powers and obligations under the Act.

5. The Council of the Summer Village of Ross Haven 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 Ross Haven member in the Ste. Anne Summer Village Regional Emergency Advisory Committee;
 - (c) by resolution, on the recommendation of the Ste. Anne Summer Village Regional Emergency Advisory Committee, appoint a Director of Emergency Management for the Summer Village of Ross Haven;
 - (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, all sums required for the operation of the Ste. Anne Summer Village Regional Emergency Management Agency; 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.
7. The Ste. Anne Summer Village Regional Emergency Advisory Committee shall:
 - (a) review the Ste. Anne Summer Villages Regional Emergency Management Plan and related plans and programs on a regular basis; and
 - (b) 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.
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 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 Regional Emergency Management Agency, may assist in the preparation or implementation of the Ste. Anne Summer Villages Regional Emergency Management Plan.
10. The Ste. Anne Regional Emergency Management Agency shall:
 - (a) 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;
 - (b) ensure that someone 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;
 - (c) coordinate all emergency services and other resources used in an emergency; and/or
 - (d) ensure that someone is designated to discharge the responsibilities specified in paragraphs (a), (b), and (c).
11. The Summer Village of Ross Haven'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 Village Regional Emergency Advisory Committee. The Ste. Anne Summer Village Regional Emergency Advisory Committee (minimum two

representatives) may, at any time when it is satisfied that an emergency exists or may exist, by resolution, make a declaration of a state of local emergency within the geographic boundaries 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) provide for the restoration of essential facilities and the distribution of essential supplies and provide, maintain and coordinate 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) procure or fix 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 meet 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 Village 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. Bylaw No. 2016-R001, the Bylaw of Ste Anne Summer Villages in the Province of Alberta to Provide for Emergency Management is repealed
19. This Bylaw shall take effect on the day of final passing thereof.

Introduced and given first reading on this 11 day of February, 2017.

Given second reading on this 11 day of February, 2017.

Given third and final reading on this 11 day of February, 2017.

Summer Village of Ross Haven	Date
Mayor	

Summer Village of Ross Haven	Date
CAO	



Association of
SUMMER VILLAGES
OF ALBERTA

January 20, 2017

Dear CAO and Councils:

It is that time of year again when we contact you for your continued support of our Association of Summer Villages of Alberta. The Association is continuing with its momentum and recognition, and has been working closely with you as members.

We have made some great strides, including:

- Reintroducing the ASVA to the Government of Alberta departments and the Ministers, especially Alberta Municipal Affairs and Alberta Environment and Parks. We have continued our discussions with the Minister on municipal related issues especially the MGA review and on Community Partnership Funding. We have also met with the Minister of Environment and Parks, Honourable Shannon Phillips on several issues with the focus on aquatic invasive species and cyanobacteria. (Note: With this week's announcement on the change of the Municipal Affairs Minister, we will be back to the Legislative Offices to introduce ASVA to the new Minister, Shaye Anderson.)
- Increasing our visibility and purpose with our sister associations, the AUMA and AAMDC.
- ASVA President, Dr. Peter Pellatt (Mayor Summer Village of Sundance Beach) continues to represent the ASVA on the AUMA Board of Directors. We are directly connected to this larger organization and will be able to communicate our needs and concerns as summer villages and have been giving you reports back via the AUMA newsletter. Dr. Pellatt is also representing the ASVA on:
 - MGA Review Committee
 - AUMA Finance Committee
 - Alberta Water Council – Lake Management Working Committee
 - Forest Resource Improvement Association of Alberta
- Our Vice President, Bob Yontz, Councillor – Summer Village of Island Lake, is representing the ASVA on:
 - GOA's Aquatic Invasive Species Committee
 - Chairing the ASVA's Cyanobacteria Strategy
- Rob Dickie, Mayor of the Summer Village of Betula Beach is ASVA Treasurer
- Beverly Anderson, our Executive Director, is the ASVA representative on:
 - Alberta Government's MGA Regulation Review Working Committee
 - Alberta Water Council – Lake Management Working Committee
- Dennis Evans, ASVA Director and CAO for several summer villages, is the ASVA representative on the Alberta Government's Municipal Sustainability Strategy Advisory Committee.



Association of
SUMMER VILLAGES
OF ALBERTA

- Betty Forfylow, ASVA Director and Deputy Mayor – Summer Village of Sunset Point is the Chair of the ASVA Conference Organizing Committee
- The ASVA continues its work with CPP Environmental Consulting in undertaking projects under the Forest Resource Improvement Association (FRIAA) funding program. To date the ASVA has completed and distributed Wildfire Mitigation Strategies to 25 summer villages and Risk Management Plans for 21 summer villages. We have also undertaken a pilot project of Education and Chipping events in 3 summer villages as implementation of some of their wildfire / FireSmart goals. The ASVA is still working with FRIAA to get funding to complete the Wildfire Mitigation Strategies for the 21 summer villages who have completed their Risk Assessments.
- Members have been more active in requesting and sharing information on bylaws and other inquiries with the support of our ASVA Administration which is terrific to see.
- We continue to update our new, modern, website complete with a Twitter feed. See www.asva.ca
- Continued information sharing through our annual ASVA Conference

We hope you see great value in being a member of the ASVA. Please submit your membership fee to:

Beverly Anderson
Executive Director
Association of Summer Villages of Alberta
71 Ravenscrag Crescent
Norglenwold, AB
T4S 1S5

If you have any questions about your invoice, please contact me directly at b.anderson@asva.ca or 403-506-2744.

Yours truly,

Beverly Anderson
Executive Director, ASVA

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

Box 8

Alberta Beach, AB. T0E 0A0

Ph: (780) 819-3681 Fax: (780) 924-3025

Email: wildwatercommission@gmail.com

January 27th, 2017

IMPORTANT NOTICE

Dear Member:

Re: 2017 Approved Budget and Capital Borrowing for Phase II

2017 Approved Budget:

Attached is the 2017 Approved Budget for the West Inter Lake District Regional Water Services Commission. This Budget has a new look from previous years, and has the Governance and Administration Operating Budget and the General Operating Budget combined into one document. The General Operating Budget, which covers costs incurred in operating the Phase I system, is offset by the revenue generated from the sale of water to members and non-members. Currently just Wabamun and Paul First Nation are connected to the line, and they purchase water at the member rate of \$2.55 per cubic meter. The truck fill near Kapasiwin is operational and this is where revenue is generated from the sale of water to non-members, at a rate of \$4.00 per cubic meter.

The Governance and Administration Budget for the 2017 year will be charged back to member municipalities based on your projected water consumption numbers approved in both the business plan and Commission bylaws. In previous years this Budget has been split out in a couple ways: 2010, 2011 and 2012 costs were split equally amongst the 16 member communities. In 2013 the Board of Directors approved a short term alteration to the previous funding allocation to lessen the burden on the smaller member municipalities; as a result in 2013, 2014 and 2015 the costs were split whereby 12 communities paid 3% each, 5 communities 8% each, and 2 communities 12% each. In 2016 the costs went back to being split equally between the now 19 member communities (Paul First Nation, Alexis Nakota Sioux Nation and S.V. of Kapasiwin were added).

This Chart shows the member splits for 2017 budget purposes.

Onoway	241,106	16.3%	Seba Beach	30,260	2.0%
Alberta Beach	242,003	16.4%	Kapasiwin	1,986	0.1%
Wabamun	165,850	11.2%	Wabamun Prov. Park	12,593	0.9%
Paul First Nations	143,916	9.7%	Yellowstone	25,341	1.7%
Alexis Nakota Sioux Nation	109,834	7.4%	Nakamun Park	13,118	0.9%

Sunset Point	36,074	2.4%	Lake View	5,366	0.4%
Val Quentin	26,981	1.8%	Sunrise Beach	25,341	1.7%
West Cove	25,192	1.7%	Castle Island	2,190	0.1%
Ross Haven	29,515	2.0%	Lac Ste. Anne County	145,667	9.9%
Sandy Beach	35,627	2.4%	Parkland County	160,365	10.8%
				<u>1,478,322</u>	<u>100.0%</u>

As the construction of Phase I is now complete, the Board of Directors and Manager are now focusing on Phase II. Detailed design has been complete, and the tender for construction of Contract I which will see the line go from the existing Phase I line on Twp Rd. 540 north to the Town of Onoway has been awarded to Weaver Welding. The construction of this phase is expected to commence shortly, with water anticipated to be flowing to Onoway by July 2017. Tenders for the construction of the line running to Alberta Beach and then north through Gunn and west to the Alexis Nakota Sioux Nation boundary are expected to be released in the beginning of February. Construction of all contracts within Phase II must be completed prior to March 31st, 2018, as per our grant funding agreement with the Province.

As construction of Phase II commences, the Commission will be required to borrow the funds for their respective 10% cost of this portion of the project. This will again mean that member municipalities will be required to either pay their respective portion up front, or make annual debenture payments to the Commission.

When the final numbers for Phase 1 are completed a true up invoice will be sent later this year. Additional information will be coming out with respect to the details of this debenture requirement.

Please contact myself at 403-391-0270 or Wendy Wildman at 780-819-3681 for further information.

Yours truly,



John Van Doesburg
Manager
West Inter Lake District Regional Water Services Commission

JVDB/ww

encl.

Archived: Saturday, February 4, 2017 9:38:36 AM
From: [Dennis Evans](#)
Sent: Fri, 20 Jan 2017 11:14:29
To: [Larry Horncastle](#), Ec.D., HLM
Subject: FW: A message from the Minister of Municipal Affairs
Importance: Normal

From: MA Minister [mailto:Minister.MunicipalAffairs@gov.ab.ca]
Sent: Thursday, January 19, 2017 6:41 PM
To: Undisclosed recipients:
Subject: A message from the Minister of Municipal Affairs

To my new partners,

It was truly an honour to be sworn in this afternoon as the new Minister of Municipal Affairs. I'm proud to take on this important role and am looking forward to building relationship and working in partnership with all of you.

For the past year and a half I have served as the MLA for Leduc-Beaumont and prior to that, I worked for over ten years as a telecommunications technician. I have called Beaumont home for the last 11 years, and am raising my two children there. Like you, I am committed to building strong communities and a more resilient and diversified future for my family and all families.

I know over the past few years you have seen a number of new faces in this role and I want to assure you that I am committed to finishing the work Minister Larivee and our government has started. As one of the co-sponsors for the *Modernized Municipal Government Act*, I am already deeply involved in the work of this ministry and am humbled to take on a portfolio that impacts the lives of every single person in our province.

I am also pleased to tell you that Deputy Minister Brad Pickering and all of the staff in the Minister's office will be staying in their current positions to help ensure continuity as we move forward.

We have many major milestones ahead of us, but I am confident that by working together we will meet these goals, chart new ones and mark our collective achievements.

I look forward to meeting with many of you in the coming days and to our new relationship and partnership.



Hon. Shaye Anderson
Minister of Municipal Affairs

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Archived: Saturday, February 4, 2017 9:41:23 AM
From: [Dennis Evans](#)
Sent: Fri, 20 Jan 2017 11:14:42
To: [Larry Horncastle](#), Ec.D., HLM
Subject: FW: Thank you
Importance: Normal

From: MA Minister [mailto:Minister.MunicipalAffairs@gov.ab.ca]
Sent: Thursday, January 19, 2017 6:20 PM
To: Undisclosed recipients:
Subject: Thank you

To my partners,

This afternoon I was honoured to be sworn in as the new Minister of Children's Services. It will be a challenging portfolio, but one that I am humbled to take on. However, it is with mixed emotion that I write this note to you and reflect back on all that we have accomplished together while I was Minister of Municipal Affairs.

In May we faced one of the worst natural disasters in our country's history when a wildfire swept through the Regional Municipality of Wood Buffalo. Together we proved how strong we are in the face of adversity, and how generous we are to our neighbours in times of need. I want to thank you for your willingness to step up and help in any way you could. It truly speaks to the dedication you have to our province and I know you made a real difference in the lives of Wood Buffalo residents.

You have also been an important part of the *MGA* review and I want to thank you for your input and advice on how to make the act even stronger and more effective. You were key players in our province wide summer tour and I really appreciated your participation and input on what matters to you and your organizations. I was tremendously proud when the *Modernized Municipal Government Act* passed unanimously on December 6, and I greatly appreciate your continued involvement in the regulations.

I am pleased to see that Municipal Affairs will be in very capable hands with Minister Anderson. As co-sponsor of the Modernized Municipal Government Act, he played an important part in shepherding this bill through the Legislature and he understands the complexities that are faced by municipalities. I look forward to working with him on the *MGA* spring bill and regulations as we will both serve as members of the Municipal Governance Cabinet Policy Committee. Minister Anderson is dedicated, thoughtful, approachable, and practical. Municipal Affairs is a key priority for our government, and Minister Anderson will be an excellent Minister serving all of the communities in this great province.

I've said this before, but you truly are our government's partners and it's been a privilege to work so closely with you. I appreciate the support you've given me and the relationships we've built over the past year and a half and I look forward to having our paths cross again in the future.



Hon. Danielle Larivee

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January 2017

ALBERTA GFOA INVITES YOU TO JOIN US IN 2017

I would like to take this opportunity to invite you to become a member of the GFOA and join our over 900 existing members in Alberta who enjoy the many benefits of GFOA membership

The Alberta GFOA is a non-profit organization that is primarily focused on enhancing the professional development of a diverse group of people involved in municipal financial service across the province. The Alberta GFOA has recognized the need for continuous learning for people involved in the municipal finance field and has worked hard to provide access to learning opportunities relevant to employees of all municipalities. Our membership spans the range from clerical to senior finance officers and recent membership studies indicate we have been successful at targeting learning opportunities to all groups.

The GFOA Board and Task Forces continue to work towards enhancing the value of GFOA membership. New initiatives have been approved that will provide enhanced professional development training opportunities to new and existing municipal finance professionals. These initiatives will provide a significant benefit to your employees and your municipality. GFOA continues to upgrade its web site and a discussion has recently been released to assist members in communicating with other municipal finance professionals and finding solutions to problems.

An annual membership in the GFOA provides a number of direct benefits to individuals and their respective municipalities. These benefits include:

1. Regional professional development workshops at reduced rates
2. Opportunities to become involved in other initiatives (serving on the Board or Task Forces)
3. The ability to establish and retain contacts with fellow colleagues in the Alberta municipal finance sector
4. Access to the members section of the Alberta GFOA website
5. Advertising of job opportunities on the web site at a reduced rate
6. Participation at the 2017 Alberta GFOA Conference at the Pomeroy Hotel and Conference Centre, June 4-7, 2017 at Grande Prairie
7. Periodic newsletters and special release bulletins.

Continued page 2...

Membership fees are cost effective and the GFOA feels there can be significant value received for the fees paid.

To become a Member for the 2017 calendar year, simply follow this link: <https://www.gfoa.ab.ca/register.php> and complete the 'Member Sign Up' page on our website. A copy of the 2017 Membership Fee Schedule is enclosed for your reference. **As an incentive for 2017, should you decide to sign up to and become a member prior to March 31st, the first member will be at no charge.**

I thank you for your time in reviewing this information and sincerely urge you to take advantage of this Membership opportunity. The Alberta GFOA is certainly looking forward to providing you and your Municipality with a number of benefits in the coming years. Please join us in our plans to support and assist Municipal Finance Officers throughout Alberta as they serve their respective Municipalities. Also, please take the time to visit our website for more information on the GFOA.

Please contact me at candace.coams@gfoa.ab.ca should you require more information on memberships for 2017.

Yours truly

A handwritten signature in blue ink that reads "Candace E. Coams".

Candace Coams
Executive Administrator

(1) enclosure



Begins_{at} Home



March 7–9, 2017

Whitecourt, AB • Westward Centre

Join municipal and Indigenous community leaders, planners and fire experts in this collaborative and innovative event that will equip you with the tools to help protect your community from wildfire.

Recent wildfire seasons have illustrated the vulnerability of communities to wildfire and the potential for devastating loss. Every year, wildfires threaten people and their homes throughout North America. As communities and rural development continue to expand into traditionally forested areas, the potential for wildfire to affect the homes of Albertans increases.

The FireSmart Community Series brings together municipal and Indigenous community leaders, community planners, fire response personnel and wildfire management experts to tackle the complex issue of protecting communities and homes from wildfire. Participants will leave with the tools, expertise and contacts they need to help build a FireSmart Alberta.

REGISTER TODAY!

Early-bird price: \$239 (before February 1, 2017)

Regular price: \$259 (until February 23, 2017)

For further information about the event,
speakers and accommodations:

FireSmartCanada.ca/events



Archived: Saturday, February 4, 2017 10:14:13 AM
From: [Sue Bohaichuk](#)
Sent: Wed, 1 Feb 2017 01:25:49
To: [Sue Bohaichuk](#)
Subject: [Spam:***** SpamScore] MGA Regulations Bundle #1
Importance: Normal

To Mayors and CAOs:

As you may recall, Municipal Affairs needs to create or update regulations in order to outline the details of the various MGA amendments that were made through Bills 20 and 21. Municipal Affairs is developing these regulations in three bundles over the next six to eight months and is posting them for a 60-day public consultation. AUMA will be inviting your response to approximately 19 regulations that span council code of conduct and training, amalgamation, annexation, property taxes, public participation, corporate planning, intermunicipal collaboration, and subdivision and development.

The first of the three bundles of regulations was released today. This is the smallest and least controversial set of regulations. There are two regulations of importance to AUMA's broad membership: Public Participation Policy Regulation and the Municipal Corporate Planning Regulation.

The Municipal Corporate Planning regulation relates to the requirement for municipalities to produce three year operating and five year capital plans within two years after the Act coming into force. Municipalities are required to include total revenue and expenses by major category; the annual surplus/deficit; and the accumulated surplus/deficit. Note that AUMA will be seeking clarification on the reference to "deficit" since we understand there is no intent to change the current requirement that prevents municipalities from having a deficit budget. The regulation also confirms that the capital plan must include planned capital property additions and allocated funding sources.

The Public Participation regulation requires a municipality to have a public participation policy within 270 days of the Act coming into force. It can be through a resolution and does not have to be through a bylaw. It is reassuring that the province has not prescribed specific requirements despite pressure from business/developers and is giving municipalities a lot of flexibility. The regulation will require the policy to be refreshed every three years and explains how stakeholders will be engaged and when (i.e. the circumstances). AUMA will be seeking clarity as to the need for the policy to be made public versus provided only upon request.

We encourage you to use our [website](#) to provide your input on these regulations by **February 15**. On the website for each regulation, you will find the draft regulation, AUMA's earlier input to Municipal Affairs, and a form for you to fill out regarding the regulation.

The following is a summary of the other regulations that were included in this first bundle:

- Aeronautics Agreement – Renews the regulation with no changes.
- Municipal Gas Systems Core Market – Extends the expiry date of the regulation from 2018 to 2020 (no changes to the content).
- MuniSERP investment – Removes the expiry date of the regulation (does not change the content).

- Crown land area designation – Removes the expiry date of the regulation (does not change the content).
- Calgary Airport Vicinity Protection Area – Attempts to provide clarification on how legislative provisions impact secondary suites within the protected areas and may need some further input from Calgary. Also removes the expiry date of the regulation and clarifies that a Council resolution is required for any request to amend the regulation.
- Edmonton Airport Vicinity Protection Area - Provides several clarifications to align with Calgary's regulation (eg., various definitions, exemption of airport lands, noise exposure forecast, exemption of federal lands,). Similar to Calgary's regulation, the expiry date of the regulation is being removed and clarification added to require a Council resolution for an amendment request.
- Planning Exemption – Removes a planning exemption in response to Calgary's land use (as requested by Calgary) and changes the expiry date from 2020 to October 2021.
- Qualification of Assessor – Clarifies that the assessor cannot delegate the responsibility for the annual return declaration (i.e., all other duties can be delegated to staff/contractor). Removes the expiry date of the regulation.

The next bundle of regulations is targeted for spring (i.e., March/April) and has some very complex issues, including Intermunicipal Collaboration Frameworks. The final bundle of regulations will be released in the summer months.