

AGENDA FOR THE REGULAR MEETING OF COUNCIL FOR THE
SUMMER VILLAGE OF ROSS HAVEN IN THE PROVINCE OF ALBERTA TO BE
HELD ON OCTOBER 14, 2021 AT THE ONOWAY CIVIC CENTRE – PUBLIC
PARTICIPATION IN-PERSON AND VIA ZOOM COMMENCING AT 7:00 P.M.

DETAILS FOR MEETING ACCESS POSTED ON THE ROSS HAVEN WEBSITE

1) Call to Order:

2) Acceptance of Agenda:

3) Adoption of the Previous Minutes:

P 2-4 a) Minutes of the Regular Meeting – September 9, 2021

4) Public Hearings: None scheduled

5) Delegations: John Hodgson – School Trustee Candidate

7) New Business:

P 5-9 a) ACP Grant – “Sidewalk Project”

P 10-19 b) Municipal Assessment Services – Renewal of Contract

c) Review of Boat Lift Policy

P 20 d) FortisAlberta Inc. – Franchise Fee

P 21-22 e) SVREMP – Request for funding – MOST Grant – Motion of Board

P 23-26

P 27 f) NWFS – Request to store Fire Truck within the Municipal Shop during winter months

g) Paving of Ross Haven Streets – Preliminary Discussions

h) Construction of a Parking Lot adjacent to Municipal Shop

8) Financial Reports:

P 28-29 a) Financial Statements

9) Correspondence:

P 30 a) Welcome to Dr. Tindall

P 31 b) FCSS Letter (Connor Gaughan) – Communication with Ross Haven Community League

P 32 c) Regionalization Forum

10) Councillor Reports:

P 33 a) Mayor - Attached

b) Deputy Mayor - Attached

P 34 P 35 c) Councillor - Attached

11) Administrators Report

a) CAO Report

12) Open Floor Discussion – (15 minute time limit)

13) Closed Session - None.

14) Adjournment: Next Council Meeting Date: November 18, 2021 at 7:00 pm.

**MINUTES
REGULAR COUNCIL MEETING
SUMMER VILLAGE OF ROSS HAVEN, ALBERTA
SEPTEMBER 9, 2021
IN-PERSON AND VIA ZOOM**

ATTENDANCE

Mayor, Ray Hutschal – Via ZOOM
Deputy Mayor, Lolita Chadd
Councillor, Dieter Brandt
CAO, Tony Sonnleitner
1 Resident in the gallery, 4 Residents via ZOOM

CALL TO ORDER

Mayor, R. Hutschal called the meeting to order at 7:00 p.m.

AGENDA

Res. A21-119

Moved by Mayor, R. Hutschal that the meeting agenda be adopted with the addition under New Business 6(a) Summer Village of Ross Haven participation in the North 43 Forcemain Project.

CARRIED

MINUTES

Res. A21-120

Moved by Mayor, R. Hutschal that the following meeting minutes be approved as presented:

- July 8, 2021 Organizational Meeting of Council
- August 12, 2021 Regular Council Meeting

CARRIED

NEW BUSINESS

a) Summer Village of Ross Haven participation in the North 43 Forcemain Project Officials Education Program

Res. A21-121

Moved by Councillor, D. Brandt that the Council for the Summer Village of Ross Haven to ask the North 43 Lagoon Commission to engage Stantec to answer all sewer related technical questions as outlined on the Ross Haven website in laymen's terms so that Ross Haven ratepayers could have access, via the website, to the answers. Before Stantec is engaged, a cost quote for answering the questions would be provided by Stantec and approved by the Ross Haven Council.

CARRIED

**MINUTES
REGULAR COUNCIL MEETING
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FINANCIAL REPORTS

a) Financial Statement

Res. A21-122

Moved by Deputy Mayor, L. Chadd that the August 31, 2021 financial statements be received as information.

CARRIED

CORRESPONDENCE

a) Playground Inspection Report

Res. A21-123

Moved by Mayor, R. Hutschal that Administration request that Noel Ouellette, Public Works Supervisor, address the deficiencies noted in the Playground Inspection Report.

CARRIED

b) NSWA – Request for Funding

Res. A21-124

Moved by Mayor, R. Hutschal that the Summer Village of Ross Haven make a donation to the NSWA in the amount of \$100.00.

CARRIED

c) FCSS Funds Receipt – September 2021 - \$511.00.

Res. A21-125

Moved by Mayor, R. Hutschal that the Summer Village of Ross Haven reach out to the Ross Haven Community League to discuss their programming, and FCSS funding for such.

CARRIED

**MINUTES
REGULAR COUNCIL MEETING
SUMMER VILLAGE OF ROSS HAVEN, ALBERTA
SEPTEMBER 9, 2021
IN-PERSON AND VIA ZOOM**

COUNCIL REPORTS

- a) Mayor, Ray Hutschal
- b) Deputy Mayor, Lolita Chadd
- c) Councillor, Dieter Brandt

Res. A21-126

Moved by Mayor, Ray Hutschal that the Councillor Reports be received as information.

CARRIED

CAO REPORT

Res. A21-127

Moved by Deputy Mayor, L. Chadd that the CAO report be received as information.

CARRIED

OPEN FLOOR

No members of the community availed themselves of the opportunity to speak to Council.

**NEXT REGULAR
MEETING DATE**

October 14, 2021 at 7:00 p.m. Meeting to be held at the Onoway Civic Centre and via ZOOM.
Check the Summer Village of Ross Haven website, www.rosshaven.ca, for details.

ADJOURNMENT

Mayor, Ray Hutschal adjourned the meeting at 8:05 p.m.

These minutes approved this 14th day of October 2021.

Mayor

Chief Administrative Officer

Summer Village of Ross Haven
Walkway and Parkway Review
 Last Revised: August 30, 2021

Definitions:

- Parkway: Municipal reserve that generally runs from Parkins Avenue to the lake. Most backlots back onto a parkway. For clarity, referenced the two streets that the parkway is in between.
- Walkway: Municipal reserve between a street and a Parkway, or between two streets, often crossing a parkway.

General Comments

- A **finer crush gravel** for the walkways is recommended. This will increase compaction, which will allow better footing and easier mobility for wheelchairs, strollers, etc.
- If budget allows, **adding gravel to all walkways** would improve travelling on the walkways. When adding gravel, drainage needs to be maintained, and sufficient gravel should be added to ensure a level walking area.
- Specific items that could be addressed with the sidewalk grant money are:

Item#	Parkway	Walkway	Item of Concern	Proposed Action
1		2 nd to 3 rd	The walkway from 2 nd street to 2 nd street parkway is very low.	Build up the walkway, add gravel.
2		2 nd to 3 rd	Entrance to walkway from 2 nd street is a swale / ditch. People walk on personal property to use walkway.	Add a culvert at the walkway entrance.
3	2 nd /3 rd		Parkway does not drain on either the north or south side. The culvert on the south side has a negative slope.	Fix slope of culvert on south side, fix slope of swale on north side.
4		4 th to 3 rd	No markings present at catch basin installed at beginning of walkway on 4 th street, as well as the drainage ditch and culvert down the hill.	Install markings or barrier to identify risk and prevent injury.
5	3 rd / 4 th		Parkway between the walkways is dirt, and becomes muddy or impassable when wet.	Provide gravel between the two walkways on the 3 rd / 4 th street parkway, as well as towards the lake.
6	4 th / 5 th		Exposed pipe close to entrance to parkway (close to gate by Parkins Ave).	Determine nature of this pipe, and if not used or needed, remove. Otherwise, gravel overtop to prevent tripping hazard.
7		5 th to 6 th	Tripping hazard on walkway from 5 th street to the parkway.	Provide gravel on walkway.
8		5 th to 6 th	Branches extending onto walkway, closer to 6 th street.	Let homeowner know, trim branches extending onto walkway.
9		6 th to 7 th	Need gravel on walkway closest to 7 th street.	Provide gravel on walkway.
10	7 th / 8 th		Parkway is growing in with branches.	Trim branches along parkway.
11		8 th to 9 th	Walkway close to park. Erosion, pathway uneven. Gravel has been recently added, if more could be added to level walkway and reduce tripping hazards (ie. large rock exposed).	Provide gravel on walkway.

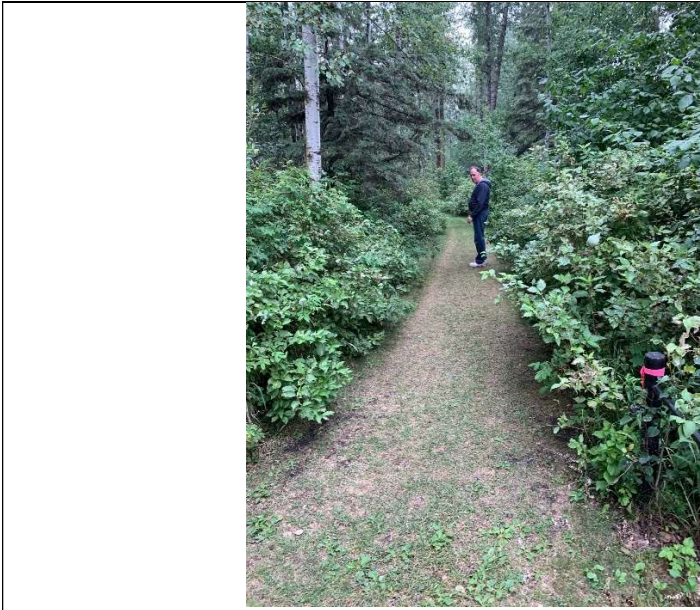
Item#	Parkway	Walkway	Item of Concern	Proposed Action
12	9 th / 10 th		Drainage in parkway starting to become obstructed with roots, small trees, etc.	Clean roots, remove small trees, ensure proper drainage. Add gravel on left side of the tree island.
13		9 th to 10 th	Two people have fallen while attempting to cross swale from 10 th street to the walkway.	Either shave down / make the slope more gradual, or add a small culvert, with gravel, to allow walking from street to walkway.
14	2 nd /3 rd		There is a sinkhole on the parkway, behind 306 3 rd street on the parkway. Every few years it sinks, creating a potential hazard for users of the parkway.	Please add dirt, and re-seed with grass.

Pictures of Some Items (Note: Not in Order!)

Item#5	Item#4
	

Item#4	Item#6
	

Item #10	Item #12
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Item #13



Item# 3 (North Side of Parkway)



Item # 3 (South Side of Parkway)



Municipal Assessment Services Group Inc.

PO Box 3369, 10404 – 100 Avenue Morinville, AB T8R 1S2

Ph. 780.939.3310 Fax 780.939.3350



September 27, 2021

Mr. Tony Sonnleitner
CAO - Summer Village of Ross Haven
PO Box 70, Site 19, RR1
Gunn, AB T0E 1A0
Dear Tony:

RE: PROPOSAL TO RENEW PROPERTY ASSESSMENT SERVICES

Municipal Assessment Services Group Inc. is proud to have been the assessment service provider to the Summer Village of Ross Haven for the past 22 years! We hope the service we have provided has exceeded all the expectations of Council and Administration during that time.

Our current assessment services contract expires on December 31, 2021. I appreciate the opportunity to offer you this renewal for your review with the same terms of service.

I've used a renewal contract term period of four years. (**January 1, 2022 to December 31, 2025**). We would be pleased to look at a longer term if that better meets your needs.

*First Year of Term Price @ \$7,760 (\$1,940 Quarterly)
(For the period January 1, 2022 to December 31, 2022)*

*Second Year of Term Price @ \$7,920 (\$1,980 Quarterly)
(For the period January 1, 2023 to December 31, 2023)*

*Third Year of Term Price @ \$8,080 (\$2,020 Quarterly)
(For the period January 1, 2024 to December 31, 2024)*

*Fourth Year of Term Price @ \$8,240 (\$2,060 Quarterly)
(For the period January 1, 2025 to December 31, 2025)*

**(Please note that above prices do not include GST)*

In Summary, Municipal Assessment Services Group will continue to provide The Summer Village of Ross Haven with the highest quality alternative for your assessment service needs.

Municipal Assessment Services Group is proud of the track record it has developed in meeting all of its contracts and obligations.

Included with this renewal proposal are the proposed and Schedules “A” and “B” of the agreement outlining the services and costs.

Kindly review this at your leisure and if you and council agree to the terms, we would look forward to working another 4 years with the SV of Ross Haven.

As we’ve all learned to adapt to using the internet to transfer information electronically, we find some of the municipalities prefer to ‘print-scan-email’ the renewal agreements. If you would prefer this method, please print off and insert the date of agreement approval Cover page (Page 3 of this document) and then print and sign the signatory page (Page 7 of this document) then email back the entire agreement. I in turn, will sign, scan and email the agreement back to you for your files. If you’re more comfortable using Canada Post, that is fine too.

In closing, it has been a pleasure to work with Ross Haven and I look forward to continuing the great working relationship that’s been established over the last 22 years!

Respectfully,

A handwritten signature in blue ink, appearing to read 'D. Kanuka', followed by a long horizontal flourish.

Dan Kanuka, AMAA
Appointed Assessor/Designated Officer for the SV of Ross Haven
For Municipal Assessment Services Group Inc.

THIS AGREEMENT made this ____ day of _____, 2021

BETWEEN:

MUNICIPAL ASSESSMENT SERVICES GROUP INC.

(hereinafter called "Municipal Assessment Services Group")

- and -

SUMMER VILLAGE OF ROSS HAVEN

(hereinafter called the "municipality")

1.0 Background

1.1 Assessment services are required by the municipality in order to carry out the assessment of property within the municipality, primarily for taxation purposes.

1.2 Municipal Assessment Services Group has been asked by the municipality to provide certain assessment services as set out in this agreement and Municipal Assessment Services Group has agreed to provide such services.

2.0 Description and Scope of Services

2.1 Municipal Assessment Services Group will, on behalf of the municipality, prepare the assessments and undertake the assessment related activities, all of which are set out in **Schedule "A"**, which is attached to and forms a part of this agreement.

3.0 Appointed Assessor

3.1 For the purposes of the applicable provincial legislation and municipal bylaws relating to assessment, Municipal Assessment Services Group shall designate an assessor acceptable to the municipality from within M.A.S.G. to do the assessments and shall duly be the "appointed assessor" respecting such assessments.

4.0 Level and Standards

- 4.1** The appointed assessor will be an Accredited Municipal Assessor of Alberta (A.M.A.A.).
- 4.2** The appointed assessor will be required to exercise independence and judgment in equating all of the relevant data involved in property assessment and in determining final assessment value of property.
- 4.3** The appointed assessor will endeavor to maintain property equity in assessments within the municipality.

5.0 Term

- 5.1** This agreement will come into effect once it has been signed by both parties.
- 5.2** This agreement involves services with a commencement date of **January 1, 2022** and expires on **December 31, 2025** with an option of renewal upon written agreement of both parties.
- 5.3** During the period that such renewal is being negotiated, the existing agreement shall remain in full force and effect.

6.0 Fees, Expenses and Payments

- 6.1** The cost of the assessment services is set out in **Schedule "A"** which the municipality will pay to Municipal Assessment Services Group in the manner provided for in article **6.2**.
- 6.2** The municipality will be invoiced on a quarterly basis for work in progress and payments must be paid within thirty (30) days of invoice. Interest at the rate of twelve percent (12%) per annum, calculated monthly shall be due on any late payments.
- 6.3** G.S.T. (Goods and Services Tax) or any substitute for the G.S.T. shall be added (when applicable) to the cost of assessment services.
- 6.4** Should the municipality request Municipal Assessment Services Group to undertake work that is not set out in **Schedule "A"**, such additional work shall be charged at an hourly rate of **\$90.00** per hour plus expenses.

7.0 Confidentiality and Non-disclosure

- 7.1** Unless required by law, any data or other information concerning Municipal Assessment Services Group which is obtained by the municipality in its dealings with Municipal Assessment Services Group under this agreement, shall be treated as confidential and shall not be disclosed without prior approval by Municipal Assessment Services Group.
- 7.2** Unless required by law, any data or other information concerning the municipality, which is obtained by Municipal Assessment Services Group in its dealings with the municipality under this agreement, shall be treated as confidential and shall not be disclosed without prior approval by the municipality.

8.0 Indemnification

- 8.1** Municipal Assessment Services Group will ensure that its employees, when on assignments, will comply with any safety and security regulations and procedures in effect regarding the properties being assessed.
- 8.2** Municipal Assessment Services Group will indemnify and save harmless the municipality against all claims, damages and expenses that relate to Municipal Assessment Services Group employees who may be injured while performing assessment functions pursuant to this agreement unless such injury results from a willful or negligent act on the part of the municipality, its officers, employees or agents.
- 8.3** Municipal Assessment Services Group will not be liable for any claims or other legal action that may result from or in any way relate to the assessment services performed on behalf of the municipality.

9.0 Termination of Contract

- 9.1** Either party may terminate this agreement at anytime, without cause by giving notice in writing to the other party of not less than one hundred twenty (120) days.
- 9.2** If Municipal Assessment Services Group provides notice of termination to the municipality or receives a termination notice from the municipality, it shall outline what portions of the services under the agreement will not be completed by the date of the termination. It will then be the responsibility of the municipality to make appropriate arrangements to have required assessments completed.
- 9.3** Upon termination, Municipal Assessment Services Group shall submit to the municipality, an invoice for services rendered but not previously invoiced and the municipality shall pay such invoice within 30 days of its receipt by the municipality. Interest, at the rate of twelve percent (12%) per annum, calculated monthly not in advance, shall be due regarding any late payments.

10.0 Amendments

10.1 This agreement may be amended solely by written consent of both parties.

10.2 This agreement represents the entire agreement between the parties. No other terms, representations or warranties, verbal or otherwise, are to be inferred or implied.

11.0 Contract Renewal

11.1 Contract renewals will be available subsequent to this agreement, as determined by both parties as outlined in article 5.3.

12.0 Arbitration

12.1 Should the parties be unable to resolve any disputes which may arise regarding this agreement, the matter(s) in dispute shall be referred to arbitration in accordance with the provisions of the Arbitration Act, Revised Statutes of Alberta 2000, Ch. A-43.

13.0 Binding

13.1 This agreement ensures to the benefit of and is binding upon the parties to this agreement and their respective successors and any assignees of Municipal Assessment Services Group and the municipality.

14.0 Representatives

14.1 The representatives of the parties and the address for notices for the purpose of this agreement are as follows:

a) for the Municipal Assessment Services Group Inc.:

Representative:	Daniel Kanuka, AMAA Appointed Assessor/Designated Officer
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Address:	PO Box 3369 10404 -100 Avenue Morinville, AB T8R 1S2
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b) for the municipality:

Representative:	Tony Sonnleitner CAO
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Address:	PO Box 70, Site 19, RR1 Gunn, AB T0E 1A0
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15.0 Signatures

15.1 This agreement is executed by the parties as of the date shown on the first page of this agreement.

Municipal Assessment Services Group Inc.

Per: _____

The Municipality

Per: _____

SCHEDULE "A"

The following assessment services are provided pursuant to the agreement between the Municipal Assessment Services Group and the municipality.

ASSESSMENT SERVICES WILL INCLUDE:

The Municipal Assessments Services Group will be responsible for the following in providing this assessment service proposal:

- All computer hardware and software, relative to the **CAMALOT** Assessment System in the M.A.S.G. Morinville office.
- All travel costs such as mileage, meals and accommodation.
- Annual assessment of new properties, as well as reported changes to existing properties.
- An assessment valuation shall be conducted annually. The current value program will continue.
- The client municipality will receive the assessment values in report form or electronic data transfer.
- Administration and council support relating to property assessment matters.
- The assessor will be available to address assessment inquiries and estimates of taxation from property owners by telephone, or in person when required.
- Assessment and Growth shift studies shall be provided after each valuation.
- Required Annual recapitulation and assessment to market ratio studies shall be reported to the Assessment Audit Unit of Municipal Affairs via Milenet.
- Required Standards and Reporting as per all legislation and regulation in the Province of Alberta. This includes, but not limited to, the Municipal Government Act, Matters Relating to Assessment and Taxation (MRAT) and Alberta Assessment Quality Minister's Guidelines.

PAYMENTS TO THE MUNICIPAL ASSESSMENTS SERVICES GROUP FOR ASSESSMENT SERVICES:

Four Year Term

1st Year: Based on 20% selective inspections of properties commencing January 1, 2022 to December 31, 2022: **\$1,940.00** quarterly (**\$7,760** per annum).

2nd Year: Based on 20% selective inspections of properties commencing January 1, 2023 to December 31, 2023: **\$1,980.00** quarterly (**\$7,920** per annum).

3rd Year: Based on 20% selective inspections of properties commencing January 1, 2024 to December 31, 2024: **\$2,020.00** quarterly (**\$8,080** per annum).

4th Year: Based on 20% selective inspections of properties commencing January 1, 2025 to December 31, 2025: **\$2,060.00** quarterly (**\$8,240** per annum).

NOTE: All quarterly payments considered Beginning of Period and exclude GST.
The above quarterly payments are based on a full year's contract.

Prices do not include GST.

CLIENT MUNICIPALITIES WILL BE RESPONSIBLE FOR:

- All required maps, subdivision plans, development/building permits including plans where available.
- All costs incurred at Land Titles Office and Corporate Registry.
- All costs resulting from ratepayer information brochures, newspaper advertisements and bulk mailing.

SCHEDULE "B"

SERVICES NOT INCLUDED: (ESTIMATED AS REQUIRED)

Should the municipality request the Municipal Assessment Services Group to undertake work that is not set out in Schedule "A", such additional work shall be charged in the manner as shown in **Section 6.4** of the contract.

- Any Local Assessment Review Board (**LARB**) hearings, Composite Assessment Review Board (**CARB**) hearings, or any Higher Court attendance is not included.
- New major or non-typical development over **\$3,000,000** will be negotiated and cost separately relative to annual assessments.
- Any annexations or municipal boundary changes.
- Equalization Appeals.
- Municipal Appraisals as required for insurance, sale of property from tax forfeiture proceedings as well as properties owned by the municipality held for re-sale.
- Business Tax assessments.
- Assessment changes arising out of legislative changes.
- Property designated as a “major plant” by the [2017 Alberta Machinery and Equipment Minister’s Guidelines](#) regulation; for example, large refineries, upgraders, pulp and paper mills.

Summer Village of Ross Haven

The Storage of Boat Lifts on Municipal Parkways Policy

Approved by Council June 9, 2018

Policy Statement

The Summer Village of Ross Haven would like to formalize a policy for the storage of privately owned boat lifts, pier sections and pier stands on municipal parkways during the period September 1st to May 31st.

Reason for Policy

The Summer Village of Ross Haven has deemed it necessary to remove the boat lifts, pier sections and stands to provide access for park maintenance and access to the water through the parkway. All residents in the Village should have free and unencumbered access to the parks and parkways. The Summer Village of Ross Haven will allow for storage of privately owned boat lifts, pier sections and stands on the public parks and parkways during the period of September 1 to May 31 of each year. **ONLY** the boat lifts that are part of the shared pier sections may be stored within that particular parkway.

Council, at its sole discretion may approve the storage of boat lifts, pier sections and stands from property owners that directly abut the parkways.

Related Information

Storage of these items must be to the side of the park or parkway, as to not to interfere with public access to the lake, however no closer to private property than three (3) feet, including any overhang.

Responsibilities

It will be the responsibility of the Maintenance Supervisor to remove all privately-owned boat lifts remaining on the parks or parkways between June 1 and September 1 of each year.

Disposition of Seized Equipment

Seized equipment will be removed and stored at a municipal location for a maximum of 30 days.

To reclaim seized equipment within 30 days, a removal fee of \$100.00 is payable to the Village

After 30 days, the seized equipment will be sold or destroyed, at the discretion of the Summer Village of Ross Haven.

From: Rosshaven CAO <CAO@rosshaven.ca>
Sent: October 12, 2021 6:45 PM
To: pcm1@telusplanet.net
Subject: FW: FortisAlberta Inc. Franchise Fee Documents/Changes - Ross Haven
Attachments: 1 2021-2022 Franchise Calculator - Ross Haven.xlsx; Municipal Franchise Fee Riders (2021).pdf; Franchise Fee Advertisement Template - Please Use.docx; Franchise Fee Advisement Notification - Please Return via Email by Nov. 1, 2021.doc

Importance: High

From: Nixon, Kelsey <kelsey.nixon@fortisalberta.com> **On Behalf Of** Stakeholder Relations Team
Sent: September 26, 2021 8:41 AM
To: Rosshaven CAO <CAO@rosshaven.ca>
Cc: Smith, Nicole <nicole.smith@fortisalberta.com>
Subject: FortisAlberta Inc. Franchise Fee Documents/Changes - Ross Haven
Importance: High

Good morning:

RE: Request Confirmation of Electric Distribution Franchise Fee for 2022

As part of your Electrical Distribution System Franchise Agreement with FortisAlberta you have the annual ability to either **increase, decrease or keep your franchise fee the same, with written notice.**

IMPORTANT TIMELINES TO ENSURE FRANCHISE FEE CHANGES ARE IMPLEMENTED BY JANUARY 1, 2022

1. **Review** the attached Franchise Fee Calculator and present the recommendations to Council;
2. If Council is proposing an **increase or decrease to your franchise fee**, a resulting impact to the customer's annual billing is **required to be advertised in the local newspaper having the widest circulation within your municipality for two consecutive weeks.**
(Please use the sample advertisement that is attached).
2. If **increasing** your franchise fee, it must stay within the current **Franchise Fee Cap of 20%.**
3. **By November 1st, 2021,** please **email** clear copies of the following to Kelsey Nixon @ kelsey.nixon@fortisalberta.com

INCLUDE:

- ✓ Copies of **both** advertisements;
 - ✓ **Publication dates** for both advertisements;
 - ✓ Name & location of newspaper.
4. Any late, inaccurate or incomplete responses may be subject to late Alberta Utilities Commission (AUC) approvals, which may cause your new franchise fee to be in **effect April 1, 2022.**

5. If Council decides to keep the current franchise fee you do not have to advertise, but please notify Kelsey Nixon @ kelsey.nixon@fortisalberta.com

TIPS FOR USING THE FRANCHISE CALCULATOR

Attached you will find the FortisAlberta Franchise Calculator specific to your municipality. The spreadsheet is intended to assist in determining the **estimated** revenue forecast from your Franchise Fee.

- On the first tab: **Financial Impacts**, you can change the Franchise Fee percentage (yellow cell) By changing this cell, the spreadsheet will automatically update to reflect your estimated revenue for 2022.

Franchise Fee Calculator Changes:	
Yellow area is to calculate different franchise fee.	
2021 Proposed Franchise Percentage	2.00%

- On the second tab: Residential Bill Impacts, you can view the impact to an Average Residential Bill Impact on the second tab by changing cell F21 & F39.

(You will need this information for your advertisement if you are changing your current fee)

- On the third tab: January 2019 to June 2021 you can see how much revenue your municipality has collected over the last two and a half years.

Please note: All rate increases/decreases are estimated and have not been approved with the AUC. The Distribution Tariff revenues shown are estimates only, and are subject to change dependent on several factors, including but not limited to; fluctuations in the amount of electrical services within the municipality, their electrical consumption increasing or decreasing, and/or changes to Transmission or Distribution rates and riders.

If you have any questions or concerns, please contact me or your Stakeholder Relations Manager.

Thank you,

Kelsey

Kelsey Nixon | Stakeholder Relations Advisor, Key Accounts

FortisAlberta | 100 Chippewa Road, Sherwood Park, T8A 4H4 | p: 780-464-8859 | c: 587-591-4716



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

From: Rosshaven CAO <CAO@rosshaven.ca>
Sent: October 12, 2021 7:29 PM
To: pcm1@telusplanet.net
Subject: FW: Fw: Covid-19 expenditure tracking discussion at meeting tonight
Attachments: 2020 Recovery costs for Covid 19.xlsx; ma-municipal-operating-support-transfer-most-allocations-2020.pdf; MOST Guidelines (3).pdf

From: Janice Christiansen <jan.al.christiansen@gmail.com>
Sent: October 5, 2021 1:17 PM
To: office@sunsetpoint.ca; Rosshaven CAO <CAO@rosshaven.ca>; Marlene Walsh <marlenehwalsh@gmail.com>
Subject: Fwd: Fw: Covid-19 expenditure tracking discussion at meeting tonight

Good morning,

Upon review of the SV accounts, I noticed that as of today's date we have not received payment for the MOST rebate (see email string below) \$250.56.

Please confirm that this amount has been approved for payment or if you require additional information from us.

Thank you

Janice Christiansen
R-DEM
SV-REMP

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

From: Janice Christiansen <jan.al.christiansen@gmail.com>
Date: Tue, Jul 27, 2021 at 3:59 PM
Subject: Fwd: Fw: Covid-19 expenditure tracking discussion at meeting tonight
To: Dennis Evans <d.evans@xplornet.com>, SV of Nakamun Park <cao@svnakamun.com>, <svsunrisebeach@wildwillowenterprises.com>, Summer Village of West Cove <svwestcove@outlook.com>, Sandy Beach <svsandyb@xplornet.ca>, <office@sunsetpoint.ca>, <cao@rosshaven.ca>, Wendy Wildman <administration@wildwillowenterprises.com>, Marlene Walsh <marlenehwalsh@gmail.com>
Cc: Marge Hanssen <marge.hanssen@svnakamun.com>

Upon review of records, it has come to our attention that the only repayment that the SVREMP has received from our SV Councils has been from Nakamun Park (if you have repaid this, please contact me right away to discuss).

As per the minutes and Motion **AC202010-5 of February 8th 2021** (see email string below) each of the Summer Villages were to pay \$250.56 for costs incurred by the SVREMP directly due to Covid back from the grants received (see attached summary from Marcel)

If you have any questions or concerns, please do not hesitate to contact myself or Marlene to discuss.

Thank you for your attention to this matter.

Janice - R-DEM
Marlene - R- DDEM

----- Forwarded Message -----

From: Marcellus <atozmarcel@gmail.com>

To: Chad Teha <ctbircove@yahoo.com>; "edugan@banister.ca" <edugan@banister.ca>; Carleigh <carleigh.leclair@svnakamun.com>; "marge.hanssen@svnakamun.com" <marge.hanssen@svnakamun.com>; "jackster23@icloud.com" <jackster23@icloud.com>; bstonehouse@telus.net <bstonehouse@telus.net>; "gordon.drybrough@summervillageofsandybeach.ca" <gordon.drybrough@summervillageofsandybeach.ca>; "michael.harney@summervillageofsandybeach.ca" <michael.harney@summervillageofsandybeach.ca>; Bernie Poulin <bpoulin@xplornet.com>; sandi benford <sandi.benford@gmail.com>; "bj.svsouthview@yahoo.com" <bj.svsouthview@yahoo.com>; "glen@lfservices.ca" <glen@lfservices.ca>; "veralynnbeck@gmail.com" <veralynnbeck@gmail.com>; "richard.martin@sunsetpoint.ca" <richard.martin@sunsetpoint.ca>; "ann.morrison@sunsetpoint.ca" <ann.morrison@sunsetpoint.ca>; Marlene Walsh <marwal46@yahoo.com>; "rogerviv22@gmail.com" <rogerviv22@gmail.com>; Larry St. Amand <lwtamand@gmail.com>; "dave@centraltractor.ca" <dave@centraltractor.ca>; Don Bauer <don.svyellowstone@gmail.com>; Russ Purdy <russforyellowstone@yahoo.com>

Cc: Janice Christiansen <jan.al.christiansen@gmail.com>; Jason Madge <jasonmadge2@gmail.com>

Sent: Monday, February 8, 2021, 01:03:11 p.m. MST

Subject: Covid-19 expenditure tracking discussion at meeting tonight

Motion AC202010-5

Mayor Louis Belland presented motion for RDEM and Administration to create expenditure spreadsheet identifying additional cost created by covid-19 affect on operations and submit for compensation for each SV. SV then to submit back to Partnership for adding to budget.

Carried

- Agenda item for tonight as part of reviewing past minutes and motion status.
- As requested, please find attached, a draft spreadsheet of 2020 potential covid-19 revenue expenditures
- This draft encompasses the proposed added expenditures of the partnership due to Covid-19 guidelines for meetings and training.
- Each Summer Village can use it as a base for their own individual expenditure calculations over and above what is itemized on the spreadsheet.
- Attached also includes the MOST funding Allocations document and the guidelines

Regards, Marcel

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Marcellus Adamkewicz
SVREMP Administration
Director, A2Z4U Consulting Ltd.
780-818-8998
atozmarcel@gmail.com

STATEMENT OF FUNDING & EXPENDITURES

Category	Normal expenditures	Covid-19 expenditures	Variance	Calculation for funding	Submission
Personal Protective Equipment (general)	not required	\$300.00	\$300.00	\$300.00	\$300.00
Personal Protective Equipment (transit)					\$0.00
Supplemental Cleaning (general)	not required				\$0.00
Supplemental Cleaning (transit)	not required				\$0.00
Support for vulnerable population	not required				\$0.00
Replacement of reduced revenues (general)	not required				\$0.00
Replacement of reduced revenues (transit)	not required				\$0.00
Replacement of meeting/training venues	not required , facilities normally used do not incur a cost	Larger Meeting and training rooms required due to Physical distancing guidelines			\$0.00
(meeting and training required for Agency and Committee to meet social distancing requirements) - receipts available in separate document					
	No for room or meals	\$105.00 for room	SVREMA mtg - June 11, 2020		\$105.00
	No for room or meals	\$105.00 for room	SVREMA mtg - June 23, 2020		\$105.00
	No for room or meals	\$80.00 for room	SVREMA mtg - July 24, 2020		\$80.00
	No for room or meals	\$120.00 for room	SVREMA mtg - August 27, 2020		\$120.00

No for room or meals	\$45.00 for room	Tabletop planning meeting Sept 14 2020	\$45.00
	\$240.00 for room,		
	\$598.50 - meals (30 @	SVREMA Agency exercise - 30 x \$1.20 = \$30.60, plus	
No for room, \$18.75/meal	\$19.95)	September 29, 2020	\$270.60
	\$270.00 for room,		
	\$598.50 - meals (30 @	SVREMA DEM training - 31 x \$1.20 = \$30.60, plus	
No for room, \$18.75/meal	\$19.95)	October 6, 2020	\$300.60
		SVREMA mtg - October	
No for room or meals	\$120.00 for room	14, 2020	\$120.00
	\$705.00 for room,		
No for room, , \$367.50 -	\$367.50 - meals (25 @	SVREMA ICS 300 training -	
meals (25 @ \$14.75)	\$14.75)	October 20-22, 2020	\$705.00
No for room or meals	\$265.00 for room	SVREAC mtg - June 9, 2020	\$265.00
		SVREAC mtg - June 20,	
No for room or meals	\$265.00 for room	2020	\$265.00
		SVREAC mtg - October 24,	
No for room or meals	\$75.00 for room	2020	\$75.00
Total Submission			\$2,756.20
split for each of 11 SV			\$250.56

Claim for each individual Summer Village is \$250.56

pcm1@telusplanet.net

From: Rosshaven CAO <CAO@rosshaven.ca>
Sent: October 14, 2021 4:40 PM
To: pcm1@telusplanet.net
Subject: FW: Ross Haven Fire Truck

Importance: High

From: David Ives <di@secondwindenterprises.com>
Sent: October 11, 2021 2:31 PM
To: Rosshaven CAO <CAO@rosshaven.ca>
Subject: Ross Haven Fire Truck
Importance: High

Good Afternoon,

As you may be aware I am the Fire Chief for Onoway Regional Fire Services and I live in the log house just north of Ross Haven. Because I have two-homes on the property, Ross Haven benefits from having an "Annex" or "Satellite" fire station just up the road (there are four members of the fire department that live here). Last winter, to continue the extra coverage, we stationed a spare truck in your public works shop (a truck full of water needs to be in a heated shop for obvious reasons).

I was wondering if Ross Haven would be interested in a similar arrangement this winter? Presuming you are, we need to make arrangements for access soon as the weather is getting cooler.

Talk to you soon!

David Ives
780-777-4688

Summer Village of Ross Haven

Balance Sheet Summary

As of September 30, 2021

	TOTAL
Assets	
Current Assets	1,184,711.39
Cash and cash equivalents	185,177.71
Accounts receivable (A/R)	25,464.53
Total Current Assets	1,395,353.63
Non-current Assets	
Property, plant and equipment:	3,276,272.16
Total Non-current Assets	3,276,272.16
Total Assets	\$4,671,625.79
Liabilities and Equity	
Current Liabilities	451,827.80
Accounts Payable	31.50
Credit Cards	0.00
Total Current Liabilities	451,859.30
Non-current liabilities:	0.00
Equity	4,219,766.49
Total Liabilities and Equity	\$4,671,625.79

Summer Village of Ross Haven

Profit and Loss by Month

September 2021

	SEP. 2021	TOTAL
INCOME		
4-9300 Grants - FCSS	511.00	\$511.00
4-9400 Interest Income	6.47	\$6.47
Total Income	\$517.47	\$517.47
GROSS PROFIT	\$517.47	\$517.47
EXPENSES		
6-2159 Administrator Fee	3,500.00	\$3,500.00
6-2224 Municipal Memberships	100.00	\$100.00
6-2230 Professional Fees	6,542.06	\$6,542.06
6-2511 Bank Charges	19.09	\$19.09
6-2512 Cellphone & Communications	117.30	\$117.30
6-3520 Equipment - R&M	2,493.00	\$2,493.00
6-3540 Utilities	269.14	\$269.14
6-4512 Public works - Supplies	635.72	\$635.72
6-4521 Trees & Park Improvements	5,175.00	\$5,175.00
6-5510 Garbage Disposal	758.72	\$758.72
6-6201 Development/Safety Codes expense	355.00	\$355.00
6-7395 Wild Water Commission	2,495.39	\$2,495.39
wages	5,882.52	\$5,882.52
Total Expenses	\$28,342.94	\$28,342.94
PROFIT	\$ -27,825.47	\$ -27,825.47

Onoway Regional Medical Clinic Welcomes New Physician

Onoway Regional Medical Clinic is pleased to welcome its newest physician, Dr. Debbie Tindall, M.D., CCFP, to its ranks. Dr. Tindall specializes in family medicine, and brings a wealth and diversity of medical expertise to the Lac Ste. Anne community.

Officially assuming her duties at the clinic on Tuesday, September 21, Dr. Tindall replaces departing Dr. Richard Kozakiewicz, who retired at the end of June. Dr. Tindall looks forward to meeting both regular clients and clinic newcomers in the weeks ahead.

Moving from Saskatchewan to Edmonton at the age of five, Dr. Tindall considers herself a lifelong Albertan at heart. In October of 2020 she moved to Alberta Beach in pursuit of a more pastoral lifestyle than urban centers allow.

Dr. Tindall received her medical degree and completed her family medicine residency at the University of Alberta. Her lengthy career in medicine includes five years as a Registered Nurse, and nearly two decades as a Family Physician in Edmonton. In parallel to working in a family medical practice for most of her career, she has dedicated years of service to geriatric rehabilitation and assisted living facilities, and a clinic at an inner-city long-term shelter. Dr. Tindall has an enduring commitment to community-focused healthcare, a passion for teaching and mentoring medical students, and an extensive depth and breadth of family medicine knowledge.

Please join us in extending a warm welcome to Dr. Debbie Tindall and her family. The County also sends its sincere thanks to the Onoway Regional Medical Clinic staff and physicians for their tireless dedication to the clinic and the communities it serves. Last but certainly not least, the County wishes Dr. Kozakiewicz all the best in his well-earned retirement.

An Intermunicipal Investment in the Community

Onoway Regional Medical Clinic is owned and operated by Lac Ste. Anne County in partnership with the Town of Onoway and the Summer Villages of Silver Sands, West Cove, Ross Haven and Val Quentin. The County acknowledges its municipal partners for their continued vision, collaboration and investment in this vital community health facility.



ONOWAY REGIONAL
MEDICAL CLINIC

From: Rosshaven CAO <CAO@rosshaven.ca>
Sent: October 12, 2021 7:20 PM
To: pcm1@telusplanet.net
Subject: FW: Ross Haven 2021 FCSS Expenditures

From: Connor Gaughan <Connor.Gaughan@gov.ab.ca>
Sent: October 5, 2021 8:59 AM
To: Rosshaven CAO <CAO@rosshaven.ca>
Subject: Ross Haven 2021 FCSS Expenditures

Hi Tony

We are closing out the end of the year for FCSS funding. With the reconciliation of the annual report, your FCSS program is showing a large surplus.

We did not release the October FCSS funding as we want to be assured FCSS programs will not have an even larger surplus for 2021.

Would you be able to provide me a budget of what FCSS funding has been utilized this year? If your program is able to demonstrate that there will not be a surplus at the end of 2021 we will likely release the October funding.

If you have any questions or concerns feel free to contact me.

Thanks and have a great day.

Connor Gaughan, CPA, CMA
MBA student, University of Alberta
Program and Financial Review Officer, Family and Community Support Services
Civil Societies and Community Initiatives Branch
Government of Alberta

4th floor, The Forestry Building
9920 108 Street NW
Edmonton, AB T5K 2M4

Tel 780-427-2804
Cell 780-920-3419



PUBLIC EVENT:

REGISTER TO ATTEND
VIA PROJECT WEBSITE

Online Event
October 28, 2021
6:30pm-8:30pm

Lac Ste Anne Summer Village Regionalization Study (SVRS)

Join us on Thursday, October 28th, 2021 to learn about the project process, timelines, and goals; provide your feedback on current services and governance in your community; and share what you feel are important values for regionalization.

WHAT IS THE SVRS?

With several current collaborations and sharing the same body of water, the Summer Villages are undertaking an assessment of regionalization options. No decision has been made about regionalization. The project will provide the Summer Villages with a thorough analysis of regionalization options to consider.

FOR MORE INFORMATION:

The project website provides an overview of the project and will be updated regularly.

Please visit: lacsteanne-svrs.com



My Councillor Report:

- 1) Attended and completed the Munis 101: The Essentials of Municipal Governance
- 2) Attended the steering committee meeting for the Lac Ste Anne Summer Village Regionalization Study. We finalized the project charter / strawman that was mostly completed before we were elected and was used for the consultant RFP. Goal is to identify ways in which the Summer Villages on Lac St Anne can collaborate to improve service delivery, decrease costs, and improve municipal efficiency. There is an upcoming Public Event on October 28. Our CAO, Mr Sonleitner, has sent out a notice to all ratepayers. The next steering committee meeting is next week.

Ray Hutscal, Mayor

Councilor Report

Lolita Chadd October 14, 2021

On September 27, I attended the Onoway Regional Fire Services meeting via Zoom. Budget was reviewed and the primary business on the agenda was the AFRRACS radios.

A motion was put forth for all municipalities that are part of ORFS, lend their radios (received through funding from the Alberta Community Partnership grant in 2015/2016) to North West Fire Rescue and Training Ltd. to be used for the balance of their service contract. After a lengthy discussion, motion was carried.

My in-person Elected Officials Education Program (Munis 101) is coming up in a couple weeks. Looking forward to completing.

SVREMP meeting of Sept 20 was postponed.

14 October 2021 – Councillor Report – Dieter Brandt

Since the last council meeting, I have completed the Munis 101 training. It was an on-line course which took place over four 2-hour sessions.

Hwy 43 East Waste Commission meeting – 12 October 2021

- I attended this meeting and some key points are as follows:

- The recycling of Styrofoam was explored since the last meeting and information was presented.
 - o There would be a one time bag fee of \$60.00 (for each bag supplied) minimum 3 bags.
 - o Based on a 3 bag pickups (6 yard bags) each pickup would be a charge of \$450.00 plus GST.
 - o The price seemed quite high and the usage of the service would be quite limited at first.
 - o As such, the Styro Recycling presentation was only accepted for information with no other action at this time.
- Holiday hours for this year will include closure for the following dates: 24-27 December 2021 and 01-02 January 2022.
- A proposed budget was presented for information. The Commission is in good shape financially.
- The Commission is preparing to launch a new website for the beginning of January 2022. A draft will be sent out to member CAOs and Councils in the near future for feedback before the launch.