

AGENDA FOR THE REGULAR MEETING OF COUNCIL FOR THE
SUMMER VILLAGE OF ROSS HAVEN IN THE PROVINCE OF ALBERTA TO BE
HELD ON NOVEMBER 18, 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 2-6 a) Minutes of the Regular Meeting – October 14, 2021

4) Public Hearings: None scheduled

7) Delegations: None scheduled

8) New Business:

P 7-8 a) Bylaw 288-2021 – Bylaw to rescind Bylaw 18-1964 – Calgary Power Ltd.

P 9-19 b) Public Participation Policy update – Public Participation Plan

P 20-30 c) Municipal Assessment Services – Renewal of Contract

P 42-44 d) Review of Boat Lift Policy

e) NWFS – Request to store Fire Truck within the Municipal Shop during winter months

f) Construction of a Parking Lot adjacent to Municipal Shop

g) 4th Street Road Project – Approval for expenditures for design costs

h) Force Main Project – Approval for expenditures for Stantec document re: project design

P 31-36 i) Animal Control Bylaw 204 – Review with respect to farm animals on non-residential parcels.

j) Tax Penalties – Application to the roll of properties (3) where the 2021 Municipal Taxes were not paid by July 31, 2021.

9) Financial Reports:

P 37-38 a) Financial Statements

9) Correspondence: None

10) Councillor Reports:

P 39-40 a) Mayor - Attached

P 41 b) Deputy Mayor - Attached

P 45 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: December 9, 2021 at 7:00 pm.

**MINUTES
REGULAR COUNCIL MEETING
SUMMER VILLAGE OF ROSS HAVEN, ALBERTA
OCTOBER 14, 2021
IN-PERSON AND VIA ZOOM**

ATTENDANCE

Mayor, Ray Hutschal – Via ZOOM
Deputy Mayor, Lolita Chadd
Councillor, Dieter Brandt
CAO, Tony Sonnleitner
0 Resident in the gallery, 11 Residents via ZOOM

CALL TO ORDER

Mayor, R. Hutschal called the meeting to order at 7:07 p.m.

AGENDA

Res. A21-128

Moved by Councillor, D. Brandt that the meeting agenda be adopted.

CARRIED

MINUTES

Res. A21-129

Moved by Councillor, D. Brandt that the following meeting minutes be approved as presented:

- September 9, 2021 Regular Council Meeting

CARRIED

DELEGATIONS

a) John Hodgson – Trustee Candidate – Northern Gateway Public Schools

John Hodgson made presentation to Council in support for his campaign to seek a trustee position with the NGPS.

Res. A21-129

Moved by Deputy Mayor, L. Chadd that the presentation be accepted for information.

CARRIED

NEW BUSINESS

a) Municipal Stimulus Program Grant – “Sidewalk Project”

Res. A21-130

Moved by Mayor, R. Hutschal that the Summer Village of Ross Haven award the contract for the construction of the “Sidewalk Project” under the Municipal Stimulus Program (MSP) to Bolson Engineering and

**MINUTES
REGULAR COUNCIL MEETING
SUMMER VILLAGE OF ROSS HAVEN, ALBERTA
OCTOBER 14, 2021
IN-PERSON AND VIA ZOOM**

Environmental Services to a maximum amount of \$40,000.00, plus G.S.T.; where the funding under MSP will be in the amount of \$24,019.00, while the balance of \$15,981.00 will be paid from reserves.

CARRIED

b) Municipal Assessment Services – Renewal of Contract

Res. A21-131

Moved by Mayor, R. Hutschal that the proposed contract renewal for assessment services be tabled to the November 18, 2021 regular meeting of Council, and further that Administration garner answers to the following questions:

Assessment Methodology

Schedule A advises an annual assessment of new properties, as well as reported changes to existing properties. It also advises that each year they complete 20% of selective inspections of properties.

Q1: Have you (CAO) been providing the assessor with development permits for the previous year?

Q2: Please confirm that if new properties / reported changes do NOT equate to 20% of Ross Haven properties, that other properties are strategically selected to fulfill the 20%.

Q3: Confirm what individually inspected means.

Q4: Confirm that each property in Ross Haven would be individually inspected and assessed once every five years (the strategically selected as mentioned in Q2).

Q5: Can we get a list of the properties that were individually inspected for each of the last five years.

Q6: What are the rules that are used for the other 80% of the homes that are not individually inspected in any particular year.

Q7: What does “The current value program will continue.” mean? This statement is in the fourth point of Schedule A.

Pricing

In the meeting, you advised that we are getting good value as compared to a few other villages that you mentioned.

Q8: Can you provide the annual price per lot for the other villages that you used as a comparison. I would expect that Ross

**MINUTES
REGULAR COUNCIL MEETING
SUMMER VILLAGE OF ROSS HAVEN, ALBERTA
OCTOBER 14, 2021
IN-PERSON AND VIA ZOOM**

Haven should be receiving a better assessment per cost per lot as compared to smaller villages.

Q9: This contract escalates 1.5% each year during the five year term. How does this compare to the other villages? How does the compare to the previous contract that Ross Haven signed, as well as the difference between the final year of the current contract, to the first year of this proposed contract?

Q10: If we desired, are there others that provide this service?

CARRIED

**c) Review of The Storage of Boat Lifts on Municipal
Parkways Policy – June 9, 2018**

Res. A21-132

Moved by Mayor, R. Hutscal that The Storage of Boat Lifts on Municipal Parkways Policy, as approved by Council June 9, 2018, be reviewed and further that a draft prepared by His Worship be brought forward for consideration at the November 18, 2021 regular meeting of Council.

CARRIED

d) FortisAlberta Inc. – Franchise Fee Review

Res. A21-133

Moved by Councillor, D. Brandt that the Summer Village of Ross Haven remain with a 0.0% Franchise Fee in their agreement with FortisAlberta Inc.

CARRIED

**e) SVREMP – Request for Funding – MOST Grant –
Motion of Board**

Res. A21-134

Moved by Deputy Mayor, L. Chadd that the Summer Village pay the amount of \$250.56 to SVREMP in support of the SVREMP Motion AC202010.5 for costs incurred directly due to Covid-19.

CARRIED

**MINUTES
REGULAR COUNCIL MEETING
SUMMER VILLAGE OF ROSS HAVEN, ALBERTA
OCTOBER 14, 2021
IN-PERSON AND VIA ZOOM**

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

Res. A21-135

Moved by Councillor, D. Brandt that the request from NWFS to store a Fire Truck within the Municipal Shop during the winter months be tabled until the November 18, 2021 regular meeting of Council.

**g) Paving of Residential Streets within the Summer
Village of Ross Haven**

Mayor, R. Hutschal expressed that he had received requests from members of the community that Council should investigate the paving of the streets within the Summer Village of Ross Haven.

**h) Construction of a Parking Lot adjacent to the
Municipal Shop.**

To address a resident concern and to ensure emergency vehicles can navigate all of our roads if needed, Mayor, R. Hutschal expressed that Council should review the options for the construction of a visitor parking lot adjacent to the Municipal Shop, and be prepared to discuss the options at the regular meeting of November 18, 2021.

FINANCIAL REPORTS

a) Financial Statement

Res. A21-136

Moved by Mayor, R. Hutschal that the September 30, 2021 financial statements be received as information.

CARRIED

CORRESPONDENCE

a) Welcome to Dr. Tindall

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

c) Regionalization Forum

Res. A21-137

Moved by Mayor, R. Hutschal that the Correspondence be received as information.

CARRIED

**MINUTES
REGULAR COUNCIL MEETING
SUMMER VILLAGE OF ROSS HAVEN, ALBERTA
OCTOBER 14, 2021
IN-PERSON AND VIA ZOOM**

COUNCILLOR REPORTS

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

Res. A21-138

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

CARRIED

CAO REPORT

Res. A21-139

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

CARRIED

OPEN FLOOR

One member of the community availed themselves of the opportunity to speak to Council.

**NEXT REGULAR
MEETING DATE**

November 18, 2021 at 7:00 p.m. Meeting to be held at the Onoway Civic Centre and via ZOOM (Second Thursday is November 11, 2021 – Remembrance Day). Check the Summer Village of Ross Haven website, www.rosshaven.ca, for details.

ADJOURNMENT

Mayor, Ray Hutschal adjourned the meeting at 8:31 p.m.

These minutes approved this 18th day of November 18, 2021.

Mayor

Chief Administrative Officer

By-law # 18.

A by-law under the water, gas, electric and telephone companies act, for the Summer Village of Ross Haven.

Under the authority and subject to the provisions of Chapter 361 of the Revised Statutes of Alberta, 1955, the Summer Village of Ross Haven enacts as follows:-

That Calgary Power Ltd. shall be, and is hereby authorized and empowered to break up, dig, trench and use so much and so many of any streets, squares, highways, lanes and public places within the Summer Village as are necessary for placing poles, wires, connections, conduits and cables to conduct electricity from the works of the Company to the consumers or users thereof, subject to the following conditions, namely:-

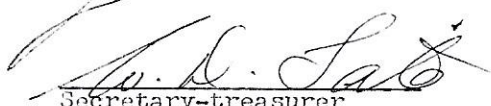
The Company shall do no unnecessary damage in the premises and shall take care as far as may be to preserve the free and uninterrupted passage through the said streets, squares, highways, lanes and public places while the works are in progress.

The Company shall have the right and privilege in all streets, squares, highways, lanes and public places within the Summer Village to trim and remove all branches of trees interfering with the proper ~~connection~~ erection, maintenance and operation of poles, wires, connections, cables and other fixtures and apparatus.

Received first reading this 28 day of January, 1964.

Received second and third readings and finally passed this 3rd day of March, 1964.


Mayor


Secretary-treasurer

BYLAW NO. 288-2021

SUMMER VILLAGE OF ROSS HAVEN

BEING A BYLAW OF THE SUMMER VILLAGE OF ROSS HAVEN, IN THE PROVINCE OF ALBERTA, TO RESCIND A BYLAW THAT IS NO LONGER IN EFFECT.

WHEREAS, pursuant to Section 7 of the *Municipal Government Act, R.S.A. 2000, Chapter M-26*, the Council of the Summer Village of Ross Haven may pass bylaws for municipal purposes; and

WHEREAS, Section 191 of the *Municipal Government Act, R.S.A. 2000, Chapter M-26*, states that any amendment or repeal of a bylaw must be made in the same manner as the original bylaw; and

WHEREAS, the Council of the Summer Village of Ross Haven deems it expedient for administrative purposes to remove bylaws which should no longer be in effect, but which were not officially rescinded by subsequent bylaws dealing with the same item;

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

1. That the following bylaw will be officially rescinded on the date of final passing of this bylaw:

Bylaw 18-1964	A Bylaw of the Summer Village of Ross Haven allowing Calgary Power Ltd. authority to undertake works within Municipal Reserve Lands and Municipal Roadways.
---------------	---

2. That this Bylaw shall come into force and effect on the date of third and final reading.

Read a first time on this ??th day of November, 2021.

Read a second time on this ??th day of November, 2021.

Unanimous Consent to proceed to third reading on this ??th day of November, 2021.

Read a third and final time on this ??th day of November, 2021.

Signed this ??th day of November, 2021.

Official Administrator

Municipal Administrator



Summer Village of Ross Haven Council Policy

Number	Title			
C-COU-PAR-1	Public Participation Policy			
Approval	Approved		Last Revised	
(CAO initials)	Resolution No:	???-2021	Resolution No:	
	Date:	Date: ???????		

PURPOSE AND APPLICATION

In accordance with Section 216.1 of the *Municipal Government Act*, this Public Participation Policy has been developed to recognize the value of public participation and create opportunities for meaningful public participation in decisions that directly impact the public.

This Public Participation Policy is in addition to and does not modify or replace the statutory public hearing requirements in the *Municipal Government Act*.

GENERAL POLICY PRINCIPLES

Council recognizes that good governance includes engaging Municipal Stakeholders in Public Participation by:

1. Creating opportunities for Municipal Stakeholders who are affected by a decision to influence the decision;
2. Promoting sustainable decisions by recognizing various Municipal Stakeholder interests;
3. Providing Municipal Stakeholders with the appropriate information and tools to engage in meaningful participation; and
4. Recognizing that although Councillors are elected to consider and promote the welfare and interest of the Municipality as a whole and are generally required to vote on matters brought before Council, facilitating Public Participation for matters beyond those where public input is statutorily required can enrich the decision-making process.



Summer Village of Ross Haven Council Policy

DEFINITIONS

1. **“Chief Administrative Officer”** means the chief administrative officer of the Municipality or their delegate, abbreviated “CAO”.
2. **“Council”** means the elected representatives of the Municipality.
3. **“Municipal Stakeholders”** means the residents of the Municipality, as well as other individuals, organizations or persons that may have an interest in, or are affected by, a decision made by the Municipality.
4. **“Municipality”** means the Summer Village of Ross Haven.
5. **“Public Participation”** includes a variety of non-statutory opportunities where Municipal Stakeholders receive information and/or provide input to the Municipality.
6. **“Public Participation Plan”** means a plan which identifies which Public Participation Tools to be used to obtain public input in a particular circumstance.
7. **“Public Participation Tools”** means the tools that may be used, alone or in combination, to create Public Participation opportunities including, but not limited to:
 - (a) in-person participation which may include at-the-counter interactions, door-knocking, interviews, meetings, round-tables, town halls, open houses and workshops;
 - (b) digital participation which may include online workbooks, chat groups, webinars, message boards/discussion forums, and online polls or surveys;
 - (c) written participation which may include written submissions, email, and mail- in surveys, polls and workbooks; and
 - (d) representative participation which may include being appointed to an advisory committee, ad hoc committee or citizen board.

POLICY RESPONSIBILITIES

1. Council Responsibilities

(a) Council shall:

- i. review and approve Public Participation Plans as drafted by the CAO at



Summer Village of Ross Haven Council Policy

the direction of Council;

- i. consider input obtained through Public Participation; and
- ii. review this Policy to ensure the Policy complies with all relevant legislation, municipal policies and the spirit and intent of Public Participation.
- iii. ensure appropriate resources are available to solicit Public Participation in accordance with this Policy;

2. Administration Responsibilities

(b) CAO shall:

- i. in accordance with this Policy or as directed by Council, develop Public Participation Plans, for Council approval;
- ii. implement approved Public Participation Plans; and
- iii. report the findings of the Public Participation to Council.
- iv. Consider and advise Council regarding timing, resources and engagement and historical effectiveness when developing and modifying Public Participation Plans;
- v. develop the necessary guidelines to implement this Policy;

II. PUBLIC PARTICIPATION OPPORTUNITIES

(c) CAO shall develop and implement, as directed by Council, a Public Participation Plan in the following circumstances:

- i. when new programs or services are being established;
- ii. when existing programs and services are being reviewed;
- iii. when identifying Council priorities;
- iv. when gathering input or formulating recommendations with respect to the Municipality's strategic plans or business plans;
- v. as otherwise directed by Council.



Summer Village of Ross Haven Council Policy

POLICY EXPECTATIONS

1. Legislative and Policy Implications

- (a) All Public Participation will be undertaken in accordance with the *Municipal Government Act*, the *Freedom of Information and Protection of Privacy Act* and any other applicable legislation.
- (b) All Public Participation will be undertaken in accordance with all existing municipal policies.
- (c) This Policy shall be available for public inspection and may be posted to the Municipality's website.
- (d) This Policy will be reviewed at least once every four years.

2. Public Participation Standards

- (a) Public Participation will be conducted in a sustainable and inclusive manner having regard to different levels of accessibility.
- (b) Public Participation activities will be conducted in a professional and respectful manner.
- (c) Public Participation plans will consider early, ongoing and diverse opportunities to provide input.
- (d) Municipal Stakeholders who participate in any manner of Public Participation are required to be respectful and constructive in their participation. Municipal Stakeholders who are disrespectful, inappropriate or offensive, as determined by Administration, may be excluded from Public Participation opportunities.
- (e) The results of Public Participation will be made available to Council and Municipal Stakeholders in a timely manner in accordance with municipal policies.

PUBLIC PARTICIPATION PLANS

- (a) When so directed by this Policy or Council, the CAO shall develop a Public Participation Plan for approval by Council which shall consider the following:



Summer Village of Ross Haven Council Policy

- i. the nature of the matter for which Public Participation is being sought;
- ii. the impact of the matter on Municipal Stakeholders;
- iii. the demographics of potential Municipal Stakeholders in respect of which Public Participation Tools to utilize, level of engagement and time for input;
- iv. the timing of the decision and time required to gather input;
- v. what information is required, if any, to participate; and
- vi. available resources and reasonable costs.

(b) Public Participation Plans will, at minimum, include the following:

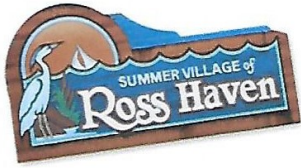
- vii. a communication plan to inform the public about the Public Participation plan and opportunities to provide input;
- viii. identification of which Public Participation Tools will be utilized;
- ix. timelines for participation;
- x. information about how input will be used;
- xi. the location of information required, if any, to inform the specific Public Participation.

REPORTING AND EVALUATION

(a) Information obtained in Public Participation will be reviewed by the CAO and a report shall be provided to Council.

(b) The report shall include, at minimum, the following:

- i. an overview of the Public Participation Plan and how it was developed;
- ii. an assessment of the effectiveness of the plan based on the level of engagement and the quality of input;
- iii. a summary of the input obtained; and
- iv. may include recommendations for future Public Participation Plans.



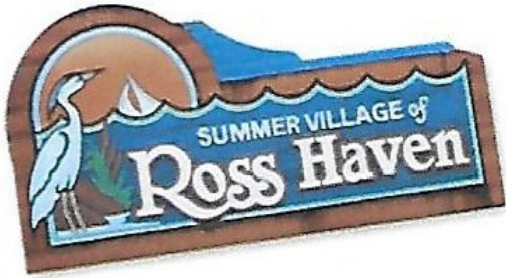
Summer Village of Ross Haven Council Policy

(c) Reports shall be provided to Council for review.

Legal References: MGA 216.1, 230, 606, 692

Revisions:

Resolution Number	MM/DD/YY



PUBLIC PARTICIPATION PLANS

Summer Village of Ross Haven

The purpose of this plan is to outline Council and Administration's plan to engage and encourage public participation with the Summer Village of Ross Haven.

Approved ??????????

Contents

Introduction	2
Public Input	2
The Purpose of Public Input.....	2
Determining When Public Input is Needed	2
Ways in which the Summer Village Solicits Input	3
Resources	4

Introduction

Relationships among people are a critical element of municipal business. This Plan provides some guidance about how the Summer Village can maintain good relationships through appropriate public input regarding decisions made by Council.

It is anticipated that the readers of this document will be:

- a) those in municipal administration who are responsible for integrating public input opportunities into municipal projects and plans,
- b) those on Council who will be making decisions about appropriate public input,
- c) those in municipal administration who will be determining if developers or other proponents have provided for an adequate public input process, and
- d) those who own property within the municipality

Public Input

The Purpose of Public Input

Municipal Councils make decisions in public for the public good. This plan supports the involvement of citizens in these public decisions. The public input is sought after when there is a decision to be made that will impact the residents of the Summer Village. Public input is valuable for decisions that impact residents for three reasons:

1. It helps strengthen the relationship between the council and the citizens of the Summer Village
2. It informs the citizens of the Summer Village, therefore, minimizing complaints and costs caused by last minute changes
3. It leads to better solutions for everyone involved in the Summer Village

Determining When Public Input is Needed

Public input is essential to the municipal decision process. The Municipal Government Act (MGA) has a legal requirement for Council and Council committees to conduct business in public and to ensure the public is notified of certain kind of decisions.

Most of the decisions made by council can be or are enhanced by public input. The few situations where public input is not required are referred to as directive decisions. Directive decisions are those made by a person authorized to do so, and are issued to others simply to inform them the decision has been made. The situations where a directive decision is appropriate are as follows:

1. There is an urgent need to respond immediately (e.g. flood response).
2. A person in authority is acting within their authority (e.g. police carrying out their duties).

3. The decisions are routine and are accepted as part of the municipality's operations (e.g. snow removal after a heavy snowfall).
4. The decisions are dictated by law (e.g. improvements to water treatment plant).
5. The decisions have substantial effect only on those who have already agreed to be affected through some form of contract (e.g. employment, volunteerism, accepting elected office).

In these cases, the municipality is acting within its authority and is expected to implement the decision efficiently. These decisions are posted to the public through the website and the community information signs. The public can also contact the Summer Village's office if they have any questions or concerns about the decisions made.

Public input is necessary when consultative decisions are to be made. These types of decisions usually have one or more of the following characteristics:

1. Public notification and input are required by law (see MGA requirements in the Introduction).
2. The decision is a known concern of other parties, or is likely to have a significant impact on other parties (e.g. a proposed casino).
3. The decision affects society's moral or emotional expectations (e.g. expansion of a recreation centre).
4. The decision affects the "comfort envelope" (lifestyle or habits) of citizens (e.g. road closure affecting how people access the highway).
5. People perceive there are risks associated with the decision (e.g. approving a "half-way" house to support convict rehabilitation).
6. Council or administration requests public input prior to making the decision (e.g. public buildings or open space management).

Consultative decisions are common in municipalities, however, the final decision rests with Council. For consultative decisions, public engagement is required. Ways in which the Summer Village encourages engagement is through surveys, the annual gatherings, council meetings that are open to the public, and annual newsletters.

Ways in Which the Summer Village Solicits Input

During the decision making process, the following questions will aid Council and Administration when determining what manner of public input is required:

- What kind of decision is being made?
- Who is going to be affected?
- How will those affected perceive the matter?

After asking these questions, Council and Administration can determine, choose from the listing above, which way public input is carried out.

While the MGA defines the minimum legal requirements for a municipality to provide public notification which are strictly followed, some additional ways that public input is and can be petitioned by the Summer Village are:

- Summer Village website page
- Annual picnics, gatherings, information meetings
- On-line or Paper Surveys
- Community information sign
- Annual newsletters
- Council meetings
- Mail outs

These methods are used to encourage public input from a variety of people who belong to certain demographic groups. This allows for a wide range of input to help Council members come to a decision that can help satisfy the needs of the Municipality.

Resources

Resources are available to help residents develop more informed inputs for decisions regarding the Municipality. The following resources are posted on the Summer Village's website:

- All policies that effect the Summer Village
- All bylaws that effect the Summer Village
- All meeting agendas and minutes from Council meetings
- Contact information for the Summer Village

With the help of these resources, Council and Administration hopes that the public will utilize them to help make better informed inputs.

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
-----------------	--

Address:	PO Box 3369 10404 -100 Avenue Morinville, AB T8R 1S2
----------	--

b) for the municipality:

Representative:	Tony Sonnleitner CAO
-----------------	-------------------------

Address:	PO Box 70, Site 19, RR1 Gunn, AB T0E 1A0
----------	---

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.

Dan's responses:

Assessment Methodology

Schedule A advises an annual assessment of new properties, as well as reported changes to existing properties. It also advises that each year they complete 20% of selective inspections of properties.

Q1: Have you (CAO) been providing the assessor with development permits for the previous year?

- I document; file and inspect the development permits I receive

Q2: Please confirm that if new properties / reported changes do NOT equate to 20% of Ross Haven properties, that other properties are strategically selected to fulfill the 20%.

- Yes, you are correct. There are approx. 240 properties which means we would review about 48 each year based on a 5 year cycle. Typically, it would be broken down by Blocks. For example, Block 2, 3 & 4 have a count of 46 lots. If a new residence happened to be located in this 20% inspection area, it's included.

Q3: Confirm what individually inspected means.

- I was unable to locate this wording in the renewal proposal I sent you, however, each property is reviewed and inspected (review property details & take new digital photographs)

Q4: Confirm that each property in Ross Haven would be individually inspected and assessed once every five years (the strategically selected as mentioned in Q2).

- Yes, I can confirm that each property would be individually reviewed during the re-inspection cycle

Q5: Can we get a list of the properties that were individually inspected for each of the last five years.

- We inspected all of the properties in Ross Haven in 2020 (100%). This was due to having found some areas had not been reviewed during the 5 year cycle

Q6: What are the rules that are used for the other 80% of the homes that are not individually inspected in any particular year.

- While we're out in the Summer Village each year, if we see anything that appears to have changed (renovated for example) or possible new development with no permits, we make note of these and follow up back in our office to make sure the assessment record is kept up-to-date.

Q7: What does "The current value program will continue." mean? This statement is in the fourth point of Schedule A.

- This relates to the sale analysis we complete each year, We use the legislated 3 year sales analysis period which this year, will run from July 1, 2018 to June 30, 2021. All properties are adjusted to the local market indicators based on this analysis which is why you'll note that the assessment differ somewhat each year.

Summer Village of Ross Haven
Animal Control Bylaw
Bylaw # 204

Being a bylaw of the Summer Village of Ross Haven in the Province of Alberta to govern the control of animals within the municipal boundaries.

Whereas, under provisions of Section 7 of the Municipal Government Act, Chapter M-26 of the Revised Statutes of Alberta, 2000 and amendments thereto, the Council may pass bylaws respecting domestic animals and activities in relation to them and;

Whereas, the Council of the Summer Village of Ross Haven deems it in the best interest of animal owners and the public in general for the Village to regulate control of animals within its boundaries:

Now Therefore, the Council of the Summer Village of Ross Haven in Council duly assembled, hereby enacts as follows:

I. DEFINITIONS

1. "Animal" shall mean any domesticated animal, including but not limited to cattle, horses, fowl, sheep or goats.
2. "At large" shall mean off the premises of the owner and not under the immediate, continuous and effective control of a competent person.
3. "Dog" shall mean a male or female of the species over the age of three months and shall include bitch, spayed bitch, male or neutered male.
4. "Animal Control Officer" shall mean any person appointed by the Summer Village to carry out the provisions of this By-Law.
5. "Owner" shall mean and include any person owning, possessing, having charge of or control over or harbouring any animal or dog or suffering or permitting any animal or dog to remain about his house or premises.
6. "Run at Large" shall mean an animal that is at any place other than the property of the owner or the property of the harboured, or is not otherwise restrained by a leash held by a person and that leash is attached to a choke chain, collar, or harness, securely holding the animal.
7. "Summer Village" or "Village" means the Summer Village of Ross Haven in the Province of Alberta.
8. "Vicious Dog" means:
 - (i) any individual dog that when unprovoked inflicts bites or attacks a human being or other animal either on public or private property;
 - (ii) any individual dog with a known propensity, tendency or disposition to attack without provocation, to cause injury or to otherwise endanger the safety of human beings or domestic animals;
 - (iii) any individual dog which attacks a human being or domestic animal without provocation;
 - (iv) any individual dog owned or harboured primarily or in part for the purpose of dog fighting or any dog trained for dog fighting;

Summer Village of Ross Haven
Animal Control Bylaw
Bylaw # 204

- (v) any individual dog which has been found to be a "dangerous dog" upon 3 separate occasion's;
 - (vi) no dog shall be deemed "vicious" if it bites, attacks, or menaces a trespasser on the property of its owner provided that such property is posted with warning signs or harms or menaces anyone who has tormented or abused it or is a professionally trained dog for law enforcement or guard duties.
9. "Dangerous Dog" shall mean any individual dog which when either unmuzzled, unleashed or unattended by it's owner, or a member of it's own family in a vicious or terrorizing manner, approaches any person in an apparent attitude of attack upon streets, sidewalks, or any public ground or places.

II. REGULATIONS

1. No animals, other than cats, dogs and other small pets may be harboured on any property within the Village boundaries;
2. No person or owner shall harbour more than two small pets of one kind of whatever sex and aged (6) months or more at one and the same time in any house, shelter, room or place within the Village boundaries.
3. No person or owner shall permit any dog to run at large within the boundaries of the Village.
4. No person shall remove or attempt to remove any animal or small pet, including a dog from the possession of the Animal Control Officer or the Animal Holding Facility prior to having paid the outstanding fines and fees.
5. No person, whether or not he or she is the owner of a dog or small pet which is being pursued by the Animal Control Officer, shall;
 - i) interfere with or attempt to obstruct an Animal Control Officer from enforcing the provisions of this bylaw;
 - ii) induce any dog, small pet or animal to enter a house or place where it may be sage from capture or otherwise assist the dog, small pet, or animal to escape capture;
 - (iii) falsely represent himself as being in control of a dog, so as to establish that the dog is not running at large;
 - (iv) unlatch or open the vehicle in which dogs captured for impounding have been placed, so as to allow dogs to escape there from.
6. It shall be the duty of the occupant of any house or premises in or about which any female animal is kept or allowed to remain, to keep such animals housed and confined during the whole period during which the female is in heat.

Summer Village of Ross Haven

Animal Control Bylaw

Bylaw # 204

7. No person shall allow any dog to howl or bark excessively or in a manner to disturb the quiet of any person.
8. No dog shall be allowed to defecate on any public or private property other than the property of its owner. If a dog defecates on any public or private property, the owner shall cause such defecation to be removed immediately.

III. DETERMINING AN ANIMAL TO BE VICIOUS

1. The owner of a dog, which the owner has reason to believe to be a vicious dog, shall keep such dog in accordance with the provisions of section III (3) of this bylaw;
2. If an R.C.M.P. Officer, Peace Officer, Special Constable or Bylaw Enforcement Officer appointed by Council, determines that a dog is a vicious dog, either through personal observation or after an investigation initiated by a complaint, he or she may, in writing;
 - i) inform the owner that his / her dog has been determined to be a vicious dog and
 - ii) require the owner to keep such dog in accordance with the provisions of section III (3) or this bylaw, and
 - iii) inform the owner that if the vicious dog is not kept in accordance with section III (3) of this bylaw, the owner will be fined, or subject to enforcement pursuant to Schedule "B" of this Bylaw.
- 3) The owner of a dog determined to be a vicious dog under section III (3) of this bylaw shall take the following precautions:
 - i) at all times while a vicious dog is on the premises of its owner, the owner shall either keep such dog confined indoors, or confined in a securely enclosed and locked pen, or other structure, constructed to prevent the escape of the vicious dog, and capable of preventing the entry of young children
 - ii) such pen shall have secure sides and secure top, and if it has no bottom secured to the sides, the sides must be embedded in the ground to a minimum depth of one (1) foot;
 - iii) when any vicious dog is off the premises of the owner, the owner shall securely muzzle the dog and ensure the dog is restrained by a permitted leash which shall effectively prevent it from attacking or biting a person or other animals;
 - iv) the owner of a vicious dog shall take all necessary steps to ensure that such a dog does not bite, chase or attack any person or other animal, whether the person or animal is on the property of the owner or not;
 - v) the owner of a vicious dog shall not permit such dog to run at large.

Summer Village of Ross Haven
Animal Control Bylaw
Bylaw # 204

IV. TICKETS/FINES

1. An animal control ticket issued to any person contravening any provision of this bylaw shall be deemed to be sufficiently served if:
 - i) served personally on the owner of animal; or
 - ii) mailed by registered mail to the address of the owner as recorded on the Village Tax Roll; or
 - ii) left at the residence of the accused in care of a person who appears to be at least 16 years of age.
2. Fines levied for contravention of this bylaw are listed in Schedule "A" of this bylaw.

Bylaw #135 shall be rescinded on the date of final reading of this Bylaw.

READ FOR A FIRST TIME, this 9th day of May 2006

READ FOR A SECOND TIME, this 9th day of May 2006

READ A THIRD TIME, and duly passed, this 9th day of May 2006.

Mayor Rick Parrack

Municipal Administrator Dennis Evans

Summer Village of Ross Haven
Animal Control Bylaw
Bylaw # 204

SCHEDULE "A"

FINES

Fines shall be as follows:

I.	Infraction	Section	1st Offence	2nd Offence
1.	Harbouring prohibited animals	(II,1)	\$ 75.00	\$150.00
2.	Having an excess of two pets of the same kind	(II,2)	\$ 75.00	\$150.00
3.	Running at large	(II,3)	\$ 75.00	\$150.00
4.	Removing from custody	(II,4)	\$150.00	\$225.00
5.	Interfering with capture	(II,5)	\$150.00	\$225.00
6.	Not confining bitch in heat	(II,6)	\$150.00	\$225.00
7.	Barking or howling	(II,7)	\$ 75.00	\$150.00
8.	Failure to remove defecation	(II,8)	\$ 75.00	\$150.00
II.	If an animal control ticket issued to an owner as a result of an infraction of this bylaw is not paid in accordance with the terms of the ticket, an information may be filed and a summons issued and prosecution conducted against such owner for the alleged violation.			
III.	Any person who contravenes any of the provisions of the bylaw shall be liable upon summary conviction to a penalty not to exceed \$1000.00 plus costs, or in default of payment, to imprisonment for a period not to exceed 30 days.			

Summer Village of Ross Haven
Animal Control Bylaw
Bylaw # 204

SCHEDULE "B"

FINES – VICIOUS DOGS

I.	Infraction	Section	1st Offence	2nd Offence
1.	Failure to confine a vicious dog	(III), (3), (i)	\$ 300.00	\$ 500.00
2.	Failure to muzzle or otherwise secure A vicious dog when off premises	(III), (3), (ii)	\$ 300.00	\$ 500.00
3.	If a vicious dog bites or attacks a person or animal causing injury	(III), (3), (iv)	\$ 500.00	\$ 1000.00
4.	Permitting a vicious dog to run	(III), (3), (v)	\$ 300.00	\$ 500.00

Any owner who commits three or more offences listed in this section will be issued a compulsory court notice, and upon conviction will be subject to a fine of not more than \$2500.00 and not less than \$1000.00

Summer Village of Ross Haven

Balance Sheet Summary

As of October 31, 2021

	TOTAL
Assets	
Current Assets	1,184,711.39
Cash and cash equivalents	136,989.16
Accounts receivable (A/R)	21,997.72
Total Current Assets	1,343,698.27
Non-current Assets	
Property, plant and equipment:	3,276,272.16
Total Non-current Assets	3,276,272.16
Total Assets	\$4,619,970.43
Liabilities and Equity	
Current Liabilities	451,393.92
Accounts Payable	0.00
Credit Cards	433.13
Total Current Liabilities	451,827.05
Non-current liabilities:	0.00
Equity	4,168,143.38
Total Liabilities and Equity	\$4,619,970.43

Summer Village of Ross Haven

Profit and Loss by Month

October 2021

	OCT. 2021	TOTAL
INCOME		
4-9100 School Taxes	-36,018.98	\$ -36,018.98
4-9400 Interest Income	4.58	\$4.58
Total Income	\$ -36,014.40	\$ -36,014.40
GROSS PROFIT	\$ -36,014.40	\$ -36,014.40
EXPENSES		
6-2159 Administrator Fee	3,500.00	\$3,500.00
6-2230 Professional Fees	382.50	\$382.50
6-2510 Office & Misc Expense	75.00	\$75.00
6-2511 Bank Charges	20.23	\$20.23
6-3520 Equipment - R&M	800.00	\$800.00
6-3540 Utilities	1,878.28	\$1,878.28
6-4512 Public works - Supplies	416.26	\$416.26
6-4521 Trees & Park Improvements	3,500.00	\$3,500.00
6-5510 Garbage Disposal	521.00	\$521.00
6-6200 Municipal Assessment Service	1,900.00	\$1,900.00
6-6201 Development/Safety Codes expense	355.00	\$355.00
wages	5,610.52	\$5,610.52
Total Expenses	\$18,958.79	\$18,958.79
PROFIT	\$ -54,973.19	\$ -54,973.19

Councilor Report - Ray Hutscal

November 18, 2021

- **Completed the Municipal Elected Officials Online Course** – This is training related to Emergency Management – including prevention and mitigation, preparedness, response, and recovery. In conjunction with my fellow councilors and CAO, we will commence the review of our existing bylaws, contracts, hazard assessments, partnerships, mitigation, preparedness, and training exercises requirements for the of the Summer Village of Ross Haven.
- **Lac St. Anne Summer Village Regionalization Study** – Attended three meetings. Information about this project can be found at www.lacsteanne-svrs.com. Proposed report to be presented at the end of February.
 - October 19 – Steering Committee Meeting – Reviewed background report, discussed the upcoming open engagement, and project update. Steering committee agreed to narrow focus to five of the larger topics, to be confirmed next Steering Committee Meeting. Could include sewer, parks and recreation, emergency services, planning, contract mgmt. or general governance.
 - October 25 – Reviewed updated Ross Haven benchmarking data with our CAO and Maven Strategy. Thanks to Tony who is doing all the information gathering and collection.
 - October 30 – Attended the Public Engagement Overview. It was requested that elected officials observe only, not contributing to the public feedback. We had proportionate representation from Ross Haven, thank you to those that joined!
- **Range Road 34** - I have had numerous calls with the County Public Works department.
 - The county were able to fill many of the potholes on RR34 this past month. This is all that they were able to do this year.
 - Their Public Works Manager has resigned.
 - I am awaiting a meeting with the General Manager of Infrastructure. Intent of that meeting is to confirm exactly what is in the books for next year for RR34, but also to discuss a more permanent fix.
- **Summer Village of Lac St. Anne County East Committee** – Attended the meeting on October 30. Received committee updates from the various commissions, foundations, and associations.
 - Included a presentation from Alberta Emergency Management Association.
 - I volunteered to be an alternate Committee Representative for the WILD Water Commission (I am already Ross Haven's representative on this committee).
 - Lac Ste. Anne Seniors Foundation – Had some COVID outbreaks, but were managed well. Concern about staffing pertaining to the Nov 30 double vaccination requirement / rapid testing for health care workers begins.
 - WILD Water Commission – Everything on budget, truckfill at Sandy Beach and Seba Beach opened since last update.
 - Association of Summer Villages of Alberta – The Alberta Government updated the Disturbance Standard for Temporary Seasonal Docks and other Mooring Structures for Personal Recreational Purposes in April, 2021. We will provide the updated link on the Lake Information page on our website.
<https://open.alberta.ca/publications/disturbance-standard-temporary-seasonal-docks-mooring-structures-personal-recreational-purposes>
 - Water Quality and Watershed Reports – Alberta Environment sprayed for flowering rush at the end of Lake Isle at the end of August. They are also consulting with First Nations on a five year plan. They still have grant money left, which will cover their efforts for

the next two years. Two plots of flowering rush were found in the Sturgeon River after Lake Isle. No flowering rush was found in the west basin at Lake St. Anne.

- Trails around Lac St. Anne – Associations have done a phenomenal job with these trails. Encourage all residents to buy a trail pass and use the trails. Proceeds of the trail passes go towards maintaining and expanding the trail network. Passes can be bought from Alberta Beach Snowmobile Club.
- Weir – MLA Shane Getson advised that Alberta Environment and Parks is getting involved with the weir on the east side of Lac St. Anne. More details to come.

Councilor Report

Lolita Chadd November 18, 2021

On Oct 28 I attended the Lac Ste Anne Summer Villages Regionalization meeting via Zoom. Some good information was shared, and concerns brought forward.

On Oct 30 I attended the Summer Villages of Lac Ste Anne County East meeting in Onoway. Elections for executive and committee positions were held. I have been elected as one of two representatives to the Hwy 43 East Waste Commission on behalf of this group.

On Oct 30 immediately following the Summer Villages of Lac Ste Anne East meeting, I attended the Summer Villages Regional Emergency Management meeting. A great deal of discussion took place and the topic of insurance and the need to review our municipal and homeowner policies was strongly encouraged.

I completed my Munis 101 two day in person course on Nov 4&5 in Whitecourt. It was a very informative course, and it was a good chance to meet other MEO's and share knowledge and ideas.

I also completed the MEO online training with the Alberta Emergency Management Agency. It has provided me with a better understanding of what we need to work on in our emergency management plans, both locally and regionally.

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.

Summer Village of Ross Haven

Parkway Storage Policy

Approved by Council: TBD

Policy Statement

This policy is for the storage of Resident's Personal Chattels on the Parkways during the non-summer season.

Reason for Policy

All Residents in the Village should have free and unencumbered access to the Parkways and Walkways. The Village will allow for storage of Personal Chattels on the Parkways during the Storage Period of each year. The Village is NOT responsible for any loss or damage of the Personal Chattels that are stored on the Parkways, including if Public Works need to move or relocate them. Personal Chattels are NOT allowed to be stored on the Parkways outside of the Storage Period.

Storage Guidelines

Storage of Personal Chattels shall be located:

- 1) in a manner that allows for safe and unencumbered access to the lake.
- 2) to the side of the Parkway.
- 3) at least three (3) feet, including any overhang, from personal property.
- 4) at least six (6) feet, including any overhang, from the Walkways.
- 5) in a neat and tidy manner.
- 6) on a Parkway that is reasonably close to the owners property.

While moving the Personal Chattels between the Parkways and Lac St. Anne, Parkways, Walkways, and shorelines should not be altered. If altered, they should be returned to a similar state that they were in prior to the movement of the Personal Chattels.

If a Resident whom has Personal Chattels stored on the Parkways ceases to be a Resident within the Village during the Storage Period, they shall remove their Personal Chattels no later than the end of the respective Storage Period.

Compliance

Any Personal Chattels that are not stored in accordance with the Storage Guidelines, can be reported to the Community Administrative Officer. The owner will have 15 days to correct the storage of the Personal Chattels. If the owner is unknown, and reasonable efforts to determine the owner are unsuccessful, Public Works will correct the storage of these Personal Chattels.

Personal Chattels that have not been removed by the end of the Storage Period shall be removed and seized by Public Works within 15 days after they have been identified. Seized equipment will be stored at a municipal location, but not on the Parkways or Walkways, for a maximum of 30 days. To reclaim seized equipment within these 30 days, a fee of \$250.00 is payable to the Village. After 30 days, the seized equipment will be sold or destroyed, at the discretion of the Village. Net proceeds from the sale of seized equipment will be donated to the Ross Haven Community League.

Definitions

- 1) "Parkways" are the Municipal lands that typically are between Parkins Avenue and Lac St. Anne, and are the common green space for Public Use.
- 2) "Personal Chattels" include personal watercraft lifts, pier sections, pier stands, floating platforms, and other items that are placed in the lake during the summer months, and are owned by a resident or resident(s) of the Village.
- 3) "Public Works" are staff or contractors employed or paid by the Village.
- 4) "Residents" are land owners or renters within the boundaries of the Village. A renter must have at least a one year rental agreement to store their Personal Chattels on the Parkways.
- 5) "Storage Period" is the period commencing September 1, ending on the following May 31.
- 6) "Village" refers to The Summer Village of Ross Haven
- 7) "Walkways" are the Municipal lands that connects streets to each other, typically intersecting with the Parkways, and are available for Public Use to walk through the village.

Since the last council meeting, I have completed the basic Emergency Management Training Course.

I have also had the opportunity to speak with some of the elected officials from 2 of the summer villages at Pigeon Lake regarding their wastewater collection systems. Pigeon Lake has been referenced in the media for having challenges with the newly installed systems. I spoke with the Mayor of the Summer Village of Grandview and the Deputy Mayor of the Summer Village of Crystal Springs. Both spoke well of their wastewater collection systems. The Mayor of Grandview took the time to look over the drawings of our proposed system which are located on our website. He said that their system is very similar. Both officials said that the Pigeon Lake problems have been isolated at Ma-Me-O which has about 10 meters of sand and a high-water table which required shallow lines, heat tape etc. Their construction was entirely different than the other 4 Villages on the South shore. Ross Haven has a similar terrain as those 4 Villages. Both gentlemen highly endorsed installing a wastewater sewage system. We have been invited to tour the Village of Grandview to see firsthand how the system works.

I attended a meeting of the Highway 43 Lagoon Commission. Their annual budget was passed. The Commission is in the process of beginning to prepare for and save for the construction of a new cell which may need to come on-line in the next 5 or so years. The current cost of such a cell would be in excess of 4 million dollars. All residents should be aware that the lagoon per load fees will be raising from \$55 to \$65 in the new year. The commission is currently undertaking the answering of all the wastewater collection system project questions that are located on the Ross Haven website and we should have the answers before November is over. Once we have them, they will be posted on the Ross Haven website for all to see.

Members of Council were invited to attend a Townhall Meeting with our MLA Shane Getson. It was held in Wabamun and I went to listen to where the conversations went. Much of the discussion centered around the topic of Covid-19.