

AGENDA FOR THE REGULAR MEETING OF COUNCIL FOR THE  
SUMMER VILLAGE OF ROSS HAVEN IN THE PROVINCE OF ALBERTA TO BE  
HELD ON AUGUST 11, 2022 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 3-5

- a) Minutes of the Regular Meeting – July 14, 2022

*(Motion to approve minutes as read, or with amendments thereto)*

- 4) Public Hearings: None scheduled
- 5) None
- 6) New Business:

- a) Force Main Project – Update

- Alberta Government verbally approved the Water for Life Grant as applied for by the North 43 Lagoon Commission on July 18. Letter received on July 19.
- Loan application for the borrowing amount (North 43 to borrow, and loan to Ross Haven) will be applied for closer to the end of the project.
- Homeowner package complete, and ready for distribution once all approvals are in place.
- Contractor is ready to go, advised that there are no further increases. Project still expected to be within previously stated budget.
- North 43 Technical Committee gave their blessing for the project to proceed on August 4, 2022.
- North 43 Lagoon Commission approved the project on August 8, 2022.
- If council approved, construction would likely start mid September. Further information and communication will be available on our website

*(Proposed Motions of Council:*

1. *Council proceed with the Force Main Project;*
2. *Council ratify North 43 Lagoon Commission Bylaw 02-2022, authorizing the Commission to incur indebtedness by the issuance of a debenture in the amount of \$270,000.00 for the Wastewater Collection and Transmission lines within the Summer Village of Ross Haven (copy attached); or*
3. *Action as directed by Council at meeting time.).*

P 6-10

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b) Council Open House

- *Our next Council Open House will be on Saturday, August 27, 2022 between 10:00 am and 11:30 am at the Village Shop – 700 Parkins Avenue (Action as directed by Council at meeting time.).*

c) Ross Haven Forest Assessment Report

- *Report attached.*

**P 11-36** *(Action: Motion to accept for information, and place on Municipal website under "Forest Management". Table item for discussion at the September 2022 regular meeting of Council or as directed by Council at meeting time.).*

d) Bylaw 294-2022 - Ste. Anne Summer Villages Regional Emergency Management Bylaw and Terms of Reference - Attached

- *Report attached.*

**P 40-50** *(Action: Motions to grant all three readings + unanimous consent for third reading + Motion to adopt the Terms of Reference.).*

7) Financial Reports:

**P 51-53** a) June 2022 Financial Reports - Attached  
*(Motion to accept for information.).*

8) Correspondence:

- a) None

9) Councillor Reports:

**P 37** a) Mayor - Attached

**P 39** b) Deputy Mayor - Attached

**P 38** c) Councillor - Attached

*(Motion to accept for information.).*

10) Administrators Report

**P 54** a) CAO Report - Attached

*(Motion to accept for information.).*

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

12) Closed Session - None.

13) Adjournment: Next Council Meeting Date: September 9, 2022.

**MINUTES  
REGULAR COUNCIL MEETING  
SUMMER VILLAGE OF ROSS HAVEN, ALBERTA  
JULY 14, 2022  
IN-PERSON AND VIA ZOOM**

**ATTENDANCE**

Mayor, Ray Hutschal via ZOOM  
Deputy Mayor, Lolita Chadd  
Councillor, Dieter Brandt - Absent  
CAO, Tony Sonnleitner  
0 Residents in Gallery - 2 Residents via ZOOM

**CALL TO ORDER**

Mayor, R. Hutschal called the meeting to order at 7:03 p.m.

**AGENDA**

Res. A22-080

Moved by Deputy Mayor, L. Chadd that the meeting agenda be adopted as presented, with the addition under New Business:

- d) Council Open House – August 27, 2022.
- e) 2022 Lac Ste. Anne Pilgrimage and Visit by Pope.

CARRIED

**MINUTES**

Res. A22-081

Moved by Deputy Mayor, L. Chadd that the following meeting minutes be approved as presented:

- June 9, 2022 Regular Council Meeting

CARRIED

**DELEGATIONS**

LILSA Presentation – Connie Stonehouse

Res. A22-082

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

**NEW BUSINESS**

**a) Review of Land Use Bylaw 232A-10**

Council discussed this matter, no motion was made.

**MINUTES  
REGULAR COUNCIL MEETING  
SUMMER VILLAGE OF ROSS HAVEN, ALBERTA  
JULY 14, 2022  
IN-PERSON AND VIA ZOOM**

**b) Bylaw 289-2022 – Animal Control Bylaw**

Res. A22-083                      Moved by Mayor, R. Hutscal that Bylaw 289-2022 – Animal Control Bylaw be given third and final reading.

CARRIED

**c) Force Main Project - Update**

Res. A22-084                      Moved by Mayor, R. Hutscal that Council accept the Force Main Project update for information.

CARRIED

**d) Council Open House – August 27, 2022.**

Res. A22-085                      Moved by Deputy Mayor, L. Chadd that Council hold a "Council Open House" as follows:  
Date: Saturday, August 27, 2022  
Time: 10:00 am until 11:30 am  
Place: Municipal Shop – 700 Parkins Avenue

and that the CAO shall place notice of the open house upon the Municipality's website.

CARRIED

**e) 2022 Lac Ste. Anne Pilgrimage and Visit by Pope.**

Res. A22-086                      Moved by Mayor, R. Hutscal that report with respect to the 2022 Lac Ste. Anne Pilgrimage and visit by the Pope be accepted for information.

CARRIED

**FINANCIAL REPORTS**

**a) Financial Statement**

Res. A22-087                      Moved by Mayor, R. Hutscal that the June 30, 2022 financial statements be received as information.

CARRIED

**MINUTES  
REGULAR COUNCIL MEETING  
SUMMER VILLAGE OF ROSS HAVEN, ALBERTA  
JULY 14, 2022  
IN-PERSON AND VIA ZOOM**

**CORRESPONDENCE**

None

**COUNCILLOR REPORTS**

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

Res. A22-088

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

CARRIED

**CAO REPORT**

- a) CAO, Tony Sonnleitner**

Res. A22-089

Moved by Mayor, R. Hutscal that the CAO Report be received as information.

CARRIED

**OPEN FLOOR**

A number of members of the community availed themselves of the opportunity to speak to Council.

**NEXT REGULAR  
MEETING DATE**

August 11, 2022 at 7:00 p.m., immediately following the Organizational Meeting of Council. The meeting to be held at the Onoway Civic Centre and via ZOOM. Check the Summer Village of Ross Haven website, [www.rosshaven.ca](http://www.rosshaven.ca), for details.

**ADJOURNMENT**

Mayor, Ray Hutscal adjourned the meeting at 7:56 p.m.

These minutes approved this 11<sup>th</sup> day of August, 2022.

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Mayor

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Chief Administrative Officer

THIS AGREEMENT dated effective this 8 day of August, 2022.

**BETWEEN:**

NORTH 43 LAGOON COMMISSION  
(the "Commission")

- and -

SUMMER VILLAGE OF ROSS HAVEN  
(the "Summer Village")

**REPAYMENT AGREEMENT**

**WHEREAS:**

- A. The Board of the Commission has adopted Bylaw 02-2022 authorizing the Board to borrow money by issuing debentures to support the construction of wastewater collection and transmission lines within the Summer Village of Ross Haven (the "Project");
- B. The Commission has applied to the Government of Alberta (the "Province") for a loan in the amount of two hundred seventy thousand dollars (\$270,000) (the "Debt");
- C. The Commission shall apply the net amount borrowed from the Province towards the cost of the Project;
- D. The Commission shall repay the Debt in accordance with the repayment structure in effect with the Province, namely through semi-annual equal payments of combined principal and interest instalments not exceeding a term of twenty-five (25) years at a fixed interest rate of 6.5 %, as further detailed in Schedule "B"; and
- E. The Commission is willing to incur the Debt in reliance upon this Agreement and the terms and conditions of this Agreement, all of which terms and conditions are material.

**NOW THEREFORE THIS AGREEMENT WITNESSETH THAT** in consideration of the Commission incurring the Debt to support the Project, and further and other valuable consideration (the receipt and adequacy of which is acknowledged by each of the parties hereto), the parties hereto agree as follows:

**ARTICLE 1- PAYMENT**

- 1.1** The Summer Village agrees to make payments to the Commission in amounts equal to the amounts owing by the Commission to the Province in respect of the Debt, as such amounts become due and payable by the Commission in accordance with the repayment structure in effect between the Commission and the Province.

**1.2** The Summer Village agrees that it will continue to make payments to the Commission in amounts equal to the amounts payable by the Commission to the Province in respect of the Debt until the total amount of the Debt is repaid by the Commission to the Province.

**1.3** The Summer Village acknowledges and agrees that:

- (a) the amount of the Debt includes both principal and interest, which shall accrue in accordance with the terms and conditions of the loan between the Province and the Commission;
- (b) the repayment structure in effect between the Province and the Commission in respect to the Debt may be amended from time to time;
- (c) the amounts payable by the Summer Village to the Commission under this Agreement shall be determined in accordance with the amount payable by the Commission to the Province in respect of the Debt, which payments shall include amounts attributable to both principal and interest; and
- (d) this Agreement does not provide for the supply of services, and matters respecting the use, operation, maintenance, repair and administration of the wastewater collection and transmission lines shall be as determined by the Commission's bylaws or through a separate agreement between the parties.

**1.4** Each payment to be made by the Summer Village hereunder shall be made without any set-off, reduction or diminution of any kind or nature.

**1.5** Upon making a payment to the Province in respect to the Debt, the Commission shall issue an invoice to the Summer Village for the amount payable by the Summer Village to the Commission, as determined in accordance with this Agreement. The Summer Village shall pay the amount owing to the Commission within thirty (30) days of the Summer Village's receipt of an invoice.

## **ARTICLE 2- DEFAULT**

**2.1** If the Summer Village defaults in paying when due all or any part of an invoice or other liability to the Commission, and such default continues after notice from the Commission, the Commission shall thereupon have the right to suspend or discontinue the provision of the Commission's services to the Summer Village, in addition to any other remedy available at law or in equity or by statute.

**2.2** No remedy shall be exclusive or dependent upon any other remedy, but the Commission may from time to time exercise any one or more of such remedies generally or in combination, such remedies being cumulative and not alternative.

## **ARTICLE 3- MISCELLANEOUS**

**3.1** This Agreement shall be construed and governed by the laws of the Province of Alberta and the laws of Canada applicable therein and the parties irrevocably attorn to the exclusive jurisdiction of the courts of the Province of Alberta.



3.2 Neither party shall assign its interest in this Agreement, or any part hereof, in any manner whatsoever without having first received written consent from the other party, such consent which shall not be unreasonably withheld.

3.3 This Agreement shall ensure to the benefit of and be binding upon the successors and permitted assigns of each of the parties.

3.4 Time is and shall remain of the essence in this Agreement.

3.5 No consent or waiver, express or implied, by either party to or of any breach or default by the other party in the performance by the other party of its obligations hereunder shall be deemed or construed to be a consent or waiver to or of any other breach or default in the performance of obligations hereunder by such party hereunder. Failure on the part of either party to complain of any act or failure to act of the other party or to declare the other party in default, irrespective of how long such failure continues, shall not constitute a waiver by such party of its rights hereunder.

3.6 The parties hereby confirm and ratify the matters contained and referred to in the Preamble to this Agreement and agree that same and the various schedule(s) hereto are expressly incorporated into and form part of this Agreement, notwithstanding that such Schedules may not be expressly referred to herein. If a conflict arises between any provision contained in this Agreement and any provision contained in any of the schedules hereto, the provisions of this Agreement shall prevail.


The Schedules to this Agreement are as follows:

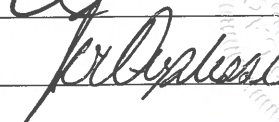
- Schedule "A" - North 43 Lagoon Commission Bylaw 02-2022
- Schedule "B" - Loan Calculator and Repayment Structure

3.7 This Agreement may be executed and delivered in any number of counterparts, by facsimile copy, by electronic or digital signature or by other written acknowledgement of consent and agreement to be legally bound by its terms. Each counterpart when so executed and delivered will be considered an original but all counterparts taken together constitute one and the same instrument.

IN WITNESS WHEREOF the parties hereto have executed this Agreement by their duly authorized officers in that behalf as of the day and year first above written.

**NORTH 43 LAGOON COMMISSION**

Per:  \_\_\_\_\_ c/s

Per:  \_\_\_\_\_

**SUMMER VILLAGE OF ROSS HAVEN**

Per: \_\_\_\_\_ c/s

Per: \_\_\_\_\_



**NORTH 43 LAGOON COMMISSION  
PROVINCE OF ALBERTA  
BYLAW 02-2022**

This bylaw authorizes the Board of the North 43 Lagoon Commission, (hereinafter called "the Commission") to incur indebtedness by the issuance of debenture in the amount of \$270,000.00 for the Wastewater Collection and transmission lines within the Summer Village of Ross Haven.

**WHEREAS:**

The Board of the Commission has decided to issue a bylaw pursuant to Sections 602.27, 602.28 and 602.29 of the Ross Haven Wastewater Collection and Transmission lines.

Plans and specifications have been prepared and the total cost of the project is estimated to be \$3,247,100 and the Commission estimates the following will be applied to the project:

Provincial Grants	\$2,247,642
Debenture(s)	\$270,000
Other contribution	\$729,458
Total Cost	\$3,247,100

In order to complete the project, it will be necessary for the Commission to borrow the sum of \$270,000 for a period not to exceed 25 years from the Province of Alberta or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw;

The estimated lifetime of the project financed under this bylaw is equal to, or in excess of TWENTY-FIVE (25) years;

The principal amount of the outstanding debt of the Commission at December 31, 2021 is \$0.00 and no part of the principal or interest is in arrears;

All required approvals for the project have been obtained and the project is in compliance with all Acts and Regulations of the Province of Alberta.

**NOW THEREFORE THE BOARD OF THE COMMISSION DULY ASSEMBLED,  
ENACTS AS FOLLOWS:**

1. That for the Ross Haven Wastewater Collection and Transmission line the sum not to exceed TWO HUNDRED AND SEVENTY THOUSAND DOLLARS (\$270,000) be borrowed from the Province of Alberta or an authorized financial institution by way of debenture on the credit and security of the Commission at large, of which the full sum of \$270,000 is to be paid by the Commission at large.
2. The proper officers of the Commission are hereby authorized to issue debt on behalf of the Commission for the amount and purpose as authorized by this bylaw, namely the Ross Haven Wastewater and Transmission Line.

3. The Commission shall repay the indebtedness according to the repayment structure in effect, namely monthly, semi-annual or annual equal payments of combined principal and interest instalments not to exceed TWENTY-FIVE (25) years calculated at a rate not exceeding the interest rate fixed by the Province of Alberta or another authorized financial institution on the date of the borrowing, and not to exceed SIX AND A HALF (6.5) percent.
4. The Commission shall invoice the Summer Village of Ross Haven the annual principal and interest payable to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Commission.
6. The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.
7. This bylaw comes into force on the date it is passed.

READ A FIRST TIME THIS 8 DAY OF August 2022.

READ A SECOND TIME THIS 8 DAY OF August 2022.

READ A THIRD TIME THIS 8 DAY OF August 2022.



(BOARD CHAIRMAN)



(COMMISSION MANAGER)

SEAL

# Forest Assessment

## Prepared for Summer Village of Ross Haven



Prepared by:

**Toso Bozic P.Ag**

ISA Certified Arborist

Cert ID: PR 5354A

ATTS Group Inc.

[www.attsgroup.ca](http://www.attsgroup.ca)

Project made possible on behalf of Association of Summer Villages of Alberta (ASVA) and Grant from Alberta Real Estate Foundation (AREF). This grant was awarded and received by Association of Summer Villages of Alberta (ASVA).



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## INTRODUCTION

Summer Village of Ross Haven participated in a Forest Assessment Project supported by AREF and ASVA to evaluate the current state of the forest within their environmental and natural reserves. **The Forest Assessment was completed on April 19, 2022.** Mr. Ray Hutscal, Mayor, Summer Village of Ross Haven was present during the assessment.

### Scope of Work

- 1) Collect field data and background information on current state of forest.
- 2) Develop tree/forest assessment, including the following key components:
  - a) Tree species description
  - b) Forest health assessment
  - c) Forest biodiversity and succession assessment
  - d) Estimate of forest floor fuel load for fire protection purposes
  - e) Pest identification
- 3) Provide recommendations
- 4) The work excluded tree assessment on private property.

### Goal

The goal of this assessment is to provide an assessment of the current state of trees and forest (health, vigor, biodiversity, risks) and provide options for management of a forest. Proper management will result in sustainable, resilient, and diversified forest vegetation. This work will also support the community's desire to meet the environmental and conservation objectives of their Municipal Development Plan (MDP)

### Objectives

- Evaluate and record the current tree/forest structures and healthy.
- Evaluate wood fuel load and risk of forest fires.
- Identify potential management activities such as harvesting, tree planting, fire suppression and disease management to improve forest.
- Identify potential management of biodiversity in area.

## LAND DESCRIPTION

### Location

Summer Village of Ross Haven is an incorporated municipality located on the north side of Lac St. Anne Lake, approximately 10 kilometers west of the hamlet of Gunn. The summer village is located within Lac St. Ann County. Summer Village of Ross Haven Bible Camp and golf course is on the north boundary of the Summer Village.

### History of Property

The Summer Village of Ross Haven is fortunate to have a well-planned municipal reserve and open space system, which was an integral part of the original subdivision design and designated as Natural/Environmental Reserve. These public areas are for both passive and active recreation. In addition, there is municipal reserve area along the lakeshore between the lake and the residents' property.

Prior to 1962 the land belonged to the Province of Alberta. The circa 1949-51 aerial photograph below shows several key features of the Summer Village. There was road allowance along the lake that went through the Summer Village. The northern part of the village was cleared and most forest removed. At the center of the summer village there are several forested areas dominated by a younger forest as well as some coniferous trees scattered throughout the area. The denser forest coverage on the east side of the village indicates an older tree area.



Picture 1. Orth photos of Summer Village of Ross Haven circa 1949-51

## FOREST DESCRIPTION & AREA SPECIFIC RECOMMENDATIONS

Summer Village of Ross Haven is within the Boreal Forest Natural region and within the Dry Mixedwood Subregion. Because of its transitional location and relatively disturbed habitat, this part of the Dry Mixedwood Boreal Subregion supports a medium diversity of plant and animal life. This ecological subregion has been called the most productive of the boreal subregions for wildlife, mainly because of the diversity of habitats available within it and productive shrub growth.

Summer Village of Ross Haven is surrounded mostly by forested land on the west side of the summer village. The remaining area of the summer village is surrounded by agricultural land. Mixed wood of aspen and balsam poplar are the dominant forest types. There are no signs of previous forest fires within Summer Village of Ross Haven.

The Summer Village is dominated by a relatively even-aged aspen and mixedwood forest stands with access to water nearby and could be considered to have medium to high biodiversity. In general, the age of Summer Village of Ross Haven Forest can be classified into 3 distinct age structures with the majority of the forested area entering the mature stage. A mature forest is between 60-85 years of age and an over mature forest is between 90-120 years old.

As an entire forest area, not including vegetation on private property, the area is dominated by aspen (80%) and relatively small percentages of balsam poplar (15%), white spruce (4%) and a few white birch (0.5%) and pine (0.5%) trees. In contrast to municipally owned land, white spruce is a dominant tree species in the residential area.

Along with the natural tree and shrub species in the forest, many non-native tree and shrub species have been introduced in the public areas, as well as in the residential areas. The non-native trees and shrubs observed during the assessment include: Scots and mugo pine, Blue and Colorado spruce, Manitoba maple, a variety of willows, hybrid poplars, ash, elm, birch, crabapples, hawthorns, lilacs and many other ornamental shrub species. Caragana is also present. It is a non-native aggressive shrub species spreading throughout the village and natural areas. This report will provide recommendations for this shrub.

The forested area is divided into five major forest stands: Natural Reserve, Road allowance, Playground and Beach, Riparian Area and Private Property-Residential Area. Forest and trees on private property are not part of the assessment but were observed from the roadside and are briefly described below.



## Natural Reserve Area

**Forest along Parking Avenue and 2nd Street:** Mature to over-mature aspen/poplar stand

**Forest type:** Even age aspen/balsam poplar stand with scattered uneven aged white spruce

**Tree species mix:** 90% aspen/balsam poplar, 10% white spruce and a few paper birch trees

**Age:** This stand is between 65 to 85 years of age with several overmature aspen and balsam poplar trees that are over 120 years old.

**Average Height:** 50 to 70 feet

**Average DBH (diameter at breast height):** 6 to 14 inches in DBH

**Understory vegetation:** the understory vegetation is dominated by snowberry, dogwood, low bush cranberry, Canada buffalo-berry, Saskatoon's, hazelnut, various currant species, honeysuckle and prickly rose in the open area as well as chokecherry and pin cherry. Caragana is also found in some areas.

This forest is just entering maturity stage and is relatively healthy. Tree density is relatively good for the forest of this age but there are several signs of density decline. There are several large old balsam poplar and aspen trees that are over 120 years of age. These trees are dying or dead and may pose a risk hazard to surrounding properties or people using the trails. The understory white spruce is healthy.

Removal of dead and decadent older aspen/balsam poplar will provide open space for sunlight to warm the roots and produce suckers, which is the best way for the regeneration of aspen. Wood can be utilized for wood chips if desired. Avoid tree removal of the area where aspen is healthy and focus on the areas where the trees are declining.

There are approximately 50 young and healthy white spruce trees in this stand. There are few larger and healthy white spruce trees; they are approximately 60 years old ( still very young trees). These mature spruce trees need to be considered a key seed source for natural reforestation and should not be removed. One white spruce tree is dead and needs to be removed. There is also one white spruce tree with a broken top and it needs to be brought down as it is considered to be a dangerous tree.

Throughout the area there are several old stumps that indicate tree removal at various times. These trees were just cut into pieces and left at the site. There are no signs of previous forest fires. The trails in the area provide good access for fire crews in case of fire.

There were relatively few signs of insect and disease damage on mature trees. Insect and disease damage includes poplar borers and Cytospora, the most prevalent disease, which has caused significant mortality of trees and branches. There are many other fungi present (decaying and saprophytes) but are not causing major health issues.

Understory vegetation has been grazed by ungulates; deer and moose. This stand provides critical and important wildlife habitat for many species that like mature and healthy aspen stands. This stand also provides critical support for the healthy riparian areas along the lake. It reduces potential erosion while providing shelter and food for many wildlife species.

### Recommendations/Suggestions:

- Removal of dead, decadent, dying and danger trees
- Understory tree planting to improve tree density and diversity. Tree species choice for under planting includes: white spruce and balsam fir
- Removal of dead and dangerous trees along trail systems or in close proximity to private properties for safety purposes
- Removal of Dead Wood Material (DWM) such as wood/logs that are left on forest floor to reduce the amount of forest fire fuel.
- Avoid removal of healthy white spruce and birch unless they pose a danger to residents or private properties.
- Where possible, leave some snag trees for various bird species as they provide valuable habitat
- Monitor overall health of the stand especially after major storms, droughts, or pest infestation



Picture 2: Large dead and decadent balsam poplar with tree failure (stump) (L and C) and healthy aspen with white spruce as seed source for young spruce (R)

### **Forest Road Allowance**

**Forest:** Mature aspen/balsam poplar

**Forest type:** Aspen and balsam poplar even-aged stand

**Tree species mix:** 70% aspen, 25% balsam poplar, 4% spruce and 1% birch

**Age:** This stand is between 60 and 120 years old

**Average Height:** aspen is between 40 and 80 feet

**Average DBH:** aspen 6 to 25 inches in DBH

**Understory vegetation:** there is variety of the understory plants including hazelnut as dominant shrub species following dogwood, willow, prickly rose in open area as well as chokecherry and pin cherry.

The forest along the road allowance ranges from young to mature and is relatively healthy. However, there are areas within the road allowance where balsam poplar is dead or dying. There are also few areas with some dead wood material (DWM) laying on the forest floor.

Tree density is good for most of the road allowance with few open areas that have a lower tree density. Some selective harvesting could be done to remove overmature aspen and balsam poplars. In the next 10 to 30 years, one could expect that this stand would be naturally replaced with younger aspen/balsam poplar complemented with understory planting of coniferous trees.

There are approximately 10 white spruce trees in this stand. The age is variable ranging from 10 to 65 years old. There are some Manitoba maple and Scots pine trees that not native for this area. There are a few mature Paper Birch that are very healthy. There are no signs of any previous forest fires. There were several signs of insect or disease problems in aspen/balsam poplar trees; i.e., trunks broken or fully breaking up. In the road allowance between 9<sup>th</sup> and 10<sup>th</sup> street, there is a significant number of aspen trees infested by black canker.

### **Recommendations/Suggestions:**

- Removal of decadent and dying trees within the next 1 to 3 years, especially trees that pose risks to people and property
- Removal of caragana in understory
- Remove Dead Wood Material (DWM) to reduce potential of forest fires. You could mulch some of the DWM or just remove it all from the forest
- Introduce coniferous species in understory. Plant trees such as white spruce and balsam fir in the understory and tamarack and pine in open area. This will increase the biodiversity in the ecosystem.
- Selective harvest a few healthy aspen and balsam poplar to create open areas to promote suckering and natural regeneration
- If this stand is left alone to natural succession; further aspen/balsam poplar will decline and an open area will be occupied by hazelnut and other shrubs. This can create significant problems for the future regeneration of a forest.
- New and healthy young forest established by suckering and tree planting will benefit many wildlife species as they prefer a younger forest
- Younger forests also have a tendency to reduce potential unwanted invasive species in the ecosystem



Picture 3: Forest is healthy dominated by aspen/balsam poplar with white spruce in understory

## Playground and Beach area

**Forest type:** Mixed wood of non-native trees and shrubs with a few aspen, balsam poplar and white spruce

**Tree species mix:** Hybrid poplar, crabapples, ash, Manitoba Maple, Scots pine, aspen/balsam poplar, white spruce

**Age:** Very diverse age range between 15 to 75 years old

**Average Height:** between 40 and 70 feet

**Average DBH:** range of 2 to 25 inches

**Understory vegetation:** no understory vegetation – grass area

Most of trees are healthy but due to grass maintenance many poplar roots have been cut and damaged. Most planted trees are planted too deep. There were no wood chips around trees. Black knot infested chokecherry along cotoneaster hedge. Planting variety of trees and shrubs (including flowering and fruit producing) will create a more visual appeal to the area.

### Recommendations/Suggestions:

- Use wood chips around large poplar trees to protect roots and avoid root damage
- Put wood chips around all trees in the playground and beach
- Consider planting some native tree species in the area. The best choice for planting includes: white spruce, balsam fir, tamarack, Douglas fir and Lodgepole pine
- If planting native shrubs, the best choices include: Saskatoon, river and green elder, pincherry, chokecherry, high bush cranberry and other native shrubs



Picture 4: there are few trees planted around playground and beach area. Proper planting and using wood chips to protect roots from damages is required.

## Riparian Areas

"Riparian Area refers to any land that adjoins or directly influences a water body. They are the place where water and land meet and interact and provide crucial ecosystems services valuable to all Albertans"<sup>1</sup>.

Riparian habitats are important in the ecology of a variety of fish and wildlife species. Forested riparian areas are important because they often provide a combination of water, forage and cover. Naturally vegetated riparian areas increase the value of water for fish by stabilizing shorelines.

They also reduce the amount of sediment that goes into ponds, lakes and streams. Sediment can damage spawning habitat, which can reduce spawning success and lead to lower fish populations. Shoreline vegetation also provides shaded areas that can reduce heat stress in fish.

Riparian area is also an extremely important wintering habitat for wildlife as they often have abundant forage and cover. Consequently, these areas are highly important to a variety of wildlife species.

Summer Village of Ross Haven needs to know that water and watersheds are defined in law as a public resource. All activities around water or adjacent to water bodies may require approval from government agencies. In Alberta, the Water Act regulates all activities related to water. Please see more information on: <https://www.alberta.ca/water-legislation-and-guidelines.aspx>

### Recommendations/Suggestions:

- Consider long term plan for restoration of riparian area by using Alberta Environment "Stepping Back from Water"<sup>1</sup> guide for Riparian area,
- The Alberta Riparian Habitat Management Society, also known as "Cows and Fish", can also provide expertise on for management of riparian areas



## Private Property – residential area

This area is not part of the project and specific data collection was not performed. However, based on observations collected from public roads and walking through a few properties with landowners. The observations are that White spruce is a dominant tree species in the residential area. The age of white spruce tree is variable but most of them are planted since establishment of the village in late 1960's or early 1970's. Aspen/balsam poplar correspond with the age, vigor and health as witnessed in natural areas. There are a few other hardwood species on private properties. Those observed included Paper Birch, Manitoba maple, willows, few ash trees and Swedish aspen. Shrub vegetation is dominated by non-native shrubs. These types of planting may increase overall real estate values as well as biodiversity and long-term tree sustainability in the area.

### Recommendations/Suggestions:

- Proper tree hazard risk assessment of mature and large trees in close proximity to houses and buildings maybe be considered.
- There are many trees under powerlines where the top of tree has been removed and this reduces the longevity of trees. Replacement shrubs or medium size trees that will not reach a powerline are recommended.
- Introduction of non-native trees and shrubs could have a negative impact on the natural forest vegetation in the area. Residents should carefully consider what they plant on their property.
- Avoid introducing ANY invasive tree or shrub species such as caragana, Russian olive, common buckthorn, salt cedar just to name a few.
- Education - Residents understanding how a forest functions will greatly help achieve overall goals and objectives. Include information on how to properly prune trees.



Picture 5: non-native tree and shrub species are most dominant on private property

## ADDITIONAL RECOMMENDATIONS/SUGGESTIONS

In the Summer Village of Ross Haven, most of the aspen and balsam poplar are mature and a small amount of the forest is overmature. If a forest fire or harvesting activities do not occur to encourage the regeneration of the forest, within the next 10 to 30 years the older forest will eventually break up and die due to age related mortality, insect infestations, and fungi diseases. In the future and in harvested areas, aspen and white spruce regeneration must be established and if not, a shrub dominated plant community will likely occupy the area for several decades before trees reestablish themselves.

### Tree Removal/Harvesting

As identified earlier in the report some tree removal may be considered. This work will encourage new regrowth. Small clear-cuts or selective cuts of a few trees would introduce younger trees that will diversify the age and species of the forest while improving the wildlife habitat.

You may consider the following actions:

- Five (5) years ago the Summer Village of Ross Haven performed tree risk hazard assessment and tree were marked but never removed. Hire an experienced professional and qualified tree hazard risk Arborist to identify/evaluate trees for removal that pose tree hazard to people, property and infrastructure
- Mark trees to be removed prior to any harvest activity to ensure healthy trees are not removed
- Remove all tall stumps left by arborist tree removal. Cutting stump at grade level is acceptable. Full removal by grinding is expensive and not necessary.
- Avoid tree topping and perform proper tree pruning
- Remove dead, decadent and danger trees within one year of identification
- Reduce the amount DWM, branches, trees and logs, laying on the forest floor to reduce forest fire fuel.
- Do not harvest trees during high fire hazard season
- Avoid harvest during rain or wet periods so as to not damage soils
- on-site tree mulching to reduce DWM and disposal costs
- Use of wood chips for trail improvement



Picture 6: Remove all stumps( L );remove recently fallen logs ( C ); perform proper tree pruning ( R )



## Forest Regeneration

Natural regeneration is usually the lowest cost method of forest renewal. The naturally regenerated forest will originate from natural seeding or root suckers. Hardwood species like aspen or balsam poplar produce seeds every year but most reproduction occurs from roots (root suckering) and stump suckers. As aspen and balsam poplar are the most abundant species, natural regeneration through root suckering is the most effective regeneration. After trees are harvested the roots will need full sun light to stimulate suckering. The young seedlings need full light to stimulate roots to produce suckers.

### Forest Regeneration Recommendation/Suggestions:

- Consider understory tree planting; native coniferous trees including white spruce, balsam fir, tamarack, lodgepole pine and Douglas fir.
- Plant a variety of native shrub species around playground and open area. First consideration should be for native shrubs before any introduction of non-native shrub species.
- During times of high white spruce seed production, consider disturbing soil area to allow white spruce seed to better establish on soil.
- In the playground and beach areas, consider using wood chips around the existing trees or after new tree planting
- Leave large spruce trees; they are the seed producer for whole area.
- Consider restoration of riparian area with native willows, shrubs and grasses in the areas with lowest frequency of use.
- Develop a tree catalog just for the summer village. This catalog will help summer village managers and the general public to choose the appropriate trees for the area.
- Consider developing long term plan for caragana removal throughout the village
- Distribute educational information about trees. This may include articles and technical information on trees, pests, tree planting, pruning, etc. for staff and general public
- Increase tree and shrub diversity on public and private properties by planting a variety of flowering trees and native shrubs. More diversity will add more resilience and beauty to the summer village.



Picture 7: Avoid root cutting by applying wood chips to protect roots ( L ) and perform proper tree planting improperly and deeply planted trees have a less chance to survive ( C); understory spruce ( R )

## Fire Protection

Fire is a natural process of the forest ecosystem. There are two ways to look at forest fire: it is destructive in nature but on the other hand it provides beneficial effects. As a destructive force, a fire will damage buildings, homes, soil, timber, wildlife, watershed, aesthetic, and recreation resources. At times, these features become part of the fuel and contribute directly and indirectly to the difficulty and cost of controlling the event.

The beneficial role of forest fires includes creating seedbeds, opening cones to release seeds, recycling nutrients locked in the vegetation, controlling insects and diseases, reducing competition to seedlings from heavy grass and shrub cover, and to rejuvenate wildlife habitats.

Wildfires can result from both natural and human causes. Generally speaking, there are two type of forest wildfires; crown fires and surface/ground fires. Crown fires move and burn tree canopy moving from one tree top to next. Surface/ground fires burn materials laying on the ground or just above ground. The most common material laying on ground are dead logs, stumps, dead tree limb, grasses and forbs. Ground fires moves at slower pace than crown fires and are easier to fight. Slope is also very important factor to consider as fires moving up a slope move faster than in flat areas.

The most likely human cause is mismanagement and accidents of fire from using various equipment (such as chainsaw, vehicles, quads, welding) and from firepits. Forest fuel (dead logs, branches, twigs, needles) found on the ground during this tree assessment pose low risk for forest fire. However, there are a few dead trees laying on the ground that need to be removed to reduce potential of fire spreading or ignition. Also, there are several white spruce with dead lower branches and these should be pruned to reduce this potential fire hazard.

The Ross Haven Forest area would be classified according to Canadian Forest Fire Behavior Prediction System (CFFBP)- Fuel Types Descriptions – as **D1 – Leafless Aspen** and **M2 – Boreal Mixedwood fuel type**. Constant monitoring, education and awareness is very important to reduce the risk of forest fires.

From a natural cause standpoint (e.g. lightning), this forest could be considered relatively low risk even though there is some amount of older, dead and decadent aspen/balsam poplar trees. There is a certain amount of dead wood material (DWM) on the forest floor that has to be considered as fuel load. This DWM is primarily aspen/balsam poplar so there is a relatively low risk of ground fires. However, higher amounts of DWM can lead to higher chances of ground fire with increased intensity and severity of fire. Cleaning up the DWM will reduce the risk of ground fires.

The dead balsam poplar/aspen standing trees as well as logs left on property need to be removed to reduce potential risks of forest fire. White spruce on private residential land are most likely to spread a crown wildfire throughout summer village. Of course, the highest probability for forest fire comes potentially from residents using fire pits during the fire season.

### Fire management recommendation/Suggestions:

- Reducing DWM fuel loads by selectively removing dead and fallen wood.
- Cut grass along perimeters of the summer village
- Remove tall trees under or around powerlines and replace with shrubby vegetation
- Pruning and removal of dead lower branches on trees will reduce potential fire-starting point
- Monitor all activities on the environmental reserve. Activities that utilize machinery always have the potential to provide an ignition source for a fire.
- Restrict activity such as tree cutting during period of high or extreme fire danger.
- Scatter slash to facilitate quick decomposition
- Collect items such as bottles that might provide an ignition source during hot weather.
- Provide brochures and other educational materials related to forest fires. Educational material such as FireSmart for Homeowners <sup>3</sup>
- Consider the Firesmart Community Program <sup>4</sup>



Picture 8: Removal of dead logs from forest floor ( L and C); removal of standing dead trees would reduce risk of forest fires ( R )



## Pest Assessment

There are thousands of different insects, fungus, virus and bacteria's that are living in the forest that are just part of ecosystem and perform beneficial functions. Insects can act as pollinators, decomposers or as predators of pests. Examples of beneficial insects include ladybugs, ground beetles and parasitoid wasps.

There are a handful of insects and diseases that are consider pests and can endanger the overall health and vigor of the forest. Pests have the largest negative impact when a forest is in imbalance and trees are in a weakened state. Some insects can be destructive and are considered pests. Some pests cause only minor physical damage, while others limit growth or kill trees.

The most common insect defoliators that may occur in the Summer Village of Ross Haven forest are: Forest tent caterpillars, Bruce spanworm, Large Aspen Tortix, leaf beetles, yellow headed spruce sawfly and spruce budworm. The most common wood boring insect in Summer Village of Ross Haven area is poplar borer.

The most common disease that has been found in the forest area are: Black Canker, Aspen conk, black knot, Cytospora canker, Armillaria root disease, Hypoxylon canker, Phellinus conk, and spruce needle cast.

### **Black canker or Ceratocystis canker** (*Ceratocystis fimbriata*)

Black canker may occur anywhere along a stem or branch. Typically, the canker is elliptical in shape and is sunken with concentric ridges. Boring insects are the primary mode of infection.

Black cankers serve as points of infection and wood-decay fungi. This has a negative impact on the structural integrity of the tree. The canker seldom girdles or kills trees but it does increase the risk of tree failures, particularly during high wind events.

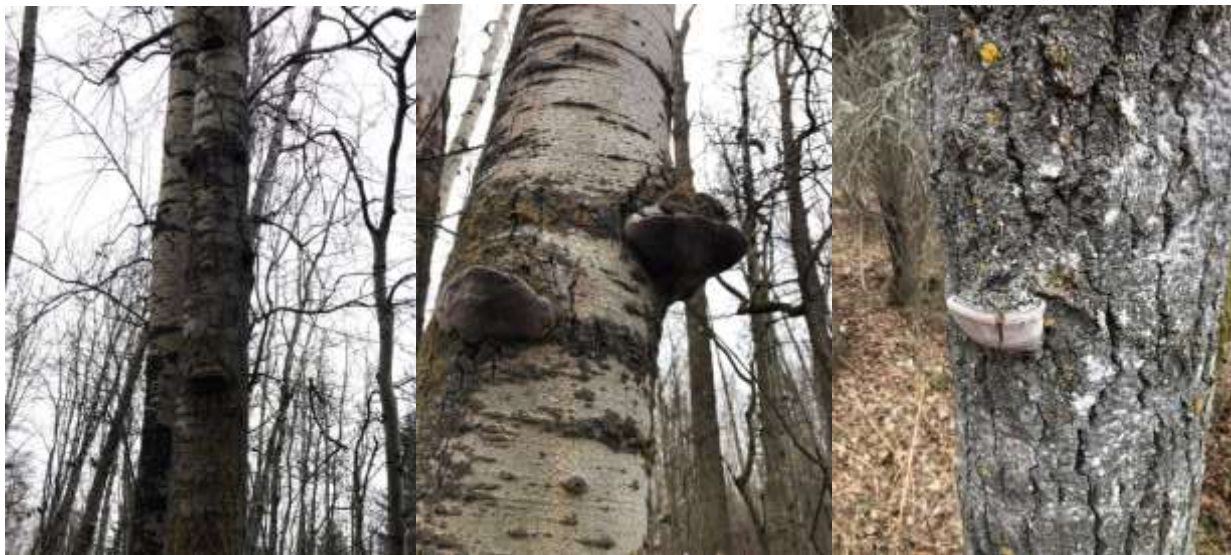


Picture 9: Black canker was found in a small area between 9-10<sup>th</sup> street road allowance

### **Aspen Trunk Rot (*Phellinus tremulae*)**

This fungus is usually visible and has a very characteristic hoof-shape with the fruiting bodies on the trunk/stems. The fruiting bodies are very hard with blackish, rough and cracked upper surface. The underside is composed of spore-bearing tubes and is brown, with a grey cast in winter. The infection usually enters the tree through branch stubs. Rot can be developed 2 to 3 meters above and below the point of entry. Using tree cores or sounding the lower trunk with a rubber mallet will identify areas of significant internal decay or hollows.

Typically, this fungus results in trunk breakage. Having multiply conks generally indicates considerable internal decay, which substantially increases the risk of tree failure. Tree removal should be considered if multiple conks are present.



Picture 10: Aspen conk is occupying several overmature aspen trees

### **Pest recommendations/suggestions:**

Overall, all there is very little that can be done to control large insect and disease outbreaks except monitoring and removal of dead and dying trees. Keeping beneficial insects and protecting their habitat is key for long-term pest management. Monitoring and surveillance during growing season will provide Summer Village of Ross Haven crucial information on health and vigor of their forest.

- Improve and maintain biological diversity as a pest control strategy. Planting varieties of trees and shrubs will increase beneficial insects into the area.
- Diversify forest age structure, which can increase the number of beneficial insects
- Learn to identify and recognize common pests and their activities in your area.
- Do not panic in the case of large defoliation as most of aspen/balsam poplar will leaf out once insect goes into cocoon stage.
- Monitoring is key for pest management. Routinely monitor the incidence of insects and diseases in the forest as well as on adjacent forested land.
- Keep written records of insects and disease and their outbreaks.

- Ask for advice and guidance from qualified pest control practitioners.
- Involve/inform neighboring forest property managers of pest management activities.

### Caragana

Caragana is a non-native shrub species and was observed throughout the Summer Village. It is very aggressive and very detrimental to the natural forest. It is prolific seed producer and very invasive. It is also very hard to destroy. Physical removal as well as education to landowners are two key recommendations in controlling this species. Removal is expensive and should be the long-term goal.

If a decision is made to remove the Caragana, below are some of the steps to be taken to control these shrubs:

- Machine brushing and mulching of the caragana
  - Stump treatment of herbicide application after individual harvesting.
  - Selectively brushing caragana plants where they have crept into the native trees.
  - Consider new shrub or tree planting with the plan to constantly monitoring of resurfacing of new caragana plants
  - Consider spot spraying with selective herbicide applications of caragana anticipated to occur from remaining roots and seeds.
  - Cut some aspen and balsam poplar to encourage root suckering. Aggressive young suckers will try to compete with caragana and sea buckthorn for nutrients, water and light and may reduce their vigor and health.
  - In the area of removal reintroduction of native trees, shrubs and grasses, and wildflowers.
- Caragana removal is a long-term project and together with resident education are key to suppress these shrubs.



Picture 11: Caragana on private property along road allowance

## APPENDIX 1. TREE & SHRUB INFORMATION

### Aspen

Aspen grows in almost every soil type but grows best in well drained, sandy or loamy soils with good moisture regime. It will not tolerate shade, or soils which are saturated for a long period of time. Aspen is very often the pioneer species and is usually the first tree species in an unoccupied area. Aspen also acts as a “**nurse trees**” to softwood trees, mainly white spruce. The older aspen will provide a beneficial shade for these trees, which are tolerant to a shade.

Although, aspen produces tremendous numbers of seeds, it regenerates primarily by producing the new shoots from the root system of the parent tree. The new shoots are called root suckers and this process is called “suckering.” Suckering usually occurs after a fire, harvesting and other disturbances. By removing the overstory canopy as much as possible, there is more heat and light available to the forest floor, which will stimulate suckering.

In most cases aspen regenerates by suckering but some still comes from seedlings. Good seed crops are produced every 4 or 5 years and some open-grown clones may produce seeds annually.

### White Spruce

White spruce grows very well on well drained, moist, loam, silty loam and clay soils but it can occur on many different types of soils across Alberta landscape. It grows poorly in sandy soils, in sites with a high water-table. White Spruce can tolerate some flooding during growing season. White spruce doesn’t tolerate saline soil type.

Young seedlings will tolerate acid soils up to pH 4.5. On shallow soils the root system grows fairly flat and shallow while on deep soil will form a “heart” like root system. Because of shallow roots, a white spruce is very susceptible to being blown over, especially on thin or wet soils. Areas of blown down spruce can be prime breeding sites for the spruce beetle, which can then spread to mature trees and kill the trees. Blown down trees will also increase fire risk in your property.

White spruce grows best in full sunlight but can tolerate shade. In mixedwood aspen/white spruce forest, a young white spruce tree tolerates shade and grows under the protection of other species canopy until the top of white spruce reaches first branch of aspen. After that, it is time for aspen removal and white spruce will grow faster. In mixedwood coniferous stand, white spruce will often become the dominant tree species as stand ages.

White spruce produces thousands of seeds about every four years but doesn’t follow any set cycle. In natural stands, cone production occurs primarily on dominant and co-dominant trees. Seeds will remain viable for only 1-2 years. Under natural conditions, seeds overwinter under snow and germinate in the spring or summer when there is adequate moisture and soil temperatures have risen. Seedling establishment is best on mineral soil but rarely on deep organic layers. Seedlings grow best in full



sunlight, but can tolerate low light and shade. For a successful natural regeneration there must be nearby seed sources because the seed supply is greatest nearer the seed tree.

### **Balsam Poplar (Black poplar)**

Balsam poplar is an important riparian species, which stabilizes riverbanks and maintains river islands. Balsam poplar flower production begins at about 8 years of age, with a good seed crop produced every year. Most seeds are wind dispersed and fall within 650 feet (200 m) of the parent tree. Vegetative reproduction: Balsam poplar is capable of regenerating from root suckers, stump sprouts; stem sprouts and buried branches. Root suckering is thought to be primarily a means of expansion rather than a means of recovery following clearcutting or fire.

Mechanical logging places balsam poplar at a competitive advantage over spruce by creating microsites for seedling establishment. Cutting mature balsam poplars results in sprouting from callus tissue and dormant buds. Balsam poplar is considered one of the tree species best adapted to fire in the northern boreal forest. Its ability to produce sprouts from roots, stumps and buried branches enables it to quickly recover after fire.

Moose commonly browses balsam poplar. Snowshoe hares utilize balsam poplar in times of food shortage. Snowshoe hares ignore first year growth of juvenile balsam poplars but ring the bark of mature trees and eat the twigs when within reach.

### **Plants as Indicators of Site Qualities**

When the preferred habitat of some of these plants is considered, and how extensively they occupy a site, they can give indications of growing site qualities. These qualities are generally the amount of moisture and nutrients that are available for plant growth. They can also be used as an indicator of qualities such as soil temperatures, water permeability of soils, soil alkalinity or acidity and recent ground disturbances.

When extensive coverage of these plants occurs, this is an indication of uniform qualities of moisture and or nutrients suitable for that particular plant. Plants that are good site quality indicators include dogwood, hazelnut, river alder, marsh reed grass, Labrador tea and bishop's cap.

- **Dogwood** - imperfectly to poorly drained, medium nutrient sites, tolerates fluctuating water table
- **Hazelnut** - well drained, calcium and nitrogen rich soils
- **River alder** - indicates imperfectly to poorly drained soils where spring flooding occurs, tolerates a variety of soil types, nitrogen fixer
- **Marsh reed grass** - prefers moist to wet, fine textured soils with pH between 5 and 5.9, medium nutrient regime, indicates good spruce growing sites if not too wet, may compete with young tree seedlings.
- **Labrador tea** - indicates moist to wet moisture regimes on acidic nutrient poor soils, inhibits growth of some other plant species
- **Bishop's cap** - prefers medium to rich soils with fresh to moist moisture regimes

Most of these (except Labrador tea ) and other plant species commonly found throughout the Ross Haven indicate average to above average growing site qualities. Average to good tree growth rates shown from limited tree core samples confirm this. There was insufficient information collected to accurately establish the number and location of different quality growth sites.

## **Biodiversity**

Biodiversity is the measure of the number of species within an area, the genetic variations within those species, and the degree of interactions that occur between them. The degree of biodiversity in an area largely depends on the opportunity presented by the vegetation growing there. Diverse plant age structures and high numbers of different plant species will encourage more animal species to use the area. Wildlife abundance and use of an area are good indicators of a healthy forest ecosystem. They are a significant part of a forest lifecycle that involves water, soils, plant-life, insects, birds and other animals of all sizes.

Biodiversity conservation of native species is increasingly being viewed as being an integral component of successfully applying the sustainable land management concept.

Biodiversity includes several components:

- Genetic diversity –variety of genes within a given species
- Species diversity –variety of species within an ecosystem
- Landscape diversity-variety of ecosystems within a landscape

The conservation of all of these types of diversity needs to be considered in the area. Species diversity includes a variety of plants, birds, mammals and other components of forest ecosystems such as insects, fungi, bacteria and etc. Forest biodiversity changes through time. Areas with even aged plant structures and low numbers of different plant species will be used by fewer animal species. Old growth mixedwood forest has the highest number of different species. Riparian wetland areas also have a high number of different species

## **Forest Succession**

Forest succession is the process that forest plant communities go through when changing from one plant community into another. This can happen gradually, as with stand breakup, or quickly from disturbances such as fire, flood or harvest activities. Succession can begin with bare ground, after a fire, logging or other such event. Pioneer plants such as herbs, grasses or moss are often the first plants to grow. These often have a short life span, and return nutrients and organic matter to the soil when they die. Plants such as willows, alders, hazelnut and water birch may appear next. This intermediate stage is the shrub stage.

Pioneer tree species are usually next to become established. These species are fast growing, shade intolerant trees like aspen, birch and jack and lodgepole pine, which may grow from seed or from root or stem suckers. Pioneer trees dominate the stand for the next few decades, as the trees grow, mature and reach old age. Because these trees are shade intolerant, very few seedlings grow in the understory. However, young shade tolerant trees, like white spruce and balsam fir, may be found.

As the pioneer trees grow old and begin to die, the shade tolerant trees start to take over the stand. With few seedlings, the numbers of pioneer trees drop and the stand becomes dominated by the shade tolerant species. Eventually, a single or group of species becomes established, forming a climax forest. Although individual trees in the climax forest die, seedlings developing in the understory replace them.

## APPENDIX 2. RESOURCES

- [Stepping Back from Water Guide](#)
- [Values of Urban forest](#)- Tree Canada Foundation
- [Tree insect and Disease for agroforestry](#)
- [Trees, insects and diseases of Canada's forests](#)
- [How to Plant Tree](#) – Arbor Day
- [Mulching Trees and Shrubs](#) – Yard Whispers

### Woodlot Management Guide for Alberta

[https://www1.agric.gov.ab.ca/\\$department/deptdocs.nsf/all/apa15536/\\$file/woodlot-book%20rd.pdf?OpenElement](https://www1.agric.gov.ab.ca/$department/deptdocs.nsf/all/apa15536/$file/woodlot-book%20rd.pdf?OpenElement)

### University of Lethbridge Spatial Data Library

<https://digitallibrary.uleth.ca/digital/collection/geo/id/496/rec/8>

### The system of soil classification for Alberta. On-line Soil Viewer

<https://soil.agric.gov.ab.ca/agrasidviewer/>

### Soils of Canada

<https://soilsofcanada.ca/orders/chernozemic-soils.php>

### Natural Ecoregions of Alberta

<https://open.alberta.ca/dataset/abc81bdb-8b2a-4b81-bb21-61caeda0a029/resource/3a33b989-fca4-45f7-a231-bfd95c6f0166/download/depv1a.pdf>

### Alberta Water Act Legislation

<https://www.alberta.ca/water-legislation-and-guidelines.aspx>

### <sup>1</sup> Stepping Back from Water Guide

<https://open.alberta.ca/dataset/1c70eb43-a211-4e9c-82c3-9ffd07f64932/resource/6e524f7c-0c19-4253-a0f6-62a0e2166b04/download/2012-SteppingBackFromWater-Guide-2012.pdf>

### <sup>2</sup> Alberta Invasive Plant Identification Guide

<https://open.alberta.ca/dataset/8bb61884-bbfb-4640-bd5d-96f6e633d4ee/resource/275f7dbe-8116-4d81-ba95-329df950be7e/download/6740590-2013-alberta-invasive-plant-identification-guide-2013-06-13.pdf>

### <sup>3</sup> FireSmart for Homeowners Manual

[https://firesmartcanada.ca/wp-content/uploads/2019/10/FS\\_Generic-HomeOwnersManual\\_Booklet-November-2018-Web.pdf](https://firesmartcanada.ca/wp-content/uploads/2019/10/FS_Generic-HomeOwnersManual_Booklet-November-2018-Web.pdf)

<sup>4</sup> **FireSmart Community Program** <https://firesmartcanada.ca/programs-and-education/community-recognition-program/become-a-firesmart-community/>

## APPENDIX 3. REFERENCES

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**Jim Schieck and Marie Nietfeld.** Bird species richness and abundance in relation to stand age and structure in aspen mixedwood forest in Alberta. Chapter 7 in **Stelfox, J. B** (editor) 1995. Relationship between stand age, stand structure, and biodiversity in aspen mixedwood forest in Alberta. Jointly published by Alberta Center (AECV95-R1), Vegreville, AB, and Canadian Forest Service (Project No. 001 A), Edmonton, AB, pp. 308

**Laurance, D. R. Stelfox, J. B, and Nolan J. W. 1995.** Relationship between mammal biodiversity and stand age and structure in aspen mixedwood forest in Alberta. Chapter 8 in **Stelfox, J. B** (editor) 1995. Relationship between stand age, stand structure, and biodiversity in aspen mixedwood forest in Alberta. Jointly published by Alberta Center (AECV95-R1), Vegreville, AB, and Canadian Forest Service (Project No. 001 A), Edmonton, AB, pp. 308

**Peterson, E. B and Peterson, N.M** 1992. Ecology, management and use of aspen and balsam poplar in the prairie provinces. Special Report 1, Forestry Canada, Edmonton AB

**Stelfox, J. B, Laurance, D. R. and Nolan J. W.** 1995. Abundance of ungulates in relation to stand age and structure in aspen mixedwood forest in Alberta. Chapter 9 in **Stelfox, J. B** (editor) 1995. Relationship between stand age, stand structure, and biodiversity in aspen mixedwood forest in Alberta. Jointly published by Alberta Center (AECV95-R1), Vegreville, AB, and Canadian Forest Service (Project No. 001 A), Edmonton, AB, pp. 308

## APPENDIX 4. GLOSSARY OF TERMS

**Access** - Means of gaining entry to a tract of timber/forest

**Age** - Age of the trees comprising a forest, crop, or stand. In forests, the mean age of dominant (and sometimes co-dominant) trees is taken. The plantation age is generally taken from the year the plantation was begun, without adding the age of the nursery stock.

**Age Class** - A distinct group of trees or portion of growing stock recognized on the basis of age.

**Biodiversity (biological diversity)** - Refers to the variety of life on three different levels: the variety of ecosystems (ecosystem diversity), the variety of species (species diversity) and the variety within species (genetic diversity).

**Canopy** - The more-or-less continuous cover of branches and foliage formed by the crown of adjacent trees.

**Clearcutting** - A forest management method that involves the complete felling and removal of a stand of trees. Clearcutting may be done in blocks, strips or patches.

**Decadent** - a silviculturist term for older trees that are on the verge of dying. Decadent trees are often riddled with deadwood, fungal infections and other structural deficiencies.

**Defoliation** - The loss of leaves or needles on a plant or tree.

**Defoliator** - An insect or other agent that consumes foliage.

**Diameter at Breast Height (DBH)** - The stem diameter of a tree measured at breast height above ground level, or 1.3 m

**Early Forest Succession** - The biotic (or life) community that develops immediately following the removal or destruction of vegetation in an area. For instance, grasses may be the first plants to grow in an area that was burned.

**Even-aged Forest** - A forest stand or type in which relatively small age differences (10-20 years) exist between individual trees.

**Forbs** - Broad-leaved, non-woody plants that die back to ground level after each growing season (perennial). Ferns and fern allies are considered forbs.

**Forest Management Plan (FMP)** - A plan prepared for a forest management unit that describes how the timber or other resources will be managed.

**Forest Type** - A group of forest areas or stands whose similar composition (i.e., species, age, height and density) differentiates it from other such groups.

**Fragmentation** - The splitting or isolating of patches of similar habitat, typically forest or prairie plant communities, but including other types of habitat. Habitat can be fragmented naturally or from land management activities, such as clear-cut logging or cultivation

**Ground Cover** - A ground cover is any low-growing plant that shades an area in the landscape

**Habitat** - The area that provides an organism with adequate food, water, shelter, and living space, and/or the conditions of that environment including the soil, vegetation, water, and food.

**Hardwood(s)** - Trees that lose their leaves in autumn, also refers to the wood produced by these trees. Hardwoods belong to the botanical group angiospermae and are the dominant type of tree in deciduous forests.

**Mature/overmature Stands** - Stands that have reached rotation age or have a reduced growth rate due to advanced age. Such stands normally have large mature or overmature trees, an abundance of large live trees with heart rot, numerous snags, stubs and high stumps and an abundance of large downed woody debris.

**Natural Regeneration** - Renewal of a tree crop by natural seeding, sprouting, suckering or layering.

**Old Growth** - A forest of mature or overmature timber that is beyond its peak growing period.

**Overmature** - Trees or stands past the mature stage, where growth rates or value are declining.

**Pest** - An organism capable of causing material damage. Forest pests include insects, tree diseases and noxious fungi.

**Reforestation** - The reestablishment of trees on denuded forestland by natural or artificial means, such as planting and seeding.

**Regeneration** - The continuous renewal of forests. Natural regeneration occurs gradually with seeds from adjacent stands or with seeds brought in by wind, birds or animals. Artificial regeneration involves direct seeding or planting.

**Selective Cutting** - Annual or periodic cutting of trees in a stand in which the trees vary markedly in age. The objective is to recover the yield and maintain an uneven-aged stand structure, while creating the conditions necessary for tree growth and seedling establishment

**Silvicultural Systems** - Systems that follow accepted silvicultural principles, whereby the tree crops are tended, harvested and replaced to produce a crop of a desired form. This includes even-aged (i.e., clearcutting, shelterwood or seed tree cutting) or uneven-aged (i.e., selection cutting) systems.

**Snag Tree** - A dead standing tree at least 6m in height that may provide roosting or cavity nesting/denning opportunities for wildlife

**Stand** - A community of trees sufficiently uniform in species, age, arrangement or condition so as to be distinguishable as a group in the forest or other growth in the area.

**Stand Density** - A quantitative measurement of a forest stand often expressed as number of stems, volume or basal area per unit area.

**Succession** - The replacement of one plant community by another in progressive development toward climax vegetation.

**Sucker** - A sprout from the lower portion of a stem, especially from the root.

**Understory** - The trees and other vegetative species growing under the canopies of larger adjacent trees and other woody growth.

**Uneven-aged** - The term uneven-aged is used to describe stand of trees in which ages of the trees generally differ by more than 20 years. These forest stands are made up of tree species which have evolved a regeneration pattern which is tolerant of lower light conditions and competition from other species.

**Watershed** - An area of land that is drained by underground or surface streams into another stream or waterway.

**Wildlife Habitat Diversity** - The distribution and abundance of different plant and animal communities and species within a specific area.

**Xeric moisture regime** - A xeric habitat is characterized by soils that are well to rapidly drained and low or deficient in moisture that is available for the support



## **Councilor Report - Ray Hutscal – August 8, 2022**

- **Watershed Alliance Meeting**
  - No scheduled meetings.
- **Range Road 34 – No update.**
- **Sewer Project**
  - July 19 – Meet with Stantec to review Homeowners Package
  - August 2 – Stantec, Dieter, and I discussed Homeowners Package, Tender, and next Steps
  - August 4 – Met with Technical Review Committee. Review bid, loan process. Technical Committee gave approval for the project to proceed. Next steps – North 43 Commission to approve (expected Aug 8), Ross Haven Council to Approve (expected Aug 11).
    - Loan will be applied for near the end of the project.
    - Construction contractor to confirm item delivery, construction start.
    - Next Technical Meeting (shifting to Construction Meetings) – Early Sept.
- **Association of Summer Villages of Alberta Forest Health Management Project**
  - Received report regarding the forests.
  - Attached as information.
  - Proposed Next Steps (if any) to be discussed next council Meeting

### **Ray Statistics Since Last Update**

<b>Incoming Emails</b>	135	<b>Meeting / Telephone Hours</b>	4
<b>Sent Emails</b>	47	<b>Total Hours</b>	11.5

## **11 Aug 2022 – Councillor Report – Dieter Brandt**

### 19 July 2022 - Sewer Technical Committee Meeting – (Zoom)

Participated in meeting while on vacation. Received updates on the status of the government grant application.

### 02 Aug 2022 – Sewer Technical Committee Meeting – (Zoom)

Grant has been approved. Not all members of the committee could attend this meeting so another meeting was scheduled for later in the week.

### 04 Aug 2022 – Sewer Technical Committee Meeting – (Zoom)

Next steps were discussed. The committee resolved to recommend proceeding with the Ross Haven sewer project. This recommendation would go to the North 43 Lagoon Commission. Communication with residents was discussed. A timeline would be put together and shared with Ross Haven residents so that they were aware.

### 08 Aug 2022 – North 43 Lagoon Commission Meeting – Sangudo

This meeting has not occurred yet and an update will be provided at the Ross Haven Council meeting on July 11<sup>th</sup>.

**Dieter Brandt**

Councillor

Summer Village of Ross Haven

## **Councilor Report**

**Lolita Chadd**

**August 11, 2022**

On August 9, I attended the Hwy 43 East Waste Commission meeting. New cell #3 construction is in progress. Update on construction was presented and it's looking like expected completion dates of end of August/ first part of September if the weather cooperates. More discussion about recycling, education, logistics, costs, etc. A brochure with more information about what is accepted recyclables is underway. Waste commission website is also a 'work in progress' and will be updated soon.

On Friday, September 16, Lac Ste Anne County is planning a Grand Opening of the newly renovated Onoway Regional Medical Clinic. In the clinic parking lot in Onoway, a hot dog barbecue will be offered from 12:00 noon to 2:00 p.m. A sign unveiling and acknowledgement of all municipal partners is planned.

A reminder of the LILSA AGM on Saturday, August 20 from 9:30 am – 12:00 noon at the Alberta Beach Agliplex. Any and all persons who have an interest in Lac Ste Anne and Lake Isle are encouraged to attend and become involved in helping this organization foster the health of our lakes.

Also, a reminder that everyone is invited to another "Open House with Ross Haven Council" on Saturday, August 27 from 10:00 am to 11:30am at the maintenance shop. Come for coffee and refreshments and share your 'beefs and bouquets'. We want to hear from you.

Enjoy the rest of Summer at the Lake!

## Bylaw No. 294-2022

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

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

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

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

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

1. This Bylaw may be cited as the Ste. Anne Summer Villages Regional Emergency Management Bylaw.
2. In this Bylaw:
  - (a) "Act" means the *Emergency Management Act*, Revised Statutes of Alberta 2000, Chapter E-6.8.
  - (b) AEMA Field Officers - the role of Field Officers is to assist municipalities to mitigate, prepare for, respond to, and recover from large emergencies and disasters by:
 

facilitating Disaster Recovery Program and Municipal Wildfire Assistance Program applications; • assisting in developing/reviewing Community Emergency Management Plans and Programs; • assisting in exercises; • providing support during disasters and emergencies; • acting as a liaison between the Province and Communities; • delivering training programs in region; • facilitating training on grants and regional emergency management partnerships.
  - (c) "Councils" means the Council of all participating Ste. Anne Summer Villages.
  - (d) "Municipality" means Summer Village of Ross Haven as referenced in this Bylaw.

- (e) “Municipalities” means Summer Villages as referenced in this Bylaw.
- (f) “Disaster” means an event that may result in serious harm to the safety, health or welfare of people or widespread damage to property.
- (g) “Emergency” means an event that requires prompt coordination of action or special regulation of persons or property to protect the safety, health or welfare of people or to minimize damage to property.
- (h) “Director of Emergency Management” means an individual appointed by resolution of Council responsible for the preparation and coordination of emergency plans and programs for the Municipality.
- (i) “Deputy Director of Emergency Management” means an individual appointed by resolution of Council responsible for assisting with the preparation and coordination of emergency plans and programs for the Municipality. The DDEM provides support to and in the absence of the Director of Emergency Management.
- (j) “Ste. Anne Summer Villages” refers to the following municipalities:
  - i. Summer Village of Birch Cove
  - ii. Summer Village of Nakamun
  - iii. Summer Village of Ross Haven
  - iv. Summer Village of Sandy Beach
  - v. Summer Village of Silver Sands
  - vi. Summer Village of South View
  - vii. Summer Village of Sunrise Beach
  - viii. Summer Village of Sunset Point
  - ix. Summer Village of Val Quentin
  - x. Summer Village of West Cove
  - xi. Summer Village of Yellowstone
- (k) “Ste. Anne Summer Villages Regional Emergency Advisory Committee” means the committee established under this Bylaw and comprised of a member of Council from each of the partnering municipalities of the Ste. Anne Summer Villages Regional Emergency Management Partnership.
- (l) “Ste. Anne Summer Villages Regional Emergency Management Agency” means the agency established under this Bylaw and comprised of the Directors/Deputy Directors of Emergency Management, from each of the partnering municipalities of the Ste. Anne Summer Villages Regional Emergency Management Partnership.
- (m) “Ste. Anne Summer Villages Regional Emergency Management Partnership” means those municipalities who have entered into a joint agreement for the purpose of organizing integrated emergency planning, training, assistance and emergency operations programs in compliance with (LAEMR) Local Authority Emergency Management Regulation.
- (n) “Ste. Anne Summer Villages Regional Emergency Management Plan” means the integrated emergency management plan prepared by the Ste. Anne

Summer Villages Regional Emergency Management Partnership to coordinate response to an emergency or disaster within the combined geographic boundaries of the Summer Villages that are partners of this Bylaw.

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



implementation of emergency plans or programs, including mutual aid plans and programs.

7. The Ste. Anne Summer Village Regional Emergency Advisory Committee shall:
  - (a) adopt policies as required for the effective and efficient operation of the Regional Emergency Management Agency
  - (b) at the first meeting of the year, elect from the committee a chairperson, vice-chairperson and treasurer.
  - (c) establish a quorum of a minimum of **8** voting partnership members and a majority vote for all decisions
  - (d) schedule a minimum of one meeting per year or more frequently at the call of the chairperson or a majority of the committee members.
  - (e) review the Ste. Anne Summer Villages Regional Emergency Management Plan and related plans and programs by the end of October annually in preparation for the January audit.
  - (f) advise each partner Summer Village Council on the status of the Ste. Anne Summer Villages Regional Emergency Management Plan and related plans and programs by the end of October annually. Kits and plans will be reviewed and adopted and returned to the SVREMP team.
  - (g) review and approve the workplan and budget submitted by the Regional Emergency Management agency; the workplan and budget shall then be forwarded to each municipality for approval. Each municipality is required to have access to pre-approved contingency funds in the event of an emergency.
  - (h) maintain reserve funds at 10% per year up to a maximum of \$10,000
  - (i) participate in annual Risk Assessments for Hazard Identification
  
8. The Ste. Anne Summer Villages Regional Emergency Management Agency shall be comprised of the following representatives from each Summer Village as designated by the partnership for representation:
  - (a) a Director of Emergency Management
  - (b) a Deputy Director of Emergency Management
  - (c) in the absence of the Director and Deputy Director, the Chief Administration Officer is required to fulfill the role
  
9. In addition, the following public and private organizations may be invited to provide representative(s) to the Ste. Anne Summer Villages Regional Emergency Management Agency:
  - (a) Communications Officer/Information Officer or designate

- (b) Planning and Development Officer/Operations Department Officer or designate;
- (c) Emergency Response Personnel
- (d) School Division Superintendent or designate
- (e) Alberta Health Services designates
- (f) Mutual Aid Partners
- (g) representative(s) from local industry and industrial associations
- (h) representative(s) from Alberta Municipal Affairs, Alberta Emergency Management Agency
- (i) any other Non-Governmental Organization (NGO), agency or organization that, in the opinion of the Ste. Anne Regional Emergency Management Agency, may assist in the preparation or implementation of the Ste. Anne Summer Villages Regional Emergency Management Plan.

10. The Ste. Anne Regional Emergency Management Agency shall:

- (a) establish a quorum of a minimum of **8** voting members and a majority vote for all discussions
  - i. each Summer Village partner holds the power of 1 vote
  - ii. in the event that 1 member represents more than one partner, they will have one vote per municipality
- (b) act on behalf of the partnership to carry out the statutory powers and obligations under Section 11.2 (2) and Section 24 (1) of the Emergency Management Act and the Local Authority Emergency Management Regulation; this does not include the authority to declare, renew or terminate the (SOLE) State of Local Emergency.
- (c) assist in the preparation and coordination of the Ste. Anne Summer Villages Regional Emergency Management Plan and prepare and coordinate related plans and programs for the Partnership;
- (d) report on the Agency workplan activity status to the Regional Advisory Committee at a minimum of once per year, including an update on the review of the Regional Emergency Management plan
- (e) ensure that a Regional Director of Emergency Management and a Regional Deputy Director of Emergency Management is designated by Councils under the Ste. Anne Summer Villages Regional Emergency Management Plan to act, on behalf of the Ste. Anne Summer Villages Regional Emergency Management Agency;
- (f) implement the concept and principles of the Incident Command System

- (g) coordinate all emergency services and other resources used in an emergency; and/or
11. The Summer Village of Ross Haven has the power to declare, terminate or renew a State of Local Emergency (SOLE) at the local level. Under the Act, the powers specified in Section 13 of this Bylaw, and the requirements specified in Section 16 of this Bylaw, are hereby delegated to the Ste. Anne Summer Village Regional Emergency Advisory Committee Executive

In the event that the local level Council is unavailable, the DEM and/or DDEM, for the impacted village will assist with the decision to declare a SOLE by the Ste. Anne Summer Village Regional Emergency Advisory Committee (minimum two representatives) may, at any time when it is satisfied that an emergency exists or may exist, by resolution, make a declaration of a SOLE within the geographic boundaries of the partners in this Bylaw.

### SOLE

12. When a SOLE is declared, the person or persons making the declaration shall:
- (a) ensure that the declaration identifies the nature of the emergency and the area of the Ste. Anne Summer Villages in which it exists;
  - (b) the Information Officer will ensure the details of the declaration are published immediately by such means of communication considered most likely to notify the population of the area affected; (Alberta Emergency Alert; Social Media; ALL-NET)
  - (c) the Information Officer forwards a copy of the declaration to the AEMA Field Officers.
  - (d) the Mayor and/or Advisory Committee Chairperson forwards a copy to the Minister forthwith.
13. Subject to Section 14, when a **SOLE** is declared, the person or persons making the declaration **may**:
- (a) cause the Ste. Anne Summer Villages Regional Emergency Management Plan or any related plans or programs to be put into operation;
  - (b) acquire or utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of an emergency or disaster;
  - (c) control or prohibit travel to or from any area within the Municipality;

- (d) authorize the evacuation of persons and the removal of livestock and personal property from any area of the Municipality that is or may be affected by a disaster and make arrangements for the adequate care and protection of those persons or livestock and of the personal property;
  - (e) authorize the entry into any building or on any land, without warrant, by any authorized person in the course of implementing an emergency plan or program;
  - (f) authorize the demolition or removal of any trees, structures or crops if the demolition or removal is necessary or appropriate in order to reach the scene of a disaster, or to attempt to forestall its occurrence or to combat its progress;
  - (g) procure or fix prices for food, clothing, fuel, equipment, medical supplies, or other essential supplies and the use of any property, services, resources or equipment within Ste. Anne Summer Villages for the duration of the SOLE;
  - (h) authorize the conscription of persons needed to meet an emergency; and
  - (i) authorize any persons at any time to exercise in the operation of the Ste. Anne Summer Villages Regional Emergency Management Plan and related plans or programs, any power specified in Paragraphs (b) through (j) in relation to any part of the municipality affected by a declaration of a SOLE.
14. A declaration of a SOLE is considered terminated and ceases to be of any force or effect when:
- (a) at the local level, a resolution is passed by the Mayor and/or Council
  - (b) at the regional level, a resolution is passed by the Ste. Anne Summer Village Regional Emergency Advisory Committee
  - (c) a period of seven days has lapsed since it was declared, or 28 days during a pandemic, unless it is renewed by resolution;
  - (d) the Lieutenant Governor in Council makes an order for a state of emergency under the Act, relating to the same area; or
  - (e) the Minister cancels the SOLE.
15. When a declaration of a SOLE has been terminated, the person or persons who made the declaration shall cause the details of the termination to be published immediately by such means of communication considered most likely to notify the population of the area affected.
16. No action lies against the Municipality or a person acting under the Municipality's direction or authorization for anything done or omitted to be done in good faith while carrying out a power under the Emergency Management Act or the regulations during a SOLE.
17. Bylaw No. 281-2019, Ste. Anne Summer Villages Regional Emergency Management Bylaw, is repealed.

**THAT**, this BYLAW shall come into force and have effect on the date of the third and final reading.

**Read a first time on this 11th day of August, 2022.**

**Read a second time on this 11th day of August, 2022.**

**Unanimous Consent to proceed to third reading on this 11th day of August, 2022.**

**Read a third and final time on this 11th day of August, 2022.**

**Signed this 11th day of August, 2022.**

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Mayor, Ray Hutschal

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Municipal Administrator, Tony Sonnleitner

# Terms of Reference

## Ste. Anne Summer Villages Regional Emergency Management Agency

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**1. ORGANIZATION NAME**

The Ste. Anne Summer Villages Regional Emergency Management Agency; hereinafter referred to as the “Emergency Management Agency”.

**2. AUTHORITY**

The Emergency Management Agency is established pursuant to the Emergency Management Act, RSA 2000, and Chapter E-6.8 Section 11.2(4).

**3. PURPOSE/MANDATE**

The purpose/mandate of the Emergency Management Agency is to maintain and update the Ste. Anne Summer Villages Regional Emergency Management Program on an annual basis, as set out in each community Bylaw 2016-R001, as follows;

- a) be responsible for ensuring emergency planning documents and programs are accurate and reviewed annually;
- b) ensure appropriate training is available to staff and other personnel of the Summer Villages;
- c) ensure regional training records are kept;
- d) plan and execute exercises to validate the Ste. Anne Summer Villages Regional Emergency Management Plan;
- e) conduct reviews of all exercises;
- f) review the impact of incidents on the system;
- g) publish information, as necessary, on the Ste. Anne Summer Villages Regional Emergency Management Plan;
- h) liaise with external agencies and surrounding municipalities who have a role in emergency response at regional facilities; and
- i) ensure the Summer Villages have appropriate resources and equipment available.



**4. EMERGENCY MANAGEMENT AGENCY MEMBERSHIP**

Emergency Management Agency membership shall consist of one voting member from each of the designated representatives for the Summer Villages. The voting member shall be comprised of one of the following:

- (a) a Director of Emergency Management from each partner Summer Village; or
- (b) a Deputy Director of Emergency Management; or
- (c) in the event neither a or b available the Chief Administration Officer

**5. CHAIRPERSON**

At the first meeting of the Emergency Management Agency, the members will elect from the membership, a Chairperson and Vice-Chairperson.

The Chairperson and Vice-Chairperson of the Emergency Management Agency will attend the annual meeting of the Ste. Anne Summer Villages Emergency Advisory Committee, in a non-voting capacity, to advise/update the Committee on the actions and/or recommendations of the Emergency Management Agency.

**6. QUORUM & MEETINGS**

Each of the (11) partner municipalities has a vote through their designated representative, however, all representative members or an alternate must be present for a quorum. All decisions are a majority vote.

The Emergency Management Agency will meet a minimum of two times per year, normally during the months of February or March and the beginning of September, but may meet more frequently at the call of the Chairperson or by a majority of Emergency Management Agency members.

Minutes will be taken at each meeting and reported to the Ste. Anne Summer Villages Regional Emergency Advisory Committee at the annual meeting of the Advisory Committee.

**7. BUDGETS & STAFF/ADMINISTRATIVE SUPPORT**

Annually the Emergency Management Agency shall prepare a work plan and budget for the upcoming year which shall be submitted to the Ste. Anne Summer Villages Regional Emergency Advisory Committee for approval no later than September 30 annually.

Prior to year end the Emergency Management Agency will submit a report to the Advisory Committee of the current year's activities.

**8. COMMUNICATION WITH THE EMERGENCY MANAGEMENT AGENCY**

All communications will be through the Chairperson of the Emergency Management Agency.

Terms of Reference

**9. TERMS OF REFERENCE AMENDMENTS**

The Terms of Reference may be amended from time to time. Proposed changes shall be prepared by the Emergency Management Agency and submitted to the Ste. Anne Summer Villages Regional Emergency Advisory Committee for approval at a subsequent or ad hoc Regional Emergency Advisory Committee meeting.

**10. APPROVAL/ADOPTION DATE**

The Ste. Anne Summer Villages Regional Emergency Management Agency Terms of Reference approved this \_11<sup>th</sup>\_ day of \_\_\_\_\_ August \_\_\_\_\_, 2022.

**Signed this 11th day of August, 2022.**

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Mayor, Ray Hutscal

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Municipal Administrator, Tony Sonnleitner

# Summer Village of Ross Haven

Budget vs. Actuals: 2022 Budget - FY22 P&L

January - December 2022

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
4-9000 Property Taxes	315,531.59	320,877.96	-5,346.37	98.33 %
4-9055 Lagoon/Sewer Fund Tax	44,400.00	45,400.00	-1,000.00	97.80 %
4-9100 School Taxes	153,086.24	159,158.06	-6,071.82	96.19 %
4-9250 Lac Ste Anne Foundation	13,076.45	13,324.63	-248.18	98.14 %
4-9302 Grants - MSI Operating		8,539.00	-8,539.00	
4-9400 Interest Income	4,317.29	1,000.00	3,317.29	431.73 %
4-9550 Safety Codes	272.36	1,000.00	-727.64	27.24 %
4-9600 Tax Certificates, Maps, Snowplowing & Other Income	1,275.97	500.00	775.97	255.19 %
<b>Total Income</b>	<b>\$531,959.90</b>	<b>\$549,799.65</b>	<b>\$ -17,839.75</b>	<b>96.76 %</b>
GROSS PROFIT	<b>\$531,959.90</b>	<b>\$549,799.65</b>	<b>\$ -17,839.75</b>	<b>96.76 %</b>
Expenses				
6-1140 School Taxes Paid	74,654.21	159,158.06	-84,503.85	46.91 %
6-1141 Lac Ste Anne Foundation Payable		13,324.63	-13,324.63	
6-1151 Council Remuneration	2,600.00	14,000.00	-11,400.00	18.57 %
6-1211 Council Mileage & Subsistence	875.80	5,000.00	-4,124.20	17.52 %
6-2159 Administrator Fee	28,000.00	46,200.00	-18,200.00	60.61 %
6-2160 Development Officer Fee	4,340.00	4,355.00	-15.00	99.66 %
6-2161 DEM/Dep DEM		8,000.00	-8,000.00	
6-2162 Grant Officer		6,750.00	-6,750.00	
6-2165 Wages	53,328.77	91,000.00	-37,671.23	58.60 %
6-2170 WCB Expense	1,318.84	1,600.00	-281.16	82.43 %
6-2224 Municipal Memberships	3,654.57	3,851.00	-196.43	94.90 %
6-2230 Professional Fees	6,920.70	8,000.00	-1,079.30	86.51 %
6-2274 Insurance	5,694.47	5,600.00	94.47	101.69 %
6-2510 Office & Misc Expense	4,602.38	3,250.00	1,352.38	141.61 %
6-2511 Bank Charges	232.83	350.00	-117.17	66.52 %
6-2512 Cellphone & Communications	818.36	1,350.00	-531.64	60.62 %
6-3251 Road - R&M	5,946.64	4,000.00	1,946.64	148.67 %
6-3520 Equipment - R&M	582.45	3,500.00	-2,917.55	16.64 %
6-3540 Utilities	14,314.94	22,000.00	-7,685.06	65.07 %
6-4512 Public works - Supplies	6,197.74	7,000.00	-802.26	88.54 %
6-4521 Trees & Park Improvements	11,200.00	10,000.00	1,200.00	112.00 %
6-5510 Garbage Disposal	2,147.48	6,500.00	-4,352.52	33.04 %
6-6200 Municipal Assessment Service	5,820.00	7,800.00	-1,980.00	74.62 %
6-6205 Safety Codes Expense		7,800.00	-7,800.00	
6-7370 MSP, Fire Services & Physician Recruitment	18,084.06	26,000.00	-7,915.94	69.55 %
6-7371 LSA county - Police & Animal		6,631.00	-6,631.00	
6-7380 Lagoon/Wastewater - LSAC		5,200.00	-5,200.00	
6-7385 Water and Sewer Tax To Reserves		40,200.00	-40,200.00	
6-7395 Wild Water Commission	4,159.24	7,330.00	-3,170.76	56.74 %
6-7396 Yellowhead Regional Library	700.22	850.00	-149.78	82.38 %
6-7501 RHCL		6,000.00	-6,000.00	
<b>Total Expenses</b>	<b>\$256,193.70</b>	<b>\$532,599.69</b>	<b>\$ -276,405.99</b>	<b>48.10 %</b>
NET OPERATING INCOME	<b>\$267,393.42</b>	<b>\$17,199.96</b>	<b>\$250,193.46</b>	<b>1,554.62 %</b>
Other Expenses				

# Summer Village of Ross Haven

Budget vs. Actuals: 2022 Budget - FY22 P&L

January - December 2022

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
6-2150 Amortization		62,400.00	-62,400.00	
<b>Total Other Expenses</b>	<b>\$0.00</b>	<b>\$62,400.00</b>	<b>\$ -62,400.00</b>	<b>0.00%</b>
NET OTHER INCOME	<b>\$0.00</b>	<b>\$ -62,400.00</b>	<b>\$62,400.00</b>	<b>0.00 %</b>
NET INCOME	<b>\$267,393.42</b>	<b>\$ -45,200.04</b>	<b>\$312,593.46</b>	<b>-591.58 %</b>

# Summer Village of Ross Haven

## Profit and Loss

July 2022

	TOTAL
INCOME	
4-9400 Interest Income	0.37
4-9600 Tax Certificates, Maps, Snowplowing & Other Income	50.00
4-9800 Development Permits	50.00
<b>Total Income</b>	<b>\$100.37</b>
<b>GROSS PROFIT</b>	<b>\$100.37</b>
EXPENSES	
6-2159 Administrator Fee	3,500.00
6-2160 Development Officer Fee	1,095.86
6-2165 Wages	9,152.34
6-2510 Office & Misc Expense	1,728.75
6-2511 Bank Charges	110.38
6-3251 Road - R&M	946.64
6-3540 Utilities	1,877.93
6-4512 Public works - Supplies	160.97
6-5510 Garbage Disposal	609.31
6-6200 Municipal Assessment Service	1,940.00
6-7370 MSP, Fire Services & Physician Recruitment	6,028.02
6-7396 Yellowhead Regional Library	350.11
Expenses	1,529.39
<b>Total Expenses</b>	<b>\$29,029.70</b>
<b>PROFIT</b>	<b>\$ -29,029.70</b>

# CAO REPORT

## Regular Meeting of Council – August 11, 2022

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### LILSA - AGM – Saturday, August 20, 2022

- LILSA will be holding their AGM:  
August 20, 2022  
Alberta Beach Agliplex – 4811 – 46A Avenue  
9:30 AM – 12:00 PM

### Bolson – Drainage Walk Through

A review of the “Drainage Project” was undertaken with attendance by Trent Thompson (Bolson), Noel Tomm (RH Public Works Coordinator), and CAO. At this time a review was also done of the MR (Parkway 8) to discuss some flooding concerns.

### Unsafe items in garbage for pickup

In recent weeks a number of items have been found in the garbage set out for pick up. The community is encouraged to be cognizant of the items put in the trash, where the garbage is picked up by hand.

### Pope visit - Recap

The effect of the Pope’s visit to the Pilgrimage had little, if any, impact upon Ross Haven from a traffic perspective. Things were generally quiet.

### Council “Open House” – August 27, 2022

Date: Saturday, August 27, 2022  
Time: 10:00 am until 11:30 am  
Place: Municipal Shop – 700 Parkins Avenue

## Enjoy the rest of the Summer!!

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