DETAILS FOR MEETING ACCESS POSTED ON THE ROSS HAVEN WEBSITE

- 1) Call to Order:
- 2) Acknowledgement:

(Read: "We wish to acknowledge that the land on which we gather is Treaty 6 territory and a traditional meeting ground and home for many Indigenous Peoples, including Cree, Saulteaux, Niitsitapi (Blackfoot), Métis, and Nakota Sioux Peoples".)

- 3) Acceptance of Agenda:
- 4) Adoption of the Previous Minutes:
- P 5-9 a) Minutes of the Regular Meeting July 13, 2023

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

- 5) Public Hearings: None scheduled.
- 6) Delegations: None scheduled.
- 7) New Business:
- P 10-20 a) Bylaw 299-2023 Plan Cancellation Bylaw Dunn
   (Grant all readings, including unanimous consent to go to third reading, to Bylaw 299-2023 Plan Cancellation Bylaw Dunn, or other direction of Council at meeting time).
- P 21-30 b) Summer Village of Ross Haven Bylaw Enforcement Services Contract Review and discuss the proposed Enforcement Services Agreement with LSAC. (Action as directed by Council at meeting time.).
- P 31 c) Grant Officer Report Attached (Action as directed by Council at meeting time.).
  - d) Review of Ross Haven Planning Documents Update

The Summer Village of Ross Haven is embarking upon a review of the Municipality's Planning Documents, including:

### **Statutory Plans** -

Municipal Sustainability Plan (March 2010),

Intermunicipal Collaboration Framework (2019), and

Municipal Development Plan (Sept 2011).

DETAILS FOR MEETING ACCESS POSTED ON THE ROSS HAVEN WEBSITE

### Land Use Bylaw -

Land Use Bylaw 232a-10 (2010), Amendment 253-13 (2013), Amendment 257-14 (2014), and

Amendment 263-16 (2016).

Note: The above noted documents are on the Ross Haven website <u>www.rosshaven.ca</u>, plus an Office Consolidation of the Land Use Bylaw prepared in 2017 to make the content of the bylaw and amendments more readable.

It is your Council's intent to review each document, identifying changes where needed. The Council and the CAO are planning to undertake this without any significant external aid or costs. The proposed schedule of Readings and Public Hearings is below.

Members of the community can provide their input by:

- 1. Sending your comments by email to our CAO at cao@rosshaven.com
- 2. Providing input during the open session at any of our monthly council meetings,
- 3. Providing formal input / submission at the Public Hearing for the proposed Bylaws.

Planning Document Review Timeline - 2024							
Name	First Reading	Public Hearing	Second Reading	Third Reading & Final Reading			
Municipal Development Plan	Мау	September	October	November			
Municipal Sustainable Plan	Мау	September	October	November			
Intermunicipal Collaborative Plan	June	September	October	November			
Land Use Bylaw	July	September	October	November			

(Action as directed by Council at meeting time.).

DETAILS FOR MEETING ACCESS POSTED ON THE ROSS HAVEN WEBSITE

e) Development Permit Update – 2022 - 2023

22DP05-27 Plan 4883 KS, Block 5, Lot 8 : 408 – 4 STREET DEMOLITION OF AN EXISTING DETACHED DWELLING, CONSTRUCTION OF A SINGLE DETACHED DWELLING (111.0 SQ. M.), INSTALLATION OF A SEWAGE COLLECTION SYSTEM AND DRILLING OF A WELL.

22DP08-27 Plan 4100 MC, Block 11, Lot 72 : 972 – 9 STREET CONSTRUCTION OF A SINGLE DETACHED DWELLING (74.3 SQ. M.), INSTALLATION OF A SEWAGE COLLECTION SYSTEM AND DRILLING OF, OR UTILIZATION OF AN EXISTNG, WELL.

22DP09-27 Plan 4883 KS, Block 7, Lot 13 : 513 – 5 STREET DEMOLITION OF AN EXISTING GARAGE, CONSTRUCTION OF A GARAGE (24' x 26'= 58.0 SQ. M.), INSTALLATION OF A SEWAGE COLLECTION SYSTEM, AND DRILLING OF A WELL.

23DP01-27 Plan 4883 KS, Block 3, Lot 5 : 305 – 3 STREET DEMOLITION OF A DETACHED DWELLING, "MOVE-IN OF A PREVIOUSLY CONSTRUCTED DETACHED DWELLING (155.3 SQ. M.), AND UTILIZATION OF EXISTING OR INSTALLATION OF BOTH A WATER SUPPLY AND SEPTIC SYSTEM.

23DP02-27 Plan 4883 KS, Block 2, Lot 1 : 201 – 2 STREET CONSTRUCTION OF AN ACCESSORY BUILDING (40.1 SQ. M.) AND ADDITION TO AN EXISTING DECK (11.1 SQ. M.).

P 32-35 Plan 4883 KS, Block 5, Lot 10 : 410 – 4 STREET DEMOLITION OF AN EXISTING DETACHED DWELLING, CONSTRUCTION OF A SINGLE DETACHED DWELLING (175.8 SQ. M.) C/W ATTACHED GARAGE, INSTALLATION OF A SEWAGE COLLECTION SYSTEM AND DRILLING OF A WELL.

(Action as directed by Council at meeting time.).

- 8) Financial Reports:
  - a) July 2023 Financial Reports Attached

P 36-41

(Motion to accept for information.).

DETAILS FOR MEETING ACCESS POSTED ON THE ROSS HAVEN WEBSITE

- 9) Correspondence:
- P 42-43a) Fire Rescue International Letter to RH Intent to Enter into a new agreement when existing contract expires (2025).
- P 44-52 b) Yellowhead Regional Library Letter to RH & 2022 Annual Report
- P 53 c) Elizabeth Burt Letter to RH Council Short-term Rentals
- P 54 d) Doug Ballou and Janet Thompson Letter to RH Council Short-term Rentals

10) Councillor Reports:

- P 55 a) Mayor Attached
  - b) Deputy Mayor
  - c) Councillor

(Motion to accept for information.).

- 11) Administrator's Report
  - a) CAO Report

(Motion to accept for information.).

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

13) Closed Session - None.

Adjournment: September 14, 2023 : Regular Meeting of Council

<u>ATTENDANCE</u>	Mayor, Ray Hutscal – via ZOOM Deputy Mayor, Lolita Chadd Councillor, Dieter Brandt CAO, Tony Sonnleitner 2 in Gallery - 3 Residents via ZOOM
CALL TO ORDER	Deputy Mayor, L. Chadd called the meeting to order at 7:00 p.m.
AGENDA Res. A23-079	Moved by Councillor, D. Brandt that the meeting agenda be adopted as presented, with the addition to New Business: 7d) Range 34 - Update.
MINUTEC	
MINUTES Res. A23-080	Moved by Councillor, D. Brandt that the following meeting minutes be approved as presented:
	a) Minutes of the Regular Meeting – June 8, 2023
	CARRIED
<b>DELEGATIONS</b>	None
PUBLIC HEARINGS	None
<u>NEW BUSINESS</u>	a) Review of Ross Haven Planning Documents - Update
	Mayor, R. Hutscal provided an update on the progress of the Review of the Ross Haven Planning Documents, expressing that the expected timelines be extended to the fall of 2024.
	The Summer Village of Ross Haven is embarking upon a review of the Municipality's Planning Documents, including:
	<b>Statutory Plans</b> - Municipal Sustainability Plan (March 2010), Intermunicipal Collaboration Framework (2019), and Municipal Development Plan (Sept 2011).

### Land Use Bylaw -

Land Use Bylaw 232a-10 (2010), Amendment 253-13 (2013), Amendment 257-14 (2014), and Amendment 263-16 (2016).

Note: The above noted documents are on the Ross Haven website <u>www.rosshaven.ca</u>, plus an Office Consolidation of the Land Use Bylaw prepared in 2017 to make the content of the bylaw and amendments more readable.

It is your Council's intent to review each document, identifying changes where needed. The Council and the CAO are planning to undertake this without any significant external aid or costs. The proposed schedule of Readings and Public Hearings is below.

Members of the community can provide their input by:

- 1. Sending your comments by email to our CAO at <u>cao@rosshaven.com</u>
- 2. Providing input during the open session at any of our monthly council meetings,
- 3. Providing input at the Council Open House. The next Council Open House is scheduled for Saturday, May 27, 2023 9:00 am until 10:00 am at the Municipal Shop (700 Parkins Avenue).
- 4. Providing formal input / submission at the Public Hearing for the proposed Bylaws.

Planning Document Review Timeline							
Name	First Reading	Public Hearing	Second Reading	Third Reading & Final Reading			
Municipal Development Plan	May	September	October	November			
Municipal Sustainable Plan	May	September	October	November			

Intermunicipal Collaborative Plan	June	September	October	November
Land Use Bylaw	July	September	October	November

No Action to be taken on this item - Information Only

### b) Development Permit Update – 2023

23DP02-27 Plan 4883 KS, Block 2, Lot 1 : 201 2 STREET CONSTRUCTION OF AN ACCESSORY BUILDING (40.1 SQ. M.) AND ADDITION TO AN EXISTING DECK (11.1 SQ. M.).

No Action to be taken on this item – Information Only

### c) Grant Officer Report

Grant Officer Report was provided for the July 13, 2023 meeting of Council.

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

CARRIED

### d) Range Road 34 - Update

An update on Range Road 34 was provided for the meeting of Council. This information is provided in the Councillor Reports that form part of the agenda.

Moved by Mayor R. Hutscal that the Summer Village of Ross Haven submit a letter to Lac Ste Anne County requesting agreement on the 75% (Ross Haven) / 25% (LSAC) cost sharing on potential future Range Road 34 Upgrades, and that an alternate approach/pricing is investigated by LSAC and returned to both Council's for review and consideration.

CARRIED

Res. A23-081

Res. A23-082

FINANCIAL REPORTS	a) Financial Statements
Res. A23-083	Moved by Mayor, R. Hutscal that the June 2023 financial statements be received as information.
	CARRIED
<u>CORRESPONDENCE</u>	a) Hon. Ric McIver – MSI Operating + Capital, and CCBF allocation amounts - Letter
Res. A23-084	Moved by Councillor, D. Brandt that the correspondence be received for information.
	CARRIED
COUNCILLOR REPORTS	
	<ul> <li>a) Mayor, Ray Hutscal - Attached</li> <li>b) Deputy Mayor, Lolita Chadd – Attached</li> <li>c) Councillor, Dieter Brandt - Attached</li> </ul>
Res. A23-085	Moved by Councillor, D. Brandt, that the Councillor Reports be received as information.
	CARRIED
CAO REPORT	a) CAO, Tony Sonnleitner - Verbal
Res. A23-086	Moved by Mayor, R. Hutscal that the CAO report be received as information.
	CARRIED
OPEN FLOOR	Members of the community availed themselves of the opportunity to speak to Council.

CLOSED SESSION -None **CONFIDENTIAL ITEM NEXT MEETING(S)** Organizational Meeting of Council is scheduled for August 10, 2023 • at 7:00 p.m. Meeting to be held at the Onoway Civic Centre and via ZOOM. The next regular meeting of Council is scheduled for August 10, • 2023 immediately following the above noted Organizational Meeting. The meeting will also be held at the Onoway Civic Centre and via ZOOM. Check the Summer Village of Ross Haven website, **ADJOURNMENT** www.rosshaven.ca, for details. Next Public Hearing : None Scheduled ٠ Deputy Mayor, Lolita Chadd adjourned the meeting at 8:29 p.m. These minutes approved this 10<sup>th</sup> day of August, 2023. Mayor Chief Administrative Officer

Permit #	Lot	Date W	Vebsite	Use	Status
23DP01-27	305 – 3 St	Feb 23 Ye	/es	Demo, Placement of Modular Home	Approved
23DP02-27	201 – 2 St	Jun 23 Ye	/es	Construct Acc. Build + Deck	Approved

**Development Permits:** 

### DEVELOPMENT OFFICER'S REPORT PLAN CANCELLATION BYLAW NO. 299-2023

### APPLICANTS / OWNERS: James & Sandra Dunn

**DISTRICT:** R - Residential

**LEGAL DESCRIPTIONS:** Lots 2 & 3, Block 2, Plan 4883 KS - (Summer Village of Ross Haven) (the "Lands").

### **PROPOSAL:**

To cancel, by Bylaw, a portion of Plan 4883 KS to allow for the consolidation of Lots 2 & 3, Block 2, Plan 4883 KS into one new lot entitled Lot 2A, Block 2, Plan 4883 KS.

### **REGULATIONS:**

M.G.A. Section 658 Cancellation of plan of subdivision

### COMMENTS:

The applicants have requested His Worship Mayor and Council's favourable consideration of their application to cancel a portion of Plan 4883 KS to allow for the consolidation of the two lots that they own into one within the Summer Village of Ross Haven (See attached application, dated August 8, 2023). The subject lands are Plan 4883 KS, Block 2, Lot 2 and Plan 4883 KS, Block 2, Lot 3. Lot 2 is pie-shaped, has frontage of 12.2 metres (40 ft.) on 2<sup>nd</sup> Street, and 21.3 metres (70.0 ft.) of frontage on the Municipal Reserve – P2, and an area of 664.3 sq. m. (7150 sq. ft.); while Lot 3 is also pie-shaped, has frontage of 7.6 metres (25 ft.) on 2<sup>nd</sup> Street, and 32.0 metres (105.0 ft.) of frontage on the Municipal Reserve – P2, and an area of 785.6 sq. m. (8456 sq. ft.) (See attached site map). Historically the two lots have been developed as if they were one. Lot 2 is developed with a Guesthouse over Garage, and Lot 3 has a Single Detached Dwelling. The Sewage Holding Tank, that serves both lots, straddles the property line between the two lots. The lands are relatively flat, sloping to the Southeast.

### **RECOMMENDATIONS:**

It is the recommendation of the Development Officer that favourable consideration be granted to approve the Plan Cancellation Bylaw No. 299-2023, as requested, to allow for the consolidation of the subject two (2) lots, for the following reasons:

- 1. The proposal conforms to the requirements of the Land Use Bylaw and does not impinge upon the economic development of the Lands.
- 2. The proposal satisfies the requirements of <u>Municipal Government Act</u>, RSA 2000, Ch. M-26, Section 658.
- 3. It has been typical for His Worship & Council to look favourably upon such applications.

	Name: JAMES FRANCIS DUNN + SANDRA LYNN DUNN Mailing Address 408 RODNEY CRESCENT City/Town: EDMUNTUN Postal Code: T6R-188 Phone number: 780-430 8840 Email: JIndun 1389 gnal. Com	PROPERTY INFORMATION         Property #1 • Plan: $4883$ KS       Block: 2       Lot: 3         Property #2 • Plan: $4883$ KS       Block: 2       Lot: 3         Municipal Addresses: $\#_1 202 - 3\sqrt{57}$ , $\#_2 203 - 3\sqrt{57}$ .	I authorize the person(s), designated by the Municipality as designated in Section 542 of the Municipal Government Act, R.S.A. 2000, to enter my land for the purpose of conducting a site inspection in connection with my lot consolidation application.	I/we being the registered landowners of the above properties do hereby request the lands to be consolidated into one property by Order of Bylaw. Registered Owner Signature: $Date: \frac{\partial S}{\partial \sigma S}$ Bate: $\frac{\partial S}{\partial \sigma S}$ Bate: $\frac{\partial S}{\partial \sigma S}$ Bate: $\frac{\partial S}{\partial \sigma S}$	The personal information provided by you is being collected under the authority of the <i>Municipal Government Act</i> and will be used for the purposes under that Act. The personal information that you provide may be made public, subject to the provisions of the <i>Freedom of Information and Protection of Privacy Act</i> .	<ul> <li>The following MUST be submitted with the application:</li> <li>Application and processing fee of \$535.00 - Cheque made payable to Tony Sonnleitner - Development Officer</li> <li>A current title for each property being consolidated. Titles can be obtained from any Registries Office - (ownership information must match exactly on each title).</li> <li>This application MUST be signed by all owners listed on title.</li> </ul>	Tony Sonnleitner – Development Officer Box 2945 Stony Plain, AB T7Z 1Y4	•
--	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------	---



### Certificate of Title

## Korth Alberta Land Registration Bistrict

S

SHORT LEGAL 0 4883KS;2;2 TITLE NUMBER: 972 116 670 TRANSFER OF LAND DATE: 29/04/1997

## AT THE TIME OF THIS CERTIFICATION

JAMES FRANCES DUNN

AND SANDRA LYNN DUNN BOTH OF: 408 ROONEY CRESCENT EDMONTON ALBERTA T6R 1B8 AS JOINT TENANTS ARE THE OWNERS OF AN ESTATE IN FEE SIMPLE OF AND IN

EXCEPTING THEREOUT ALL MINES AND MINERALS 4883KS 2 BLOCK PLAN LOT

### 12

ENCUMBRANCES, LIENS AND INTERESTS NOTIFIED BY MEMORANDUM UNDER-ENDORSED HEREON, OR WHICH MAY HEREAFTER BE MADE IN THE REGISTER THE 5 L 0R WRITTEN SUBJECT

ENCUMBRANCES, LIENS & INTERESTS REGISTRATION

NUMBER DATE (D/M/Y) PARTICULARS

7462LA 02/09/1958 CAVEAT RE : R

RE : RESTRICTIVE COVENANT CAVEATOR - ROSS REALTY LTD. I CERTIFY THE ABOVE TO BE AN ACCURATE REPRODUCTION OF THE CERTIFICATE OF TITLE REPRESENTED HEREIN. IN , 1997 WITNESS WHEREOF I HAVE SUBSCRIBED MY NAME AND AFFIXED MY OFFICIAL SEAL THIS 29 DAY OF APRIL

A DEPENDENCE OF THE OF

NORTH ALBERTA LAND REGISTRATION DISTRICT

\*SUPPLEMENTARY INFORMATION\* D.C.T. ISSUED: NO VALUE: \$35,000

### Certificate of Title

.

TITLE NUMBER: 972 116 670

5;3;53;8;SE TOTAL INSTRUMENTS: 001

÷.



### Certificate of Title CERTIFIED COPY OF

# Lorth Alberta Land Registration Bistrict

S

SHORT LEGAL 4883KS;2;3

LAND 671 29/04/1997 116 OF TRANSFER 972 DATE: NUMBER: TITLE

### CERTIFICATION AT THE TIME OF THIS

NNND FRANCES JAMES

408 ROONEY CRESCENT SANDRA LYNN DUNN AS JOINT TENANTS ALBERTA T6R 1B8 EDMONTON BOTH OF: AND

SIMPLE FEE Z OWNERS OF AN ESTATE OF AND IN ARE THE

EXCEPTING THEREOUT ALL MINES AND MINERALS PLAN 4883KS 2 BLOCK LOT

### 14

THE ENCUMBRANCES, LIENS AND INTERESTS NOTIFIED BY MEMORANDUM UNDER-ENDORSED HEREON, OR WHICH MAY HEREAFTER BE MADE IN THE REGISTER. ç OR SUBJECT WRITTEN

ENCUMBRANCES, LIENS & INTERESTS

DATE (D/M/Y) PARTICULARS REGISTRATION NUMBER

7462LA

CAVEAT 02/09/1958

RE : RESTRICTIVE COVENANT CAVEATOR - ROSS REALTY LTD

I CERTIFY THE ABOVE TO BE AN ACCURATE REPRODUCTION OF THE CERTIFICATE OF TITLE REPRESENTED HEREIN. IN ,1997 WITNESS WHEREOF I HAVE SUBSCRIBED MY NAME AND AFFIXED MY OFFICIAL SEAL THIS 29 DAY OF APRIL

RATION DYS ND REGIO TITO

NORTH ALBERTA LAND REGISTRAR

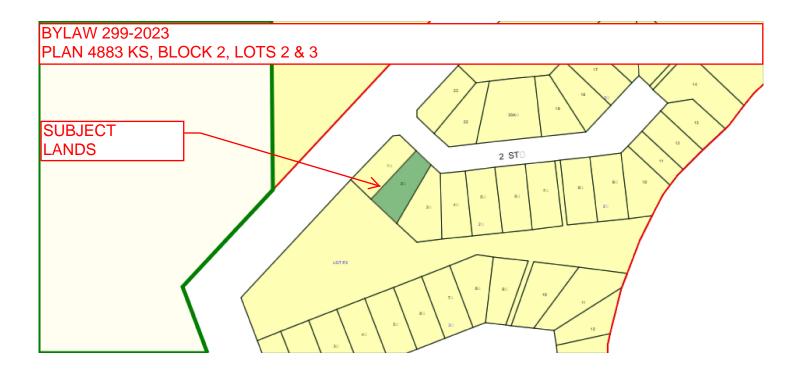
VALUE: \$35,000 \*SUPPLEMENTARY INFORMATION\* D.C.T. ISSUED: NO N

### Certificate of Title

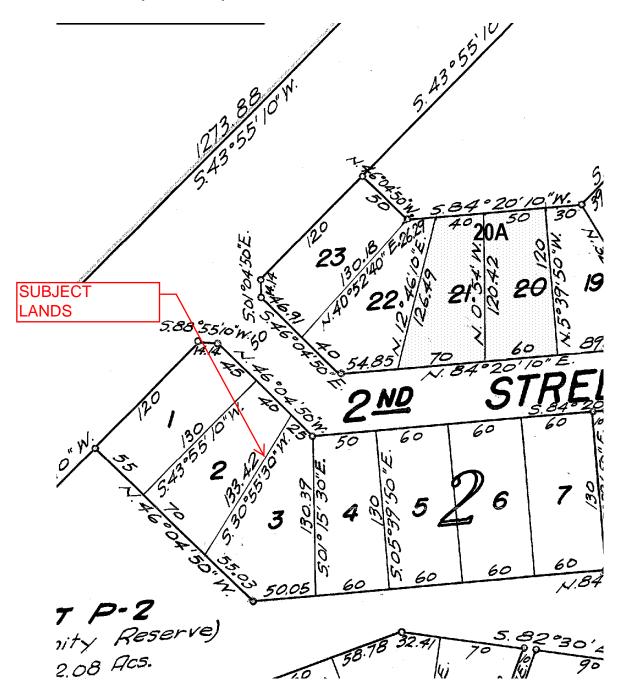
÷

TITLE NUMBER: 972 116 671

5;3;55;8;SE TOTAL INSTRUMENTS: 001



### Bylaw 299-2023 Site Plan Plan 4883 KS, Block 2, Lots 2 & 3 : 202 and 203 – 2<sup>nd</sup> Street



### MGA Section 658

Cancellation of plan of subdivision

### Cancellation of plan of subdivision

658(1) On the application of one or more owners of a parcel of land in a plan of subdivision, a council may by bylaw order the plan cancelled, in whole or in part.

(2) A council may pass a bylaw under subsection (1) only with the consent of

(a) the owners of the parcel of land in the plan of subdivision,

(b) every person shown on the certificate of title of the land in the plan of subdivision as having an estate or interest in it, and

(c) the Crown in right of Alberta, if the plan of subdivision shows a highway or road or other right of way vested in the Crown for which no certificate of title has been issued.

(3) A plan cancellation may not be effected only or primarily for the purpose of disposing of reserves.

(3.1) If all of a plan is cancelled, deferred reserve caveats and environmental reserve easements are also cancelled.

(4) If all reserve land has been cancelled from a plan of subdivision, the resulting parcel of land, if it is subsequently subdivided, may be subject to the provisions of this Part respecting reserves.

(5) If a plan is cancelled in part, a deferred reserve caveat may be placed against the consolidated certificate of title reflecting any reserve land that was cancelled and that will be owing if the parcel is subsequently subdivided.

### **BYLAW NO. 299-2023**

### SUMMER VILLAGE OF ROSS HAVEN

### BEING A BYLAW OF THE SUMMER VILLAGE OF ROSS HAVEN, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF CANCELLING A PORTION OF PLAN 4883 KS.

**WHEREAS** Section 658 of the Municipal Government Act empowers a municipality to cancel a plan of subdivision in whole or in part;

**AND WHEREAS** the owners of the parcels of land in the portion of the plan to be cancelled have consented to the proposed cancellation;

**AND WHEREAS** every person shown on the certificates of title of the lands in the plan of subdivision as having an estate or interest in it have consented to the proposed cancellation;

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

- 1. IT IS HEREBY ORDERED that the lands described as Lots 2 and 3, Block 2, Plan 4883 KS are to be cancelled from the plan of subdivision of record which is registered in the Land Titles Office for the North Alberta Land Registration District.
- 2. IT IS FURTHER ORDERED the cancelled lands be established as a single new lot known as Lot 2A, Block 2, Plan 4883 KS.
- 3. THIS ORDER shall not be effective unless filed by the applicant in the office of the Registrar within NINETY DAYS from the date of this Order.

THE REGISTRAR for North Alberta Land Registration District shall make all cancellations, issue all certificates of title and do such things as necessary, in his opinion, to give effect to this Order; including, but not restricted to, carrying forward all encumbrances, charges, liens, interests, and reservations as to mines and minerals in the existing certificate(s) of title.

ANY EXPENSES in the connection with carrying out this Order shall be borne by the applicant.

Read a first time on this 10th day of August, 2023.

Read a second time on this 10th day of August, 2023.

Unanimous Consent to proceed to third reading on this 10th day of August, 2023.

Read a third and final time on this 10th day of August, 2023.

Signed this 10th day of August, 2023.

Mayor – Ray Hutscal

Municipal Administrator – Tony Sonnleitner

**THIS AGREEMENT** made effective the 1st day of June 2023

**BETWEEN:** 

### LAC STE. ANNE COUNTY ("LSAC")

### AND

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

### **ENFORCEMENT SERVICES AGREEMENT**

**Whereas** Section 54 of the *Municipal Government Act*, RSA 2000, c. M-26, allows a municipality to provide a service in another municipality with an agreement of the other municipality;

And Whereas Summer Village desires to have LSAC provide Enforcement Services related to Community Peace Officers and Municipal Bylaw Services, within the Designated Area;

And Whereas LSAC agrees to provide Summer Village with Enforcement Services related to Community Peace Officers and Municipal Bylaw Services within the Designated Area, on the terms and conditions contained herein;

**And Whereas** LSAC is authorized under the *Peace Officer Act*, SA 2006, c. P-35, to employ Peace Officers having jurisdiction to enforce the Provincial Legislation with Alberta, subject to the restrictions set out in LSAC's Authorization;

**And Whereas** the Peace Officers employed by LSAC have been duly appointed under the *Peace Officer Act*, SA 2006, c.P-35, as having jurisdiction to enforce the Provincial Legislation within Alberta, subject to the restrictions set out in the Peace Officer Appointments;

**Now Therefore** in Consideration of the mutual covenants, terms and conditions contained herein, the parties hereto agree as follows:

### **ARTICLE 1**

### 1.1 <u>Definitions</u>

In this Agreement the following words and expressions shall have the meanings herein set forth unless inconsistent with the subject matter or context:

- a) "Agreement" means this Enforcement Services Agreement between LSAC and Summer Village;
- b) "County's Authorization" means LSAC's authorization to employ or engage Peace Officers, as amended or replaced from time to time, issued pursuant to the *Peace Officer Act*, SA 2006, c.P-35;

- c) "Designated Area" means the area contained within the legal municipal boundaries of Summer Village;
- d) "Effective Date" means the date first written above, regardless of the date of endorsement;
- e) "Enforcement Revenue" means all income, in any form, that is generated by, or arises from, the provision of the Enforcement Services during the Term. Without restricting the generality of the foregoing, this shall include any funds arising from the enforcement of the Provincial Legislation within the Designated Area, including fines and penalties, funds generated by tickets or tags, and proceeds arising from prosecution of offences;
- f) "Peace Officer" means a person that has been appointed as a peace officer under the Peace Officer Act, SA 2006, c.P-35, as amended or repealed and replaced from time to time. Notwithstanding the foregoing, Summer Village acknowledges that certain Enforcement Services may be provided by bylaw officers to the extent permitted by applicable laws as described in the definition of Enforcement Services, in which case obligations of Peace Officers shall apply to Bylaw Officers to the extent applicable;
- g) "Peace Officer Appointment" means the appointment(s) of Peace Officer(s) employed or engaged by LSAC, as amended or replaced from time to time, made pursuant to the *Peace Officer Act*, SA 2006, c.P-35;
- "Enforcement Services" means those activities reasonably related to the enforcement of the Provincial Legislation within the Designated Area, excluding any portions of the Designated Area that fall outside other jurisdiction prescribed in LSAC's Authorization or the Peace Officer Appointments, and shall include the enforcement of Summer Village's Municipal Bylaws, and shall include any support functions and related services provided by bylaw officers that are not required to be provided by Peace Officers under applicable legislation. The level of service shall be similar to that provided by the Peace Officers to LSAC;
- i) "Provincial Legislation" means
  - i. Animal Protection Act;
  - ii. Dangerous Dogs Act;
  - iii. Environmental Protection and Enhancement Act (Part 9. Division 2);
  - iv. Fuel Tax Act;
  - v. Gaming, Liquor and Cannabis Act restricted to sections 83, 84, 87, 89, 90.24, 90.25, 90.26, 90.27, 90.28, 90.29, 107, 108 and section 115 subject to section 53 of the *Police Act*); Authority to enforce the Gaming, Liquor and Cannabis Regulation is restricted to Section 87.1;
  - vi. Highways Development and Protection Act restricted to local roads only;
  - vii. Innkeepers Act;
  - viii. Petty Trespass Act;
  - ix. Provincial Offences Procedure Act;
  - x. Tobacco and Smoking Reduction Act;

- xi. Traffic Safety Act; and
- xii. Trespass to Premises Act;

as amended or repealed and replaced, from time to time.

- j) "Summer Village's Municipal Bylaws" means
  - i. POL-003-2022-Parkway-Storage-Policy
  - ii. Bylaw-289-2022-Animal-Control-Bylaw
  - iii. Bylaw-282-2020-Limit-to-Number-of-Axels-on-Trucks-Operated-on-Roads
  - iv. Bylaw-277-2018-Cannabis-Use
  - v. Bylaw-237-2011-Fireworks
  - vi. Bylaw-236-2011-Noise-Bylaw
  - vii. Bylaw-231-2009-Open-Air-Fire-Bylaw
  - viii. Bylaw-230-2009-Off-Highway-Vehicles
  - ix. Bylaw-217-2007-Parking-Bylaw
  - x. Bylaw-170-2002-Untidy and Insightly Bylaw
  - xi. Bylaw-178-2004-Speed-Limit-30-kph
  - xii. Bylaw-44-1973-Unlawful-to-Keep-Bees

as amended or repealed and replaced, from time to time.

### ARTICLE 2

2.1 Engagement

Summer Village hereby engages LSAC to provide Summer Village with Enforcement Services within the Designated Area, and LSAC hereby agrees to provide Summer Village with Enforcement Services within the Designated Area.

2.2 <u>Term</u>

This agreement shall be in force for a period of five (5) years from the Effective Date.

### **ARTICLE 3**

### 3.1 Enforcement Revenue

Under the circumstances where the municipality is entitled to receipt of such fines or penalties, Summer Village shall receive all fines or penalties relating to the enforcement of Provincial Statutes and Municipal Bylaws as generated from the Enforcement Services supplied to Summer Village by LSAC pursuant to this Agreement.

### **ARTICLE 4**

### 4.1 <u>Covenants of LSAC</u>

LSAC will:

- a) provide Enforcement Services within the Designated Area during the Term. Summer hours of Enforcement Services between May 1 and September 30 is Monday to Saturday, 6:00am to 10:00pm. Winter Hours of Enforcement Services between October 1 and April 30 is Monday to Saturday, 6:00am to 5:00pm. Enforcement Services are available afterhours for urgent situations.;
- b) provide thirty-five (35) hours of Enforcement Services to Summer Village per calendar year, subject to availability of Peace Officer(s). Time spent during the performance of investigations, court duties, disciplinary proceedings stemming Enforcement Services, and responses to resident's complaints shall not be included in the calculation of hours. Additional hours may be accommodated subject to both parties' mutual consent, and can be changed at any time by mutual agreement of the Parties. In the event of issues with staffing or unforeseen circumstances that prevent LSAC from providing the full thirty-five (35) hours per year or other hours agreed to, Summer Village acknowledges and agrees that LSAC may reduce the hours of Enforcement Services as required, provided that the corresponding Fee paid by Summer Village will be based on such reduced hours during any affected periods.
- c) LSAC shall provide one community drive thru every week, with two out of every four drive thrus occurring on weekends or statutory holidays. Each drive thru accounts for about 30 minutes. This accounts for approximately 26 hours per calendar year.
- d) The remaining allocated 9 hours may be utilized to conduct stop orders, traffic enforcement blitz, issuing fines or penalties, or other activities mutually agreed upon between the Summer Village and LSAC.
- e) pay all costs and expenses incurred to perform the Enforcement Services including, but not limited to, office supplies, Peace Officers' equipment, Peace Officer training and education, uniforms, all travel (including to and from the Summer Village) and salary and benefits of County employees;
- f) provide Summer Village with monthly reports on all Enforcement Services supplied by LSAC to Summer Village. These monthly reports shall include the number of patrols made in the Designated Area, the number of tickets, tags or warnings issued and the monetary amount of fines issued (including tickets and tags); and
- g) perform all administrative, accounting and record-keeping functions related to the proper discharge of its obligations under this Agreement.
- h) LSAC agrees to prioritize enforcements based on the priorities provided by the Summer Village.

### **ARTICLE 5**

### 5.1 Fee for Service

- a) During the calendar year, Summer Village agrees to pay LSAC for the Enforcement services supplied to Summer Village by LSAC at a rate as agreed upon annually. For the 2023 calendar year, the annual rate for Enforcement Services shall \$123.60 per hour.
- b) Except as otherwise mutually agreed to by the Parties, the rate set out in section 5.1(a) above shall increase effective January 1 of each year during the term by 3%, such that:
  - i. During 2023, the hourly rate shall be \$123.60
  - ii. During 2024, the hourly rate shall be \$127.31
  - iii. During 2025, the hourly rate shall be \$131.13
  - iv. During 2026, the hourly rate shall be \$135.06
  - v. During 2027 until the end of the Term, the hourly rate shall be \$139.11.
- c) An Enforcement Revenue administration fee of \$65.00 per month will be added to each monthly invoice. This fee is for processing and returning any Enforcement Revenues back to the village, as per 3.1
- d) LSAC shall invoice Summer Village monthly and Summer Village shall pay the invoiced amount within thirty (30) days of the billing date.

### **ARTICLE 6**

### 6.1 <u>Complaint Mechanism</u>

- a) Violations may be identified by the Summer Village's residents, Council, Chief Administrative Officer, or by the CPO.
  - i. Complaints received by LSAC from a Summer Village resident or the Summer Village's Council shall be forwarded to the Summer Village's Chief Administrative Officer.
  - ii. Any complaints received by LSAC from the Summer Village's Chief Administrative Officer shall result in Enforcement Services commencing their investigation.
  - iii. Violations identified by the CPO during their time in the village, at the discretion of the CPO, may result in immediate enforcement to gain compliance.
- b) If the CPO determines a violation is occurring, enforcement can commence to gain compliance. Once 3 hours per violation has been reached, Enforcement Services to

confirm with the Summer Village's Chief Administrative Officer if they shall continue to proceed.

### 6.2 <u>Complaints</u>

Any complaint that Summer Village received in relation to the provision of Enforcement Services pursuant to this Agreement, shall immediately be forwarded by Summer Village to the Chief Administrative Officer of LSAC.

### 6.3 <u>Peace Officer Discipline</u>

- a) LSAC shall be solely responsible for addressing complaints received in relation to the provision of Enforcement Services, and for any disciplinary action taken against Peace Officers.
- b) Any disciplinary action that LSAC takes against one of its Peace Officers will be in accordance with the Public Security Peace Officer Program: Policy and Procedures Manual.

### ARTICLE 7

### 7.1 <u>Termination Upon Notice</u>

This Agreement may be terminated by the Summer Village by giving one year's advance written notice in writing of its intention to terminate the Agreement and such termination is to be effective one year after delivery of the written notice to terminate. During such notice period, Summer Village shall remain responsible for payment of all applicable Fees under this Agreement, and LSAC shall continue to provide Enforcement Services.

This Agreement may be terminated by LSAC by giving thirty days (30 days) advance written notice in writing of its intention to terminate the Agreement and such termination is to be effective thirty days after delivery of the written notice to terminate. During such notice period, Summer Village shall remain responsible for payment of all applicable Fees under this Agreement, and LSAC shall continue to provide Enforcement Services.

### 7.2 <u>Automatic Termination</u>

Notwithstanding anything in the Agreement to the contrary, this Agreement shall terminate automatically and immediately in the event that LSAC's Authorization or Peace Officer Appointment(s) is/are terminated, cancelled, revoked, suspended, or otherwise cease to have effect.

7.3 Termination Upon Collaborative Agreement with other Municipalities ("Collaborative Agreement') and LSAC

In the event a Collaborative Agreement is reached and agreed to between various Municipalities and LSAC, this Agreement may be terminated by either party by giving thirty days written notice in writing of its intention to terminate the Agreement and such termination is to be effective thirty days after delivery of the written notice to terminate. During such notice period, Summer Village shall remain responsible for payment of all applicable Fees under this Agreement, and LSAC shall continue to provide Enforcement Services.

### ARTICLE 8

### 8.1 <u>Insurance</u>

LSAC shall obtain and maintain in force during the Term, and provide proof of such insurance to the Summer Village:

- a) commercial general liability insurance in the amount of not less than Five Million (\$5,000,000.00) Dollars inclusive per occurrence, against bodily injury, death and property damage, including loss of use thereof; and
- b) auto liability insurance for all motor vehicles used by LSAC hereunder with limits of not less than Five Million (\$5,000,000.00) Dollars for accidental injury or death to one or more persons, or damage to or destruction of property as a result of any (1) accident or occurrence.

Each policy for general and comprehensive liability shall name Summer Village as an additional named insured except for coverage for LSAC's own personal property and equipment.

### ARTICLE 9

9.1 <u>Indemnity</u>

Each of the parties hereto shall be responsible for an indemnify and save harmless the other party, for any damages or losses (including legal fees on a solicitor and his own client full indemnity basis), injuries or loss of life, resulting from the acts or omissions of their respective employees, servants, agents or contractors which may occur in the performance, purported performance, or non-performance of their respective obligations under this Agreement; provided that, such indemnity shall be limited to an amount in proportion to the degree to which the indemnifying party, its employees, servants, agents or contractors are at fault or otherwise held responsible in law.

The indemnifications set forth above, hereof, will survive the expiration of the Term or the termination of this Agreement for whatever cause and any renewal or extension of the Term, as the case may be.

### 9.2 <u>Waiver</u>

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 of 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.

### 9.3 <u>Unenforceability</u>

If any term, covenant or condition of this Agreement or the application thereof to any party or circumstance shall be invalid or unenforceable to any extent to the remainder of this Agreement or application of such term, covenant or condition to a party or circumstance other than those to which it is held invalid or unenforceable shall not be affected thereby and each remaining term, covenant or condition of this Agreement shall be valid and shall be enforceable to the fullest extent permitted by law.

### 9.4 <u>Entire Agreement</u>

This agreement constitutes the entire agreement between the parties hereto relating to the subject matter hereof and supersedes all prior and contemporaneous agreements, understandings, negotiations and discussions, whether oral or written, of the parties and there are no general or specific warranties, representations or other agreements by or among the parties in connection with the entering into of this Agreement or the subject matter hereof except as specifically set forth herein.

### 9.5 <u>Amendments</u>

This Agreement may be altered or amended in any of its provision when any such changes are reduced to writing and signed by the parties hereto but not otherwise.

### 9.6 <u>Further Assistance</u>

The parties hereto and each of them do hereby covenant and agree to do such things that execute such further documents, agreements and assurances as may be necessary or advisable from time to time in order to carry out the terms and conditions of this Agreement in accordance with their true intent.

### 9.7 <u>Relationship Between the Parties</u>

Nothing contained herein shall be deemed or construed by the parties nor by any third party, as creating the relationship of employer and employee, principal and agent, partnership, or of a joint venture between the parties, it being understood and agreed that none of the provision contained herein nor any act of the parties shall be deemed to create any relationship between the parties other than an independent service agreement between the two parties at arm's length.

### 9.8 <u>Notices</u>

Whether or not so stipulated herein, all notices, communication, requests and statements (the "Notice") required or permitted hereunder shall be in writing. Notice shall be served by one of the following means:

a) personally, by delivering it to the party on whom it is to be served at the address set out herein, provided such delivery shall be during normal business hours. A personally delivered Notice shall be deemed received when actually delivered as aforesaid; or

- b) by email, directed to the party on whom it is to be served at that address set out herein. Notice so served shall be deemed received on the earlier of:
  - i. upon transmission with email receipt confirmation, if submitted and received within the normal working hours of the business day; or
  - ii. upon commencement of the next business day upon transmission with email receipt confirmation, if submitted and received outside of normal working hours of the business day; or
- c) by mailing via first class registered post, postage prepaid, to the party to whom it is served. Notice so served shall be deemed to be received seventy-two (72) hours after the date it is postmarked. In the event of postal interruption, no notice sent by means of the postal system during or within seven (7) days prior to the commencement of such postal interruption or seven (7) days after the cessation of such postal interruption shall be deemed to have been received unless actually received.
- d) Notice shall be served to the parties as specified below:
  - i. LSAC Lac Ste. Anne County Box 219 Sangudo, AB TOE 2A0

Phone: (780) 785-3411 Fax: (780) 785-2359 Email: LSAC@LSAC.ca

Attention: County Manager

ii. Summer Village

Summer Village of Ross Haven Box 70, Site 19, RR1 Gunn, Alberta TOE1A0 780-999-6654

Email: cao@rosshaven.ca

Attention: Chief Administrative Officer

Or to such other address as each party may from time to time direct in writing.

### 9.9 <u>Headings</u>

The headings in this Agreement have been inserted for reference and as a matter of convenience only and in no way define, limit, or enlarge the scope or meaning of this Agreement or any provision hereof.

### 9.10 Singular, Plural and Gender

Wherever singular, plural, masculine, feminine or neuter is used throughout this Agreement the shame shall be construed as meaning the singular, plural, masculine, feminine or neutral, body politic or body corporate where the fact or context so requires and the provisions hereof and all covenants herein shall be construed to be joint and several when applicable to more than one party.

### 9.11 Assignment

This Agreement is not assignable, in whole or in part, by either party hereto.

### 9.12 <u>Enurement</u>

This Agreement shall ensure to the benefit of and be binding upon the parties hereto and their respective successors.

### 9.13 <u>Governing Law and Submission to Jurisdiction</u>

This Agreement shall be governed by and construed in accordance with the laws of the Province of Alberta and the parties hereto hereby submit to the jurisdiction of the Courts in the Province of Alberta.

### 9.14 <u>Survival</u>

The parties acknowledge and agree that the provisions of this Agreement which, by their context, are meant to survive the termination or expiry of the Term and shall not be merged therein or therewith.

In Witness Thereof the parties have executed this Agreement as of June 1, 2023.

### Lac Ste. Anne County

Summer Village of Ross Haven

Joe Blakeman, Reeve Ray Hutscal, Mayor

Matthew Ferris, Director of Growth and Compliance Tony Sonnleitner, Chief Administrative Officer

Enforcement Services Agreement Lac Ste. Anne and Summer Village of Ross Haven Page 10 of 10

				Summer Villag	e of Ross Haven			
				Grant Of	ficer Report			
				July 2023 (	Month 6 of 24)			
Grant Name	Grant Theme	Grant Amount	Date Identified	Date Deadline	Grant Status	Grant Requested	Muni/Other Contribution	Approved/Declined
Strategic Transportation Infra. Program (STIP)	Infrastucture/Em. Management	Varies by Agreement/Cost Share	July 24th, 2023	Nov. 30th, 2024	Investigating, will require project "pre-design" steps to be taken by muni. Routing, Land owner engagement "feasibility testing", but would work for the "second access" concept.	likely 50/50 or 70/30	50% or 70%	Investigating, Email to GoA
CRTC Broadband Fund/Fortis Connect Mobile	Fibre/Internet Connectivity	Varies by Agreement/Cost Share	July 24th, 2023	June 15th (annually)	Will investigate for next year. More likely solution is Fortis Connect Mobile, I have asked Nicky for a presentation on same and next steps to study this option.	N/A	N/A	Investigating, Email out to Fortis
CIP (Community Initaitves Program)	Recreational	\$75,000	July 24th, 2023	Sept 15 (Next Intake)	<ul> <li>Would require a non-municipal eligible organization to front the application.</li> <li>Could be an option for any programming (reaction programing or events for milestone events, or youth/community events).</li> <li>Again, would require a non-municipal eligible applicant but would be good for the idea of a recreation asset/structure covered meeting stop. May be tricky to justify "rural" aspect - but if the SV has a UFA account that would</li> </ul>	N/A	N/A	Investigating
UFA Rural Communities Foundation Grant	Recreational	\$ 10,000 - \$100,000	July 24th, 2023	August 31st, 2023		N/A	N/A	Investigating
Blue Cross Built Together Grant	Recreational	50,000	July 24th, 2023	Sept. 18th, 2023	complete project if approved. I think this would be a great initative to plant/replace trees with more fire resistant species and enhance general "naturalization." Going to inquire about a joint application with other SVs as the minimum commimment is 10,000 tress per year which is quite a lot so might not be feasible for RH	\$50,000	) \$50,ı	000 Being Prepared for Submission
2 Billion Trees Program	Nature/Enviorment		July 24th, 2023	October 12th, 2023	alone.	50/50	5	0% appropriate tree types.



### Development Services For the Summer Village of Ross Haven

Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342 Email: <u>pcm1@telusplanet.net</u>

July 19, 2023

File: 23DP03-27

Re: Development Permit Application No. 23DP03-27 Plan 4883 KS, Block 5, Lot 10 : 410 – 4<sup>th</sup> Street (the "Lands") R – Residential District : Summer Village of Ross Haven

### APPROVAL OF DEVELOPMENT PERMIT

You are hereby notified that your application for a development permit, with regard to the following:

### DEMOLITION OF AN EXISTING DWELLING, CONSTRUCTION OF A SINGLE DETACHED DWELLING (175.8 SQ. M.) C/W ATTACHED GARAGE, INSTALLATION OF A SEWAGE COLLECTION SYSTEM AND DRILLING OF A WELL.

has been **APPROVED** subject to the following conditions:

- 1- All municipal taxes must be paid.
- 2- Septic System:

Approval of any plans or installation standards for an on-parcel sewage collection system by an approved Plumbing Inspector. The on-site sewage disposal system shall comply with the Private Sewage Systems Standard of Practice - 2015 as adopted by legislation for use in the Province of Alberta.

### Note: The Summer Village of Ross Haven has installed a Municipal Sewage Collection System; where it would be prudent to plan for connection to that system.

3- Water Supply:

The well: certification provided by a professional engineer or certified hydrologist or certified plumbing inspector attesting an adequate flow of water of potable quality.

- 4- Two (2) Off-Street parking spaces must be provided on site.
- 5- Access, including required culvert, shall be installed to the satisfaction of the Summer Village of Ross Haven.



- 6- That the applicant shall display for no less than twenty-one (21) days after the permit is issued, in a conspicuous place on the site or on streets abutting the site, the enclosed notice.
- 7- The applicants are required to have a Real Property Report (RPR), prepared and signed by an Alberta Land Surveyor, and submitted to the Development Officer. The RPR is to be completed at foundation stage and prior to commencement of framing of the development, for evaluating the compliance of the development against all Land Use regulations relating to the building(s) that are the subject of this development permit application.
- 8- The applicant shall obtain and adhere to the requirements where applicable, from the appropriate authority, permits relating to demolition, building, electricity, plumbing and drainage, and all other permits required in connection with the proposed development.
- 9- The applicant shall be financially responsible during construction for any damage by the applicant, his servants, his suppliers, agents or contractors, to any public or private property.
- 10- The applicant shall prevent excess soil or debris from being spilled on public streets and lanes; and shall not place soil or any other material on adjacent properties without permission in writing from adjacent property owners.
- 11- The improvements take place in accordance with the plans and sketch submitted as part of the permit application, including:

### **EXISTING DWELLING DEMOLITION:**

All refuse and demolition debris shall be hauled from the site by December 31, 2023 and disposed of in an appropriate manner.

### CONSTRUCTION OF A SINGLE DETACHED DWELLING:

- Finished first floor elevation, or opening in the building, shall be greater than the 1:100 year flood plain contour (723.8 M ASL);
- Front Yard setback shall be a minimum of 8.0 metres;
- Side Yard setback shall comply with the requirements of the Alberta Building Code or be a minimum of 1.5 metres whichever is greater;
- Rear Yard setback shall be a minimum of 1.5 metres;
- Maximum Height shall be 9.0 metres (average grade to peak); and

Note: Where walls are located within 2.4 metres of the property line they shall be constructed as a fire separation of not less than 45 minutes. (Alberta Fire Code -Article 9.10.15.5).



### Development Services For the Summer Village of Ross Haven

Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342 Email: pcm1@telusplanet.net

Note: Development shall also conform to the Alberta Electrical and Communication Utility Code. A copy of TABLE 9 – Minimum Design Clearances From Wires and Conductors not Attached to Buildings, Signs and Similar Plants is attached to the permit for your information.

- 12- All improvements shall be completed within twelve (12) months of the effective date of the permit.
- 13- The applicant is responsible for determining if there are any special considerations required for building foundation construction.
- 14- Positive grading must be provided to ensure drainage. A minimum gradient of two percent (and greater if possible) is recommended.
- 15-All development shall be landscaped and graded in a manner that all surface run-off is either contained on-site, directed into an existing water body (i.e. the lake) or public drainage system (i.e. a municipal ditch). All buildings must be completed with eaves which either drain into the ditch at the front of the property or into the lake.
- 16- The site and improvements thereon shall be maintained in a clean and tidy condition during construction, free from rubbish and debris. Receptacles for the purpose of disposing of rubbish and debris shall be provided to prevent scatter of debris and rubbish.
- 17- No person shall keep or permit to be kept in any part of a yard any excavation, storage or piling of materials required during the construction stage unless all necessary safety measures are undertaken. The owner of such materials or excavation must assume full responsibility to ensure the situation does not prevail any longer than reasonably necessary to complete a particular stage of construction.

Note: Additional approvals may be required from Provincial and / or Federal Departments and Agencies. It is the responsibility of the Applicant(s) to make themselves aware of such requirements and garner approval(s) where required.



Should you have any questions please contact this office at (780) 718-5479.

Date Application Deemed Complete	July 19, 2023
Date of Decision	
	July 19, 2023
Effective Date of	
Permit	August 17, 2023
Signature of Development Officer	T. 5-14_

Tony Sonnleitner, Development Officer, Summer Village of Ross Haven

cc Tony Sonnleitner, Municipal Administrator, Summer Village of Ross Haven Superior Safety Codes Inc. Dan Kanuka - Assessor

**Note:** An appeal of any of the conditions of the approval may be made to the Subdivision and Development Appeal Board by serving written notice of appeal to the Clerk of the Subdivision and Development Appeal Board. Such an appeal shall be made in writing, be accompanied by a \$150.00 appeal fee, and shall be delivered either personally or by mail so as to reach the Clerk of the Subdivision and Development Appeal Board no later than twenty-one (21) days after the notice of decision. The appeal should include a statement of grounds for appeal, and be directed to this office at:

Clerk of the Subdivision and Development Appeal Board, Summer Village of Ross Haven, Box 70, Site 19, RR 1, Gunn, Alberta T0E 1A0

### Summer Village of Ross Haven

### Profit and Loss

July 2023

	TOTAL
INCOME	
4-9300 Grants - FCSS	1,535.25
4-9305 Federal Gas Tax	345.67
4-9400 Interest Income	445.02
Total Income	\$2,325.94
GROSS PROFIT	\$2,325.94
EXPENSES	
6-1151 Council Remuneration	2,100.00
6-1211 Council Mileage & Subsistence	690.20
6-2159 Administrator Fee	3,850.00
6-2160 Development Officer Fee	355.00
6-2162 Grant Officer	640.00
6-2165 Wages	12,244.67
6-2175 Development Permit & Letters Of Compliance	150.00
6-2511 Bank Charges	106.13
6-3520 Equipment - R&M	306.69
6-3540 Utilities	1,905.35
6-4512 Public works - Supplies	1,378.61
6-5510 Garbage Disposal	498.60
6-6200 Municipal Assessment Service	1,980.00
6-7370 MSP, Fire Services & Physician Recruitment	6,628.35
6-7501 RHCL	6,000.00
Total Expenses	\$38,833.60
PROFIT	\$ -36,507.66

### **Balance Sheet**

As of July 31, 2023

371,368.75
205,796.10
0.00
-3.21
\$577,161.64
21,905.06
\$21,905.06
620,000.00
0.00
0.00
0.00
0.00
0.00
0.00
620,000.00
0.00
1,435.34
2,685.22
0.00
299,778.00
45,834.00
602.99
0.00
\$1,569,402.25
2,094,041.00
110,402.00
-60,294.10
28,433.00
-22,037.90
423,452.00
-225,423.88
493,683.40
-441,313.77
810,750.00
-810,750.00
131,865.23
-101,019.14
60,081.88
-24,821.26

## **Balance Sheet**

As of July 31, 2023

	TOTAL
1-6080 Water Drainage System	935,925.51
1-6081 Accu. Dep Water Drainage System	-77,805.85
1-6100 Accum. Dep Engineer Roads	-622.76
6090 Water Drainage System - WIP	0.00
6091 Engineered Structure Roads	5,338.00
Total Property, plant and equipment	\$3,329,883.36
Total Non Current Assets	\$3,329,883.36
Total Assets	\$4,899,285.61
iabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable (A/P)	
Accounts Payable (A/P)	557,250.10
Total Accounts Payable (A/P)	\$557,250.10
Credit Card	
2-2100 RBC Visa Previous CAO	0.00
2-2125 RBC VISA Tony	-1,725.61
2-2150 RBC VISA Noel	569.08
Total Credit Card	\$ -1,156.53
1-2050 GST/HST Receivable	-29,274.89
2-2750 Accrued payables	609,229.04
2-2850 Prepaid Property Taxes	0.00
2-2855 Prepaid Taxes In/Out	0.00
3-8545 Deferred BMTG Grants	25,674.00
3-8550 Deferred FGTF Grants	217,171.00
3-8570 Deferred MSI Capital Grants	236,683.20
3-8575 MSI Operating Support Grant	0.00
3-8580 Deferred FCSS/Other Grants	0.00
3-8585 Deferred ACP Grants	0.00
3-8590 Deferred MSP Grant	0.00
GST/HST Suspense	25,720.94
Total Current Liabilities	\$1,641,296.86
Non-current Liabilities	
2-2800 Long Term Debt - Truck Loan	0.00
Total Non-current Liabilities	\$0.00
Total Liabilities	\$1,641,296.86
Equity	
3-8000 Accumulated Surplus	-231,125.65
3-8001 Operating reserve fund change	-221,124.00
3-8100 Equity in TCA	3,276,272.45
3-8140 Equity in TCA - additions	166,392.00
3-8200 Current Amortization Expense	-62,498.14
3-8300 Equipty in TCA - Disposal	0.00
3-8500 Restricted Reserve	105,000.00

**Balance Sheet** 

As of July 31, 2023

	TOTAL
3-8540 Reserve - Lagoon/Wastewater	317,127.00
3-8541 Reserve fund Lagoon/Wastewater	-60,000.00
Retained Earnings	413,368.60
Profit for the year	-445,423.51
Total Equity	\$3,257,988.75
Total Liabilities and Equity	\$4,899,285.61

## Budget vs. Actuals: 2023 Budget - FY23 P&L

January - December 2023

ACTUAL         BUDGET         OVER           49000         Property Taxes         315,463,93         3           49055         Lagoon/Sewer Fund Tax         62,425,00         62,425,00         62,425,00         62,425,00         62,425,00         62,425,00         62,425,00         62,425,00         62,425,00         62,425,00         62,425,00         62,425,00         62,425,00         62,425,00         62,425,00         62,425,00         62,425,00         62,425,00         62,425,00         62,425,00         62,425,00         62,425,00         64,290,00         64,290,00         7,078,00         7,078,00         7,078,00         7,078,00         4,9303 Grants - STEP         2,100,00         4,9303 Grants - STEP         2,100,00         4,9303 Grants - STEP         2,100,00         4,9300 Development/Safety Codes         1,000,00         4,9400 Intersets Income         4,571,65         1,000,00         4,9400 Intersets Income         966,03         1,000,00         4,9800 Development Permits         966,64         755,386,47         \$254,879,21         \$33           GROSS PROFIT         \$575,386,47         \$254,879,21         \$33         58,667,56         -1         1,000,00         6-1141 Lac Ste Anne Foundation Payable         13,208,65         6-1141 Lac Ste Anne Foundation Payable         13,200,00         6-2150 Development Officer Fee	TOTAL			
4-9000 Property Taxes       315,463.93       3         4-9055 Lagoon/Sewer Fund Tax       62,425.00       62,425.00         4-9100 School Taxes       165,981.03       158,667,56         4-9250 Lac Ste Anne Foundation       13,228.97       13,208.65         4-9290 CPO Ticket Revenue       500.00       49300 Grants - FCSS       4,425.50         4-9302 Grants - STEP       2,100.00       49303 Grants - STEP       2,100.00       49305 Federal Gas Tax       345.67         4-9320 Grants - Fortis       4,455.00       1,000.00       49300 Development/Satety Codes       1,000.00         4-9600 Tax Certificates, Maps, Snowplowing & Other Income       960.00       1,000.00       49600 Tax Certificates, Maps, Snowplowing & Other Income       966.64       \$33         4-9600 Tax Certificates, Maps, Snowplowing & Other Income       960.00       1,000.00       49800 Development Permits       966.64       \$32         Cold Income       \$69.95       5       5       5       5       5       5       5       5       5       5       5       5       5       5       5       5       5       5       5       5       5       5       5       5       5       5       5       5       5       5       5       5       5 <th>ER BUDGET</th> <th>% OF BUDGE</th>	ER BUDGET	% OF BUDGE		
4-9055 Lagoon/Sewer Fund Tax       62,425.00       62,425.00         4-9100 School Taxes       165,981.03       158,667.56         4-9250 Lac Ste Anne Foundation       13,253.97       13,208.65         4-9200 Grants - FCSS       4,425.00       4-9303 Grants - STEP       2,100.00         4-9303 Grants - STEP       2,100.00       4-9303 Grants - STEP       2,100.00         4-9303 Grants - STEP       2,100.00       4-9303 Grants - Fortis       4,450.00         4-9400 Interest Income       4,571.65       1,000.00       4-9300 Cantes - Fortis       4,450.00         4-9400 Interest Income       4,577.165       1,000.00       4-9600 Tax Certificates, Maps, Snowplowing & Other Income       966.4         704a Income       \$575,386.47       \$254,879.21       \$33         GROSS PROFIT       \$575,386.47       \$264,879.21       \$33         Expenses       114 Other Miscellaneous       69.95       6-1140 School Taxes Paid       39,669.38       158,667.56       -1         6-1140 School Taxes Paid       39,669.38       158,667.56       -1       50.00       6-2160 Development Officer Fee       30,800.00       4,800.00       -2       50.00       6-2160 Development Officer Fee       30,800.00       4,851.00       -2       6-2160 Development Officer Fee       30,800.00				
4-9100 School Taxes       165,981.03       158,667.56         4-9250 Lac Ste Anne Foundation       13,253.97       13,208.65         4-9300 Grants - FCSS       4,425.50       17,078.00         4-9303 Grants - STEP       2,100.00       49303 Grants - STEP       17,078.00         4-9300 Crants - STEP       2,100.00       49300 Crants - STEP       1,000.00         4-9300 Development/Safety Codes       1,000.00       49500 Development/Safety Codes       1,000.00         4-9500 Safety Codes       443.08       1,000.00       49600 Tax Certificates, Maps, Snowplowing & Other Income       960.00       1,000.00         4-9500 Davelopment Permits       966.84       960.00       1,000.00       9800 Development Permits       966.84         Expenses       114 Other Miscellaneous       69.95       6-1140 School Taxes Paid       39,669.38       158,667.56       1         6-1141 Lac Ste Anne Foundation Payable       13,208.65       1       1       1         6-1141 Lac Ste Anne Foundation Payable       30,800.00       4,305.00       6-2160 Development Officer Fee       30,800.00       4,355.00       6-2160 Development Permit & Letters Of Compliance       1,902.00       6-2160 Development Permit & Letters Of Compliance       1,902.00       6-2160 Development Permit & Letters Of Compliance       1,702.00       6-2160 Development	315,463.93			
4-9250 Lac Ste Anne Foundation       13,253.97       13,208.65         4-9290 CPO Ticket Revenue       500.00         4-9300 Grants - FCSS       4,425.50         4-9303 Grants - STEP       2,100.00         4-9303 Grants - STEP       2,100.00         4-9303 Distre - Foris       4,450.00         4-9300 Development/Safety Codes       1,000.00         4-9600 Tax Certificates, Maps, Snowplowing & Other Income       960.00         4-9600 Tax Certificates, Maps, Snowplowing & Other Income       960.00         4-9600 Tax Certificates, Maps, Snowplowing & Other Income       960.00         4-9600 Tax Certificates, Maps, Snowplowing & Other Income       960.64         Total Income       \$575,386.47       \$254,879.21       \$33         GROSS PROFIT       \$575,386.47       \$254,879.21       \$33         Expenses       114 Other Miscellaneous       69.95       6-1140 School Taxes Paid       39,669.38       158,667.56       -1         6-1141 Lac Ste Anne Foundation Payable       13,208.65       -1       -1       -1         6-1141 Council Remuneration       2,100.00       11,000.00       -1       -1         6-1141 Council Remuneration       2,900.00       48,510.00       -2       -2       -2       -2       -2       -2       -2 </td <td>0.00</td> <td>100.00 %</td>	0.00	100.00 %		
4-9299 CPO Ticket Revenue       500.00         4-9300 Grants - FCSS       4,425.50         4-9303 Grants - STEP       2,100.00         4-9303 Grants - STEP       2,100.00         4-9303 Grants - STEP       2,100.00         4-9303 Grants - STEP       1,000.00         4-9300 Interest Income       4,571.65       1,000.00         4-9500 Development/Safety Codes       443.08       4-9600 Development/Safety Codes       1,000.00         4-9500 Development Permits       966.64       966.64       1         Total Income       \$575,386.47       \$254,879.21       \$33         GROSS PROFIT       \$575,386.47       \$254,879.21       \$33         Expenses       51140 School Taxe Spaid       39,663.38       158,667.56       -11         61140 School Taxes Paid       39,663.38       158,667.56       -11         61151 Council Remuneration       2,100.00       11,000.00       6-2160 August Au	7,313.47	104.61 %		
4-9300 Grants - FCSS       4,425.50         4-9303 Grants - NTEP       2,100.00         4-9303 Grants - STEP       2,100.00         4-9303 Grants - STEP       2,100.00         4-9303 Grants - STEP       2,100.00         4-9302 Grants - Fortis       4,450.00         4-9400 Interest Income       4,571.65       1,000.00         4-9500 Development/Safety Codes       1,000.00         4-9500 Development/Safety Codes       443.08         4-9600 Tax Certificates, Maps, Snowplowing & Other Income       960.00       1,000.00         4-9600 Development Permits       966.64       5         Total Income       \$575,386.47       \$254,879.21       \$33         GROSS PROFIT       \$575,386.47       \$254,879.21       \$33         Expenses       114 Other Miscellaneous       69.95       5         6-1140 School Taxes Paid       39,669.38       158,667.56       -1         6-1151 Council Remuneration       2,100.00       11,000.00       5         6-1140 School Taxes Paid       39,869.38       158,667.56       -1         6-1151 Council Remuneration       2,100.00       11,000.00       5         6-1216 Council Mileage & Subsistence       690.20       4,000.00       5         6-2163 Grant	45.32	100.34 %		
4-9302 Grants - MSI Operating       17,078.00       -         4-9303 Grants - STEP       2,100.00       -         4-9305 Federal Gas Tax       345.67       -         4-9300 Interest Income       4,571.65       1,000.00         4-9500 Development/Safety Codes       443.08       -         4-9600 Tax Certificates, Maps, Snowplowing & Other Income       960.00       1,000.00         4-9600 Tax Certificates, Maps, Snowplowing & Other Income       960.01       1,000.00         4-9800 Development Permits       966.64       -       5356.47       \$254,879.21       \$33         GROSS PROFIT       \$575,386.47       \$254,879.21       \$33       53         Expenses       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       -       - <td< td=""><td>-500.00</td><td></td></td<>	-500.00			
4-9303 Grants - STEP       2,100.00         4-9303 Federal Gas Tax       345.67         4-9320 Grants - Fortis       4,450.00         4-9400 Interest Income       4,571.65       1,000.00         4-9500 Development/Safety Codes       1,000.00         4-9500 Development/Safety Codes       443.08         4-9600 Tax Certificates, Maps, Snowplowing & Other Income       960.00       1,000.00         4-9500 Development Permits       966.64       1         Total Income       \$575,386.47       \$254,879.21       \$33         GROSS PROFIT       \$575,386.47       \$254,879.21       \$33         Expenses       1140 Other Miscellaneous       69.95       -1140         6-1141 Lac Ste Anne Foundation Payable       13,208.65       -11         6-1141 Council Remuneration       2,100.00       11,000.00         6-2161 DEw/Dep DEM       2,000.00       -2,100.00       -2,000.00         6-2162 Grant Officer       1,920.00       3,520.00       -2,2130         6-2163 Grant Fees       1,112.50       -2,200.00       -2,2130         6-2165 Wages       4,920.00       -2,200.00       -2,2130         6-2163 Development Permit & Letters Of Compliance       1,020.00       -2,2130        6-22160 WGE Expense       1,185.34<	4,425.50			
4-9305 Federal Gas Tax       345.67         4-9320 Grants - Fortis       4,450.00         4-9400 Interest Income       4,571.65       1,000.00         4-9500 Development/Safety Codes       1,000.00         4-9600 Tax Certificates, Maps, Snowplowing & Other Income       960.00       1,000.00         4-9800 Development Permits       986.64       5         Total Income       \$575,386.47       \$254,879.21       \$33         GROSS PROFIT       \$575,386.47       \$254,879.21       \$33         Expenses       114 Other Miscellaneous       69.95       5         6-1140 School Taxes Paid       39,669.38       158,667.56       -11         6-1141 Lac Ste Anne Foundation Payable       13,208.65       -1       -1         6-1141 Lac Ste Anne Foundation Payable       13,208.65       -1       -1         6-1141 Council Mileage & Subsistence       690.20       4,000.00       -2       -2160         6-2160 Development Officer Fee       2,840.00       4,355.00       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -	-17,078.00			
4-9320 Grants - Fortis       4,450.00         4-9400 Interest Income       4,571.65       1,000.00         4-9500 Development/Safety Codes       1,000.00         4-9600 Tax Certificates, Maps, Snowplowing & Other Income       960.00       1,000.00         4-9800 Development Permits       966.64          Total Income       \$575,386.47       \$254,879.21       \$33         Expenses       114 Other Miscellaneous       69.95       6         6-1140 School Taxes Paid       39,669.38       158,667.56       -11         6-1140 School Taxes Paid       98,669.38       158,667.56       -11         6-1141 Lac Ste Anne Foundation Payable       13,208.65       -1       -1         6-1151 Council Remuneration       2,100.00       11,000.00       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2       -2 </td <td>2,100.00</td> <td></td>	2,100.00			
4-9400 Interest Income       4,571.65       1,000.00         4-9500 Development/Safety Codes       1,000.00         4-9500 Tax Certificates, Maps, Snowplowing & Other Income       960.00       1,000.00         4-9600 Tax Certificates, Maps, Snowplowing & Other Income       960.01       1,000.00         4-9800 Development Permits       960.01       1,000.00         Catal Income       \$575,386.47       \$254,879.21       \$33         GROSS PROFIT       \$575,386.47       \$254,879.21       \$33         Expenses       114 Other Miscellaneous       69.95       6-1140 School Taxes Paid       39,669.38       158,667.56       -11         6-1141 Council Remuneration       2,100.00       11,000.00       6-1211 Council Mileage & Subsistence       690.20       4,000.00       6-2169 Development Officer Fee       2,840.00       4,355.00       6-2163 Grant Fees       1,112.50       6-2163 Grant Fees       1,112.50       6-2165 Wages       49,221.34       86,000.00       6-2224 Municipal Memberships       4,996.37       3,851.00       6-2224 Municipal Memberships       5,750.00       6-22163 Unicipal Memberships       5,750.00       6-22160 Office & Misc Expense       5,750.00       6-22160 Office & Misc Expense       5,750.00       6-22160 Office & Misc Expense       5,750.00       6-22161 Ibm/ Charges       5,750.00       6-22161 Ubm/	345.67			
4-9500 Development/Safety Codes       1,000.00         4-9505 Safety Codes       443.08         4-9600 Tax Certificates, Maps, Snowplowing & Other Income       960.00         4-9800 Development Permits       966.64         Catal Income       \$575,386.47       \$254,879.21       \$33         GROSS PROFIT       \$575,386.47       \$254,879.21       \$33         Expenses       59.95       \$1140 Other Miscellaneous       69.95       \$1140 School Taxes Paid       39,669.38       158,667.56       115         6-1140 School Taxes Paid       39,669.38       158,667.56       115       111,000.00       \$11,000.00       \$11,000.00       \$11,000.00       \$1211 Council Memuneration       2,100.00       \$2,000.00       \$2,2159 Administrator Fee       30,800.00       48,510.00       \$2,000.00       \$2,000.00       \$2,200.00       \$2,200.00       \$2,200.00       \$2,200.00       \$2,200.00       \$2,200.00       \$2,200.00       \$2,200.00       \$2,200.00       \$2,200.00       \$2,200.00       \$2,200.00       \$2,200.00       \$2,200.00       \$2,200.00       \$2,200.00       \$2,200.00       \$2,200.00       \$2,200.00       \$2,200.00       \$2,200.00       \$2,200.00       \$2,200.00       \$2,200.00       \$2,200.00       \$2,200.00       \$2,200.00       \$2,200.00       \$2,200.00       \$2,200	4,450.00			
4-9550 Safety Codes       443.08         4-9600 Tax Certificates, Maps, Snowplowing & Other Income       960.00         4-9800 Development Permits       966.64         Total Income       \$575,386.47       \$254,879.21       \$33         SROSS PROFIT       \$575,386.47       \$254,879.21       \$33         Expenses       69.95       6       61140         114 Other Miscellaneous       69.95       6       61140         6-1140 School Taxes Paid       39,669.38       158,667.56       11         6-1141 Lac Ste Anne Foundation Payable       13,208.65       6       11         6-1140 School Taxes Paid       39,680.30       148,510.00       6         6-2150 Development Officer Fee       30,800.00       4,900.00       6         6-2161 DEM/Dep DEM       2,000.00       6       2163 Grant Fees       1,112.50         6-2163 Grant Fees       1,112.50       6       6       6       6         6-2163 Wages       49,221.34       86,000.00       6       6       6       6       6       6       6       6       6       6       6       6       6       6       6       6       6       6       6       6       6       6       6       6<	3,571.65	457.17 9		
4-9600 Tax Certificates, Maps, Snowplowing & Other Income         960.00         1,000.00           4-9800 Development Permits         966.64         \$575,386.47         \$254,879.21         \$33           GROSS PROFIT         \$575,386.47         \$254,879.21         \$33           Expenses         5         5         5           6-1140 Other Miscellaneous         69.95         5           6-1141 Lac Ste Anne Foundation Payable         13,208.65         -1           6-1151 Council Remuneration         2,100.00         11,000.00           6-1211 Council Mileage & Subsistence         690.20         4,000.00           6-2160 Development Officer Fee         2,840.00         4355.00           6-2160 Development Officer Fee         1,920.00         3,520.00           6-2163 Grant Fees         1,112.50         6-2165 Wages         49,221.34         86,000.00           6-2175 Development Permit & Letters Of Compliance         1,020.00         6-2510         6-211.00         6,711.00           6-22160 Urices Amise Expense         2,340.86         5,750.00         6-2510 Office & Mise Expense         1,300.00           6-2165 Wages         4,745.37         3,851.00         6-2510 Compliance         1,020.00         6-2510 Compliance         1,000.00         6-2510 Compliance <td< td=""><td>-1,000.00</td><td></td></td<>	-1,000.00			
4-9800 Development Permits       966.64         Total Income       \$575,386.47       \$254,879.21       \$33         GROSS PROFIT       \$575,386.47       \$254,879.21       \$33         Expenses       114 Other Miscellaneous       69.95       61140 School Taxes Paid       39,669.38       158,667.56       -11         6-1140 School Taxes Paid       39,669.38       158,667.56       -11       56       -11         6-1141 Lac Ste Anne Foundation Payable       13,208.65       66       690.20       4,000.00       6-2115 Council Remuneration       2,100.00       6-2159 Administrator Fee       30,800.00       48,510.00       -6       6-2160 Development Officer Fee       2,840.00       4,355.00       6-2161 DEM/Dep DEM       2,000.00       6-2163 Grant Fees       1,112.50       6-2170 WCB Expense       1,195.34       1,500.00       6-2175 Development Permit & Letters Of Compliance       1,020.00       6-2224 Municipal Memberships       4,796.37       3,851.00       6-2217 Diversional Fees       5,751.00       6-2217 Diversional Fees       5,751.00       6-22160 Defies A Misc Expense       5,751.00       6-22152 Cellphone & Communications       1,299.48       2,400.00       6-2511 DEM/Dep DEM       6.2511 DEM/Dep DEM       6.2511 DEM/Dep DEM       6.2510 DEM       6.2510 DEM       6.2510 DEM       6.2510 DEM       6.2510 DEM <td< td=""><td>443.08</td><td></td></td<>	443.08			
Total Income         \$575,386.47         \$254,879.21         \$33           GROSS PROFIT         \$575,386.47         \$254,879.21         \$33           Expenses         114 Other Miscellaneous         69.95         6           6-1140 School Taxes Paid         39,669.38         158,667.56         -11           6-1141 Lac Ste Anne Foundation Payable         13,208.65         -11           6-1151 Council Memuneration         2,100.00         11,000.00           6-21150 Development Officer Fee         2,840.00         43,55.00           6-2161 DEM/Dep DEM         2,000.00         6-2163 Grant Fees         1,112.50           6-2163 Wages         49,221.34         86,000.00         -3           6-2170 WCB Expense         1,195.34         1,500.00         -3           6-2170 WCB Expense         1,195.34         1,500.00         -3           6-2170 WCB Expense         2,340.86         5,750.00         -3           6-2274 Insurance         6,711.00         6,711.00         6         -2           6-22160 Office & Misc Expense         2,340.86         5,750.00         -3           6-2274 Insurance         6,711.00         6,711.00         6         -2           6-22510 Office & Misc Expense         2,340.86         <	-40.00	96.00 %		
GROSS PROFIT         \$575,386.47         \$254,879.21         \$33           I14 Other Miscellaneous         69.95         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -	966.64			
Expenses         69.95           114 Other Miscellaneous         69.95           6-1140 School Taxes Paid         39,669.38         158,667.56         -11           6-1141 Lac Ste Anne Foundation Payable         13,208.65         -11           6-1151 Council Remuneration         2,100.00         11,000.00           6-1211 Council Mileage & Subsistence         690.20         4,000.00           6-2159 Administrator Fee         30,800.00         48,510.00         -11           6-2160 Development Officer Fee         2,840.00         4,355.00         -11           6-2161 DEM/Dep DEM         2,000.00         -200.00         -2163 Grant Fees         1,112.50           6-2165 Wages         49,221.34         86,000.00         -2175 Development Permit & Letters Of Compliance         1,020.00         -2224 Municipal Memberships         -3851.00         -2224 Municipal Memberships         4,796.37         3,851.00         -2230 Professional Fees         7,445.60         8,000.00         -22510 Office & Misc Expense         2,340.86         5,750.00         -22511 Bank Charges         507.11         350.00         -22511 Bank Charges         507.11         350.00         -22512 Cellphone & Communications         1,299.48         2,400.00         -200.00         -22512 Cellphone & Communications         1,299.48         2,400.00	\$320,507.26	225.75 %		
114 Other Miscellaneous       69.95         6-1140 School Taxes Paid       39,669.38       158,667.56       -11         6-1141 Lac Ste Anne Foundation Payable       13,208.65       -11         6-1151 Council Remuneration       2,100.00       11,000.00         6-1211 Council Mileage & Subsistence       690.20       4,000.00         6-2159 Administrator Fee       30,800.00       48,510.00       -11         6-2160 Development Officer Fee       2,840.00       4,355.00       -11         6-2161 DEM/Dep DEM       2,000.00       -2,000.00       -2,000.00         6-2163 Grant Frees       1,920.00       3,520.00       -6,2163 Grant Frees       -11,12.50         6-2170 WCB Expense       1,112.50       -11,12.50       -11,12.50       -11,12.50       -11,12.50       -11,12.50       -11,12.50       -11,12.50       -11,12.50       -11,12.50       -11,12.50       -11,12.50       -11,12.50       -11,12.50       -11,12.50       -11,12.50       -11,12.50       -11,12.50       -11,12.50       -11,12.50       -11,12.50       -11,12.50       -11,12.50       -11,12.50       -11,12.50       -11,12.50       -11,12.50       -11,12.50       -11,12.50       -11,12.50       -11,12.50       -11,12.50       -11,12.50       -11,12.50       -11,12.50       -11,12	\$320,507.26	225.75 %		
6-1140 School Taxes Paid       39,669.38       158,667.56       -11         6-1141 Lac Ste Anne Foundation Payable       13,208.65       -11         6-1151 Council Remuneration       2,100.00       11,000.00         6-1211 Council Mileage & Subsistence       690.20       4,000.00         6-2159 Administrator Fee       30,800.00       48,510.00       -11         6-2160 Development Officer Fee       2,840.00       4,355.00       -11         6-2161 DEM/Dep DEM       2,000.00       -11       -11       -11         6-2162 Grant Officer       1,920.00       3,520.00       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11       -11 <td< td=""><td></td><td></td></td<>				
6-1141 Lac Ste Anne Foundation Payable       13,208.65         6-1151 Council Remuneration       2,100.00       11,000.00         6-1211 Council Mileage & Subsistence       690.20       4,000.00         6-2159 Administrator Fee       30,800.00       48,510.00       -         6-2160 Development Officer Fee       2,840.00       4,355.00       -         6-2161 DEM/Dep DEM       2,000.00       -       -         6-2163 Grant Fees       1,112.50       -       -         6-2165 Wages       49,221.34       86,000.00       -         6-2170 WCB Expense       1,195.34       1,500.00       -         6-2175 Development Permit & Letters Of Compliance       1,020.00       -       -         6-2224 Municipal Memberships       4,796.37       3,851.00       -         6-2216 Uffice & Misc Expense       6,711.00       6,711.00       -         6-2224 Insurance       6,711.00       6,711.00       -         6-2510 Office & Misc Expense       507.11       350.00       -         6-2511 Bank Charges       507.11       350.00       -         6-2521 Road - R&M       4,440.00       7,000.00       -         6-3520 Equipment - R&M       4,322.13       8,000.00       - <tr< td=""><td>69.95</td><td></td></tr<>	69.95			
6-1151 Council Remuneration       2,100.00       11,000.00         6-1211 Council Mileage & Subsistence       690.20       4,000.00         6-2159 Administrator Fee       30,800.00       48,510.00         6-2160 Development Officer Fee       2,840.00       4,355.00         6-2161 DEM/Dep DEM       2,000.00         6-2163 Grant Fees       1,112.50         6-2165 Wages       49,221.34       86,000.00         6-2170 WCB Expense       1,195.34       1,500.00         6-2224 Municipal Memberships       4,796.37       3,851.00         6-2230 Professional Fees       7,445.60       8,000.00         6-2510 Office & Misc Expense       507.11       350.00         6-2512 Cellphone & Communications       1,299.48       2,400.00         6-3251 Road - R&M       4,305.14       24,500.00         6-3540 Utilities       14,305.14       24,500.00         6-3540 Utilities       14,305.14       24,500.00         6-3540 Utilities       14,305.14       24,500.00         6-4511 FCSS & Recreation Programs       2,200.00       2,200.00         6-4512 Public works - Supplies       8,514.94       13,000.00         6-4521 Trees & Park Improvements       945.00       4450.00 <td>-118,998.18</td> <td>25.00 9</td>	-118,998.18	25.00 9		
6-1211 Council Mileage & Subsistence       690.20       4,000.00         6-2159 Administrator Fee       30,800.00       48,510.00         6-2160 Development Officer Fee       2,840.00       4,355.00         6-2161 DEM/Dep DEM       2,000.00         6-2163 Grant Fees       1,112.50         6-2165 Wages       49,221.34       86,000.00         6-2170 WCB Expense       1,920.00       -         6-2175 Development Permit & Letters Of Compliance       1,020.00       -         6-2224 Municipal Memberships       4,796.37       3,851.00       -         6-2230 Professional Fees       7,445.60       8,000.00       -         6-2510 Office & Misc Expense       2,340.86       5,750.00       -         6-2512 Cellphone & Communications       1,299.48       2,400.00       -         6-3520 Equipment - R&M       4,322.13       8,000.00       -         6-3520 Equipment - R&M       4,322.13       8,000.00       -         6-3540 Utilities       14,305.14       24,500.00       -         6-3540 Utilities       14,305.14       24,500.00       -         6-4511 FCSS & Recreation Programs       2,200.00       -       -         6-4512 Public works - Supplies       8,514.94       13,000.00	13,208.65			
6-2159 Administrator Fee       30,800.00       48,510.00       -         6-2160 Development Officer Fee       2,840.00       4,355.00       -         6-2161 DEM/Dep DEM       2,000.00       -       -         6-2163 Grant Fees       1,112.50       -       -         6-2165 Wages       49,221.34       86,000.00       -         6-2170 WCB Expense       1,195.34       1,500.00       -         6-2175 Development Permit & Letters Of Compliance       1,020.00       -       -         6-2224 Municipal Memberships       4,796.37       3,851.00       -       -         6-2210 Office & Misc Expense       2,340.86       5,750.00       -       -         6-2211 Bank Charges       507.11       350.00       -       -       -         6-3251 Road - R&M       4,440.00       7,000.00       -       -       -       -         6-3540 Utilities       14,305.14       24,500.00       -       -       -       -         6-3540 Utilities       8,514.94       13,000.00       -       -       -       -       -         6-4512 Public works - Supplies       8,514.94       13,000.00       -       -       -       -       -       -       -	-8,900.00	19.09 9		
6-2160 Development Officer Fee       2,840.00       4,355.00         6-2161 DEM/Dep DEM       2,000.00         6-2162 Grant Officer       1,920.00       3,520.00         6-2163 Grant Fees       1,112.50       6-2165 Wages       49,221.34       86,000.00       52         6-2170 WCB Expense       1,195.34       1,500.00       52       52       6-2175 Development Permit & Letters Of Compliance       1,020.00       52         6-2224 Municipal Memberships       4,796.37       3,851.00       52       52       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53       53	-3,309.80	17.26 9		
6-2161 DEM/Dep DEM       2,000.00         6-2162 Grant Officer       1,920.00       3,520.00         6-2163 Grant Fees       1,112.50         6-2165 Wages       49,221.34       86,000.00       4         6-2170 WCB Expense       1,020.00       6         6-2175 Development Permit & Letters Of Compliance       1,020.00       6         6-2224 Municipal Memberships       4,796.37       3,851.00       6         6-2230 Professional Fees       7,445.60       8,000.00       6         6-2217 Insurance       6,711.00       6,711.00       6,711.00         6-2510 Office & Misc Expense       2,340.86       5,750.00       6         6-2512 Cellphone & Communications       1,299.48       2,400.00       6         6-3251 Road - R&M       4,440.00       7,000.00       6         6-3520 Equipment - R&M       4,322.13       8,000.00       6         6-3540 Utilities       14,305.14       24,500.00       6         6-3540 Utilities       14,305.14       24,500.00       6         6-4512 Public works - Supplies       8,514.94       13,000.00       6         6-4512 Public works - Supplies       8,514.94       13,000.00       6         6-4516 Parkways/Drainage       7,200.00	-17,710.00	63.49 9		
6-2162 Grant Officer       1,920.00       3,520.00         6-2163 Grant Fees       1,112.50         6-2165 Wages       49,221.34       86,000.00         6-2170 WCB Expense       1,195.34       1,500.00         6-2175 Development Permit & Letters Of Compliance       1,020.00       6         6-2224 Municipal Memberships       4,796.37       3,851.00         6-2230 Professional Fees       7,445.60       8,000.00         6-2274 Insurance       6,711.00       6,711.00         6-2510 Office & Misc Expense       2,340.86       5,750.00         6-2512 Cellphone & Communications       1,299.48       2,400.00         6-3251 Road - R&M       4,305.14       24,500.00         6-3520 Equipment - R&M       4,322.13       8,000.00         6-3540 Utilities       14,305.14       24,500.00         6-4511 FCSS & Recreation Programs       2,200.00       6         6-4512 Public works - Supplies       8,514.94       13,000.00         6-4516 Parkways/Drainage       7,200.00       6         6-4521 Trees & Park Improvements       945.00       9	-1,515.00	65.21 9		
6-2163 Grant Fees       1,112.50         6-2165 Wages       49,221.34       86,000.00       4         6-2170 WCB Expense       1,195.34       1,500.00       4         6-2175 Development Permit & Letters Of Compliance       1,020.00       6       4         6-2224 Municipal Memberships       4,796.37       3,851.00       6         6-2230 Professional Fees       7,445.60       8,000.00       6         6-2274 Insurance       6,711.00       6,711.00       6         6-2510 Office & Misc Expense       2,340.86       5,750.00       6         6-2512 Cellphone & Communications       1,299.48       2,400.00       6         6-3520 Equipment - R&M       4,322.13       8,000.00       6         6-3520 Equipment - R&M       4,322.13       8,000.00       6         6-3540 Utilities       14,305.14       24,500.00       6         6-4511 FCSS & Recreation Programs       2,200.00       6       6         6-4512 Public works - Supplies       8,514.94       13,000.00       6         6-4516 Parkways/Drainage       7,200.00       6       6         6-4521 Trees & Park Improvements       945.00       6	-2,000.00			
6-2165 Wages       49,221.34       86,000.00       -3         6-2170 WCB Expense       1,195.34       1,500.00       -3         6-2175 Development Permit & Letters Of Compliance       1,020.00       -       -         6-2224 Municipal Memberships       4,796.37       3,851.00       -         6-2230 Professional Fees       7,445.60       8,000.00       -         6-2274 Insurance       6,711.00       6,711.00       -         6-2510 Office & Misc Expense       2,340.86       5,750.00       -         6-2512 Cellphone & Communications       1,299.48       2,400.00       -         6-3251 Road - R&M       4,322.13       8,000.00       -         6-3520 Equipment - R&M       4,322.13       8,000.00       -         6-3540 Utilities       14,305.14       24,500.00       -         6-4511 FCSS & Recreation Programs       2,200.00       -       -         6-4512 Public works - Supplies       8,514.94       13,000.00       -         6-4516 Parkways/Drainage       7,200.00       -       -         6-4521 Trees & Park Improvements       945.00       -       -	-1,600.00	54.55		
6-2170 WCB Expense       1,195.34       1,500.00         6-2175 Development Permit & Letters Of Compliance       1,020.00         6-2224 Municipal Memberships       4,796.37       3,851.00         6-2230 Professional Fees       7,445.60       8,000.00         6-2274 Insurance       6,711.00       6,711.00         6-2510 Office & Misc Expense       2,340.86       5,750.00         6-2512 Cellphone & Communications       1,299.48       2,400.00         6-3520 Equipment - R&M       4,322.13       8,000.00         6-3520 Equipment - R&M       4,322.13       8,000.00         6-4511 FCSS & Recreation Programs       2,200.00       -         6-4512 Public works - Supplies       8,514.94       13,000.00         6-4521 Trees & Park Improvements       945.00       -	1,112.50			
6-2175 Development Permit & Letters Of Compliance       1,020.00         6-2224 Municipal Memberships       4,796.37       3,851.00         6-2230 Professional Fees       7,445.60       8,000.00         6-2274 Insurance       6,711.00       6,711.00         6-2510 Office & Misc Expense       2,340.86       5,750.00         6-2511 Bank Charges       507.11       350.00         6-2512 Cellphone & Communications       1,299.48       2,400.00         6-3520 Equipment - R&M       4,322.13       8,000.00         6-3540 Utilities       14,305.14       24,500.00         6-4511 FCSS & Recreation Programs       2,200.00       2,200.00         6-4512 Public works - Supplies       8,514.94       13,000.00         6-4516 Parkways/Drainage       7,200.00       445.00	-36,778.66	57.23 9		
6-2224 Municipal Memberships       4,796.37       3,851.00         6-2230 Professional Fees       7,445.60       8,000.00         6-2274 Insurance       6,711.00       6,711.00         6-2274 Insurance       6,711.00       6,711.00         6-2510 Office & Misc Expense       2,340.86       5,750.00         6-2511 Bank Charges       507.11       350.00         6-2512 Cellphone & Communications       1,299.48       2,400.00         6-3251 Road - R&M       4,440.00       7,000.00         6-3520 Equipment - R&M       4,322.13       8,000.00         6-3540 Utilities       14,305.14       24,500.00         6-4511 FCSS & Recreation Programs       2,200.00       2,200.00         6-4512 Public works - Supplies       8,514.94       13,000.00         6-4516 Parkways/Drainage       7,200.00       7,200.00         6-4521 Trees & Park Improvements       945.00       945.00	-304.66	79.69 9		
6-2230 Professional Fees       7,445.60       8,000.00         6-2274 Insurance       6,711.00       6,711.00         6-2510 Office & Misc Expense       2,340.86       5,750.00         6-2511 Bank Charges       507.11       350.00         6-2512 Cellphone & Communications       1,299.48       2,400.00         6-3251 Road - R&M       4,440.00       7,000.00         6-3520 Equipment - R&M       4,322.13       8,000.00         6-3540 Utilities       14,305.14       24,500.00         6-4511 FCSS & Recreation Programs       2,200.00       2,200.00         6-4512 Public works - Supplies       8,514.94       13,000.00         6-4516 Parkways/Drainage       7,200.00       45.00	1,020.00			
6-2274 Insurance       6,711.00       6,711.00         6-2510 Office & Misc Expense       2,340.86       5,750.00         6-2511 Bank Charges       507.11       350.00         6-2512 Cellphone & Communications       1,299.48       2,400.00         6-3251 Road - R&M       4,440.00       7,000.00         6-3520 Equipment - R&M       4,322.13       8,000.00         6-3540 Utilities       14,305.14       24,500.00         6-4511 FCSS & Recreation Programs       2,200.00       2,200.00         6-4512 Public works - Supplies       8,514.94       13,000.00         6-4521 Trees & Park Improvements       945.00       145.00	945.37	124.55 9		
6-2510 Office & Misc Expense       2,340.86       5,750.00         6-2511 Bank Charges       507.11       350.00         6-2512 Cellphone & Communications       1,299.48       2,400.00         6-3251 Road - R&M       4,440.00       7,000.00         6-3520 Equipment - R&M       4,322.13       8,000.00         6-3540 Utilities       14,305.14       24,500.00         6-4511 FCSS & Recreation Programs       2,200.00       -         6-4512 Public works - Supplies       8,514.94       13,000.00         6-4516 Parkways/Drainage       7,200.00       -         6-4521 Trees & Park Improvements       945.00       -	-554.40	93.07 9		
6-2511 Bank Charges       507.11       350.00         6-2512 Cellphone & Communications       1,299.48       2,400.00         6-3251 Road - R&M       4,440.00       7,000.00         6-3520 Equipment - R&M       4,322.13       8,000.00         6-3540 Utilities       14,305.14       24,500.00         6-4511 FCSS & Recreation Programs       2,200.00       2,200.00         6-4512 Public works - Supplies       8,514.94       13,000.00         6-4516 Parkways/Drainage       7,200.00       45.00	0.00	100.00 9		
6-2512 Cellphone & Communications       1,299.48       2,400.00         6-3251 Road - R&M       4,440.00       7,000.00         6-3520 Equipment - R&M       4,322.13       8,000.00         6-3540 Utilities       14,305.14       24,500.00         6-4511 FCSS & Recreation Programs       2,200.00         6-4512 Public works - Supplies       8,514.94       13,000.00         6-4516 Parkways/Drainage       7,200.00         6-4521 Trees & Park Improvements       945.00	-3,409.14	40.71 9		
6-3251 Road - R&M       4,440.00       7,000.00         6-3520 Equipment - R&M       4,322.13       8,000.00         6-3540 Utilities       14,305.14       24,500.00         6-4511 FCSS & Recreation Programs       2,200.00       2,200.00         6-4512 Public works - Supplies       8,514.94       13,000.00         6-4516 Parkways/Drainage       7,200.00       45.00	157.11	144.89 9		
6-3520 Equipment - R&M       4,322.13       8,000.00         6-3540 Utilities       14,305.14       24,500.00       -         6-4511 FCSS & Recreation Programs       2,200.00       -         6-4512 Public works - Supplies       8,514.94       13,000.00       -         6-4516 Parkways/Drainage       7,200.00       -       -         6-4521 Trees & Park Improvements       945.00       -       -	-1,100.52	54.15 9		
6-3540 Utilities       14,305.14       24,500.00       -         6-4511 FCSS & Recreation Programs       2,200.00       -         6-4512 Public works - Supplies       8,514.94       13,000.00         6-4516 Parkways/Drainage       7,200.00       -         6-4521 Trees & Park Improvements       945.00       -	-2,560.00	63.43 9		
6-3540 Utilities       14,305.14       24,500.00       -         6-4511 FCSS & Recreation Programs       2,200.00       -         6-4512 Public works - Supplies       8,514.94       13,000.00         6-4516 Parkways/Drainage       7,200.00       -         6-4521 Trees & Park Improvements       945.00       -	-3,677.87	54.03 9		
6-4511 FCSS & Recreation Programs       2,200.00         6-4512 Public works - Supplies       8,514.94       13,000.00         6-4516 Parkways/Drainage       7,200.00       6         6-4521 Trees & Park Improvements       945.00       945.00	-10,194.86	58.39 9		
6-4512 Public works - Supplies       8,514.94       13,000.00         6-4516 Parkways/Drainage       7,200.00         6-4521 Trees & Park Improvements       945.00	-2,200.00			
6-4516 Parkways/Drainage7,200.006-4521 Trees & Park Improvements945.00	-4,485.06	65.50 9		
6-4521 Trees & Park Improvements 945.00	7,200.00	-		
	945.00			
	-4,676.33	30.72 %		
6-6200 Municipal Assessment Service 40 5,940.00 8,000.00	-2,060.00	74.25 %		

## Budget vs. Actuals: 2023 Budget - FY23 P&L

January - December 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
6-6205 Safety Codes Expense	250.00		250.00	
6-7341 Policing	8,521.00	8,521.00	0.00	100.00 %
6-7370 MSP, Fire Services & Physician Recruitment	6,628.35		6,628.35	
6-7371 LSA county - Police & Animal		5,000.00	-5,000.00	
6-7373 Onoway Regional Fire Services	17,453.35	27,612.00	-10,158.65	63.21 %
6-7374 Lac Ste. Anne Foundation		13,208.65	-13,208.65	
6-7380 Lagoon/Wastewater - LSAC	35,382.83	44,800.00	-9,417.17	78.98 %
6-7381 North 43 Sewer Line	729,457.10	729,457.10	0.00	100.00 %
6-7395 Wild Water Commission	6,028.37	6,651.00	-622.63	90.64 %
6-7396 Yellowhead Regional Library	640.14	701.00	-60.86	91.32 %
6-7501 RHCL	6,000.00	6,000.00	0.00	100.00 %
Expenses	39,669.37		39,669.37	
Total Expenses	\$1,064,719.17	\$1,258,015.31	\$ -193,296.14	84.63 %
NET OPERATING INCOME	\$ -489,332.70	\$ -1,003,136.10	\$513,803.40	48.78 %
Other Expenses				
6-2150 Amortization		62,400.00	-62,400.00	
Total Other Expenses	\$0.00	\$62,400.00	\$ -62,400.00	0.00%
NET OTHER INCOME	\$0.00	\$ -62,400.00	\$62,400.00	0.00 %
NET INCOME	\$ -489,332.70	\$ -1,065,536.10	\$576,203.40	45.92 %



# Fire Rescue International



August 5, 2023

Attention:All Onoway Reginal Fire Services Member MunicipalitiesRegarding:Soliciting Advice About Your Intent to Enter a New Agreement When Current<br/>Agreement Expires

Dear Mayors & Councils,

During our AGM this spring I asked that it be added to the agenda Fire Rescue International (FRI)'s request that each municipality return to their respective councils and discuss the long-term interest they have (or do not have) to continue within the Onoway Regional Fire Services Group that we have formed together. Upon completing those internal discussions, FRI requested that each municipality provide a letter of intent concerning their municipality's general desire to continue to build on the service we have created together or choose another path towards fire services provisions. To date, FRI has received no responses.

Of course, a letter of intent at this stage would not be a commitment as the terms, conditions, and fees of a new contract have not been yet brokered. It would, however, help FRI with some of our long-term capital purchase planning. Letters of intent will also help FRI leadership in terms of longer-term legacy and/or succession planning. This type of guidance from your council will help FRI continue to deliver the city-like performance we are known for as well as prepare for the future our member municipalities dictate.

Box 1550 Onoway, AB TOE 1V0 780-777-4688 1-855-710-3473 di@secondwindenterprises.com 42 FRI advocates strongly for continued collaboration between the ten municipalities and in fact, would welcome a dialogue that might invite additional municipalities into the fold (such as Birch Cove, Sunrise Beach, Sandy Beach, West Cove, and possibly Lac Ste Anne or Seba Beach as well). FRI believes there is strength in numbers and by retaining or even adding to the membership, we may be in a position to improve the current level of service at no additional cost per title or maintain the current level of service and actually cut the cost per title for service delivery. Of course, all options are on the table and will be subject to the wishes of the elected officials of our member communities.

If possible, on behalf of Fire Rescue International I request that your municipality consider signaling it's contract re-negotiation preferences by way of a letter of intent to FRI by September 30<sup>th</sup> if possible. Once in hand, FRI can govern itself accordingly and prepare for the next stage of contract negotiations with those who are interested: 2024 Terms, Conditions, & Levels of Service commencing 2026). If it would be helpful, I can make myself available to come before your council to answer any fire service questions or discuss the merits of building on the success we have created together as a team.

Kind Regards, FIRE RESCUE INTERNATIONAL

David Ives

Fire Chief

Box 1550 Onoway, AB TOE 1V0 780-777-4688 1-855-710-3473 43 di@secondwindenterprises.com





August 4, 2023

Tony Sonnleitner Summer Village of Ross Haven RR 1 Site 19 Box 70 Gunn AB TOE 1A0

Dear Tony,

As a valued partner and member of Yellowhead Regional Library (YRL), I am happy to share the YRL 2022 Annual Report with you and your stakeholders.

For YRL member municipalities and school divisions, we know return on your investment with us is critical. The 2022 Annual Report demonstrates several key indicators of our value to your residents and students. Here are two examples from residents in the YRL region, including your community:

- 101,127 international newspaper/magazine issues read through <u>PressReader</u>.
- 228,183 books, audiobooks and/or magazines checked out through OverDrive.

The power of regional collaboration opens a world of resources to every person living in the YRL region. The power of our collective purchasing and distribution delivers a catalogue of materials beyond what any individual library could maintain on its own. And, the power of our continuous improvement brings the latest technology and best practices to each member library and the patrons they serve. I hope you find the Annual Report informative and reflective of a remarkable year.

I am available to discuss this document and/or answer any questions you may have. Please contact me at <u>kpalichuk@yrl.ab.ca</u> or 780-962-2003, x226.

In addition, we would be happy to speak to your Council about YRL services, governance and our <u>2023-2025 Strategic Plan</u>. To schedule a presentation, please contact our Executive Assistant, Laurie, at <u>lhaak@yrl.ab.ca</u> or 780-962-2003, x221.

Thank you for your support of YRL and library services.

Yours truly,

Kr. Og Pelechek

Karla Palichuk, Director Yellowhead Regional Library

Enclosure



44

# Libraries VALUE BEYOND words

# 2022 Annual Report





# Message from the Board Chair

Over the past year, Yellowhead Regional Library (YRL) continued to demonstrate its commitment to service excellence. The role of YRL is to collaboratively support and enable public and school member libraries to deliver timely, responsive services to their respective patrons.

This partnership yields tremendous results, both financial and operational.

The return on investment to communities is more than monetary. We regularly hear stories of people accessing resources, upgrading job skills, learning to read and having fun – all at their local public and school libraries. Libraries truly are the hubs of their communities, and to more fully express this, the YRL team developed a tagline: Libraries Value Beyond Words. This tagline is being used on a range of materials, including approaches to advocacy with elected officials.

We believe this will help people to see libraries' full contributions to the quality of life we enjoy every day.

#### Hendrik (Hank) Smit

Chair, Yellowhead Regional Library Board of Trustees



# Message from the Director

This past year was incredibly active for YRL staff, with new programs and services delivered to public and school libraries within the region. These include: an updated program guide to help school librarians understand YRL's services, delivery of high-end training on topics such as managing the impacts of homelessness and how to hold crucial conversations, and new advocacy efforts to support a better understanding of the value that libraries bring to communities.

Additionally, YRL staff visited each of the 43 public libraries in the region, to meet with library staff and offer in-person support. We coordinated wireless printing options, made significant cybersecurity upgrades, and completed the legwork on creating new library websites.

Perhaps the greatest outcome, though, is the daily collaboration that occurs between and among YRL staff and member libraries. Partnering with the wonderful library staff in communities across our region is highly rewarding. We appreciate the innovation and creativity that comes from our joint efforts. Working together, we can help all member libraries to shine brightly.

**Karla Palichuk** Director, Yellowhead Regional Library

# YRL In the Community

In 2022, Library Development Services staff met with 43 public libraries, provided 64 on site consulting visits, and held 1,329 remote consulting sessions (online). In addition, Technology Services staff met with 14 public libraries, provided 29 on site visits, held 200 remote sessions, and resolved 1,769 IT helpdesk tickets.

**57** Public library visits

9 School library visits 93 In-person consultations



1,769 Helpdesk tickets resolved

47



# **Board of Trustees**

#### **Executive Committee Members as of December 2022**

YRL Chair Hendrik (Hank) Smit

Barb Maddigan Northern Gateway School Division

Carla Frybort City of Leduc

**Eric Meyer** Town of Stony Plain

Kathy Rooyakkers County of Wetaskiwin No. 10

For the complete list of trustees, please visit **<u>yrl.ab.ca</u>**.

YRL Vice Chair Wayne Rothe City of Spruce Grove

Robert (Bob) Robinson City of Beaumont

Sally Kucher Johnson Parkland County

Sandy Morton Town of Mayerthorpe

**Tara Elwood** Village of Alberta Beach

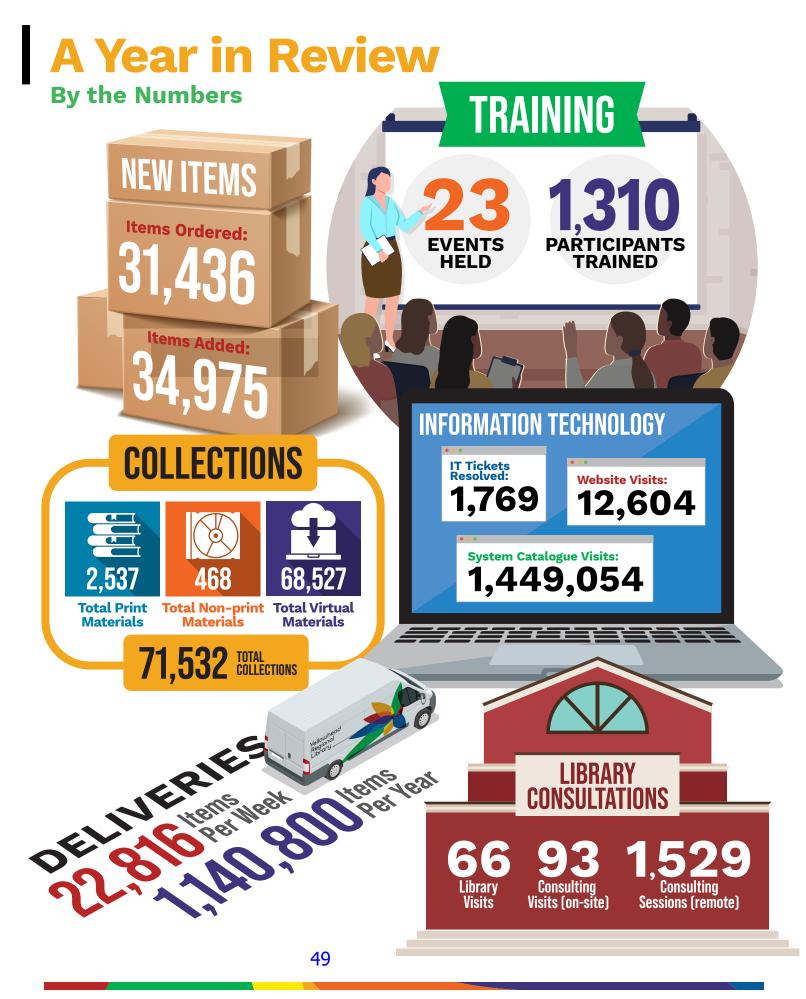
# **YRL Leadership**

Extending beyond their YRL roles, key personnel also held leadership positions with provincial organizations in 2022.

#### Hank Smit

Vice President, Alberta Library Trustees' Association Karla Palichuk Chair, The Alberta Library **Jessica Knoch** President, Library Association of Alberta





# **Collections and Resource Sharing (CRS)**

Our member libraries took advantage of the access through YRL to many virtual and physical collections in 2022, helping their patrons in life-long learning and enjoying a variety of content.

- Overdrive and Libby checkouts increased to 228,183 (up from 225,552 in 2021). Audiobook Cloud use increased 3% and Read Alberta eBooks use increased by 50%.
- More than 240 library patrons, an increase of 10% from the previous year, used Pronunciator to help them to learn and practice languages, including: French, Spanish, Russian and Ukrainian.
- LinkedIn Learning saw patrons record 640 hours of training time, up 14% from 2021.
- CRS facilitated six special orders for school and public libraries to support grant-funded programs, community events, community partnerships, one school-one book programs and more.

"Thanks to YRL, we were able to special order books for the Town of Devon's 2022 MMIWG2S<sup>\*</sup> Awareness Kits, lessening the financial barrier for our community to access information about this important subject."

> \*Missing and Murdered Indigenous Women, Girls, and Two-Spirit

# Technology Services (TS)

2022 saw TS staff busy helping the member public libraries to upgrade and strengthen the technology and computer networks at their sites to ensure stable and secure connections.

- 52 equipment orders were placed by TS staff for 18 libraries ensuring good quality computers met network standards for security and function.
- 572 questions by patrons about CloudLibrary/OverDrive/ hoopla were answered by TS staff, allowing better access to these popular virtual collections.
- 29 site visits were made by TS staff to work in person at member libraries to help maintain the computer networks.
- Cyber security training through Sophos Phish Threat was offered to libraries to lessen the chance of future cyber hacks or incidents.
- Jasper Municipal Library was supported by TS staff with technical advice, securing contingency funding in case network devices were impacted and arranging for extra wi-fi hubs to arrive during the major wildfire that impacted internet connectivity in the Jasper townsite.
- 6 libraries were supported by TS staff in upgrading to VOIP phone systems on the SuperNet network allowing for new money saving technology.
- Libraries were surveyed, and the data analysed about the new website platform coming in 2023, allowing libraries to provide their opinion on what priorities should be included.

## Library Development Services (LDS)

LDS staff were out and about in 2022 in person and remotely to support our members in making their libraries better than ever.

#### **Homeless Library Academy**

Total Tutorials	35	Total Tutorial Enrollments	288
Total Tutorials Accessed	35	Total Learners	85

Over the past few years, public libraries have seen a marked increased in interactions with people who are unsheltered. LDS purchased specialized, selfpaced homelessness training tutorials to help member library staff learn the skills needed to effectively work with this population.

50

"I am super excited and grateful that YRL purchased a subscription to this training for all of us and thankful that we have such a great regional system who cares about the issues we are having in our library." Since its rollout in late 2021, all 35 virtual tutorials have been accessed by member library staff. LDS staff also had follow up discussions with members who viewed the tutorials about how to implement some of the concepts that were presented.

#### **Crucial Conversations**

Being able to communicate effectively in the workplace is a skill everyone wants to do well especially with regards to human resources and promoting psychological

Total Learners	36
Total Live Discussions	3
<b>Total Visits to the Course Website</b> (as of Dec 2022)	161

safety in the workplace. To that end, LDS provided access to a virtual course and three workshops to help our member library directors, managers, and other library leadership to learn this skill set. "I just wanted to express my gratitude to you for Crucial Conversations! ... I am finding it very helpful and am learning a great deal."

#### **Networks and Group Meetups**

Both the Indigenous Services Working Group and Peer Support Network for member library staff were new initiatives in 2022 and well received by our members. Both provided opportunities for networking and delving deeper into each subject matter.

	Total Sessions
Peer Support Network for Library Staff	6
Indigenous Services Working Group	3
Coffee Chat for Managers	12

#### **General Consultation and Client Support**

Primary Purpose	In Person	Virtual	Email	Total
AskYRL (all categories)	0	0	1,329	1,329
Collections	16	14	0	30
Customized Training (on site or at YRL)	3	1	0	4
Library Visits	44	0	0	44
Manager Onboarding	9	0	0	9
Policy	1	12	0	13
Strategic Planning	1	2	0	3
TOTAL	74	29	1,329	1,432
YRL Public Libraries Reached	100%			
YRL School Divisions Reached	100%			
YRL School Libraries Reached	<b>24%</b> (note this includes in-person or virtual contacts only and does not include email)			

#### **Programming Support - Kits**

Total Kits	120
Total Kit Bookings	251
Public Libraries that Borrowed Kits	68%

# **Administrative Services (AS)**

In 2022, the AS staff were behind the scenes, keeping staff, facilities and funding in line with the priorities and wants of our members.

#### **Planning and Finances**

A new Plan of Service was completed for the period 2023-2025, based on the current plans of member libraries, municipalities and school divisions.

Revenue:		
School Levies	\$146,899 (4.5%)	
Contract Services	\$147,884 (4.5%)	
Provincial Government	\$1,415,451 (43.5%)	
Municipal Levies	\$1,546,823 (47.5%)	
Total	\$3,257,057	
	Expenses: Administration	
		\$152,638 (4.6%)
	Building and Capital	\$180,330 (5.4%)
	Direct Services	\$1,269,002 (38.4%)
		\$1,203,002 (38.4%)
	Staffing	\$1,708,206 (51.6%)

#### **Stewardship**

A new investment strategy was developed and approved, netting nearly \$70,000 in interest (compared to \$15,483 in 2021).

52

- A new cyber insurance policy was purchased, increasing the per-incident coverage from \$150,000 to \$2,000,000.
- A new vehicle was purchased to augment the fleet.

# Yellowhead Regional Library

Mailing Address Box 4270, Spruce Grove, AB T7X 3B4

Building Location 433 King Street, Spruce Grove, AB T7X 2C6

 Phone
 Toll-free

 780-962-2003
 1-877-962-2003

# yrl.ab.ca

August 7, 2023

His Worship Mayor and Council of Ross Haven,

Re: Short Term Rentals in the Summer Village of Ross Haven, AB

I am writing to voice my concerns regarding a short term rental in the Village of Ross Haven. We have only recently purchased our home in the village with the understanding, after doing searches on various sites, there were no short term rentals available and since there is a permanent sign at the beginning of the village stating 'no picnic areas, campgrounds, or trailer parking' and no boat launch.

The home has been used as such since the beginning of summer and there has been constant coming and going of non-residential people, vehicles, boats with trailers etc.. At times these have been so numerous that they overflow into the road and block the foot path and even hinder their neighbour's driveway.

The renters have no investment in the village and as of this date there have been no damages to the surrounding areas, unfortunately history has shown this is only a matter of time so there is a good chance it will happen. There has already been problems with the homes sewer which in turn has the potential to affect the lake that the property is located next to. Additionally, there is the potential for more issues in the winter season with more off road vehicles and also snow removal from the front of the property to accommodate vehicles, snow machines and their trailers.

I feel that this has changed the overall feel of the village from a close-knit community and opening it up to more of a transient fly-bye.

I have been in communication with numerous surrounding neighbours and we are all in agreement that we are against short term rentals and that it is not what we would like to see in the Village of Ross Haven.

It is my understanding that the By-Laws are under review and that Council is seeking input from the residents, we would like to see a total ban on short term rentals in the village.

Please add me to the agenda for the August 10, 2023 council meeting.

Thank you,

Elizabeth Burt lizburt69@gmail.com His Worship Mayor and Council of Ross Haven,

We share Elizabeth Burt's concerns with short term rental businesses operating in the SV of Ross Haven.

We live \_\_\_\_\_\_. In particular, the level of traffic, vehicles, boats and personal watercraft on the road and the blocking of our driveway are problems. Some weekends as many as 10 vehicles are there. In addition to the stream of one to three night renters, there are the cleaning crew, repairmen, management company, lawn service and constant pump outs. It is a large home and is now like living next to a hotel.

We understand the owners' plan is to operate it as a business and rent it out year round. In the absence of a bylaw they can do what they want.

It has clearly changed our Ross Haven experience and that of our neighbours.

We believe the solution is a ban on short term rentals. This is what the Waters Edge development did to address the problem and has been the approach taken by numerous other communities. Unchecked, we believe more short term rentals will start popping up in the SV of Ross Haven.

Unfortunately, it has become a problem for the neighbours of this property.

Doug Ballou and Janet Thompson 609 6th Street Cell: 780 935-8531

#### Councillor Report - Ray Hutscal Aug 8, 2023

#### $\circ$ $\,$ Collaboration with LSAC $\,$

- RR34 As per last council meting, a letter to LSAC was sent. LSAC confirmed the 75% (SV Ross Haven)/25% (LSAC) cost sharing percentage. They also advised the second estimate will be forthcoming.
- Fire Gap around Village No action taken from last meeting. Next steps: Ross Haven to discuss with landowners about fire gap and produce awareness / education documents for each resident.
- Second Exit No action taken from last meeting. Next steps: discuss with existing Ross Haven residents to see if we can do within our lands, to tie into TWP RD 551A. If yes, County to discuss with resident on TWP RD 551A.
- CPO Continued to follow up with LSAC through July. LSAC provided confirmation and the agreement on August
   Part of today's agenda.

#### o Sewer Project

- LSAC county advised detailed budget should be available week of August 8. After we receive, we'll work
  collaboratively to determine items to meet full budget amount. Will include extra gravel, soil, grass to deal with
  expected future settling.
- Noel has reviewed the deficiency items that were previously identified and confirmed which items were completed. A few items are still outstanding. Unsure if we will do a walkthrough with the County / Contractor (to be confirmed).
- As-builts received July 21. I was unable to download before the link expired. Waiting for the link to be renewed, and I will download to our shared drive.
- I commenced the CC Valve Reference Book. In what I have progressed to date, already identified missing pictures and info needed. Hoping to complete by end of August.
- Formatted and provided our CAO with a spreadsheet that identifies service stub locations on each property, along with requirements to maintain and track connections to the system.

#### • Water Levels / Water Quality

- Volunteered for Ross Haven to host the next grant for the SW Alliance. Scope TBD. Part of the next steps to address water quality / water levels. Have NOT heard any further info.
- Attended a demonstration hosted by Yellowstone on July 22 for ozone treatment for large water bodies.

#### o General Village Items

- Drainage issues on parkway between 8<sup>th</sup> Street and 9<sup>th</sup> Street, and Portion of 8<sup>th</sup> street that runs parallel to lake.
  - Update: Awaiting meeting with engineer to determine final solution.
- Road, drainage, and safety issues at the round–a-bout of 4<sup>th</sup> street.
  - Update: Awaiting feedback from impacted residents. May have an alternate suggestion that we will review with engineer when they are next onsite.
- Drainage issues on 5<sup>th</sup>/6<sup>th</sup> parkway and 7<sup>th</sup> street will be reviewed with Engineer with the above first items.
- For each of the above, does NOT mean the work will proceed. We are at the design and costing stage. Budget approval and stakeholder communication needs to occur before proceeding.

#### Ray Statistics August Update (Month of July)

Incoming Emails	108	Meeting / Telephone Hours	6
Sent Emails	55	Total Hours	24