

AGENDA FOR THE REGULAR MEETING OF COUNCIL FOR THE
SUMMER VILLAGE OF ROSS HAVEN IN THE PROVINCE OF ALBERTA TO BE
HELD ON NOVEMBER 9, 2023 AT THE ONOWAY CIVIC CENTRE – PUBLIC
PARTICIPATION IN-PERSON AND VIA ZOOM COMMENCING AT 7:00 P.M.

DETAILS FOR MEETING ACCESS POSTED ON THE ROSS HAVEN WEBSITE

1) Call to Order:

2) 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 5-10

a) Minutes of the Regular Meeting – October 12, 2023

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

5) Public Hearings: None scheduled.

6) Delegations: None scheduled.

7) New Business:

P 11

a) Grant Officer Report.

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

b) NG9-1-1 Service – Contract to be signed.

P 12-35

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

c) Proposed Location for the additional 10 mailboxes to facilitate in Canada Post providing every lot in the community with a civic address.

P 44

(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).

Land Use Bylaw –

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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 www.rosshaven.ca,
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	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

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

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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 EXISTING,
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.).

23DP03-27 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.

23DP04-27 Plan 4883 KS, Block 5, Lot 10 : 410 – 4 STREET
INSTALLATION OF AN IN-GROUND POOL.

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

9) Financial Reports:

P 36-42 a) October 2023 Financial Reports - Attached

(Motion to accept for information.).

10) Correspondence: None

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11) Councillor Reports:

- P 43 a) Mayor - Attached
- P 45-46 b) Deputy Mayor - Attached
- P 47 c) Councillor - Attached

(Motion to accept for information.).

12) Administrator's Report

- P 48-49 a) CAO Report

(Motion to accept for information.).

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

14) Closed Session - None.

Adjournment: Next Meeting December 14, 2023 Regular Meeting of Council

**MINUTES
REGULAR COUNCIL MEETING
SUMMER VILLAGE OF ROSS HAVEN, ALBERTA
October 12, 2023
IN-PERSON AND VIA ZOOM**

ATTENDANCE

Mayor, Ray Hutschal – Via ZOOM
Deputy Mayor, Lolita Chadd
Councillor, Dieter Brandt
CAO, Tony Sonnleitner
His Worship Mayor Don Bauer (Yellowstone) in Gallery - 6 Resident via ZOOM

CALL TO ORDER

Mayor, R. Hutschal called the meeting to order at 7:01 p.m.

AGENDA

Res. A23-132

Moved by Councillor, D. Brandt that the meeting agenda be adopted as presented with the addition of 7(g), Fortis Franchise Fee Rate.

CARRIED

MINUTES

Res. A23-133

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

a) Minutes of the Regular Meeting – September 14, 2023

CARRIED

DELEGATIONS

None

PUBLIC HEARINGS

None

NEW BUSINESS

a) Grant Officer Report

Res. A23-134

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

CARRIED

b) Onoway Regional Fire Services – All Members Meeting.

Res. A23-135

Moved by Mayor, R. Hutschal that Council and Administration be authorized to attend the Onoway Regional Fire Services – All Members Meeting on Tuesday, October 24th, 2023 from 1:00 p.m. to 4:00 p.m. at the Onoway Community Hall : 4920 – 49th Avenue, Onoway.

CARRIED

**MINUTES
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**c) Alternate Muster Point – Reciprocal Motion / Agreement
with the Summer Village of Yellowstone.**

Res. A23-136

Moved by Councillor, D. Brandt that Council authorize the Summer Village of Yellowstone's Municipal Building (500 Morin Drive) to be the alternate emergency muster point for the Summer Village of Ross Haven. Further, the Summer Village of Ross Haven Municipal Shop (700 Parkins Avenue) is authorized to be the alternate emergency muster point for the Summer Village of Yellowstone. Signage indicating such shall be erected at each location, where that expense is to be incurred by each Municipality.

CARRIED

**d) North Saskatchewan Watershed Alliance – September 5th,
2023 Letter from the group on the achievements, as well
as a proposed fee for 2024 of \$100.00.**

Res. A23-137

Moved by Mayor, R. Hutschal that Council authorized the support for the North Saskatchewan Watershed Alliance in the amount of \$100.00 in each year 2023 and 2024.

CARRIED

e) Review of Ross Haven Planning Documents - Update

Mayor, R. Hutschal 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:

Statutory Plans -

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 www.rosshaven.ca, plus an Office Consolidation of the Land Use Bylaw

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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 input at the Council Open House. The next Council Open House is scheduled for Spring 2024 (Date and Time TBD) 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

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f) Development Permit Update – 2023

No new Development Permits since last report. Action to be taken on this item – Information Only

g) Fortis – Franchise Fee Rate

Res. A23-138

Moved by Mayor, R. Hutscal that Council directs Administration to advise FortisAlberta that they wish to continue with a 0% Franchise Fee rate for the year 2024.

CARRIED

OLD BUSINESS

a) Karen Bell – Request for Tax Penalty Relief

Res. A23-139

Moved by Mayor, R. Hutscal that Council deny the request from Karen Bell to have her 2023 Tax Penalty, applied July 1, 2023, rescinded. Further, where the requester can provide Council with documentation, by way of returned mail for her payment cheque posted prior to Midnight on June 30, 2023, the amount of the tax penalty would be returned to her.

CARRIED

FINANCIAL REPORTS

a) Financial Statements

Res. A23-140

Moved by Mayor, R. Hutscal that the September 2023 financial statements be received as information.

CARRIED

CORRESPONDENCE

None

COUNCILLOR REPORTS

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

Res. A23-141

Moved by Deputy Mayor, L. Chadd, that the Councillor Reports be received as information.

CARRIED

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CAO REPORT

a) CAO, Tony Sonnleitner - Verbal

Res. A23-142

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

CARRIED

OPEN FLOOR

Members of the community availed themselves of the opportunity to speak to Council at this meeting.

**CLOSED SESSION –
CONFIDENTIAL ITEM**

None

NEXT MEETING(S)

- The next regular meeting of Council is scheduled for November 9, 2023 at 7:00 p.m. The meeting will be held at the Onoway Civic Centre and via ZOOM. Check the Summer Village of Ross Haven website, www.rosshaven.ca, for details.
- Next Public Hearing : None Scheduled

ADJOURNMENT

Mayor, R. Hutschal adjourned the meeting at 8:07 p.m.

These minutes approved this 9th day of November, 2023.

Mayor

Chief Administrative Officer

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Development Permits:

Permit #	Lot	Date	Website Use	Status
23DP01-27	305 – 3 St	Feb 23	Yes Demo, Placement of Modular Home	Approved
23DP02-27	201 – 2 St	Jun 23	Yes Construct Acc. Build + Deck	Approved
23DP03-27	410 – 4 St	Jul 23	Yes Demo, Construct SDD, Sewer + Well	Approved
23DP04-24	410 – 4 St	Sep 1	Yes Construct In-Ground Pool	Approved

From: ddm@kronprinzconsulting.ca

Date: November 2, 2023 at 1:57:19 PM MDT

To: "Tony Sonnleitner (Ross Haven)" <CAO@rosshaven.ca>

Subject: October 2023 Grant Officer Report for Council - Ross Haven

Hi Tony,

Just getting you a quick update Council on the October 2023 Grant Officer work, as well as the invoice.

October was really a focus on two main items: The Celebrate Canada Grant and the Connect Mobility Partnership:

Celebrate Canada - I have the bulk of this application completed, based on the previously shelved Canada Day grant framework we had worked on earlier this year. I will still need some information from you on the corporate number for the municipality and a few other minor administrative details, but will follow-up on that next week. Once finalized I will ensure same is submitted by the deadline of Nov. 21st, 2023.

Connect Mobility - while originally started for Ross Haven has now become a bit more of a group exercise under the SVLSACE umbrella. This was discussed on October 28th, 2023 and I sent all member municipalities a letter on next steps on Nov. 1st, 2023. Assuming Ross Haven wishes to be a member in this partnership, they are one of the partners who would have to do a speed test in the community as outlined in the letter. I have the templates for same prepared and a process to roll out the speed test, as well as support the community on same, again assuming Ross Haven wants to participate. Once I hear back from you on this matter I will work with you on getting a webpage and community communication prepared for the next steps.

I will forward any additional comments Bridgitte might have once I meet with her next week. I am in a Utility Rate Modeling Conference/Course in San Diego Nov. 13th - Nov. 20th but will be back on your file after I return from that.

Thank you,

DDM

Subject: S.V. of Ross Haven - Signature requirement - NG9-1-1 Agreement

Good morning,

We are excited to announce your Parkland County 911 PSAP is planning its onboarding process to the new NG9-1-1 network.

In order for Parkland County 911 PSAP to complete their transition to the new NG9-1-1 network, the Local Governing Authorities served by Parkland County 911 are required to execute the CRTC-approved NG9-1-1 agreement. This critical requirement will play a significant role in launching the new and improved features of NG9-1-1 that serve the citizens of S.V. of Ross Haven.

Accordingly, I have attached a copy of the agreement for signature.

To help facilitate and for additional clarity concerning Schedule B,D, E, F and G:

Schedule B: initials required

Schedule D: Not required to be filled in. Schedule D is reserved for provincial and federal PSAPs such as AHS, RCMP, DND.

Schedule E: At this time we are not expecting any data to be filled for Schedule E as this is specific to the introduction of the NG9-1-1 GIS (anticipated sometime between 2025 - 2027). As we get closer to implementation, we will follow up to obtain the LGAs Schedule E information. In the interim, the legacy processes for submitting municipality address data to TELUS will continue.

Schedule F: initials required

Schedule G: the LGA must designate a Local Registration Authority ("LRA"). The LRA will be responsible for determining and managing which users will be authorized to access the NG9-1-1 network and managing their credentials, user names, passwords, etc. An LRA can be assigned for a specific PSAP(s) or may be assigned for all PSAPs in an entire serving territory. While an LGA can designate themselves to manage PSAPs users' access, in most cases, the LGA will designate their respective PSAPs with the LRA responsibilities. If you prefer your PSAPs to be your LRA, then please fill in each of the respective PSAPs serving (Parkland County 911) within Schedule G (per line) accordingly.

I look forward to receiving your signed agreement.

Kindest regards,

Assunta Marozzi

LGA Relations Manager

NG9-1-1

T. (780) 508-1237

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NG9-1-1: What Is It & What To Know

Posted in [All \(https://nga911.com/blogs/category/all\)](https://nga911.com/blogs/category/all), [NGA911 \(https://nga911.com/blogs/category/nga911\)](https://nga911.com/blogs/category/nga911) on Aug 18, 2021



The 9-1-1 system has been a success story since its first introduction in the U.S. in the late 1960s. However, advancements in modern communications technology create the need for updated emergency response systems now more than ever. **Thankfully, this is where NG9-1-1 comes in!**

NG9-1-1, also known as Next Generation 911, is the next step in the evolution of emergency and public safety services. This system was developed with the purpose of replacing traditional 911 systems and providing instant communication to both public safety dispatchers and the public.

At NGA 911, we are proud to provide reliable, Cloud-based Next Generation 911 services nationwide and across the globe. We also believe in being your trusted resource for all things NG9-1-1!

In this blog, our experts at NGA 911 will cover:

- What NG9-1-1 is
- How NG9-1-1 works
- Why Next Generation 911 is important

And much more!



What is NG9-1-1 Exactly?

Next Generation 911 is a nationwide, internet protocol (IP)-based emergency communications system. It's designed to allow communication between the 9-1-1 caller, the 9-1-1 center, and first responders in the field through various forms of multimedia.

Those in need of emergency assistance will now be able to send videos, photos, and other forms of broadband information to 9-1-1 professionals.

Examples of this can include:

- Sending text messages regarding medical information or an emergency incident
- Sending photos of a fleeing suspect or accident damage
- Streaming videos of an emergency

All of which can significantly aid 9-1-1 operators and other public safety professionals in assisting callers or speaking with first responders and incident leaders.

Additionally, when a reliable, adaptable, and secure NG9-1-1 system is put in place, public safety answer points (PSAPs) have access to advanced tools. This allows for more efficient and effective emergency response between 9-1-1 professionals nationwide.

How Does The Next Generation 911 System Work?

The NG9-1-1 system contains four main building blocks

These include:

1. ESInet (Emergency Services IP Network)
2. Next-Generation Core Services (NGCS)
3. NG9-1-1 call-taking equipment
4. Geographic Information System (GIS)

The **ESInet** is the network that delivers emergency calls to the emergency call centers (ECCs) and public safety answer points (PSAPs). It also connects them to each other. The **Next Generation Core Services (NGCS)** is the database and software necessary to route 9-1-1 calls on the **Emergency Services IP Network**.

NG911 call-taking equipment is also known as **Customer Premise Equipment, Call-Processing Equipment (CPE), Call-Handling Solutions (CHS), or Call-Handling Equipment (CHE)**.

It provides the tools for emergency telecommunicators to receive, process, and dispatch 911 calls. And the **Geographic Information System (GIS)** uses location information to transfer 9-1-1 calls and help emergency responders locate callers.

As soon as these building blocks are in place, new technology can add functions and data from a wider range of sources beyond phones.

These can include:

- Computers
- Smart Sensors
- Alarm Systems
- Vehicle Telematics
- Smart Speakers
- Medical Devices

And more.

The need for more safety and better technology is changing so rapidly that public safety personnel need to keep up. Thankfully, the NG9-1-1 system can help!

With this infrastructure, emergency professionals can better deliver, process, and store data to integrate future technologies designed to save more lives.

Is NG9-1-1 Really Necessary?

Most emergency calls made to ECCs and PSAPs are wireless. Just as most Americans have moved to smartphones, the public safety industry must also adapt to new communication tools to best serve the public.

Although the legacy 9-1-1 system served the nation well for decades, there's only so much it can do as is. Traditional 9-1-1 networks are unable to use modern technologies to bring greater accuracy, speed, and efficiency when responding to emergency help.

With NG9-1-1 systems, emergency call centers, public safety professionals, and first responders will be able to do things never thought possible until now.

For example, working alongside:

- Other Public Safety Officials
- Healthcare Professionals
- Government Services
- Neighboring Jurisdiction Personnel

Best of all, those in the public safety industry will be able to transfer valuable data in real-time. Thus, allowing call centers and dispatchers to send the right resources to the right location as soon as possible.

4 Reasons Implementing Next Generation 9-1-1 Matters

At its core, NG9-1-1 creates a powerful and consistent infrastructure that delivers emergency service today and well into the future. As such, the many benefits of implementing a Next Generation 911 system are clear.

Accelerating the implementation of NG9-1-1 can:

1. Increase adaptability and compatibility with evolving communication trends
2. Boost the reliability and flexibility of the 9-1-1 system
3. Enhance emergency response for public safety and emergency responders
4. Reduce 9-1-1 system operating costs

The fact is; most of the public expects emergency calls to support text messages, videos, and other popular forms of communication. With NGA 911's Next Generation 911 Cloud-based system, responders can help improve the public's access to emergency services.

How Soon Will NG9-1-1 Be In My Community?

Transitioning emergency call centers and other public safety personnel to Next Generation 911 varies across the nation.

Once started, implementation usually takes around 9 to 12 months.

States, counties, cities, and local authorities are determining how to start or complete the switch from traditional emergency systems.

In a national NG9-1-1 report from 2020, as many as 33 states have adopted a statewide Next Generation 911 plan!

Conclusion

The Next Generation 911 system is much more than an infrastructure that allows the sending of texts and videos from someone in distress. The bottom line is; it will significantly improve how all emergency responders serve the public.

What does this mean for your community?

The NG9-1-1 system means 911 calls are answered faster, with more data available to your dispatchers and first responders.

This equals out a greater number of people in contact with public safety officials and fewer missed opportunities when someone is in distress. And as we've seen in recent events, this can make all the difference!

To learn more or get started, [contact our Next Generation experts at NGA 911 today \(https://nga911.com/connect\)](https://nga911.com/connect)!



[PRIVACY POLICY \(HTTPS://NGA911.COM/PRIVACY-POLICY\)](https://nga911.com/privacy-policy)

[CONTACT \(HTTPS://NGA911.COM/CONNECT\)](https://nga911.com/connect)

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NEXT GENERATION 9-1-1 LOCAL GOVERNMENT SERVICE AGREEMENT

This Agreement for the provision TELUS' Next Generation 9-1-1 Service (the "**Agreement**") is effective the _____ day of _____, 2023 (the "**Effective Date**")

BETWEEN:

(the "**Local Government Authority**" or "**LGA**")

AND:

TELUS Communications Inc.
("TELUS")

WHEREAS the Local Government Authority wishes to provide its citizens with access to Next-generation 9-1-1 ("**NG9-1-1**") Emergency Services ("**NG9-1-1 service**") through calls, sessions and events sent to the 3-digit emergency telephone number 9-1-1;

WHEREAS, the legacy 9-1-1 service is, as per Telecom Regulatory Policy CRTC 2017-182 ("**TRP 2017-182**"), called "Next Generation 9-1-1 – Modernizing 9-1-1 networks to meet the public safety needs of Canadians", is due to be decommissioned by order of the Canadian Radio-television Commission ("**CRTC**").

WHEREAS, the current legacy 9-1-1 LGA service agreement will remain in effect and supplement the NG9-1-1 until such time the legacy 9-1-1 network is decommissioned.

WHEREAS TELUS, as mandated by the CRTC, is the sole provider of NG9-1-1 services in the province in which the LGA is located and as such can route calls, sessions or events from the inhabitants of the LGA calling the 3-digit emergency telephone number 9-1-1 to the appropriate Public Safety Answering Point which provides the 9-1-1 caller with access to Emergency Services;

WHEREAS TELUS has developed an IP based next generation 9-1-1 service designed to replace the legacy provincial enhanced 9-1-1 service that will transit calls, sessions and events to the 3-digit emergency telephone number 9-1-1 in accordance with the terms and conditions laid out in TRP 2017-182 and Telecom Decision CRTC 2021-199 ("**Decision 2021-199**"); and

WHEREAS TELUS will recover costs associated with delivering the TELUS Next Generation 9-1-1 Service in the form of a fee levied against each End-User as prescribed in TELUS NG9-1-1 Tariff (CRTC 21461 Item 1001) filed in accordance with the process laid out in TRP 2017-182 and any future modifications thereto.

NOW THEREFORE in consideration of the mutual agreements hereinafter contained and other good and valuable consideration, the parties hereto agree as follows:

1 DEFINITIONS

In this Agreement, in addition to those terms which are parenthetically defined, capitalized terms shall have the meanings ascribed to them in Schedule "A" (Definitions).

2 SCOPE OF AGREEMENT

- 2.1 **Agreement:** The LGA and TELUS (collectively, the "**Parties**") hereby agree to fulfil their respective obligations as per the terms and conditions set out in TELUS NG9-1-1 Tariff (CRTC 21461 Item 1001) and those contained in this Agreement, in order to provide NG9-1-1 emergency calling services. The Parties agree that this Agreement is for their mutual advantage and is designed to provide continued access to Emergency Services to the

NEXT GENERATION 9-1-1 LOCAL GOVERNMENT SERVICE AGREEMENT

served inhabitants within the Serving Area.

- 2.2 **Cost Recoveries:** The Parties agree that TELUS will recover costs associated with delivering the TELUS Next Generation 9-1-1 Service via the TELUS NG9-1-1 Tariff filed by TELUS to be levied against entities that provide access to NG9-1-1 services in TELUS' ILEC operating territory.
- 2.3 **Service Description:** The NG9-1-1 Service provides a managed, private, dedicated IP network referred to as the Emergency Services Internet Protocol network ("**ESInet**"). The ESInet provides the transport and interconnectivity for all i3-PSAPs within the Serving Area as well as Originating Service Provider networks supporting 9-1-1 Calling over IP-based networks and devices. For i3-PSAPs, the ESInet is delivered to the PSAP operations premise using TELUS's IP VPN service to the PSAPs. The NG9-1-1 Service also provides a series of applications and service interfaces known as NG9-1-1 Core Services ("**NGCS**") and may include other third-party applications from trusted entities as may be requested by the LGA and agreed to by TELUS. TELUS provided NG9-1-1 Service features are described in the User-to-Network Interface ("**UNI**") document. The LGA agrees that TELUS is not responsible nor liable for damages arising from LGA's use of third-party applications in conjunction with the NG9-1-1 Service.

3 TELUS' OBLIGATIONS

In accordance with TELUS NG9-1-1 Tariff (CRTC 21461 Item 1001), TELUS agrees to:

- 3.1 Provide TELUS Next Generation 9-1-1 Service to the LGA in order to provide End-Users, within the Serving Area, served by Originating Network Providers who have entered into agreements with TELUS with respect to access to TELUS Next Generation 9-1-1 Service, access to Emergency Services through calls, sessions and events sent to the 3-digit emergency telephone number 9-1-1, as further described herein.
- 3.2 Provide TELUS' Next Generation 9-1-1 Network access, network termination/demarcation, and services to the PSAP, as agreed to by TELUS and the LGA, to be used to answer and transfer calls, sessions and events to the 3-digit emergency telephone number 9-1-1.
- 3.3 Provide Selective Routing and Transfer of emergency calls, sessions and events to the Primary PSAP and Secondary PSAPs according to instructions provided by the LGA, including those described in PSAP Contingency Plans.
- 3.4 Provide 9-1-1 caller information, as ordered by the CRTC, to the PSAP(s).
- 3.5 Maintain and update the 9-1-1 mapping and addressing database subject to receipt of the information required to be provided by the LGA pursuant to paragraphs 4.4.2 and 4.4.3.
- 3.6 Be responsible for any other requirements not specifically identified in this Agreement related to matters of the kind as imposed by the CRTC.
- 3.7 Where an Originating Network Provider has entered into agreements with TELUS with respect to access to TELUS Next Generation 9-1-1 Service, TELUS shall remain responsible for all aspects of the operation of the TELUS Next Generation 9-1-1 Service and shall not be relieved of any of its obligations under this Agreement.
- 3.8 Maintain a 24x7 9-1-1 Support Team to monitor the network and coordinate activities with stakeholders.
- 3.9 Maintain a fallback Third Party Operator Service that will accept NG9-1-1 calls, sessions and events and route them to the appropriate Primary PSAP in the event of network,

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- routing, or location issues.
- 3.10 Selectively route and enable the selective transfer of 9-1-1 Calls to the Primary-PSAP, Secondary-PSAPs and Dispatch Agency according to Policy Routing Rules crafted to the needs of the LGA, including those described in PSAP Contingency Plans.
 - 3.11 Maintain a PSAP Contingency Plan as prepared by each PSAP in the event of network or customer equipment outage or evacuation.
 - 3.12 Perform Quality Assurance and Quality Control (QA/QC) on the aggregated dataset and provide mapping and addressing discrepancy/errors reporting back to the Local Government Authorities or their designees.
 - 3.13 Provide ESInet IP connection with redundant and, dependent upon availability, diverse facilities to PSAP locations designated by the LGA and as listed in Schedule "D" (PSAP Designations & Locations).
 - 3.14 TELUS is responsible for delivering NG9-1-1 traffic to the TELUS NG9-1-1 demarcation point. TELUS will not be responsible for any issues, nor will it troubleshoot outages or failures proved to be occurring with the LGA network, which begin on the LGA side of the TELUS NG9-1-1 demarcation point.

4 OBLIGATIONS OF THE LGA

- 4.1 As it applies to PSAPS, the LGA agrees to:
 - 4.1.1. Designate Primary PSAPs, Secondary PSAPs, and Back-Up PSAPs to answer and dispatch 9-1-1 Calls in the Serving Area. In the event that the LGA contracts with a third party for the management and operation of the PSAP, the LGA will remain responsible for all aspects of the operation of the PSAP and will not be relieved of any of its obligations under this Agreement.
 - 4.1.2. Ensure that all PSAPs are i3-compliant as per the conditions listed in section 6, requirements listed in Schedule C, and documents referenced in Schedule E of this document are connected to the NG9-1-1 network
 - 4.1.3. Ensure that all PSAPs provide, operate, and manage the personnel and the equipment, including terminal equipment, required to receive and process all emergency calls, sessions and events directed to the PSAP, based on the technical requirements further detailed under Schedule C. LGA shall put in place a Business Continuity Plan applicable to the PSAPs and test it annually.
 - 4.1.4. Provide TELUS with a minimum of ninety (90) days' written notice of an intended change of a PSAP in their serving area.¹
- 4.2 The LGA acknowledges and understands that in cases where Next Generation 9-1-1 calls, sessions and events are delivered to TELUS without complete location information, these calls, sessions and events may be routed to a default PSAP which may be a Provincial Default i3 PSAP, designated by the provincial government or an alternate default PSAP selected and managed by TELUS.
- 4.3 As it applies to mapping addressing data (GIS or MSAG), where not otherwise defined by

¹ See Telecom Decision 2011-309 – CISC consensus reports – Emergency Services Working Group – ESRE0052 Section 4.2.2 – Change activity timelines.

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applicable provincial legislation and absent a provincial body that acts as a GIS data aggregator, the LGA shall create, maintain and update all boundaries, addressing and mapping information according to applicable standards (MSAG and GIS) and perform quality assurance and control on the data prior to submission. If a third party is to provide the GIS data on behalf of the LGA, such party shall be identified in Schedule "E", and that 9-1-1 specific GIS data layers must be provided directly to TELUS in a secure manner without transiting through any shared open platform upon implementation of GIS functionality within the NG9-1-1 network. The LGA agrees to provide TELUS with a minimum of ninety (90) days' written notice of a change in GIS data providers. The LGA shall take responsibility for changes to the 9-1-1 call routing resulting from submitted GIS data.

- 4.4 As it applies to Serving Area, the LGA shall coordinate the participation of all PSAPs in the Serving Area with respect to TELUS Next Generation 9-1-1 Service. This will include:
- 4.4.1. Determining, in conjunction with TELUS, the Serving Area and Emergency Service Zones served by the PSAPs;
 - 4.4.2. Providing and validating, as required by TELUS, all geographical data, including street names, addresses, or other data provided by the geographic information system (GIS) and associating those with Emergency Service Zones;
 - 4.4.3. Informing TELUS of all changes in the geographical data that may occur during the term of this Agreement and changes in that geographical data must be reported to TELUS as soon as possible after that data changes;
 - 4.4.4. Ensuring all PSAPs in the Serving Area have secure 9-1-1 data and systems which security includes physical security, network security, cybersecurity, and all other considerations within the PSAPs domains;
 - 4.4.5. Ensuring all PSAPs in the Serving Area have and maintain current contact information and make it available as per the NENA i3 standard;
 - 4.4.6. Ensuring the Primary PSAP accepts specific planned test calls from the public;
 - 4.4.7. Ensuring the Primary PSAP implements a call handling solution that includes a test call interface and automaton as described in NENA i3;
 - 4.4.8. Correcting all errors with submitted geographic data as reported by TELUS as soon as possible after the notification is sent to the LGA. LGA shall aim to do it in 72 hours to ensure that all carriers operating within the LGA territory have access to accurate validation information;
 - 4.4.9. Providing TELUS with 85 days written notice of an intended change in borders of the Serving Area.²
- 4.5 As the requirements related to the TELUS Next Generation 9-1-1 Service may evolve in time or need to be detailed, the LGA shall be responsible for any other requirements that are not specifically identified in the Agreement but added in documents referred under the Agreement (such as UNI) or otherwise communicated by TELUS to all LGAs and PSAPs.
- 4.6 The LGA shall not, nor shall it authorize, assist or permit any person other than TELUS to

² Please see Telecom Decision 2011-309 – CISC consensus reports – Emergency Services Working Group – ESRE0052 Section 4.2.2 – Change activity timelines.

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change, repair, reinstall or tamper with the TELUS' Next Generation 9-1-1 Network and equipment up to the demarcation point.

- 4.7 The LGA recognizes that TELUS Next Generation 9-1-1 Service allows for many new functionalities regarding types of data that can be transmitted over the Next Generation 9-1-1 network. It is expected that the Commission will mandate the implementation of such new functionalities. The availability of these functionalities may require the LGA to upgrade software and/ or hardware at the PSAP. To ensure NG9-1-1 services' upgrades and new features are available uniformly across TELUS' ILEC operating territory, the LGA will have to ensure the PSAPs selected to serve its inhabitants implement such upgrades on the implementation schedule set out by the CRTC.
- 4.8 The LGA shall support embargoes implemented to suspend changes to the database during major outages or planned upgrades.
- 4.9 The LGA shall implement guidelines and procedures with respect to the retention and destruction of personal information related to NG9-1-1 services prior to the provision of those services.³
- 4.10 The LGA shall ensure that all communications destined for carriage over the NG9-1-1 network will be secure, and it will take all steps necessary to protect the confidentiality of the information carried over these networks to the maximum extent feasible.
- 4.11 Upon implementation of GIS functionality within the NG9-1-1 network, the LGA must provide sensitive NG9-1-1-related GIS and addressing data directly to TELUS in a secure and encrypted manner without transiting through any shared open platform.⁴
- 4.12 The LGA shall continue to provide TELUS access to the Master Service Addressing Guide until such time as the legacy 9-1-1 network is decommissioned or is advised by TELUS that the Master Service Addressing Guide is no longer required.
- 4.13 Warrant and represent that it has the authority to:
 - 4.13.1. Enter into this Agreement;
 - 4.13.2. Determine that the LGA will utilize TELUS Next Generation 9-1-1 Service to provide End-Users within the Serving Area, served by TELUS or by Originating Network Providers who have entered into agreements with TELUS with respect to access to TELUS Next Generation 9-1-1 Service, access to Emergency Services through calls, sessions and events sent to the 3-digit emergency telephone number 9-1-1; and
 - 4.13.3. Determine that all End-Users, within the Serving Area, served by TELUS or by Originating Network Providers who have entered into agreements with TELUS with respect to access to 9-1-1 Service, shall receive access to Emergency Services through calls, sessions and events sent to the 3-digit emergency telephone number 9-1-1 through use by the LGA of 9-1-1 Service.

5 PROPERTY RIGHTS

- 5.1 Title to, ownership of, and all intellectual property rights in any facilities, equipment, software, systems, processes, and documentation used by TELUS to provide the TELUS Next Generation 9-1-1 Service and all enhancements on them shall be and remain with

³ Pursuant to Telecom Regulatory Policy CRTC 2017-182, paragraph 233.

⁴ Pursuant to Telecom Regulatory Policy CRTC 2020-150, paragraph 22.

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TELUS or its suppliers. Except as expressly set forth elsewhere in this Agreement, this Agreement does not grant the LGA any intellectual property or other rights or licenses in or to any service components listed above.

6 TRUSTED ENTITIES

- 6.1 Trusted entities are entities that have been qualified, certified and authorized by either TELUS and/or CRTC to connect to the TELUS Next Generation 9-1-1 Network.

7 CONFIDENTIAL INFORMATION

- 7.1 Unless the LGA provides express consent or disclosure is pursuant to a legal power, all information kept by TELUS regarding the LGA, other than the LGA's name, address and listed telephone number, is confidential and may not be disclosed by TELUS to anyone other than: i) the LGA; ii) a person who, in the reasonable judgment of TELUS, is seeking the information as an agent of the LGA; iii) another telephone company, provided the information is required for the efficient and cost-effective provision of telephone service and disclosure is made on a confidential basis with the information to be used only for that purpose; iv) an agent retained by TELUS in the collection of the LGA's account, provided the information is required for and is to be used only for that purpose; v) public authority or agent of a public authority, for emergency public alerting purposes, if a public authority has determined that there is an imminent or unfolding danger that threatens the life, health or security of an individual and that the danger could be avoided or minimized by disclosure of information; vi) an Affiliate involved in supplying the LGA with the Services, provided the information is required for that purpose and disclosure is made on a confidential basis with the information to be used only for that purpose.
- 7.2 TELUS is responsible for complying with Canadian privacy legislation (including the Personal Information Protection and Electronic Documents Act (PIPEDA) and substantially similar Canadian provincial privacy legislation) as such is applicable to TELUS in the provision of the Services under this Agreement. TELUS' commitment to the protection of personal information is further detailed in the TELUS Business Customer Privacy Policy available at www.telus.com/businessprivacy. TELUS' provision of the Services is subject to this policy. This policy may be updated by TELUS from time to time. The amended policy will be posted at the location above, and notice of the change will be provided by invoice notification, email, or otherwise. Unless otherwise indicated, the effective date of the amended policy will be the date of posting. The continued use of the Services by the Customer after such date will be deemed to constitute the acceptance of the amended policy. As TELUS does not have a direct contractual relationship with the PSAPs and the End-Users, TELUS relies on and the LGA shall ensure that the LGA (directly or through the PSAPs) has obtained all necessary consents from such End-Users, provided all necessary notices to End-Users, and otherwise have all necessary authority to permit the collection, use or disclosure of personal information by and between LGA and TELUS (if any).
- 7.3 Any information including any and all written documentation provided by TELUS to the LGA, its employees, servants, agents, assigns and/or contractors pertaining to the design, development, implementation, the operation and the maintenance of TELUS the Next Generation 9-1-1 Service is confidential, and will be provided only to such persons who have a need to know for the purposes of this Agreement. The LGA will not permit any of its employees, servants, agents, assignees and/or contractors to duplicate, reproduce, or otherwise copy any such confidential information for any purpose whatsoever, except as may be required by any such employees, servants, agents, assigns and/or contractors with a need to do so for the purposes of this Agreement.
- 7.4 Use all information or data that is provided by an End-User for the sole purpose of

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responding to 9-1-1 related communications, unless the End-User provides express consent for other use or disclosure, or disclosure is ordered pursuant to a legal power. For greater clarity, information or data related to a specific emergency occurrence shall be used only for the purpose of responding to that emergency, unless the End-User provides express consent for other use or disclosure, or disclosure is ordered pursuant to a legal power.⁵ For greater clarity, such obligation also applies to the information or data that are provided on behalf of the End-User, for purposes associated with emergency services accessed through TELUS' NG9-1-1 network. For greater clarity, such obligation also applies when the information or data is stored or otherwise under the custody or control of the PSAP.

- 7.5 The LGA will retain the confidential End-User data, including any audio or video or text files provided and associated information in confidence and will treat the confidential information with the same degree of care that it employs for the protection of its own confidential information and, at a minimum, a reasonable degree of care, and will not use or copy such confidential information except as necessary to perform its obligations under this Agreement, and will not permit disclosure of such confidential information except to employees, servants, agents, assigns and/or contractors, including the PSAP (provided such employees, servants, agents, assigns and/or contractors are bound by similar confidentiality obligations as the one contained in this Agreement and provided such can be evidenced) where there is a need to know for purposes of this Agreement.
- 7.6 The LGA agrees that it will indemnify TELUS against any and all liabilities, losses, damages, costs, and expenses (including legal fees and disbursements on a solicitor and own client basis) resulting from the unauthorized disclosure or use of information identified in paragraphs 7.1 to 7.3 on the part of the LGA, its employees, servants, agents, assigns and/or contractors.
- 7.7 Furthermore, the LGA agrees to abide by all applicable federal and provincial legislation with respect to the protection of privacy and confidential information in effect from time to time.

8 QUALITY OF THE LGA'S SERVICE

- 8.1 The LGA agrees to implement and ensure the operation of its PSAP(s) in a manner that meets the quality standards generally accepted in Canada for such services.
- 8.2 The LGA acknowledges the importance under this Agreement that all PSAPs connected to the TELUS' Next Generation 9-1-1 Network meet at all times the requirements set out under this Agreement and promptly whenever those are changed by TELUS from time to time to assure the operation of TELUS' Next Generation 9-1-1 Network, in accordance with quality standards generally accepted in Canada and that the default of a PSAP to comply with such requirement can compromise the TELUS' Next Generation 9-1-1 Network and affect all End-Users.

9 FORCE MAJEURE

- 9.1 Neither TELUS nor the LGA will be held responsible for any damages or delays as a result of war, invasion, insurrection, demonstrations, or as a result of decisions by civilian or military authorities, fire, floods, strikes, decisions of regulatory authorities, and, generally, as a result of any event that is beyond the LGA's or TELUS' reasonable control ("Force Majeure").
- 9.2 TELUS and the LGA agree that in the event of a Force Majeure, the Parties will cooperate

⁵ Pursuant to Telecom Regulatory Policy CRTC 2017-182, paragraph 232.

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and make all reasonable efforts to provide temporary replacement service until permanent service is completely restored.

- 9.3 The costs required to provide temporary replacement service will be borne according to the sharing of obligations between TELUS and the LGA, as indicated in Articles 3 and 4 of this Agreement.

10 IMPLEMENTATION SCHEDULE

- 10.1 TELUS and the LGA agree that the implementation of TELUS Next Generation 9-1-1 Service within the Serving Area, and based on the requirements set out in Schedule B, will be carried out pursuant to an implementation schedule to be mutually agreed to by the Parties in writing and which may be changed from time to time by agreement of the Parties.

11 LIMITATION OF LIABILITY

- 11.1 TELUS' liability for the performance of its obligations pursuant to this Agreement shall be the one set out in TELUS NG9-1-1 Tariff (CRTC 21461 Item 1001). It is understood that TELUS' limited liability under this Agreement is a condition without which TELUS would not have entered into this Agreement, and therefore, TELUS' liability for the performance of its obligations pursuant to this Agreement shall not exceed any limitation of liability set out under TELUS NG9-1-1 Tariff (CRTC 21461 Item 1001) even if such limitation of liability does not specifically apply or refer to the LGA.
- 11.2 The LGA and TELUS shall, during the Term, maintain sufficient insurance to cover their respective obligations under this Agreement and shall provide evidence of same to the other party or, if either the LGA or TELUS is self-insured, provide to the other party evidence that is satisfactory to that party that the LGA and/or TELUS, as the case may be, is and will be, at all relevant times, in a position to face successfully its monetary obligations stemming from liability under this Agreement.
- 11.3 This Article 11 will survive the present Agreement even if it is annulled, in part or in whole, or even if it is terminated for any other reason.

12 TERM

- 12.1 **Term:** This Agreement will be effective as of the Effective Date, and will be valid for a period of five (5) years, with an automatic renewal for a successive period of five (5) years, unless one party gives to the other at least six (6) months' written notice of termination before the end of the then current five (5) years term.
- 12.2 **Termination or Suspension of a Service:** Notwithstanding Article 13.1, TELUS may immediately suspend the entirety or a portion of the NG9-1-1 Service where TELUS has reasonable cause to believe that the LGA's traffic is compromised or otherwise poses a risk to the NG9-1-1 Service. For any reason other than the integrity of NG9-1-1 Service, the LGA may terminate the NG9-1-1 Service, or TELUS may terminate or suspend the NG9-1-1 Service, in accordance with the terms of the relevant Tariffs with six (6) months prior written notice.

13 REGULATORY APPROVAL

- 13.1 It is expressly understood that TELUS Next Generation 9-1-1 Service is provided pursuant to the terms and conditions of the TELUS NG9-1-1 Tariff (CRTC 21461 Item 1001) as amended from time to time and as approved by the Commission, and this Agreement as amended from time to time and as approved by the Commission.

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- 13.2 This Agreement (excluding the Schedules) will be subject to approval by the Commission, and is subject to changes imposed by directions or orders of the Commission. Any future amendments to this Agreement (excluding the Schedules) will also be subject to approval by the Commission.

14 WAIVER

- 14.1 The failure of either party to require the performance of any obligation hereunder, or the waiver of any obligation in a specific instance, will not be interpreted as a general waiver of any of the obligations hereunder, which will continue to remain in full force and effect.

15 RELATIONSHIP OF THE PARTIES

- 15.1 This Agreement will not create nor will it be interpreted as creating any association, partnership, any employment relationship, or any agency relationship between the Parties.

16 ENTIRE AGREEMENT

- 16.1 Except as otherwise stated herein, this Agreement, together with the terms of TELUS NG9-1-1 Tariff (CRTC 21461 Item 1001) constitutes the entire agreement of the Parties and supersedes any previous agreement, whether written or verbal. Should any provision of this Agreement be declared null, void, or inoperative, the remainder of the Agreement will remain in full force and effect. In the event of a conflict between this Agreement and TELUS NG9-1-1 Tariff (CRTC 21461 Item 1001), the terms of TELUS NG9-1-1 Tariff (CRTC 21461 Item 1001) will prevail.

17 NOTICES

- 17.1 Except if expressly specified otherwise elsewhere in the Agreement, all notices necessary under this Agreement shall be given in writing. In the case of TELUS, the notice shall be sent by e-mail and in the case of the LGA, the notice can be either personally delivered, or sent by registered mail or facsimile, or by e-mail at the addresses indicated below. Notices, if personally delivered or sent by facsimile, will be deemed to have been received the same day, or if sent by registered mail, will be deemed to have been received four days (excluding Saturdays, Sundays and statutory holidays) after the date of mailing. Notices delivered by e-mail shall include the following, and shall only be effective if the recipient provides by e-mail a confirmation of delivery and the date of acceptance of the delivery: (i) sender's name, address, telephone number, and e-mail address; and (ii) date and time of the transmission.
- 17.2 TELUS can change the telecommunication services provided to a PSAP by providing the LGA at least thirty (30) days prior written notice, without the necessity of the Parties signing a formal amendment to this Agreement. By continuing to use the TELUS' Next Generation 9-1-1 Network after TELUS has changed the telecommunication services provided to a PSAP, the change is deemed to have been accepted by the Parties.

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Local Government Authority

TELUS Communications Inc.

TELUS

Regulatory Affairs

Attn: TELUS NG9-1-1 Leadership Team

Regulatory.affairs@telus.com

Or to such other address as either party may indicate in writing to the other.

IN WITNESS WHEREOF the Parties have caused this Agreement to be executed by their duly authorized representatives, such execution effective on the Effective Date.

Local Government Authority

Per: _____

Printed: _____

Title: _____

TELUS Communications Inc.

Per: _____

Printed: **_ Jeff Smith**

Title: **Managing Consultant-Regulatory Affairs**

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Schedule A

1 DEFINITIONS

For the purposes of this Agreement, in addition to other terms defined elsewhere in the Agreement, the following terms have the meanings ascribed below:

1.1 “Automatic Number Identification” or “ANI”:

TELUS’ NG9-1-1 Network’s capability to automatically identify the calling telephone number and to provide a display of the number at the PSAP.

1.2 “Border Control Function” or “BCF”:

Provides a secure entry into the ESInet for emergency calls presented to the network. The BCF incorporates firewall, admission control, and may include anchoring of session and media as well as other security mechanisms to prevent deliberate or malicious attacks on PSAPs or other entities connected to the ESInet.

1.3 “Business Continuity Plan”:

A plan outlining how to continue operating during an unplanned service disruption; i.e.: technology or relocation.

1.4 “Commission”:

The Canadian Radio-television and Telecommunications Commission (“CRTC”) and its successors.

1.5 “Default Routing”:

Default Routing is a contingency routing scheme whereby 9-1-1 calls, sessions and events are directed to an alternative PSAP or PSAPs due to network issues or missing/invalid location information.

1.6 “Demarcation Point”:

The furthest physical point of NG9-1-1 interconnection for the PSAPs. The location of the PSAP is designated by the LGA; however, the PSAP shall determine where the termination equipment/demarcation points are to be located.

1.7 “Emergency Services”:

The first responders to situations that require immediate assistance, such as law enforcement, fire department, ambulance service, or other emergency medical assistance service.

1.8 “Emergency Services IP Network” or “ESInet”:

An ESInet is a managed, private, dedicated IP network used for Emergency Services communications. The ESInet provides the transport and interconnectivity for trusted entities designated by the CRTC such as NENA i3-compliant PSAPs within the Serving Area, as well as CRTC-registered ONPs supporting 9-1-1 calling over IP-capable networks. For PSAPs, the ESInet is delivered using the Company’s IP VPN service to the PSAPs’ operations premises authorized by the LGA. ONPs interconnect to the ESInet through designated physical Points of Interconnection (POIs).

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1.9 “End-User”:

An end-user with NG9-1-1 Network Access within the boundaries of the LGA, as determined by the Company and the LGA.

1.10 “Emergency Service Zone” or “ESZ”:

A defined area within a Serving Area consisting of a specific combination of LGA, law enforcement, fire, emergency medical, and PSAP coverage areas.

1.11 “i3 PSAP”:

A PSAP that is capable of receiving IP-based signaling and media for delivery of emergency calls conformant to the i3 standard.

1.12 “Local Government Authority” or “LGA”:

An LGA is the relevant government authority, at the provincial, indigenous, territorial, regional and/or municipal level, that governs the PSAPs. For greater clarity, the PSAP is selected or designed by the LGA and is under the responsibility of the LGA.

1.13 “Master Service Addressing Guide” or “MSAG”:

The MSAG/SAG is a database of street names and house number ranges; it defines emergency service zones within a community and the emergency service numbers associated to them in order to enable proper routing of basic 9-1-1 and enhanced 9-1-1 calls.

1.14 “Network Access”:

A connection that allows calls, sessions, or other types of events intended to be delivered to the Company’s NG9-1-1 Network.

1.15 “Next Generation Core Services” or “NGCS”:

The base set of services needed to process an NG9-1-1 call, session or event on an ESInet. NGCS includes the Emergency Service Routing Proxy (ESRP), Emergency Call Routing Function (ECRF), Location Validation Function (LVF), Border Control Function (BCF), Bridge, Policy Store, Logging Services and typical IP services such as Domain Name System (DNS). The term NGCS includes the services but not the network on which they operate.

1.16 “NG9-1-1 Network Provider”:

The carrier that provides connectivity, services, and management for Next Generation 9-1-1 service to LGASs and their PSAPs.

1.17 “Offnet Agency”:

An agency outside of the NG9-1-1 network, such as a poison control centre or a hospital, which the LGA may designate to be able to receive PSTN calls transferred by a PSAP through the ESInet.

1.18 “Originating Network Provider”:

A CRTC-approved authorized telecommunications service provider, wireless service provider, or other service provider which delivers traffic to the Company’s NG9-1-1 Network for routing to a PSAP.

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1.19 “Policy Routing Rules” or “PRRs”:

Policy Routing Rules (PRRs) allow PSAP to enable multi-layered treatment policies for diversion within the NG9-1-1 Network, providing more options to a PSAP to divert 9-1-1 calls, sessions and events to another destination based upon multiple conditions defined in the PRRs.

1.20 “Public Safety Answering Point” or “PSAP”:

A primary PSAP is a PSAP to which 9-1-1 calls, sessions and events are routed directly as the first point of contact. In some cases, the primary PSAP then contacts the appropriate agency to dispatch emergency responders. However, in cases where local authorities determine that specialized expertise, such as emergency medical services, is required, 9-1-1 calls, sessions and events are then transferred from a primary PSAP to a secondary PSAP.

A secondary PSAP, also known as an Emergency Response Agency dispatch centre, is a PSAP to which NG9-1-1 calls, sessions and events are transferred from a primary PSAP. A secondary PSAP is directly interconnected to an NG9-1-1 Network, allowing for the receipt and display of NG9-1-1 information.

1.21 “PSAP Contingency Plan”:

It is a plan prepared by the PSAP, in collaboration with TELUS, to provide Default Routing to ensure 9-1-1 calls are answered. PSAP Contingency Plan is about alternative routing and configuration options related to the NG9-1-1 Network and is more specific than the overall PSAP Business Continuity Plan.

1.22 “Selective Routing and Transfer”:

A feature that automatically routes traffic destined for emergency services to the appropriate PSAP based on the location data provided during the setup of the 9-1-1 call, session or event (Automatic Identification information or Geodetic) and facilitates inter-agency transfer.

1.23 “Serving Area”:

The area within the LGA’s boundaries, as determined by TELUS and the LGA, from which calls, sessions and events sent to the 3-digit emergency telephone number 9-1-1 will be directed to a particular primary PSAP which has a contract with the LGA .

1.24 “TELUS’ Next Generation 9-1-1 Network”:

A standards-based, all IP emergency communications infrastructure enabling highly reliable and secure voice and multimedia communications.

1.25 “Operator Service”:

Operator Service for NG9-1-1 is a last resort routing scheme whereby calls, sessions and events that cannot be routed by the NG9-1-1 network on the ESInet to the PSAP will be routed to an operator service contracted by the NG9-1-1 Service Provider as mandated in Telecom Decision 2019-66.

1.26 “User-to-Network Interface (UNI) Interconnection Design Specifications”:

User-to-Network Interface (UNI) Interconnection Design Specifications means the authoritative document which sets the technical specifications an i3-PSAP must comply with.

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Schedule B (for TELUS internal resource planning purposes only)

SCHEDULE B - v.1			
List of NG9-1-1 PSAPs, locations & targeted migration			
Current Emergency Zones & PSAP migration identification			
Schedule B is a current list of PSAPs that provide services to the LGA. Please review and confirm accuracy (initial) of all contracted PSAPs. Post transition changes or updates to Schedule B will be communicated to TELUS via current TELUS operations change process.			
LGA initial _____			

PSAP Serving Information			
PSAP Name (*1 &*2)	PSAP Address	PSAP Address - Backup Site	Targetted Migration Date
Parkland County ECC	53109A HWY 779 moving to 4820 52 Ave Wabamun Parkland County, AB	53115 Range Road 263a, Acheson AB	2023,Q4

Notes:

*1 – LGA shall ensure all PSAP sites meet the NG9-1-1 requirements.
*2 – LGA shall ensure that if a PSAP changes during the Term, the replacement is aware of the LGA obligations re: PSAPs under this Agreement, and TELUS is notified of the change.

ESZ	Community	Municipality	9-1-1 Answer	Fire
575	Ross Haven	S.V. of Ross Haven	Parkland County ECC	Parkland County ECC

Notes:

- *1 – LGA shall ensure all PSAP sites meet the NG9-1-1 requirements.
- *2 – LGA shall ensure that if a PSAP changes during the Term, the replacement is aware of the LGA obligations re: PSAPs under this Agreement, and TELUS is notified of the change.
- *3 – “Offnet” Agencies are not connected to the ESnet over an IP-UNI
- *4 – This PSAP is only required if there is a PSAP designated as a safety net for a specific Province or Territory.

NEXT GENERATION 9-1-1 LOCAL GOVERNMENT SERVICE AGREEMENT

Schedule C

Technical requirements\ESInet Access Criteria

Next Generation 9-1-1 is comprised of complex and interactive systems. In order to ensure proper network security, resiliency, diversity, and reliability, the LGA must ensure that all of their PSAPs meet the following technical criteria. A PSAP cannot interconnect to the NG9-1-1 network without meeting these requirements.

PSAPs utilizing networks to process and deliver NG9-1-1 calls outside of the ESInet do so at their own risk and assume all liabilities, including prolonged restoration times in the event of an outage.

LGA must ensure that the PSAP(s):

- 1 Deploy Dual Stack as the preferred method for simultaneous use of IPV4 & IPV6 address space OR to individually perform NAT-PT (Network Address Translation - Protocol Translation) for their Network Domain as defined in the NG9-1-1 network provider's UNI Interconnection Design Specifications, as a mandatory condition to interconnect to the NG9-1-1 network.
- 2 Support a set MTU (Maximum Transmission Unit) value of 1500 bytes for their network domain.
- 3 Utilize the Border Gateway Protocol (BGP) for dynamic routing between peering networks, using registered Autonomous System (AS) numbers, when available.
- 4 Assign a Local Registration Authority ("LRA"). The LRA will be responsible for determining and managing which users will be authorized to access the ESInet. An LRA can be assigned for a specific PSAPs or may be assigned for all PSAPs in an entire serving territory. The PSAP must notify TELUS at least 30 days prior to onboarding to the NG9-1-1 network of its selection and provide TELUS with 60 days' notice prior to any changes to its LRA structure. The LRA will have to enter into a distinct agreement with TELUS regarding the rights and obligations specific to the LRA and agree to TELUS Certificate Policy. For greater clarity, if access to the ESInet is needed for devices, the PSAP must assign an Authorized Organization Representative ("AOR"), which shall also enter into a distinct agreement with TELUS. For greater clarity, LRA and AOR doesn't need to be the PSAP itself.
- 5 Utilize the PCA service provided by the NG9-1-1 network provider, as defined in the UNI Interconnection Design Specifications, as a mandatory condition of interconnection with the NG9-1-1 network until a nation-wide PSAP Credentialing Agency is established.
- 6 Comply with the UNI and any other bulletins or technical documents communicated by TELUS to all LGAs and PSAPs from time to time. Employ a NENA i3 compliant BCF (Border Control Function), as defined in the NG9-1-1 network provider UNI Interconnection Design Specifications, as a mandatory condition of interconnection with the NG9-1-1 network. In addition, the BCF must be deployed in a manner that prevents single points of failure.
- 7 Employ the QoS requirements as defined in the NG9-1-1 network provider UNI Interconnection Design Specifications as a mandatory condition of interconnection with the NG9-1-1 network.
- 8 Implement the mandatory list of audio CODECs as provided by the NG9-1-1 network providers as part of the Onboarding Process, and as updated through the proposed change management process managed by CISC.
- 9 Use the two (2) redundant 9-1-1 IP-VPN circuits and routers provided by TELUS to deliver 9-1-1 calls, sessions and events, and associated data as per TELUS acceptable use policy available at www.telus.com/aup. The PSAPs shall not modify, repair, reinstall, or tamper with the 9-1-1 IP-

NEXT GENERATION 9-1-1 LOCAL GOVERNMENT SERVICE AGREEMENT

VPN circuits and routers, or use them in a manner that interferes with any service components used to provide them, TELUS' networks, or with the use of TELUS services by other persons, or in a manner that avoids the payment of any charges, or use the 9-1-1 IP-VPN circuits in violation of any law or regulation. TELUS recommends that the PSAP use both 9-1-1 IP-VPN circuits to avoid service impacts in the event of an 9-1-1 IP-VPN circuit or terminating router failure.

- 10 Design and operation the PSAPs WAN/LAN, including resiliency, capacity, management, quality of service and security.
- 11 Support end-to-end encryption of traffic from and towards the ESInet as defined in the TELUS NG9-1-1 UNI Interconnection Design Specifications. PSAPs are strongly encouraged to utilize the TELUS NGCS-based DNS service to ensure the resiliency of DNS functions and seamless PCA functionality. If a PSAP opts to use its own DNS service, it will be the sole responsibility of that agency to design, maintain and administer this element.
- 12 Use the provided ESInet connections strictly for the delivery of NG9-1-1 calling and associated data and not to use any private VPN tunnels across the ESInet.
- 13 Create Policy Routing Rules for NG9-1-1 and communicate their Default Routing, if any, as part of their PSAP Contingency Plans to ensure that 9-1-1 calls are answered in the event of a PSAP outage.
- 14 Synchronize their network elements with those of the NGCS based on the Network Time Protocol resource provided by TELUS.
- 15 Apply on an ongoing basis, the required security updates (including any security patches) promptly, on the schedule communicated by TELUS.

The failure of a PSAP to comply with the technical requirement and access criteria may result in having such PSAP removed from the TELUS Next Generation 9-1-1 network. In the event where a PSAP does not meet the above technical requirements and access criteria to the ESInet, TELUS will inform the LGA before removing the PSAP from the TELUS Next Generation 9-1-1 network.

NEXT GENERATION 9-1-1 LOCAL GOVERNMENT SERVICE AGREEMENT

Schedule D

MULTIPLE REGION PSAPs

This Schedule, or an alternative format agreed to by both the LGA and the Company, must be filled out by the LGAs with their respective PSAPs covering multiple regions and managed by a provincial or federal authority (e.g. Alberta Health Services, British Columbia Health Care Services, Royal Canadian Mounted Police.)

Operating as a provincial or federal secondary PSAP, the following provisions within this agreement does not apply: 4.1.1; 4.3; 4.4.1; 4.4.2; 4.4.3; 4.4.8; 4.8.9; 4.12;

The following provisions of this agreement (4.3.2; 4.3.3; 4.6; 4.8.4; 4.8.5; 4.9) that relate to “all PSAPs” for the purposes of this LGA, shall apply only to the single Multiple Regions PSAP.

Communication Centre Sites	Official Name	LGA (municipalities, counties, etc.)

NEXT GENERATION 9-1-1 LOCAL GOVERNMENT SERVICE AGREEMENT

Schedule E

NG9-1-1 GIS REQUIREMENTS * **Provided to TELUS upon GIS introduction**

Municipality, County or Other Government Entity name	GIS Data Provider or *Provincial/ Territorial Designated Data Aggregator name	Provincial /Territorial Legislation (Y/N)

In the absence of Provincial or Territorial legislation defining a Data Aggregator body, by default, the NG9-1-1 Network Provider will be the defined GIS and addressing Data Aggregator ([Telecom Decision CRTC 2020-150 | CRTC](#))

NEXT GENERATION 9-1-1 LOCAL GOVERNMENT SERVICE AGREEMENT

SCHEDULE F - v.1

LGA must verify with each PSAP and PSAP location listed in Schedule B has a 9-1-1 Contingency Plan and Policy Routing Rules

PSAP Serving Information			
PSAP Name (*1 &*2)	PSAP Addresses	PSAP Address-Backup Site	Contingency Plan & Policy Routing Rules LGA verified (initial)
Parkland County ECC Stony Plain Redundant	53109A HWY 779 moving to	53115 Range Road 263a, Acheson AB	
	4820 52 Ave Wabamun Parkland County, AB		

Notes:

*1 – LGA shall ensure all PSAP sites meet the NG9-1-1 requirements.

*2 – LGA shall ensure that if a PSAP changes during the Term, the replacement is aware of the LGA obligations re: PSAPs under this Agreement, and TELUS is notified of the change.

*3 – “Offnet” Agencies are not connected to the ESInet over an IP-UNI

*4 – This PSAP is only required if there is a PSAP designated as a safety net for a specific Province or Territory.

NEXT GENERATION 9-1-1 LOCAL GOVERNMENT SERVICE AGREEMENT

SCHEDULE G - v.1			
LGA must designate a Local Registration Authority ("LRA") reference Schedule C, #4.			
			*
Digital Subscriber Certificate Agreement and Application Form - submitted by LGA's Local Registration Authority designate upon TELUS onboarding			
PSAP Serving Information			
PSAP Name (*1 & *2)	PSAP Addresses	PSAP Address-Backup Site	LGA designated Local Registration Authority ("LRA")
Parkland County ECC	53109A HWY 779 moving to	53115 Range Road 263a, Acheson AB	
	4820 52 Ave Wabamun Parkland County, AB		

Notes:

- *1 – LGA shall ensure all PSAP sites meet the NG9-1-1 requirements.
- *2 – LGA shall ensure that if a PSAP changes during the Term, the replacement is aware of the LGA obligations re: PSAPs under this Agreement, and TELUS is notified of the change.
- *3 – “Offnet” Agencies are not connected to the ESnet over an IP-UNI
- *4 – This PSAP is only required if there is a PSAP designated as a safety net for a specific Province or Territory.

Summer Village of Ross Haven

Balance Sheet

As of October 31, 2023

	TOTAL
Assets	
Current Assets	
Cash and Cash Equivalent	
1-1210 Operating Bank Account	-5,412.50
1-1215 Savings Bank Account	167,268.12
In/out	0.00
Undeposited Funds	420.00
Total Cash and Cash Equivalent	\$162,275.62
Accounts Receivable (A/R)	
1-2110 Accounts Receivable - Property taxes	5,455.16
Total Accounts Receivable (A/R)	\$5,455.16
1-1226 GIC Investments	1,040,000.00
1238 GIC 12 Renewal Aug 2, 2019	0.00
1239 GIC 0034 renewal Dec 10, 2019	0.00
1240 GIC 0035 Renewal Dec 10, 2019	0.00
1241 GIC 0036 Renewal date - July 29, 2020	0.00
1242 GIC 0037, Renewal Date June 7, 2020	0.00
1243 GIC Investments	-635,181.51
1245 GIC 0038	0.00
Total 1-1226 GIC Investments	404,818.49
1-2000 Accounts Receivable Set up by Accountant	0.00
1-2020 GIC Accrued Interest	1,435.34
1-2100 ASFF Under Levy	2,685.22
1-2111 Arrears Property Taxes	0.00
1-2150 Grants Receivable	299,778.00
1-2151 MSI Capital Receivable	45,834.00
Assets	2,002.89
Year End Accounts Receivable	0.00
Total Current Assets	\$924,284.72
Non-current Assets	
Property, plant and equipment	
1-6010 Land	2,094,041.00
1-6020 Land Improvements - 15 years	110,402.00
1-6021 Accu. Dep. - Land Improvement 15 years	-60,294.10
1-6025 Land Improvements - 20 years	28,433.00
1-6026 Accu. Dep. - Land Improvement 20 years	-22,037.90
1-6030 Buildings	423,452.00
1-6031 Accu. Dep. - Buildings	-225,423.88
1-6040 Engineered Paved Roads	493,683.40
1-6041 Accu. Dep. - Engineered Paved Roads	-441,313.77
1-6050 Engineered Gravel Roads	810,750.00
1-6051 Accu. Dep. - Engineered Gravel Roads	-810,750.00
1-6060 Machinery & Equipment	131,865.23
1-6061 Accu. Dep. - Machinery & Equipment	-101,019.14
1-6070 Vehicles	60,081.88

Summer Village of Ross Haven

Balance Sheet

As of October 31, 2023

	TOTAL
1-6071 Accu. Dep. - Vehicles	-24,821.26
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	\$4,254,168.08
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable (A/P)	
Accounts Payable (A/P)	53,947.07
Total Accounts Payable (A/P)	\$53,947.07
Credit Card	
2-2100 RBC Visa Previous CAO	0.00
2-2125 RBC VISA Tony	408.55
2-2150 RBC VISA Noel	0.00
Total Credit Card	\$408.55
1-2050 GST/HST Receivable	-31,755.29
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	\$1,137,078.51
Non-current Liabilities	
2-2800 Long Term Debt - Truck Loan	0.00
Total Non-current Liabilities	\$0.00
Total Liabilities	\$1,137,078.51
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 Equity in TCA - Disposal	0.00

Summer Village of Ross Haven

Balance Sheet

As of October 31, 2023

	TOTAL
3-8500 Restricted Reserve	105,000.00
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	-586,322.69
Total Equity	\$3,117,089.57
Total Liabilities and Equity	\$4,254,168.08

Summer Village of Ross Haven

Profit and Loss

January - October, 2023

	TOTAL
INCOME	
4-9000 Property Taxes	315,463.93
4-9055 Lagoon/Sewer Fund Tax	62,425.00
4-9100 School Taxes	165,981.03
4-9250 Lac Ste Anne Foundation	13,253.97
4-9300 Grants - FCSS	4,425.50
4-9302 Grants - MSI Operating	18,820.76
4-9303 Grants - STEP	2,100.00
4-9305 Federal Gas Tax	341.67
4-9320 Grants - Fortis	4,450.00
4-9400 Interest Income	5,569.57
4-9550 Safety Codes	1,331.39
4-9600 Tax Certificates, Maps, Snowplowing & Other Income	1,010.00
4-9700 Fines & Penalties	1,327.41
4-9800 Development Permits	1,671.64
Total Income	\$598,171.87
GROSS PROFIT	\$598,171.87
EXPENSES	
114 Other Miscellaneous	69.95
6-1140 School Taxes Paid	79,338.76
6-1141 Lac Ste Anne Foundation Payable	13,208.65
6-1151 Council Remuneration	4,600.00
6-1211 Council Mileage & Subsistence	3,621.71
6-2159 Administrator Fee	44,660.00
6-2160 Development Officer Fee	3,905.00
6-2162 Grant Officer	2,560.00
6-2163 Grant Fees	1,112.50
6-2165 Wages	65,980.36
6-2170 WCB Expense	1,195.34
6-2175 Development Permit & Letters Of Compliance	1,170.00
6-2224 Municipal Memberships	4,910.37
6-2230 Professional Fees	7,948.10
6-2274 Insurance	6,711.00
6-2510 Office & Misc Expense	4,416.77
6-2511 Bank Charges	533.21
6-2512 Cellphone & Communications	2,042.04
6-2513 Meals & Entertainment	94.70
6-3251 Road - R&M	6,640.00
6-3520 Equipment - R&M	4,673.52
6-3540 Utilities	20,155.27
6-4512 Public works - Supplies	12,866.53
6-4516 Parkways/Drainage	15,400.00
6-4521 Trees & Park Improvements	2,045.00
6-4550 Weed Control	422.00
6-5510 Garbage Disposal	5,602.87
6-6200 Municipal Assessment Service	7,920.00

Summer Village of Ross Haven

Profit and Loss

January - October, 2023

	TOTAL
6-6205 Safety Codes Expense	250.00
6-7341 Policing	8,521.00
6-7370 MSP, Fire Services & Physician Recruitment	12,856.48
6-7373 Onoway Regional Fire Services	17,453.35
6-7380 Lagoon/Wastewater - LSAC	35,382.83
6-7381 North 43 Sewer Line	729,457.10
6-7395 Wild Water Commission	10,460.64
6-7396 Yellowhead Regional Library	640.14
6-7501 RHCL	6,000.00
Expenses	39,669.37
Total Expenses	\$1,184,494.56
PROFIT	\$ -586,322.69

Summer Village of Ross Haven

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

January - December 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
4-9000 Property Taxes	315,463.93	315,463.03	0.90	100.00 %
4-9055 Lagoon/Sewer Fund Tax	62,425.00	62,425.00	0.00	100.00 %
4-9100 School Taxes	165,981.03	158,667.56	7,313.47	104.61 %
4-9250 Lac Ste Anne Foundation	13,253.97	13,208.65	45.32	100.34 %
4-9299 CPO Ticket Revenue		500.00	-500.00	
4-9300 Grants - FCSS	4,425.50		4,425.50	
4-9302 Grants - MSI Operating	18,820.76	17,078.00	1,742.76	110.20 %
4-9303 Grants - STEP	2,100.00		2,100.00	
4-9305 Federal Gas Tax	341.67		341.67	
4-9320 Grants - Fortis	4,450.00		4,450.00	
4-9400 Interest Income	5,978.54	1,000.00	4,978.54	597.85 %
4-9550 Safety Codes	1,331.39	1,000.00	331.39	133.14 %
4-9600 Tax Certificates, Maps, Snowplowing & Other Income	1,010.00	1,000.00	10.00	101.00 %
4-9700 Fines & Penalties	1,327.41		1,327.41	
4-9800 Development Permits	1,671.64		1,671.64	
Total Income	\$598,580.84	\$570,342.24	\$28,238.60	104.95 %
GROSS PROFIT	\$598,580.84	\$570,342.24	\$28,238.60	104.95 %
Expenses				
6-1140 School Taxes Paid	119,008.13	158,667.56	-39,659.43	75.00 %
6-1141 Lac Ste Anne Foundation Payable	13,208.65	13,208.65	0.00	100.00 %
6-1144 Other Miscellaneous	69.95		69.95	
6-1151 Council Remuneration	5,600.00	11,000.00	-5,400.00	50.91 %
6-1211 Council Mileage & Subsistence	4,513.19	4,000.00	513.19	112.83 %
6-2159 Administrator Fee	44,660.00	48,510.00	-3,850.00	92.06 %
6-2160 Development Officer Fee	3,905.00	4,355.00	-450.00	89.67 %
6-2161 DEM/Dep DEM		2,000.00	-2,000.00	
6-2162 Grant Officer	3,992.50	3,520.00	472.50	113.42 %
6-2165 Wages	65,980.36	86,000.00	-20,019.64	76.72 %
6-2170 WCB Expense	1,195.34	1,500.00	-304.66	79.69 %
6-2175 Development Permit & Letters Of Compliance	1,170.00		1,170.00	
6-2224 Municipal Memberships	5,510.37	3,851.00	1,659.37	143.09 %
6-2230 Professional Fees	7,948.10	8,000.00	-51.90	99.35 %
6-2274 Insurance	6,711.00	6,711.00	0.00	100.00 %
6-2510 Office & Misc Expense	6,066.67	5,750.00	316.67	105.51 %
6-2511 Bank Charges	541.56	350.00	191.56	154.73 %
6-2512 Cellphone & Communications	2,042.04	2,400.00	-357.96	85.09 %
6-2513 Meals & Entertainment	94.70		94.70	
6-3251 Road - R&M	6,640.00	7,000.00	-360.00	94.86 %
6-3520 Equipment - R&M	4,673.52	8,000.00	-3,326.48	58.42 %
6-3540 Utilities	20,157.27	24,500.00	-4,342.73	82.27 %
6-4511 FCSS & Recreation Programs		2,200.00	-2,200.00	
6-4512 Public works - Supplies	12,866.53	13,000.00	-133.47	98.97 %
6-4516 Parkways/Drainage	15,400.00		15,400.00	
6-4521 Trees & Park Improvements	2,045.00		2,045.00	
6-4550 Weed Control	422.00		422.00	
6-5510 Garbage Disposal	5,602.87	6,750.00	-1,147.13	83.01 %

Summer Village of Ross Haven

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

January - December 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
6-6200 Municipal Assessment Service	7,920.00	8,000.00	-80.00	99.00 %
6-7341 Policing	8,521.00	8,521.00	0.00	100.00 %
6-7371 LSA county - Police & Animal		5,000.00	-5,000.00	
6-7373 Onoway Regional Fire Services	30,309.83	27,612.00	2,697.83	109.77 %
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	10,460.64	6,651.00	3,809.64	157.28 %
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 %
Total Expenses	\$1,188,716.29	\$1,258,015.31	\$ -69,299.02	94.49 %
NET OPERATING INCOME	\$ -590,135.45	\$ -687,673.07	\$97,537.62	85.82 %
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	\$ -590,135.45	\$ -750,073.07	\$159,937.62	78.68 %

**Councillor Report
Ray Hutschal
November 5, 2023**

- **Collaboration with LSAC**
 - RR34 – As of this submission, have not received the second estimate. Followed up with LSAC numerous times.
- **Sewer Project**
 - LSAC still waiting for approval from Alberta Transportation on our remaining items, then we'll complete remaining items and close out budget.
 - Close to completion of the photos/as-builts for future sewer maintenance.
 - Council provided comments on sewer connection checklist. Will be updated on website shortly.
- **LILSA / Water Levels / Water Quality**
 - **Oct 23** – Attended LILSA meeting (in person). Reviewed potential use of drones to detect sewage leakage, generating additional working committees for weir, and membership drives.
 - **Oct 30** – Attended drone technical meeting. Determined that originally suggested thermal drone will not be as effective as initially thought. Asked for a quote to complete a different type of drone scan, and complete analysis along with satellite imagery to try and identify various contaminants entering the lake bodies. Hope to have for our November meeting.
- **Alberta Summer Villages Association Conference**
 - **October 19 and 20** – Attended the Convention and Trade Show on Thursday and Friday (1.5 days). Great educational, networking, and informative event. Had several good discussions with other councillors, mayors, and CAO's.
 - Information Sessions attended included: Aligning Land Use Bylaws with Watershed Best Practices, Lake Monitoring and Management, enhancing broadband in Alberta, Nurse Practitioners in Alberta, Getting Ready for Next Gen 911, Building a Climate Plan in Small Communities, Code of Conduct: dealing with a complaint, Aquatic Invasive Species, Municipality Accountability Program Cycle 2 Review, Climate Resilience in Summer Villages, Firesmart Systems, and four Emergency and Disaster seminars.
 - Have initiated getting Ross Haven ready for Next Gen 911 with our CAO and Alberta Municipal Data Sharing Partnership ("AMDSP").
 - Watch for Alberta Firesmart's new webpage! Once it is available, we'll add a link from our website.
- **General Village Items**
 - Drainage issues on parkway between 8th Street and 9th Street, and Portion of 8th street that runs parallel to lake.
 - *Update: Waiting for drawings and communication to be sent out to impacted residents. Will be getting budget numbers, work likely to be completed next year if council approves.*
 - Road, drainage, and safety issues at the round-a-bout of 4th street.
 - *Update: Council received revised drawings, provided drawings to initial group of stakeholders. Will be targeting to send to all stakeholders soon. Work likely to be completed next year if council approves.*
 - Drainage issues on 5th/6th parkway
 - *Update: Still awaiting drawings.*
 - Road and drainage issues on 7th street
 - *Update: Waiting for drawings to be sent out to impacted residents. Will be getting budget numbers, work likely to be completed next year if council approves.*

Ray Statistics November Update (Month of October)

Incoming Emails	111	Meeting / Telephone Hours	6
Sent Emails	47	Total Hours	28



MEMO

DATE: November 6, 2023

Canada Post advised that for 227 lots, the Summer Village of Ross Haven would require 15 modules of mailboxes. Currently, the village has 5 modules. Below is a picture of the existing five mailboxes, with the proposed location for the additional 10 modules identified with a blue rectangle. This location could handle a 16th module, located to the east of the single blue box. Any additional modules would likely require a new site.



If the proposed locations are accepted, the Summer Village would need to complete the following prior to Canada Post installing the additional modules:

- 1) Coordinate the removal of the chain link fence located east of the existing row of three mailboxes.
- 2) Coordinate with Fortis regarding the power/light pole and guy wire. Currently the guy wire is not attached. Is this power pole needed? If yes, is the guy wire needed? Alternatives to having the power / lighting pole in the current location could be installing the electrical wire directly to shop and relocating the light on the shop building or relocate the power / light pole between the Shop and Quonset.

It is assumed that Canada Post provides:

- A) Civic addressing for all lots.
- B) 10 additional mail modules.
- C) Installation of the 10 additional modules, including groundwork and concrete.

Councilor Report – Lolita Chadd

November 2023

October 17, I attended the Lac Ste Anne County Regional Municipalities and partners meeting in Alberta Beach.

LSAC – ALUS (Alternative Land Use Services) program presentation. Brief talk about the County's position on beaver control. Recreation funding and how that works within the region. Municipal services package, mutual aid agreements, Onoway Regional Medical Clinic update, and a presentation outlining a Trail Master Plan that is in the planning stages.

Ste Anne Natural Gas (SANG) Co-op – Talked about their continued work in their emergency management and planning of some mock incident training.

Presentations from RCMP members from Parkland, Mayerthorpe, and Evansburg detachments. Update from Northern Gateway Public Schools.

October 24, I attended the Onoway Regional Fire Services meeting in Onoway. Update from Michelle Gallagher with Patriot Law regarding the name change, not-for-profit status, and general legal. Chief David Ives and Ms. Sherri Ives presented the action report for the fire services' first half of 2023. Very impressive stats. Some discussion regarding new contract negotiations and some members looking to explore other fire services. It was decided a committee will be formed with one representative from each village to be a part of this process. Chief Ives presented the highway dual callout report. As well as their staff numbers and training standards of their members. A good overview of their mental health support program was also explained.

October 28, I attended the Summer Villages of Lac Ste Anne County East (SVLSACE) meeting. Hosted by Sunrise Beach and held in Onoway. Highlights from committee updates; 1. Lac Ste Anne Foundation, seniors' facilities are running well and are very consistent across the county. 2. East End Bus (EEB) Society, rising operating costs are putting a strain on this service. This is a well-used service and to keep it going, we will likely see an increase in partner funding for next year. 3. LILSA (Lake Isle Lac Ste Anne) and NSWA (North Saskatchewan Watershed Alliance) has suggested that any community events that are held in our communities, to ask them for representatives to attend and share information about what these organizations do to help with lake quality and health. Hopefully can generate more interest in getting people engaged.

Annual organizational meeting was held.

A Zoom presentation from Merle Isaacson with Connect Mobility. They are a Calgary based company that specializes in improving internet connectivity in rural Alberta.

A presentation from Mike Pashak (President of ASVA) discussing the status of the MSI to LGFF transition and funding level negotiations to date.

09 November 2023 – Councillor Report – Dieter Brandt

18 – 20 October 2023 ASVA Conference

I attended the Alberta Summer Villages Conference held in Edmonton. It was an excellent opportunity to network with neighbouring summer villages and see what they were doing. The conference was set up in a series of 20 – 40 minute presentations and included some of the following:

- We heard about aligning Land Use Bylaws with Watershed Management.
- There was a session on Lake Monitoring & Management.
- Enhancing broadband in rural Alberta was a topic. Everyone agreed that we still have a way to go.
- We had a session on Nurse Practitioners, which is something that could be helpful in our clinic in Onoway.
- 911 mapping was discussed along with the need for all communities to ensure that they have good data available for these maps. In situations where seconds are important, emergency services need clear exact maps so they can get to where they need to be.
- A session was devoted to aquatic invasive species which are affecting Alberta lakes.

The second day of the conference was dedicated to emergency management and some to the situations that occurred in Alberta last year. It reiterated why we must all be prepared and have plans in place to deal with emergencies.

It was an excellent conference. Mayor Hutschal and I were able to attend. As well, Noel Tamm, our Director of Emergency Management and Public Works Coordinator, participated in the Emergency Management sessions on the second day.

28 October 2023 - SVLSACE Meeting

I attended the Summer Villages of Lac Ste. Anne County East meeting held in Onoway. An organizational meeting was held during this meeting to confirm all executive positions and committee representatives.

A presentation was given by Mike Pashak (President of the ASVA) updating us on the status of MSI and LGFF funding mechanisms. This funding from the provincial government (which all summer villages rely on) is up in the air right now as it transitions from one to the other. We are now waiting for the province to make a final decision on how much funding we will receive.

A portion of this meeting was also dedicated to emergency management and the status of SVREMP (Summer Villages Regional Emergency Management Partnership). Originally there were 11 summer villages partnering together but now Yellowstone and Sunset Point have made the decision to leave the partnership. As well, Alberta Beach has joined the partnership. There was also conversation about forming an alliance with the County of Lac Ste. Anne. Efforts will be made to have a meeting with all the stakeholders involved. With the fires we had last year, it makes sense to unite our resources if we can come to an agreement. A proposed budget for the SVREMP was also introduced. It would see Ross Haven's contribution go from \$3500 to \$3900. All of this is tentative and will be dependent on the conversations with the county.

Dieter Brandt

Councillor

Summer Village of Ross Haven

CAO REPORT

Regular Meeting of Council – November 9, 2023

Municipal Affairs Administrators' Training Initiative – Stony Plain – October 30, 2023

CAO attending one day training sessions in Stony Plain meeting of the CAO's from a number of the Urban Municipalities within Lac Ste. Anne County was held at the LSAC Administration Building. The objective of the meeting was to discuss / establish mutually beneficial service arrangements. A copy of the listing of services up for discussion is attached to this report.

New Chairs

In order to make the community more comfortable when attending "Open House" meetings at the shop, 40 new chairs were purchased. Noel Tomm, Public Works Coordinator has constructed a most ingenious rack system to hold / store them (see photo).

Weed cutting / Weed Harvester

CAO continues to research cost of weed cutting in the Lake, area that may be cut, and viability of purchasing a weed harvester.

Security Gate

CAO continues to research costs, both purchase and maintenance, of a security gate.

Enjoy Fall activities at the Lake!!

