SUMMER VILLAGE OF WHITE SANDS
COUNCIL MEETINGAGENDA
September 14, 2022
9:30 AM
At Multi-Plex Hall, 8 Front Street, White Sands

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1.	Call to Order		
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	11.1.		
12.	Adjournment		

Next Regular Council Meeting Date: October 12, 2022.

Public Welcome to attend

MINUTES OF THE REGULAR COUNCIL MEETING
OF THE SUMMER VILLAGE OF WHITE SANDS COUNCIL
held on August 10, 2022
Multi-Plex Hall, 8 Front Street, White Sands

Present: Councilor Lorne Thurston
Councilor Ed Waugh
Mayor Bill Sanchuck
Chief Administrative Officer, Dean Pickering
Administrative Support, Erin Weinzierl
Public Works, Tim Heatherington
Development Officer, Leann Graham

Public: (9)

1. **Call to Order:** Mayor Sanchuck called the Council Meeting to order at 9:32 a.m.

2. **Agenda Additions/Approval**
Agenda Additions: 5.2 Karen Ahern

Motion 22:08:10:1 Moved by Councillor Thurston Agenda be approved as amended.

MOTION CARRIED

3. **Public Hearing None**

4. **Adoption of Minutes**
4.1 Regular Council Meeting Minutes July 13, 2022

Motion 22:08:10:2 Moved by Councillor Thurston to approve the Regular Council Meeting minutes of July 13, 2022.

MOTION CARRIED

4.2 Municipal Planning Commission (MPC) Meeting July 13, 2022

Motion 22:08:10:3 Moved by Councillor Waugh to approve the Municipal Planning Commission (MPC) Meeting of July 13, 2022

MOTION CARRIED

4.3 Special Council Meeting Minutes, July 28, 2022

Motion 22:08:10:4 Moved by Councillor Waugh approve the Special Council Meeting Minutes of July 28, 2022.

MOTION CARRIED

5. **Delegates:**
5.1 White Sands Hall Society
5.2 Karen Ahern, 24 Mackenzie Way
- Concerns of fence height in Land Use Bylaw 186-22 and parking lot near her lot.

6. **Bylaws & Policies:**
6.1 Add in the definition of the accessory building that it cannot be used for sleeping/living.

Motion 22:08:10:5 Moved by Mayor Sanchuck to add in the definition of the accessory building that it cannot be used for sleeping/living.

MOTION CARRIED

7. Council and CAO Reports

7.1 Council Reports

Councillor Thurston:

- Cattle were let in at Bar Harbour after the wedding
- Tank for the freshwater tank to have it insulated before winter.
- Tree removal on Front Street on MR and Public Works is looking into it.
- 17 Horseshoe Lane has 3 trailers on their property that Administration needs to look into.
- Light standards
- Land-Use Bylaw 186-22 final amount?

Councillor Waugh:

- Thank you to Council and Public Works to help with the wedding that was held by the boat launch area. Would like to promote having more functions there and keep that area of cut and clean.
- Looked at the proposed area with Public Works for the Community Garden would not be suitable and there is a nest of Purple Martins. Another area would be near First and Second Street by the fire road.

Mayor Sanchuck:

- Companies are bolting their signs on Traffic signs and this should not be done.

7.2 CAO Report June 2022.

Motion 22:08:10:6 Moved by Councillor Thurston to accept the Council and CAO reports as presented.

MOTION CARRIED

Two Public Members arrived 10:18 AM.

8. Business:

8.1 RFD – Subdivision 2022-17_Consolidated

Motion 22:08:10:7 Moved by Councillor Thurston the to approve Subdivision 2022-17 with the following recommendations and conditions:

That the application for a three (3) 0.45 +/- acres parcel subdivision as shown on the Tentative Plan has been evaluated in terms of Section 654 of the Municipal Government Act and Section 7 of the Subdivision and Development Regulations and having considered adjacent landowner(s) submissions, it is recommended that the application be approved as per Tentative Plan for the following reasons:

1. That the application is consistent with Section 7 of the Subdivision and Development Regulations;
2. The application is consistent with the policies of the Intermunicipal Development Plan;
3. The application is consistent with the policies of the Municipal Development Plan; and
4. The application is consistent with the Land Use Bylaw 186-22.

Further, in accordance with Sections 654 and 655 of the Municipal Government Act, the application is approved subject to the following conditions:

1. Subdivision to be effected by a Plan of Survey, pursuant to Section 657 of the Municipal Government Act.
2. All outstanding Property Taxes to be paid to the Summer Village of White Sands as per Section 654 (1) (d) of the Municipal Government Act.

3. The owner/applicant shall enter into and comply with the terms and conditions of, a development agreement with and to the satisfaction of the Summer Village of White Sands, in accordance with Section 655 of the Municipal Government Act, as amended, with regard to all municipal improvements such as storm water management, roadway construction including approaches and other utilities as may be required.
4. Easements for servicing and drainage shall be obtained by the Summer Village of White Sands upon subdivision.
5. The Applicant shall prepare and submit to the Village for approval, at no cost to the Town, engineering design drawings that are required for the construction of municipal improvements.
6. The issuance of a Construction Completion Certificate for the municipal improvements to the Village's satisfaction, pursuant to the subdivision development agreement referenced above.

MOTION CARRIED

8.2 RFD – SREMA Emergency Contingency Preparation Request.

Motion 22:08:10:8 Moved by Mayor Sanchuck to defer a decision to a future council meeting until they get further information.

MOTION CARRIED

8.3 RFD – Summer Village of White Sands AGM Date – August 27, 2022

Motion 22:08:10:9 Moved by Mayor Sanchuck to approve the AGM Date – August 27, 2022.

MOTION CARRIED

1 Public member left at 10:46 AM.

8.4 RFD – White Sands Memorial Park Plan and Budget

Motion 22:08:10:10 Moved by Mayor Sanchuck to defer a decision until after the AGM Meeting and ask the Town of Stettler to create a GSI Map of the area.

MOTION CARRIED

8.5 RFD – County of Stettler letter 7 28 2022 Road Use Agreement – SV of White Sands

Motion 22:08:10:11 Moved by Mayor Sanchuck to direct administration to book a meeting with the County of Stettler before the AGM meeting, if feasible.

MOTION CARRIED

8.6 RFD – AB Environment & Parks Vegetation Removal – Summer Village of White Sands

Motion 22:08:10:12 Moved by Mayor Sanchuck to direct the administration to develop a Buffalo Lake Integrated Shore Line Plan.

MOTION CARRIED

8.7 RFD – Municipal Office Renovations Drawings by Berry Architecture

Architectural drawings of the proposed municipal office building renovations were presented and discussed. A discussion was held on whether to notify Berry Architects the Summer Village of White Sands will not be going ahead with the municipal building renovation project in 2022.

8.8 RFD – RTM Municipal Office Sample Layouts, Pictures, Prelim Pricing

Preliminary drawings and pricing estimates were presented to Council for consideration as possible Ready-To-Move (RTM) options for building a municipal office in the future. It was estimated by most companies it was going to take 12 -18 months to deliver a commercial grade RTM to the Village with the required specification. The RTM municipal office project would not be possible in 2022 as not enough grant funding was approved for the project.

9. Financial Reports

9.1. Financials Rev Exp Statements July 2022
9.2. Financials Capital Rev Exp Statements July 2022
9.3 Financials Cheque Register July 2022
9.4 Financials Bank Reconciliation June 2022
9.5 Financials Tax Trial Balance as of August 5, 2022.
9.6 Letter by a resident asking to reverse the penalty

Motion 22:08:10:13 Moved by Mayor Sanchuck to uphold the tax penalty for the resident that sent a letter asking to reverse the penalties.

MOTION CARRIED

Motion 22:08:10:14 Moved by Councillor Waugh to approve all financial reports as presented.

MOTION CARRIED

10. Correspondence

10.1. New Website on the Future of Provincial Policing
10.2. County of Stettler Press Release 7 30 2022 Avian Flu Confirmed with Our Region
10.3. County of Stettler Municipal Development Plan Amendment Bylaw 1638-22 Notification Letter
10.4. Stettler Board of Trade – Information for Stettler Business Owners – July 28, 2022

Motion 22:08:10:15 Moved by Mayor Sanchuck to direct the administration to write a letter to the Alberta Summer Villages Association discussing Council's concerns about the future of Alberta Policing and how the requisition is not sustainable for summer villages.

MOTION CARRIED

Motion 22:08:10:16 Moved by Councillor Thurston to accept correspondence as information.

MOTION CARRIED

11. In-Camera Session

11. 1 Arrow Engineering – Buffalo Lake Ranch Estates Remediation Plan – Engineering Roads
11.2 Al-Terra Engineering – Buffalo Lake Ranch Estates Meeting Remediation July 29, 2022
11.3 Conference Call -Jensen Projects – Municipal Hall Renovations Project
11.4 Karen Ahern Fence Appeal
11.5 Deb's Mercantile development

Motion 22:07:13:18 Moved by Mayor Sanchuck to go In Camera to discuss personnel – land – legal – other at 11:57 AM.

MOTION CARRIED

Councillor Waugh recuses himself from the meeting due to having a personal interest at 12:37 PM.

Motion 22:08:10:17 Moved by Councillor Thurston to come out of In Camera at 12:54 PM.

MOTION CARRIED

Motion 22:08:10:18 Moved by Mayor Sanchuck to allow the Ahern property side-yard fence variance to keep the height of the fence on the North side along the parking lot side, with the condition that any dead trees are removed, and the grading is repaired along the fence line. However, the front yard fence must be lowered to 4 feet as per the Land Use Bylaw 186-22, the previous orders of Council, by the deadline given by August 12, 2022.

MOTION CARRIED

Motion 22:08:10:19 Moved by Councillor Thurston to approve the remediation plan as presented with the comments and changes from Al-Terra Engineering allowing the development to proceed with securing a contractor and provide the Summer Village with a contract schedule.

MOTION CARRIED

12. Adjournment

Motion 22:08:10:20 Moved by Mayor Sanchuck to adjourn the regular council meeting at 12:55 PM.

MOTION CARRIED

Next Regular Meeting of Council date: September 14, 2022

_____
MAYOR

_____
CHIEF ADMINISTRATIVE OFFICER

MINUTES OF THE REGULAR COUNCIL MEETING
OF THE SUMMER VILLAGE OF WHITE SANDS COUNCIL
held on August 31, 2022
Hall/Shop, 8 Front Street, White Sands

Present: Councilor Lorne Thurston
Councilor Ed Waugh
Vacant
Chief Administrative Officer Dean Pickering

Public: (0) None

1. **Call to Order:**
   1.1 Deputy Mayor Thurston called the Special Council Meeting to order at 9:25 a.m.

2. **Agenda:**

Motion 22:08:30:1 Moved by Deputy Mayor Thurston that Council accept the Agenda as presented.

MOTION CARRIED

3. **Business:**

3.1 Resignation of Bill Sanchuck as Mayor and Councillor

Motion 22:08:30:2 Moved by Deputy Mayor Thurston that Council officially accept the resignation of Bill Sanchuck as mayor and councilor.

MOTION CARRIED

3.2 By-Election Day and Nomination Day Dates

Motion 22:07:28:3 Moved by Councilor Waugh that Council set the following dates for the 2022 By-Election:
Nomination Day – September 24, 2022
Advanced Poll – October 15, 2022
By-Election Day – October 22, 2022.

MOTION CARRIED

3.3 Appointment of the By-Election Returning Officer

Motion 22:08:30:4 Moved by Deputy Mayor Thurston that Council appoint Judy Peller as the Returning Officer for the 2022 By-Election.

MOTION CARRIED

4. **In-Camera:**

5. **Adjourn:** Deputy Mayor Thurston adjourned the meeting to order at 9:35 a.m.

_____
MAYOR

_____
CHIEF ADMINISTRATIVE OFFICER

ANNUAL GENERAL MEETING (AGM) AGENDA
10:00 A.M. – AUGUST 27, 2022
IN THE SUMMER VILLAGE OF WHITE SANDS
MULTI-PURPOSE BUILDING

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1. Mayor Sanchuck called the AGM to order @ 10:09 PM.
2. Welcome of Council and CAO
3. Additions, if any
   - EMS servicing at Stettler

4. Mayor Sanchuck discussed:
   - discussed the New Summer Village Office.
   - 2022 Dock, Mooring, and Boat Lift
     - No storage of any kind of the ROW (Varies in size and owned by the Alberta Government.)
     - Need to protect the shorelines
   - Survey of ROW
     - Need to establish the boundaries of the ER and MR for our Parks and Recreation Lease with the provincial government and must live up to the conditions of the lease.
     - Need to have a plan in place so the Summer Village does not have to go to the Alberta Government every year/time.
     - CAO explained that the gov't wants to record what is on the lease and it is not a negotiation with the gov't. We need to comply. Need the 10-year lease before we can apply for the 60-year lease. The village's responsibility is that we stay in compliance.
   - Encroachment of agreements on MR if structures are placed on them. Not allowed on ER.
   - Storage of lifts/etc will create a plan.
   - Removal of rocks from LOC/ROW
   - MR reserve and community pathways
   - Municipal park project plan
   - Community Garden location options
   - Removal speed bumps and increase of 50km on the boat launch

road---further discussions and plans.

- Boat launch repairs and expansion
    - Have to go through AB Environment
    - Has been surveyed
    - Concrete slabs changed out, so ice won't move them
- Paradise Shores work has only been maintenance work only. Nothing has been applied for.
- Local fire services and water tanker trucks
- Fireworks and Firecrackers are prohibited in the SV.
- Tree cutting/shrub removal on MR has to go through council
- Underage drivers of OHVs
    - Golf carts are NOT allowed on public roads
- Municipal Newsletter
- Improve communications
    - If an office was made here, we could do Zoom meetings for council so more people can be involved.
    - We are trying to to improve
    - Public Planning Open Houses
        - Worked well for the LUB

- CAO discussed
    - Buffalo Ranch Road has agreed to the adjustment and changes with the engineers and village. Once done, can start Phase 3 of the project.
    - COS requested a road use agreement with the SV to help with the maintenance of the main road (gravel/grading).
        - SV requested a traffic study to be done to see which vehicles are WS and COS residents. COS denied that request.
        - 75% road ban on the gravel road now (40-2)
    - the reno-ing of the old public works shop and only had two bids. Council is looking at other options to create an office at the Summer Village like stick-built or RTMs. No budget and just preliminary.
    - Dogs on the beach
        - Cannot be off leash
        - No bylaw yet
    - Garbage Bins
        - HOUSEHOLD Items only

- Councillor Thurston discussed:

- No wake/swimming buoys are important for everyone and will be a part of the plan with the lease.
- AED was ordered in October, 2021. Received last week and will be placed in a visible/accessible area. Hoping Hall and Rec will help with training. Must be heated and not stored in direct sunlight4

- EMS Stettler
  - 2 ambulance units and a first response unit
    - First response can admin drugs but cannot move patients
  - AB Health Services
  - We are a part of the flex system because they have to help in transfers in AB Health Services.
  - AB health wants to change Stettler EMS services to Basic Life Support Services
    - 1 unit and no paramedics
  - Asking residents to send letters of support to the local authority (Stettler Ambulance Authority Box 1270, Stettler, AB. T0C 2L0)

5. Public Question Period

- Gordon Kristainson 53 Lale View Court
  - concern of taking out speed bumps and increase to 50km. Will it be raised in the village too?
  - Need a walking path along the main road?
- Donna Marquart 19 Ranch Road
  - Speed bumps on Ranch Road? Support more speedbumps
  - Maintenance of Ranch Road is lacking and had no snow removal. Reduction of taxes in that area.
    - Sanchuck replied with that Village is not responsible of the maintance at this time since it is still in development until completion cert is gone
    - Pickering said the reduction of taxes has been done in the past and could be looked at by council.
  - Dogs on leash needs to be adhered.
  - Trails to access areas like jack's pond, etc.
    -
- Bob Huff Aimee Ave/Peter Andrews Lakeview Ave/Julie Woods 62 Front Street
  - Wrote letters to the council about docking/mooring and a plan for storage. Would like to protect the environment of

storage of docks and lifts.
        - Sanchuck replied that they asked the questions at the meeting in May. Council has been trying with AB Parks and Environment. Will try to ask what we can do a short-term basis. Enviro said it is not a right but a privilege to have boats/boat. We cannot have 100 some boats on the shore and must have a balance. A committee will be ideal. An answer cannot be given by the removal of docks and mooring, but Alberta Environment
        - (Wood)The lake is full of environmental richness
            - Trees keep land from eroding
            - Act on precaution/ should not clear shoreline
        - Thurston Explained we are a rec use area according to the Buffalo Lake Shoreline Management. All access to the lake are public.
        - Newsletter concern about Surveying in wording about.
            - Thurston explained the tone of the gov't is not the same as it was previous years. Combine enviro and rec/human activity
- Sarah Lyon Mackenzie Way/Erin Hood Mackenzie Way/Nicole Williams 30 Destini Drive/
        - Why do we need an office?
        - Why not do remote/cloud base?
            - Pickering legal obligation of secure documents. We need something. A public service access and can be dome remotely.
                - Scanning documents are very pricey
                - Property files and history
- Jim McNeil 36 Lakeview Ave
        - Are their plans for the paths?
        - Council wants to spend money.
            - Sanchuck: it's a concept plan. Would like to have a committee. Grant money.
- Heidi Anderson 54 Front Street
        - ATCO trailer for the office
        - Information mill of trails
            - Enviro concerns
            - Keeping lake beautiful
            - Got public or residents?
            - Walking trails in 5 year plan
                - Liabilities, upkeep, installation?
            - At Council tourism or community development

        - Sanchuck – growth controlled by IDPs (5 municipalities around the Lake 2013 for south shore, 2015). Governed by the IDP.
- Carolyn Cheetam Lake View Ave
    - Proposed trail
        - Can walk along the beach and roads
        - Environment concerns
        - Cost concerns
- Scott Fergusson – Community marina/dock sharing. Shoreline management plan have erosion control? Lost 3' of shore line.
    - Thurston Prevailing winds and can have above done.
    - Sanchuck should be
- Bob McCormack 58 Front Street
    - Huge concern on waterfront path
    - Why $75 for boat registries?
- Geenie Brunchon 54 Lakeview
    - Trail system of enviro concerns of cutting trees and underbrush
- Landon Luscow 42 Front Street
    - Communication to council to owners is lacking. Incorporate new ideas account for zoom, surveys, voice
    - Sanchuck trying to increase to do online meetings. Right now the current office is small and hard to have in person delegation.
    - Kids driving golf carts
        - What can we do to combat this?
            - Highways traffic Act (RCMP)
        - Put out in Newsletter about underage driving
        - Register OHVs with the village (legality)
- Lance Olson 17 Nicole Way
    - List of noncompliance for the MR and ER
        - Have not got the list yet from AB Park
    - Dogs and a place to swim in the water
        - Stay out of swimming area
    - Digital meetings
- Korby Zimmeran 10 Lakeview
    - Storing docks on beach
        - Thurston would like to store on ROW
    - Pathways system
        - Thurston/Waugh against pathway by lake
- Patrick Dwyre First Street
    - Attended meetings with LUB in old part of the village

        - 2 permits have been accepted
        - LUB needs to be amended especially on set backs
        - Thurston explains about new lub and MPC.
    - Change representation of # of council
        - Thurston bring brought up and problem is cost of more councillors and summer villages only have 3 councillors.
        - Won't get the best people to run for council
- Peter Andrews Lakeview Ave
    - Why is council not informed about the dealing with the rec lease?
        - Thurston agreed that communication has not been the greatest. This AGM is to help with communication. Council fault for not communicating. Open houses don't work. Town Hall works better.
    - Pickering Should be a committee wide function. He is just trying to come up to speed since he started in May. Should not be the municipal responsibility.
- Dan White Earl's Way
    - Councillors were a team and now on separate agendas
    - Boat lifts/permits
        - Sharing docks does not reflect the permits
- Lorne Hennel
    - TFA approval who has had it.
- Mary Green 3 Mackenzie Way
    - Zoom meetings
    - Electronically paper
- Greg Hayden 29 Front Street
    - Walking trails in the county and Rochon Sands
    - Bring a proper walking road in the village
    - County path is paved
    - Help eliminate concerns on walking along the road
    - Accommodating pick ups in for bussing got school
        - Communities work together and accessible

6. Next Annual General Meeting (AGM) July 1, 2023?

7. Adjournment 12:46 PM

BYLAW 261-22

A BYLAW OF THE SUMMER VILLAGE OF ROCHON SANDS, IN THE PROVINCE OF ALBERTA, TO ESTABLISH A REGIONAL EMERGENCY MANAGEMENT COMMITTEE AND AGENCY

WHEREAS the Council of the Summer Village of Rochon Sands is responsible for the direction and control of its emergency response and is required, under the *Emergency Management Act, Revised Statuses of Alberta 2000, Chapter E-6.8,* to appoint an Emergency Management Advisory Committee and to establish and maintain a Municipal Emergency Management Agency;

AND WHEREAS it is desirable in the public interest, and in the interests of public safety, that such a committee be appointed and such an agency be established and maintained to carry out Council's statutory powers and obligations under the said *Emergency Management Act*;

AND WHEREAS the municipalities of Big Valley, Donalda, The Summer Village of Rochon Sands, The Summer Village of White Sands, Town of Stettler, and the County of Stettler No. 6 wish to establish a Regional Emergency Management Committee and a Regional Emergency Management Agency

NOW THEREFORE the Council of the Village of Big Valley, in the Province of Alberta, duly assembled, wishes to enact the following:

1. TITLE

1.1. This Bylaw may be referred to as the "Regional Emergency Management Bylaw".

2. INTERPRETATION

2.1. In this Bylaw, including this Section, unless the contrary context otherwise requires:

2.1.1. **"Act"** means the *Emergency Management Act,* R.S.A 2000, Chapter E-6.8, amendments thereto, including provincial regulations such as the Local Authority Emergency Management Regulation 203/2018 and amendments thereto.

2.1.2. **"Chief Administrative Officer"** or **"CAO"** means the Chief Administrative Officer of the Summer Village of Rochon Sands or their delegate.

2.1.3. **"Council"** means the Council of the Summer Village of Rochon Sands.

2.1.4. **"Deputy Director of Emergency Management" (DDEM)** means the person(s) appointed by resolution of Council who are responsible for the duties of the Director of Emergency Management in their absence.

2.1.5. **"Director of Emergency Management" (DEM)** means the person appointed by resolution of Council who shall be responsible for the municipalities' Emergency Management Program as contained in Section 9 of the Bylaw.

2.1.6. **"Disaster"** means an event that results in serious harm to the safety, health, or welfare of people, or in widespread damage to property.

2.1.7. **"Emergency"** means an event that requires prompt coordination of action or special regulation of persons or property to protect the safety, health, or welfare of people or to limit damage to property.

2.1.8. **"Emergency Management Advisory Committee"** means the Stettler Regional Emergency Management Committee as established by Agreement between and the bylaws of the parties hereto. The Emergency Management Committee shall consist of Councillors appointed by the parties hereto.

2.1.9. **"Local Authority"** means, where a municipality has a Council within the meaning of the *Municipal Government Act,* that council.

2.1.10. **"Minister"** means the Minister charged with administration of the Act.

2.1.11. "Regional Emergency Management Agency" means the Stettler Regional Emergency Management Agency as established by agreement and the bylaws of the parties hereto.

2.1.12. **"Regional Director of Emergency Management" (RDEM)** means the person appointed by the Emergency Management Advisory committee to act as the Regional Emergency Coordinator. The Regional Director of Emergency Management is delegated with the responsibility for program administration, planning, preparedness, and mitigation on behalf of the Committee and Director(s) of Emergency Management; who shall facilitate coordination of planning for and response to regional or intermunicipal disasters or emergencies.

2.1.13. **"Regional Emergency Plan"** means the Stettler Regional Emergency Management Plan prepared by the Directors of Emergency Management to coordinate responses to an emergency or disaster based on the Incident Command System for command and control.

3. ADVISORY COMMITTEE AND AGENCY

3.1. There is hereby established, a Regional Emergency Management Advisory Committee to advise Council on the development of emergency plans and programs and to provide direction to the Regional Emergency Management Agency with regard to planning priorities, policy issues and budget.

3.2. There is hereby established, a Regional Emergency Management Agency responsible for administering the Emergency Management Program on behalf of the Summer Village of Rochon Sands and the partner municipalities within the Stettler Region. The Regional Emergency Management Agency is authorized to act as the agent of Council to carry out its statutory powers and obligations under Section 11.2(2) and Section 24(1) of the Act and the Local Authority Emergency Management Regulation. This does not include the power to declare, renew, or terminate a state of local emergency, nor the powers contained in Section 10.3 of this Bylaw.

4. Council shall:

4.1. By resolution, appoint one of its members to serve on the Regional Emergency Management Advisory Committee and at least one member as an alternate;

4.2. Provide for the payment of expenses of its member(s) of the Regional Emergency Management Advisory Committee;

4.3. By resolution, on the recommendation of the Regional Emergency Management Advisory Committee, appoint a Director of Emergency Management and Deputy Director of Emergency Management;

4.4. Ensure that emergency plans and programs are prepared to address potential emergencies or disasters in the Summer Village of Rochon Sands.

4.5. Approve the Regional Emergency Plans and Programs as they relate to the Summer Village of Rochon Sands; and

4.6. Review the status of the Regional Emergency Plan and related plans and programs at least once a year.

5. Council may:

5.1. By Bylaw, borrow, levy, appropriate and expend, without the consent of the electors, all sums required for the operation of the Regional Emergency Management Agency; and

5.2. Enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs, including mutual aid plans and programs.

6. REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE RESPONSIBILITIES

The Regional Emergency Management Advisory Committee shall:

6.1. Review the Regional Emergency Plan and related plans and programs on a regular basis;

6.2. Advise Council, duly assembled, on the status of the Regional Emergency Plan and related plans and programs at least once each year;

6.3. Provide guidance and direction to the Regional Emergency Management Agency;

6.4. Approve the annual operating budget for the Regional Emergency Management Agency;
6.5. Adopt policies as required for the effective and efficient operation of the Regional Emergency Management Agency; and
6.6. Provide input for Hazard Identification Risk Assessments as required;
6.7. Meet at least (1) time per year as scheduled. The Regional Director of Emergency Management or any of the Directors of Emergency Management will be the meeting chairperson and quorum will consist of committee members or alternates from at least four (4) of the member municipalities and motions will be carried by a simple majority of the committee members present.
6.8. Be declared through this Bylaw to have delegated all powers and duties that are provided to the local authority under the Act.
6.9. The command, control and coordination system prescribed by the Managing Director of Alberta Emergency Management Agency will be utilized by the Regional Emergency Management Agency.

7. COMPOSITION

The Regional Emergency Management Agency shall be comprised of the following persons:

7.1. The Regional Director of Emergency Management;
7.2. The Chief Administrative Officers of each municipality which is a member of the Partnership Agreement;
7.3. The Directors of Emergency Management of each municipality which is a member of the Partnership Agreement.
7.4. The Deputy Directors of Emergency Management of each municipality which is a member of the Partnership Agreement;
7.5. Designated management and other staff identified for various emergency roles.
7.6. In addition, the Agency may request that the following persons join or advise the Committee for each period of time that the Agency deems appropriate:
    7.6.1. Health Agencies;
    7.6.2. Fire Chiefs or designates;
    7.6.3. Emergency Social Services Manager or designate;
    7.6.4. Stettler and District Family and Community Support Services;
    7.6.5. County of Stettler Housing Authority;
    7.6.6. Local RCMP Detachment or designate;
    7.6.7. Public Information Officers or designate;
    7.6.8. Public Works Directors or designates;
    7.6.9. School Board trustees, area school division or designate;
    7.6.10. Representative(s) from adjacent municipalities which have entered into the Regional Emergency Management Agency;
    7.6.11. Representative(s) from an Alberta Ministry;
    7.6.12. Representative(s) from local businesses;
    7.6.13. Representative(s) from local industry or industrial associations;
    7.6.14. Representative(s) from local utility companies and coops;
    7.6.15. Anyone else who might serve a useful purpose in the preparation or implementation of the Regional Emergency Plan.

8. REGIONAL EMERGENCY MANAGEMENT AGENCIES RESPONSIBILITIES

The Regional Emergency Management Agency shall:

8.1. To report on its activities at each Regional Emergency Management Advisory Committee meeting, and to include any observations from the agency's review of the emergency plan;
8.2. To produce an annual report for presentation to all of Council and the public;
8.3. To represent all municipalities identified in this Bylaw.

9. DIRECTOR OF EMERGENCY MANAGEMENT

9.1. The Director of Emergency Management on behalf of the Emergency Management Agency shall:

9.1.1. Prepare, review and coordinate the Regional Emergency Plan and related plans and programs for the Summer Village of Rochon Sands in accordance with the Act;

9.1.2. Act as director of the Emergency Coordination Centre or Incident Command Post, or ensure that someone is designated under the Regional Emergency Plan to so act, on behalf of the Regional Emergency Management Agency;

9.1.3. Coordinate all emergency services and other resources used in an emergency; and

9.1.4. Ensure that someone is designated to discharge the responsibilities specified in Sections 9.1.1., 9.1.2. and 9.1.3. above.

10. STATE OF LOCAL EMERGENCY

10.1. In the event of an Emergency entirely within the boundaries of, or only affecting, the Summer Village of Rochon Sands, the authority and powers to declare or renew a state of local emergency under the Act, the authority and powers specified in Section 10.7 of this Bylaw, are hereby delegated to a committee of the Summer Village of Rochon Sands comprised of the Reeve/Mayor and 1 other Member of Council, or in their absence, a combination of any two (2) Members of Council. This committee may, at any time when it is satisfied that an emergency exists or may exist, by resolution, make a declaration of a state of local emergency.

10.2. In the event of an Emergency within or affecting more than one municipality within the Stettler Emergency Management Region, the authority and power to declare or renew a state of local emergency under the Act; the authority and powers specified in Section 10.4 of this Bylaw; and the requirement specified in Section 10.7 of this Bylaw are hereby delegated to a committee of two (2) Elected Officials within the region's municipalities, and strive to first have those members be from the affected municipalities, if at all possible. This committee may, at any time when it is satisfied that an emergency exists or may exist, by resolution, make a declaration of a state of local emergency for the entire area affected. Whenever possible this resolution should be made by at least one member or alternate from each municipality affected.

10.3. When a state of local emergency is declared, the person or persons making the declaration shall:

10.3.1. Ensure that the declaration identifies the nature of the emergency and the area in which it exists;

10.3.2. Cause the details of the declaration to be published immediately by such means of communication considered most likely to notify the population of the area affected; and

10.3.3. Forward a copy of the declaration to the Minister forthwith.

10.4. When a state of local emergency is declared, the Regional Emergency Management Agency may:

10.4.1. Cause the Regional Emergency Plan or any related plans or programs to be put into operation;

10.4.2. acquire or utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of an emergency or disaster;

10.4.3. authorize or require any qualified person to render aid of a type the person is qualified to provide;

10.4.4. control or prohibit travel to or from any area of the Summer Village of Rochon Sands;

10.4.5. provide for the restoration of essential facilities and the distribution of essential supplies and provide, maintain and coordinate emergency medical, welfare and other essential services in any part of the Summer Village of Rochon Sands;

10.4.6. authorize the entry into any building or on any land, without warrant, by any person in the course of implementing an emergency plan or program;

10.4.7. cause the demolition or removal of any trees, structures, or crops if the demolition or removal is necessary or appropriate in order to reach the

scene of a disaster, or to attempt to forestall its occurrence or to combat its progress;

10.4.8. procure or fix prices for food, clothing, fuel, equipment, medical supplies, or other essential supplies and the use of any property, services, resources, or equipment within the Summer Village of Rochon Sands for the duration of the state of local emergency;

10.4.9. authorize the conscription of persons needed to meet an emergency; and

10.4.10. authorize any person at any time to exercise, in the operation of the Regional Emergency Plan and related plans or programs, any power specified in sub-paragraphs (10.4.2.) through (10.4.10.) of this section in relation to any part of the municipality affected by a declaration of a state of local emergency, including as part of a Regional Emergency affecting more than one municipality for which a declaration of state of local emergency was made under section 10.1 or 10.2 hereof.

10.5. In accordance with Section 28 of the Act, no action lies against a local authority or a person acting under the local authority's direction or authorization for anything done or omitted to be done in good faith while carrying out a power of duty under this Act or the regulations during a state of local emergency.

10.6. In accordance with Section 532(2) of the *Municipal Government Act*, R.S.A 2000, c.M-26, councillors, council committee members, municipal officers and volunteer workers are not liable for loss or damage caused by anything said or done or omitted to be done in good faith in the performance or intended performance of their functions, duties or powers under the *Municipal Government Act* or any other enactment.

10.7. When, in the opinion of the Local Authority who have a declaration of a state of local emergency, an emergency no longer exists in relation to which the declaration was made, the person or persons who made the declaration shall, by resolution, terminate the declaration.

10.8. A declaration of a state of local emergency is considered terminated and ceases to be of any force or effect when:

10.8.1. A resolution is passed under Section 10.7;

10.8.2. a period of seven days has lapsed since it was declared, unless it is renewed by resolution;

10.8.3. the Lieutenant Governor in Council makes an order for a state of local emergency under the Act, relating to the same area, which specifically cancels a state of local emergency; or

10.8.4. the Minister cancels the state of local emergency.

10.9. When a declaration of a state of local emergency has been terminated, the person or persons who made the declaration shall cause the details of the termination to be published immediately by such means of communication considered most likely to notify the population of the area affected.

11. MUTUAL AID, POLICIES, LEGAL

11.1. The Emergency Management Advisory Committee is delegated the authority to enter into an Emergency Management Mutual Aid Agreement with another regional group or single municipality.

11.2. The Emergency Management Advisory Committee is delegated the authority to create policies relating to the emergency preparedness, mitigation, response, recovery and the effective and efficient operation of the Regional Emergency Management Agency.

11.3. Should any provision of this Bylaw become invalid, void, illegal or otherwise not enforceable, it shall be considered separate and severable from the Bylaw and the remainder shall remain in force and be binding as though such provision had not been invalid.

11.4. This bylaw shall come into force and take effect on the day of third and final reading thereof.

12. COUNCILLOR AND EMPLOYEE TRAINING

12.1. Councillors shall complete any courses prescribed by the Alberta Emergency Management Agency in accordance with the Act.

12.2. Any employee of the Summer Village of Rochon Sands who has been assigned responsibilities respecting the implementation of the Emergency Management Plan shall complete any courses prescribed by the Alberta Emergency Management Agency in Accordance with the Act.

13. REPEAL

13.1. **Bylaw No. 845** and all amendments thereto are hereby rescinded.

READ A FIRST TIME THIS __, day of __, 2022 A.D. on a motion of _____

READ A SECOND TIME THIS __, day of __, 2022 A.D. on a motion of _____

READ A THIRD TIME THIS __, day of __, 2022 A.D. on a motion of _____

DATED THIS __day of ___, 2022 A.D.

_____
Mayor

_____
Chief Administrative Officer

Stettler Regional Emergency Management Partnership Agreement

MEMORANDUM OF AGREEMENT BETWEEN:

The County of Stettler No. 6, a Municipal Corporation of the Province of Alberta;

- and -

The Village of Big Valley, a Municipal Corporation of the Province of Alberta;

- and -

The Village of Donalda, a Municipal Corporation of the Province of Alberta;

- and –

The Summer Village of Rochon Sands, a Municipal Corporation of the Province of Alberta;

- and -

The Summer Village of White Sands, a Municipal Corporation of the Province of Alberta;

- and -

The Town of Stettler, a Municipal Corporation of the Province of Alberta;

INTRODUCTION

1. WHEREAS:

   (a) The Municipal Corporations of **The County of Stettler No. 6, The Village of Big Valley, The Village of Donalda, The Summer Village of Rochon Sands, The Summer Village of White Sands,** and **The Town of Stettler** (referred to hereinafter as "the Parties") are local authorities situated within the Stettler region, of the Province of Alberta;

   (b) Each of the Parties have appointed a Director of Emergency Management pursuant to the provisions set out in *The Emergency Management Act R.S.A. 2000,* c. E-6.8;

   (c) The Parties recognize that many of the local resources controlled by each of the Parties could be required by more than one municipality in order to cope with a Disaster or Emergency that affects one or more of the Parties;

(d) The Parties desire to form a Regional Emergency Management Partnership for the purposes of emergency planning, preparedness, mitigation, response and recovery;

(e) Pursuant to S. 11.3(1)(b) of the Act, if authorized by Ministerial Order, a Local Authority may delegate its powers and duties under the Act to a joint committee representing 2 or more Local Authorities that is composed of one or more members appointed by each of the Local Authorities; and

(f) The Minister responsible for the Act has issued a Ministerial Order for our Regional Emergency Management initiative.

NOW THEREFORE the parties hereto agree as follows:

DEFINITIONS

2. For the purpose of this Agreement, the following words and terms shall have the following meanings:

(a) **"Act"** means the *Emergency Management Act*, R.S.A 2000, Chapter E-6.8, amendments thereto, including provincial regulations such as the Local Authority Emergency Management Regulation 203/2018 and amendments thereto.

(b) **"CEMP"** means Community Emergency Management Program, an internet based application for evaluation of regional municipal emergency preparedness and the development of regional emergency preparedness plans;

(c) **"Stettler Emergency Management Region"** means the region as defined by the accumulated municipal boundaries of the parties to this agreement;

(d) **"Director of Emergency Management"** or "DEM" means the person appointed by resolution of council of each of the Parties who shall be responsible for the Emergency Management Program in each of their respective municipalities;

(e) **"Disaster"** means an event that results in serious harm to the safety, health or welfare of people, or in widespread damage to property;

(f) **"Emergency"** means an event that requires prompt coordination of action or special regulation of persons or property to protect the safety, health, or welfare of people or to limit damage to property;

(g) "**Emergency Management Advisory Committee"** means the Stettler Regional Emergency Management Committee as established by this Agreement and the by-laws of the respective municipal councils of the Parties hereto. The Emergency Management Committee shall consist of elected members appointed by and from each of those councils, and Directors of Emergency

Management;

(h) **"ECC"** means Emergency Coordination Centre, which is described as the physical location at which the coordination of information and resources to support incident management activities normally takes place. An ECC may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction. ECCs may be organized by major functional disciplines (e.g., fire, law enforcement, and medical services), by jurisdiction or some combination thereof. Sometimes referred to as Emergency Operations Centres (EOC).

(i) **"ESS"** means Emergency Social Services, including Registration and Inquiry, Emergency food services, Emergency lodging, Emergency clothing and Personal services;

(j) **"ICP"** means Incident Command Post, which is described as the location where the Incident Commander operates during response operations. There is only one ICP for each incident or event, but it may change locations during the event. Every incident or event must have some form of an Incident Command Post. The ICP may be located in a vehicle, trailer, tent, or within a building. The ICP will be positioned outside of the present and potential hazard zone but close enough to the incident to maintain command.

(k) **"Local Authority"** means, where a municipality has a council within the meaning of the Municipal Government Act, that Council;

(l) **"Minister"** means the Minister charged with administration of the Act;

(m) **"NGO"** means a Non-Government Organization;

(n) **"Regional Emergency Management Agency"** means the Stettler Region Emergency Management Agency as established by this Agreement and the by-laws of the respective municipal councils of the Parties hereto;

(o) **"Regional Emergency Plan"** means the Stettler Regional Emergency Management Plan prepared by the Directors of Emergency Management to co-ordinate response to an emergency or disaster; and

(p) **"Regional Director of Emergency Management"** means the person appointed by the Stettler Regional Emergency Management Committee who is delegated the responsibility for program administration, and other duties described in Schedule A.

ESTABLISHMENT OF STETTLER EMERGENCY MANAGEMENT PARTNERSHIP

3. The Municipal Councils of each of the Parties to this Agreement have resolved to enter such Agreements as may be required to establish a Regional Emergency Management Partnership, including this Agreement.

4. Supported by the registration of a Ministerial Order issued pursuant to s. 11.3(1)(b) of the Act, the Parties to this Agreement hereby collectively form a Regional Emergency Management Partnership for the purposes of emergency planning, preparedness, mitigation, response, and recovery.

ESTABLISHMENT OF STETTLER REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE

5. The Municipal Councils of each of the Parties to this Agreement have passed bylaws to establish the Stettler Regional Emergency Management Advisory Committee (the "Committee"). Upon issuance of a Ministerial Order pursuant to s. 11.3(1)(b) of the Act, the partner municipalities will through their respective Regional Emergency Management By-laws delegate their powers and duties under the Act to the Stettler Regional Emergency Management Committee (the "Committee") which delegations include the authority to:

   a) cause the Regional Emergency Plan or any related plans or programs to be put into operation;

   b) acquire or utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of an emergency or disaster;

   c) authorize or require or make an order to authorize or require any qualified person to render aid of a type the person is qualified to provide;

   d) control or prohibit or make an order to control or prohibit travel to or from any area of the Stettler Region;

   e) provide for or make an order to provide for the restoration of essential facilities and the distribution of essential supplies and provide, maintain and co-ordinate emergency medical, welfare and other essential services in any part of the Stettler Region;

   f) order the evacuation of persons and the removal of livestock and personal property from any area of the Stettler Region that is or may be affected by a disaster and make arrangements for the adequate care and protection of those persons or livestock and of the personal property;

   g) authorize the entry into any building or on any land, without warrant, by any person in the course of implementing and emergency plan or program;

   h) cause the demolition or removal of any trees, structures or crops if the demolition or removal is necessary or appropriate in order to reach the scene of a disaster, or to attempt to forestall its occurrence or to combat its progress;

   i) procure or fix prices or make an order for food, clothing, fuel, equipment, medical supplies, or other essential supplies and the use of any property, services, resources, or equipment within the Stettler Region for the duration of the state of local emergency;

   j) authorize the conscription or make an order for the conscription of persons needed to meet an emergency; and

k) authorize any persons at any time to exercise, in the operation of the Regional Emergency Plan and related plans or programs, any power specified in Paragraphs (b) through (j) in relation to any part of a municipality within the Stettler Emergency Management Region affected by a state of local emergency including as part of a Regional Emergency affecting more than one municipality for which a declaration of State of Local Emergency has been made.

6. The Committee shall consist of municipal Councillors appointed by each of the Parties, with each municipality appointing 1 member except for The County of Stettler No.6 and The Town of Stettler whom shall each have 2 members appointed. Each member of whom shall have one vote regarding any matter coming before the Committee. Each party shall also appoint at least one alternate council member to the Committee to attend and vote when the serving member is unable to do so. Notwithstanding the foregoing however, all Councillors of all member municipalities shall be entitled to attend Committee meetings.

7. For regular meetings and business, four (4) Committee members shall constitute a quorum of the Committee and a motion or resolution of the Committee may only be passed by an affirmative vote of the majority of the members voting on the motion or resolution.

8. In addition, the Committee may seek the advice of agency staff and others as deemed appropriate; but such advisors will have no right to vote on matters coming before the Committee and such advice is not binding. Advisors may include, but not be limited to, DEM's, the Department Head of any of the Parties' Department of Protective Services, or its equivalent, or representatives from such organizations as the RCMP, Emergency Social Services, Alberta Health Services, EMS, Fire, Hospitals, Public Utilities, Alberta Energy Regulator, Alberta Environment, Alberta Forestry, School Divisions, Industry or others.

9. The Committee shall oversee and approve activities of Emergency planning, preparedness, mitigation, response, and recovery within the Stettler Emergency Management Region.

10. The Committee shall also cause to be developed a Regional Emergency Management Plan ("Stettler Regional Emergency Management Plan"), and approve, which shall meet the requirements of the Act.

ESTABLISHMENT OF STETTLER REGIONAL EMERGENCY MANAGEMENT AGENCY

11. Each of the Parties of this Agreement have passed bylaws to create the Stettler Regional Emergency Management Agency, which will act as the Operational Agent for the Parties hereto in exercising the powers and duties of the Parties under the Act. Agency staff may include, but not be limited to, DEM's and deputies, the Department Head of any of the Parties' Department of Protective Services, or its equivalent, and representatives from such organizations as the RCMP, Emergency Social Services, Fire, Alberta Health Services, EMS, Stettler Hospital, Public Utilities, Alberta Energy Regulator, Alberta Environment, Alberta Forestry, School Divisions, Industry or others as deemed appropriate.

12. Each of the Parties shall continue to have a "Director of Emergency Management" who shall be responsible for performing those duties, powers and functions set out in s. 11.2(2)

of the Act, with advice and assistance from the Regional Emergency Coordinator. The Regional Emergency Coordinator shall be an employee of one of the Parties. Further details regarding the Regional Emergency Coordinator position are set out and incorporated in Schedule "A", attached hereto.

13. The Agency shall also utilize key staff of the Parties to this Agreement as well as partners identified in the Stettler Regional Emergency Management Plan, or any other external agencies or services as may be deemed necessary at the time of an Emergency, including Emergency Social Services.

14. Staff and resources of the Parties shall be available to the Agency during Emergency operations.

Regional Director of Emergency Management

15. One of the Parties shall employ a Regional Director of Emergency Management who shall be responsible to advise and assist the Director(s) of Emergency Management for each of the Parties with fulfillment of their responsibilities under the Act.

16. The Regional Director of Emergency Management will be responsible for those matters set out in Schedule “A” to this Agreement, or otherwise contemplated by the Act or the regulations passed thereunder.

17. Regional Director of Emergency Management will be confirmed by Annual Resolution of the Stettler Regional Emergency Management Advisory Committee and must be an employee of one of the Parties municipalities.

18. Compensation is responsibility of the municipality taking on these duties.

PREPAREDNESS

19. Emergency Coordination Centres (ECCs) will be established and maintained as identified in the Stettler Regional Emergency Management Plan.

20. Public education or public awareness programs may be undertaken within the Region.

21. Key senior management, supervisory and support staff of each of the Parties to this Agreement will be assigned Emergency operations roles suitable to their area of responsibility or skill set.

22. Personnel will be provided with training to fulfill their designated Emergency operations role.

23. A list of all personnel assigned/ trained for each Emergency operations role shall be maintained within the Stettler Region Emergency Management Plan.

24. All Parties shall endeavor to prepare in advance of an emergency event, a delegation of authority in regards to spending, including who has the authority, and what the initial

funding to be spent during the event shall be.

HAZARD IDENTIFICATIONS AND RISK ASSESSMENT

25. A hazard identification and risk assessment shall be undertaken by/for each of the Parties as per the requirements of the Act using the risk assessment matrix provided by Alberta Emergency Management Agency.

26. Results of the individual municipal risk assessments shall be shared with the Committee as a whole to identify commonalities among the parties and identify opportunities for shared mitigation programs.

MITIGATION OF RISK

27. In response to a risk the Council of any one of the Parties may direct that:

    a) A program be established to mitigate the risk within their boundaries.

    b) A program be jointly undertaken with one or more of the Parties to mitigate the risk.

    c) No action be taken where the Council believes that the cost of mitigation is greater than the potential benefit, the benefit is not achievable, or such other reasons as the Council may deem appropriate.

RECOVERY

28. Recovery program efforts undertaken by the Agency shall be prioritized to accomplish the greatest good for the most people.
29. Business continuity programs will be the responsibility of each jurisdiction for their own municipality, but may request regional assistance.

INSURANCE & INDEMNITY

30. The Parties each agree to obtain and maintain during the term of this Agreement public liability and property damage insurance in the amount of no less than $2 million, which is normally offered by municipal insurers in the Province of Alberta. Each Party shall give evidence of this insurance to the other party upon request.

31. Each Party must forward a copy of this Agreement to their municipal insurer and to absorb any decrease or increase in premiums which may result.

32. The party within whose jurisdiction an Emergency occurs shall indemnify and save harmless any other party to this Agreement responding to that Emergency from and against any and all claims, demands, losses, costs, damages, actions, suits and proceedings arising out of the performance of that party's obligations under this Agreement.

BINDING AGREEMENT

33. Upon coming into effect, this Agreement shall supersede any and all previous disaster and emergency mutual aid agreements, among the Parties, or either of them, except the following:

    a) Stettler Fire Services Mutual Aid Agreement

    b) Stettler Region Emergency Management Mutual Aid

COMPENSATION

31. Each Party is responsible for the compensation, Workers Compensation Board premiums, and liability insurance of their own staff, personnel, volunteers, and Council during their duties as outlined in this agreement, and when the Emergency Response Plan is activated.

32. All time during an emergency event must be tracked and submitted to the jurisdiction having the event, as part of their records management.

33. If there is a potential of reimbursement for the event by the province or a private insurance company, the resources tracked may be added to the expense of the event for consideration of reimbursement.

BUDGET

34. Each Party is responsible for their own operating budget to cover emergency management program expenses, including but not limited to:

    a) training course costs councillors, staff, volunteers, other personnel (wages, tuition, travel, etc.)

    b) compensation as described above

    c) materials, such as office supplies and ECC supplies

    d) hazard identification, risk assessment, mitigation planning

35. For regional training, tabletop and full exercises, each municipality shall participate in regional exercises. A training plan will be developed annually in the fall by the Agency as part of the Regional Emergency Plan to ensure municipalities can budget for these expenses.

36. Each Party is responsible for their own expenses to cover activation of the Emergency Response Plan occurring in their municipal jurisdiction.

37. Should a Regional State of Local Emergency be declared, all municipalities involved shall run under one Regional Emergency Response Plan using Unified Command, and all expenses are to be tracked through the Regional ECC/ICP.

38. Cost of recovery operations will be the responsibility of the municipality(ies) who have ordered the work which is occurring within their boundaries. Many aspects of the

emergency/disaster recovery work will be the responsibility of the property owners, their insurer, or other government programming.

TERM AND TERMINATION

39. This Agreement shall come into force when it has been signed by all of the parties hereto, and the Ministerial Order referred to herein has been issued and has come into effect. The term of this Agreement shall be for a period of five (5) years thereafter, or until such time as the Parties mutually agree otherwise (the "Term"). However, any Party may withdraw from this Agreement by giving all other Parties not less than ninety (90) days written notice. In the event that one or more Parties withdraw from this Agreement, this Agreement shall be deemed to have terminated in regard to the withdrawing Parties, but shall continue to survive and be effective for all other Parties. A withdrawing Party shall have no right or claim to any assets, or for a refund of contributions made pursuant to this Agreement.

40. Unless a party gives written notice to the contrary no later than 90 days prior to the expiry of the Term or any renewal Term, as the case may be, the Term of this Agreement shall be automatically renewed for successive periods of five (5) years and all of the terms of this agreement shall remain in force.

41. Should any provision of this Agreement become invalid, void, illegal or otherwise not enforceable, it shall be considered separate and severable from the Agreement and the remainder shall remain in force and be binding as though such provision had not been invalid.

IN WITNESS WHEREOF this agreement is executed on behalf of the participating municipalities, by the hands of their officers duly authorized in that behalf and under each municipal seal affixed:

THE COUNTY OF STETTLER NO. 6

_____	_____
Larry Clarke	Yvette Cassidy
Reeve	CAO

THE VILLAGE OF BIG VALLEY

_____	_____
Name Name	Name Name
Mayor	CAO

THE VILLAGE OF DONALDA

_____ _____

Name Name Name Name

Mayor CAO

THE SUMMER VILLAGE OF ROCHON SANDS

_____ _____

Name Name Name Name

Mayor CAO

THE SUMMER VILLAGE OF WHITE SANDS

_____ _____

Name Name Name Name

Mayor CAO

THE TOWN OF STETTLER

_____ _____

Name Name Name Name

Mayor CAO

CAO Report

Summer Village of White Sands

August 1, 2022 – September 9, 2022

- The Summer Village of White Sands Canada Summer Student Grant funding for 3 additional summer students have had a very successful season maintaining the parks, trails, roadways, beach access, washrooms, as well as updating the White Sands municipal business and accounting systems and a variety of other projects. The White Sands hopes to hire students again in 2023 for the following positions: Municipal Office – 1 (May – August), 1 Parks Maintenance (May to August), 1 Parks Maintenance (July and August) to help with maintenance of grass, public washrooms and garbage which will include weekend coverage. This summer the Summer Students started on June 27th and finished on August 24th.

- May 2, 2022 received notification from property owner located #12-3rd Street that have launched a complaint with the Alberta Ombudsman the April 13, 2022 letter and resolution of council and is filing a legal claim. All information has been provided to the Municipal insurance and appointed a claims adjuster for the municipality with a file number of 013739 JG and handled through Priddle Gibbs Adjusters. The Provincial Ombudsman is not going to make any recommendations on the matter. The SVWS has been in contact with AB Environment about the previously applied for Wetlands Applications for the three (3) wetlands within the Village. The Staff have been monitoring the water levels at the property. The Summer Village will have to develop a more permanent solution for dealing with the water issues at several of the wetlands. The Provincial Ombudsman determined there was not much they could advise on because the matter was under municipal jurisdiction.

- Administration is implemented **OptionPay** online payment system which was a new way to collect payments other than cash, cheques, and online banks. **OptionPay** has been beneficial for companies to pay online for tax searches/tax certificates, dock registration fees, and any permits, development permits. There has been some use of OptionPay to pay taxes with a credit card. The municipality is not paying rental fees for Moneris credit/ debit machine, or the credit card fees associated with the machine use. **OptionPay** covers all associated merchant fees and costs at the time the customer, no cost to set up and install, no monthly fees, they direct deposit the funds within 48 hours, it is secure, can be accessibly by most devices, and is easy to use. So far the system has been fairly successful with very few issues.

- The Docks and Mooring Policy registration has been a tedious process this summer, but to date more than 63 docks, moorings and boat lifts a have been registered to date. However, we are still getting inquiries and requests. The Summer Village has created registration tags and they are being sent out registrants to hang on their docks, moorings and boat lifts to identify them for the off-season. AB Environment, Parks and Lands, will be coming by this fall to check the registrations, and do the enforcement as required. We are still getting weekly requests to help White Sands residents with the applications.

- The maintenance and clean up of municipal reserves, environmental reserves and the beach swimming areas and accesses was done, with a focus on setting standards for the Beach Access #8, including grass cutting, and beach and shoreline maintenance of seaweeds and roacks in the sand. All beach access outhouses were thoroughly serviced, continuously cleaned, and repainted during the season. It has been noted there is a definite need for additional parking at, or near the beach accesses. There is also a lot of people are using quads, side-by-sides, golf carts to haul their gear to the beaches, and the beach accesses get congested during the weekend activities. This problem with traffic and congestion was especially bad at Beach Access #5.

- License Of Occupation (LOC), Right-Of-Way (ROW) and Recreation Lease discussions and data gathering have been ongoing. The Summer Village of White Sands LOC, ROW and Recreation Leases expired in 2022, and they need to be researched, discussed and renegotiated by the Summer Village Council. On August 22, 2022, Ashley Kelly, from Alberta Environment, Parks and Lands, did a complete White Sands Beach inspection and walk with Council, Staff, Surveyors, and members of the public. Ms. Kelly was asked many questions about the Recreation Lease, the right-of-way (ROW), the renewal of the lease, storage of docks, moorings, boat lifts, vessels, and structures on the ROW/Recreation Lease. Ms. Kelly noted a number of violations in the ROW/Recreation Lease, and will be providing a report to the Summer Village this fall. The Surveyors will be providing the Summer Village of White Sands and Alberta Environment, Parks and Lands with the survey data, and the Lease Boundary maps for the new ROW and Recreation Lease documents. The Alberta Environment, Parks and Lands will requesting enforcement of the existing ROW/lease.

- Municipal Office Renovations project was stalled with a vote of Council to not accept the 2nd quote from regional contractors to renovate the existing garage attached to the White Sands Halls. It was felt the bid price of $311,000 and $310,000 was too expensive, and there was a better long-term use of the building as a future heated storage for a water hauler/tanker to support the Stettler Fire Department, parks tree watering, public works roads activities, or as a future Fire Department garage. As an alternative, Council asked Administration to check out the costs of ready-to-move (RTM) residential/commercial packages that could be used as a new municipal office just South of the existing Community Hall/Garage, freeing up the old garage for alternative community, parks, public works or fire support activities. Council has a large amount of unapplied for grants that need to be spent on future Capital Projects.

- Development Permits continue with 6 new home development applications this summer, 2 Subdivision applications, to create 4 new lots. At the end of the development season Administration will be providing Council with a Development Permit Applications report. The Summer Village will also provide a Building, Electrical, Plumbing, and HVAC permits report from IJD Inspections, along with the funds raised from new developments. The new Development Permits, Subdivision Permits, and completed building projects will also result in an increase in property values, and growth in assessment from developments activity for 2021 and 2022. This Increased assessment value will have an impact on the Assessment and Tax calculations for next year 2023 Budget and 2023 Taxes. The more completed development, the higher the Assessment growth, the more Taxes generated without raising the Tax Mill rate.

- There was an increase in the RV permits, and temporary RV permits requested this summer, because of a number of family gatherings and reunions. Council may want to consider charging a nominal fee for additional RV Permits in 2023 to cover the cost of issuing the RV permits by the Development Officer. This summer there has been 5 family reunion temporary RV development applications submitted for additional RV parking permits in July and August.

- The 2022 Public Works Shop Renovation to Municipal Office, MSI Capital Grant project architectural package and request for proposals document is being completed by Berry Architecture. The Request for Proposals (RFP) was posted on the Alberta Purchasing Connection as per legislative requirements and creating a specific invite list to cover local contractors such as: Flett Construction, Patko Construction, Tremmel Construction, Ruddell Construction, Volker Construction and Big Knife Construction. A second Tender process was initiated when only 1 bid came in. The second Tender process, with packages sent out to qualified and interested Vendors resulted in only 1 additional bid coming in the second time. Council decided to reject both bids and to look for alternative ways to provide a municipal office.

- Beach Access, and Dock, Mooring and Boat Lift Bylaws and Policies are being researched. Some other Summer Villages have Bylaws and Policies and allow off-season storage of docks on municipal reserves and environmental reserves, or in designated storage areas. Most Summer Villages do not allow for the storage of docks, boat lifts, boats, watercraft, chairs, equipment, or permanent structures on community property, the one's that do charge a season storage fee.

- The Summer Village of White Sands has been asked by the County of Stettler to enter into a New Road Use Agreement, to share in the additional costs of maintaining and accessing the gravel road from the Highway 835 4-Way Stop intersection to the Summer Village boundary. This requested Road Use Agreement idea was rejected by the Summer Village Council. The County of Stettler is unwilling to do a traffic count, or enter into traffic studies to determine the primary users of the road, and commercial users of the road.

- The County of Stettler has since put a 75% Road ban on all traffic on that road, on August 22, 2022, which has resulted in a reduction of sanitary wastewater hauling volumes allowed per truckload by local wastewater haulers. The 75% road ban will result in a significant increase in wastewater hauling costs for local residents during the fall 2022 and in the summer months in 2023. This is on top of the increased costs of wastewater hauling already caused by the County of Stettler ban on wastewater hauling to the County lagoons by the Summer Village of White Sands and the Summer Village of Rochon sands, who now have to haul their wastewater to the Bashaw Sewage Lagoons. . There is no update on when the County of Stettler will allow the summer villages to start hauling to their lagoons again.

Schedule A: Stettler Regional Emergency Management Partnership Agreement

Responsibilities of the
Regional Director of Emergency Management

Duties of Position Related to Emergency Management:

- Provide advice to each of the Chief Administrative Officers, Councils and DEMs of the parties relating to Emergency Management.
- Develop and maintain the Regional Emergency Management Plan and specific contingency plans as required.
- Develop and implement training programs for staff and volunteers relating to Emergency Management.
- Liaise with federal, provincial, local and non-government agencies relating to Emergency Management.
- Plan and coordinate tabletop or full exercises for ECC and volunteer staff.
- Plan and chair Emergency Management Advisory and Agency Committee meetings
- Plan and prepare Emergency Social Services meetings (or as part of Agency Meetings)
- Liaise with industrial operators relating to municipal involvement in industrial Emergency Management plans.
- Attend industrial emergency exercises and meetings to represent municipalities.
- Complete program self-assessment for the Regional Partnership in the *"CEMP" Website.*
- Facilitate Hazard identification/Risk Assessments for the Regional Partnership in CEMP.
- Manage mitigation programs (where appropriate) as necessitated due to risk assessments.
- Advise and assist the DEMs to fulfill duties of as required by the Act.
- Such other duties as may be assigned by the Stettler Region Emergency Management Advisory Committee or Agency.

REGIONAL EMERGENCY MANAGEMENT AGENCY FRAMEWORK AGREEMENT

THIS AGREEMENT made the 1st day of February, 2008

BETWEEN:

COUNTY OF STETTLER # 6

OF THE FIRST PART

- and –

TOWN OF STETTLER

OF THE SECOND PART

- and –

VILLAGE OF BIG VALLEY

OF THE THIRD PART

- and –

VILLAGE OF BOTHA

OF THE FOURTH PART

- and –

VILLAGE OF DONALDA

OF THE FIFTH PART

- and –

VILLAGE OF GADSBY

OF THE SIXTH PART

- and –

SUMMER VILLAGE OF ROCHON SANDS

OF THE SEVENTH PART

- and –

SUMMER VILLAGE OF WHITE SANDS

OF THE EIGTH PART

(collectively "Municipalities")

WHEREAS:

A. A disaster or emergency of a multi-jurisdictional nature could affect any or all of the Municipalities to such a degree that local resources would be inadequate to cope with the situation;

B. The Municipalities have each appointed a Director of Emergency Management;

C. The Municipalities have confirmed the appointment of a Regional Director of Emergency Management;

D. The Municipalities agree to create a Regional Emergency Management Framework; and

E. The Regional Emergency Management Framework will provide continuity from a municipal response to a regional should it be required.

IT IS AGREED THAT FOR MUTUAL CONSIDERATIONS:

1.1 In this Agreement:

(a) "disaster" means an event that results in serious harm to the safety, health or welfare of people or in widespread damage to property;

(b) "emergency" means an event that requires prompt co-ordination of action or special regulation of persons or property to protect the safety, health or welfare of people or to limit damage to property;

2.1 The Regional Emergency Management Framework will provide a management structure which includes the Directors of Emergency Management or their designate of each participating Municipality and the Regional Director of Emergency Management or designate.

2.2 The Regional Emergency Management Framework will allow for the activation of regional response at the request of a Municipal Director of Emergency Management or designate or the Regional Director of Emergency Management or designate.

3.1 Municipalities shall not be required to provide other than municipally owned equipment and employees and volunteers normally used by the Municipalities.

4.1 A Responding Municipality(s) is not liable for:

(a) any loss, damage or injury resulting from failure to respond to any call, the delay in responding to any call or mechanical failure of equipment; and

(b) any loss, damage or injury to the Requesting Party's equipment, employees or volunteers unless the Responding Party is grossly negligent.

5.1 A Requesting Municipality indemnifies each Responding Municipality against any expense incurred by that Responding Municipality by reason of any damage to its equipment in the course of responding to a call and against any cost or expense incurred by the Responding Municipality by reason of personal injury or death caused to any of its personnel in the course of responding to a call unless such damage, injury or death results from the gross negligence of the Responding Municipality.

6.1 All costs and expenses associated with responding to an incident shall be the responsibility of the Municipality where the incident occurs.

7.1 The Municipalities will at all times comply with the requirements of all applicable federal, Provincial and municipal legislation.

8.1 This Agreement comes into force on 1ST FEBRUARY 26 ("Commencement Date") and shall be reviewed on the request of a Municipality or every two (2) years.

8.2 Any one of the Municipalities may withdraw from this Agreement by giving twenty-four (24) months written notice of intent to each of the other Municipalities. In that event, this Agreement shall otherwise continue in force between the remaining parties and any investment in joint assets will stay in the partnership.

8.3 Municipalities can not opt in or out of the Regional Emergency Management Framework during a disaster or emergency.

9.1 Each of the Municipalities agrees to share emergency management related information.

9.2 Each of the Municipalities will strive to utilize common procedures, training, communication systems and technologies.

10.1 This Agreement does not amend in any manner existing agreements between the Municipalities with respect to the provision of fire fighting or other services.

11.1 Any notice permitted or required by this Agreement shall be deemed to be given if delivered Personally or sent by registered mail addressed to a Municipality at its principal address. In the case of a postal strike or other disruption of service, personal delivery only shall be effective. Any notice sent by mail is deemed to be received on the third business day following the date of mailing.

IN WITNESS OF WHICH the Municipalities have executed this Agreement.

COUNTY OF STETTLER #6

PER: V M. Curry

PER:

TOWN OF STETTLER

PER:

PER:

VILLAGE OF BIG VALLEY

PER: MAYOR

PER: C.A.O.

VILLAGE OF BOTHA

VILLAGE OF BOTHA PROVINCE OF ALBERTA

PER: Jean A. Jackson MAYOR

PER: Doris Hunter C.A.O.

VILLAGE OF DONALDA

PER: Terry Tordall

PER: Peter Simons CAO

VILLAGE OF GADSBY

PER: Marlene O'Brien MAYOR.

PER: L. E. Smith CAO

SUMMER VILLAGE OF ROCHON SANDS

PER: MAYOR

PER: Deputy Mayor

SUMMER VILLAGE OF WHITE SANDS

PER: Adair Mayor

PER: THURSTON Deputy Mayor

August 26, 2022

NOTICE OF THREE (3) SPECIAL RESOLUTIONS

Alberta Urban Municipalities Association

The Board of Directors of Alberta Urban Municipalities Association (herein the "Association") hereby gives notice that at the 2022 Annual General Meeting of the Association to be held on September 23, 2022, the Board of Directors will be proposing the following Special Resolutions:

(1) a Special Resolution to repeal and replace the Association's existing Bylaws with the amended Bylaws attached hereto as Schedule "A";

(2) a Special Resolution to amend the legal name of the Association to the "**Association of Alberta Municipalities**";

(3) a Special Resolution to update the then current Bylaws with the new name of the Association by replacing the name "Alberta Urban Municipalities Association" in such Bylaws to the name "Association of Alberta Municipalities", if and upon the Association's legal name change, and such updated Bylaws shall replace the Association's then current Bylaws;

(1) Amended Bylaws

WHEREAS Section 16.01 of the Association's current Bylaws states that "The Board of Directors or a Regular Member may propose a special resolution, as required by the *Societies Act*, R.S.A. 2000, c.S-14, or any amendments thereto, to amend these bylaws.";

AND WHEREAS the proposed amended Bylaws, attached as Schedule "A", broaden the membership categories and otherwise add further clarity to certain of the provisions contained therein;

AND WHEREAS a redline compare of the Bylaws, attached as Schedule "B", highlights the revisions that are contained within the amended Bylaws as compared against the Association's existing Bylaws;

AND WHEREAS the proposed amendments to the Bylaws have been submitted to the Association only after taking into consideration:

a. The Association's fundamental and paramount principle of ownership and control of the Association by its Regular Members; and
b. The Association's tax exempt status under para. 149(1) (d.5) of the *Income Tax Act*, Canada as discussed by the Canada Revenue Agency in its letter dated March 14, 2007,

and that the proposed amendment herein will not, by its nature, content or description, compromise, modify, alter, affect or change in any way the fundamental and paramount principle of the Association (the Association being owned and controlled by its Regular Members only) or the Association's tax exempt status under para. 149(1) (d.5) of the *Income Tax Act*, Canada as same may be amended from time to time;

(2) Change of Name

AND WHEREAS the Association updated its brand and trade name in 2021;

AND WHEREAS the Board of Directors of the Association desires to amend the legal name of the Association to the "Association of Alberta Municipalities" to better reflect its brand and trade name;

(3) Amended Bylaws to Reflect the Name Change

AND WHEREAS in the event the proposed name change proceeds with Alberta Corporate Registry, the Board of Directors of the Association desires to update the then current Bylaws to reflect this approved name change;

NOW THEREFORE the Board of Directors of the Association proposes that the following Special Resolutions be passed at the Annual General Meeting of the Association:

(1) to repeal and replace the Association's existing Bylaws in their entirety with the Bylaws attached as Schedule "A"; and

(2) to amend the legal name of the Association to the "**Association of Alberta Municipalities**";

(3) to update the then current Bylaws with the new name of the Association by replacing the name "Alberta Urban Municipalities Association" in such Bylaws to the name "Association of Alberta Municipalities", if and upon the Association's legal name change, and such updated Bylaws shall replace the Association's then current Bylaws.

Alberta Urban Municipalities Association

Per: _____

County of Stettler No. 6

Box 1270
6602 – 44 Avenue
Stettler, Alberta T0C 2L0
Phone (403) 742-4441
Fax (403) 742-1277
EMAIL: info@stettlercounty.ca

Summer Village of White Sands
P.O. Box 119
Stettler, AB T0C 2L0

September 1, 2022

RE: UNTREATED WASTEWATER DUMPING ON PRIVATE LAND

It has been brought to our attention that there has been raw sewage dumped on private land within the County of Stettler.

A completed application form is required by Alberta Environment and Parks to gather the information required to evaluate and consider approval of land application of domestic wastewater (septic and holding tank wastewater). I have attached a copy of the application form required for authorization to apply domestic wastewater to land in Alberta for your reference. More information and a digital copy of the application form can be found here: https://www.alberta.ca/assets/documents/ep-domestic-wastewater-form.pdf

Should you find yourself hauling domestic wastewater for the purpose of land treatment, please ensure that you have applied and received authorization from Alberta Environment and Parks. The County of Stettler also requests that you submit your authorization from Alberta Environment and Parks to the Planning and Development department to prevent being reported for illegal dumping.

If you have any questions, please contact Planning and Development staff by phone at 403.742.4441 or by the above email.

Regards,

Robyn Potter
Community Bylaw Officer
County of Stettler No. 6

cc. Rollie's Vac Services
Sutton Septic
Mr. T Septic Services LTD.
All Gotta Go
Nitschke Vacuum Services

Alberta Government

Application Form Required for Authorization to Apply Domestic Wastewater (from Septic and Holding Tank) to Land in Alberta

Introduction

The attached form and guidelines outline the information required for an application for an authorization to apply domestic wastewater (from septic and holding tank) to land in Alberta. Please ensure that each section of the application is completed in a concise and clear manner.

Description of this activity

The *Environmental Protection and Enhancement Act*, *section 176* specifies that:

> No person shall dispose of waste except
>
> a) at a waste management facility, or in a container the content of which will be taken to a waste management facility, that is the subject of the appropriate approval, registration or notice required under this Act, or
> b) in accordance with the written authorization of the Director.

A completed application form is required to gather the information required by Alberta Environment and Parks to evaluate and consider approval of land application of domestic wastewater (septic and holding tank wastewater). All information spaces in this application must be filled in or marked not applicable (N/A). Failure to provide all necessary information may cause the application to be rejected and returned to the applicant. All the applications must be submitted electronically at:

- esrd.epeaapplications@gov.ab.ca

Alberta Environment and Parks Regulatory Approvals Centre Main Floor, Oxbridge Place 9820 - 106 Street Edmonton, AB T5K 2J6	Phone No.: (780) 427-6311 Fax No.: (780) 422-0154

You may contact the nearest Alberta Environment and Parks office (listed below) for further information or clarification. The applicant shall not apply domestic wastewater on land prior to receiving the Letter of Authorization.

Alberta Environment and Parks Regional Offices

Red Deer North Saskatchewan Region
111, 4999-98 Avenue
Edmonton, Alberta T6B 2X3
Phone: (780) 427-7617
Fax: (780) 427-7824

Red Deer North Saskatchewan Region
3rd Floor, 4920- 51 Street
Red Deer, Alberta T4N 6K8
Phone: (403) 340-7052
Fax: (403) 340-5022

Lower Athabasca Region
111, 4999-98 Avenue
Edmonton, Alberta T6B 2X3
Phone: (780) 427-7617
Fax: (780) 427-7824

Upper Athabasca Region
Spruce Grove District
Suite1, 250 Diamond Avenue
Spruce Grove, Alberta T7X 4C7
Phone: (780) 960-8600
Fax: (780) 960-8605

Peace Region
2nd Floor, 9621 96 Avenue
Bag 900, Box # 5
Peace River, Alberta T8S 1T4
Phone: (780) 624-6330
Fax: (780) 618-4350

South Saskatchewan Region
2nd Floor Deerfoot Square
2938 11 Street NE
Calgary, Alberta T2E 7L7
Phone: (403) 297-7948
Fax: (403) 297-5944

South Saskatchewan Region
2nd Floor, 200 5 Ave South
Lethbridge, Alberta T1J 4C7
Phone: (403) 381-5322
Fax: (403) 382-4428

FOIP STATEMENT: Personal information on this form is collected under the authority of section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act and will be used to administer the Environmental Protection and Enhancement Act and its associated regulations. **This form is a public record that is available to anyone.** All information contained on this form (including personal information) is disclosed by Alberta Environment and Parks to anyone requesting a copy in accordance with Section 2 of the Environmental Protection and Enhancement Act, Disclosure of Information Regulation. For further information about the collection and use of this information please contact Alberta Environment and Parks - Regulatory Approvals Centre at RAC.Environment@gov.ab.ca or call (780) 427-6311.

Please complete the following section in eligible print

1. Name and address of the applicant and the company:

   a) Name of applicant: _____

   Address of applicant: _____

   Phone number: _____

   Email: _____

   b) Company Name of the hauling company/contractor: _____

   Address (if different than applicant name): _____

   Phone number (if different than applicant name): _____

   Email: _____

2. From where will the domestic wastewater (septage and holding tank wastewater) will be collected (mark all the ones that apply):

   ☐ Septic Tank ☐ Holding Tank ☐ Other (Specify): _____

   ☐ Residential ☐ Restaurants and Food Establishments ☐ Car Wash

   ☐ Industry (Specify) _____

   ☐ Other (Specify _____

3. Average monthly volume of domestic wastewater proposed to be applied on land:

   _____ Liters per month or _____ Imperial gallons per month

4. During which months you plan to land apply the domestic wastewater on land?

   _____

   _____

5. Provide a list of approved **Wastewater Treatment Facilities** in your area that you have contacted to enquire about discharging your hauled domestic wastewater and they have refused or are unable to accept it:

Municipality	Facility	Contact Name & Phone No.	Date Contacted

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6. Define Boundaries of Area that you plan to land apply the domestic wastewater (waste you have identified in section 2).

   a) General location(s) within the municipality:

   _____

   _____

   _____

   And/or

   b) **LIST of land that you have already have the owner's authorization**

List proposed location of application sites and other information:

Legal land location: (not required if general boundaries defined)				Previous application dates, if any	Method of application surface or incorporation	Classification **Causal**[#] or **Designated**[##]	Current use: (crop, livestock grazing etc.)[###]

[#] Casual application site means a site that receives only one application of domestic wastewater per year

[##] Designated application site means a site that receives more than one application of domestic wastewater per year

[###] After applying domestic wastewater to land the future land use will be limited. For more details see Appendix A, section D

7. Do the proposed sites (identified in section 6) meet all the soil characteristic criteria outlined in **Table 1** in Appendix A? ☐ Yes; ☐ No

   Note: A soil test may be required to obtain the information to determine whether the soil characteristics meet the requirements of **Table 1**; if soil tests were not conducted, your determination of soil characteristics must be in written form and kept in your records.

8. Do the proposed sites meet all distance criteria outlined in **Table 2** in Appendix A? ☐ Yes; ☐ No

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9. Method of land application of the domestic wastewater:

   a) By injection ☐ Yes; ☐ No

   b) Surface application (when surface application is employed, the disposer shall till the land within 48 hours of the surface application to incorporate the domestic wastewater with the surface soil material) ☐ Yes; ☐ No

   c) Surface application with **No** tilling ☐ Yes; ☐ No
   If it is not tilled, the application rates must be reduced as per **Table 4** in Appendix A and the disposer shall pick up unsightly materials from site within 48 hours.

9.1 Will you meet the application rate outlined in **Table 3 and/or Table 4** in Appendix A?

☐ Yes; ☐ No

If no, specify what application rates you wish to apply and reasons:

_____

_____

_____

10. Will you collect domestic wastewater during the months when ground is frozen or covered in snow?

☐ Yes; ☐ No

If **yes** please explain how you plan to dispose of the domestic wastewater:

_____

_____

_____

11. Do you commit to keep records in the forms provided in Appendix B? ☐ Yes; ☐ No

12. Do you commit to obtain written approval from land owners and inform them of the land use restrictions as outlined in Appendix B? ☐ Yes; ☐ No

I confirm that the information provided above is accurate.

Name of Applicant: _____

Signature:_____ Date: _____

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Appendix A

A. Site Requirement for Domestic Wastewater to Land Application

The disposer shall only apply domestic wastewater to land when **NO** ice, snow or frozen conditions exist.

The disposer shall only apply domestic wastewater to land that meets the requirements identified in Table 1.

Table 1. Site Suitability Based on Soil Characteristics

Soil Characteristic	Type of Site			
	Casual Application Aite		Designated Application Site	
	Acceptable	Unacceptable	Acceptable	Unacceptable
PH	-	-	>6.5	<6.5
Texture	-	Sand & gravel	All texture except sand & gravel	Sand & gravel
Slope	<5%	>5%	<5%	>5%
Depth to potable aquifer	-	-	>2m	<2m

B. Separation Distances from Specified Features

The disposer shall apply domestic wastewater in accordance with the separation distances from specified features set out in Table 2.

Table 2. Minimum Separation Distances form Specified Features

Feature	Minimum Distance When Tilled into Soil (in meters)	Minimum Distance without Tilling (in meters)
Rivers, Canals, Creeks, Intermittent Drainage Courses, Lakes, Sloughs, Dugouts	30	100
Water Wells	50	50
Areas Zoned Residential or Devoted to Urban Use	500	800
Occupied dwellings	60	100
Road Allowances	10	20
Public Building Perimeter	10	30
Public Buildings	60	100
School Yard Boundaries (School in Session)	200	500
School Yard Boundaries (School not in session)	20	500
Cemeteries, Playgrounds, Parks, Campgrounds	200	500
Property Boundary	60	100

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Appendix A

C. Methods of Application of Domestic Wastewater

The disposer shall not exceed the application rates for casual# and designated## application sites as specified in Table 3 and/or Table 4.

- The disposer shall only apply domestic wastewater by injection or surface application
- If surface application is employed, the disposer shall till the land within 48 hours of the surface application to incorporate the domestic wastewater with the surface soil material
- If no tilling into the soil occurs, the application rates shall be reduced as per Table 4 and the disposer shall pick up unsightly materials from site within 48 hours

Table 3: Maximum Single and Annual Application Rates of Domestic Wastewater for Casual & Designated Application Sites When Tilled into Soil

Pumpout type	Maximum Single and Annual Application Rates			
	Casual# Application Rates		Designated## Application Rates	
	Single Application	Annual Application	Single Application	Annual Application
Septic Tank	$100m^3$/ha	Not allowed	$100m^3$/ha	$500m^3$/ha
Holding Tank	$100m^3$/ha	Not allowed	$100m^3$/ha	$300m^3$/ha

Casual application site means a site that receives only one application of domestic wastewater per year
Designated application site means a site that receives more than one application of domestic wastewater per year

Table 4: Maximum Single and Annual Application Rates of Domestic Wastewater for Casual & Designated Application Without Tilling into Soil

Pumpout type	Maximum Single and Annual Application Rates			
	Casual# Application Rates		Designated## Application Rates	
	Single Application	Annual Application	Single Application	Annual Application
Septic Tank	$50m^3$/ha	Not allowed	$50m^3$/ha	$250m^3$/ha
Holding Tank	$50m^3$/ha	Not allowed	$50m^3$/ha	$150m^3$/ha

Casual application site means a site that receives only one application of domestic wastewater per year
Designated application site means a site that receives more than one application of domestic wastewater per year

Note: 50 m^3/ha equates to 3.5m^3 spread over area of 6 m wide by 120 m long

D. Land Use Restrictions after Application of Septage

After application of domestic wastewater, the land **may only be used** for the production of forages, oil seeds, small grains, trees and commercial sod. After application of domestic wastewater, the land **shall NOT be used** for the production of root crops, vegetable and fruit crops, or dairy farming pasturing **within three years** of the application of the domestic wastewater.

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Appendix B

Landowner Consent Form

(Required for ALL sites)
(Copy must be given to landowner)

Name of Land Owner:_____ Address: _____

Phone number: _____ Email: _____

Land Location: _____

Information regarding land application of the domestic wastewater (septage/holding tank waste):

- The applicant has received a Letter of Authorization to apply domestic wastewater on land.
  The Letter of Authorization Number is _____; it will expire on _____
- Proposed date for land application Commencement:_____
  Termination: _____
- Method of land application of the domestic wastewater
  a) By injection ☐ **Yes;** ☐ **No**
  b) surface application (when surface application is employed, the disposer shall till the land within 48 hours of the surface application to incorporate the domestic wastewater with the surface soil material) ☐ **Yes;** ☐ **No**
  c) Surface application with **no** tilling ☐ **Yes;** ☐ **No**
  (If the domestic wastewater is not tilled, the application rates must be reduced in accordance with the Letter of Authorization and the unsightly materials must be collected from site within 48 hours).

I (the applicator or hauler) confirm that the application rate and requirements as outlined in the Letter of Authorization will be met.

Applicator's or Hauler's Name: _____

Signature: _____ Date: _____

Land Owner's Consent:

Landowner(s) or individual(s) in control of the agricultural land give consent to the land application of domestic wastewater collected by the hauler and **agrees with a commitment that after** application of domestic wastewater, the land may only be used for the production of forages, oil seeds, small grains, trees and commercial sod. Also that after application of domestic wastewater, the land **will not** be used for the production of root crops, vegetable and fruit crops, or dairy farming pasturing **within three years** of the application of the domestic wastewater.

Signature of Landowner: _____ Name (print) _____

Date: _____

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Appendix B

Record Keeping Forms

Land Treatment of Domestic Wastewater

Field Investigation Report

(Required for ALL sites)
(Copy must be given to landowner)

Name of Land Owner: _____

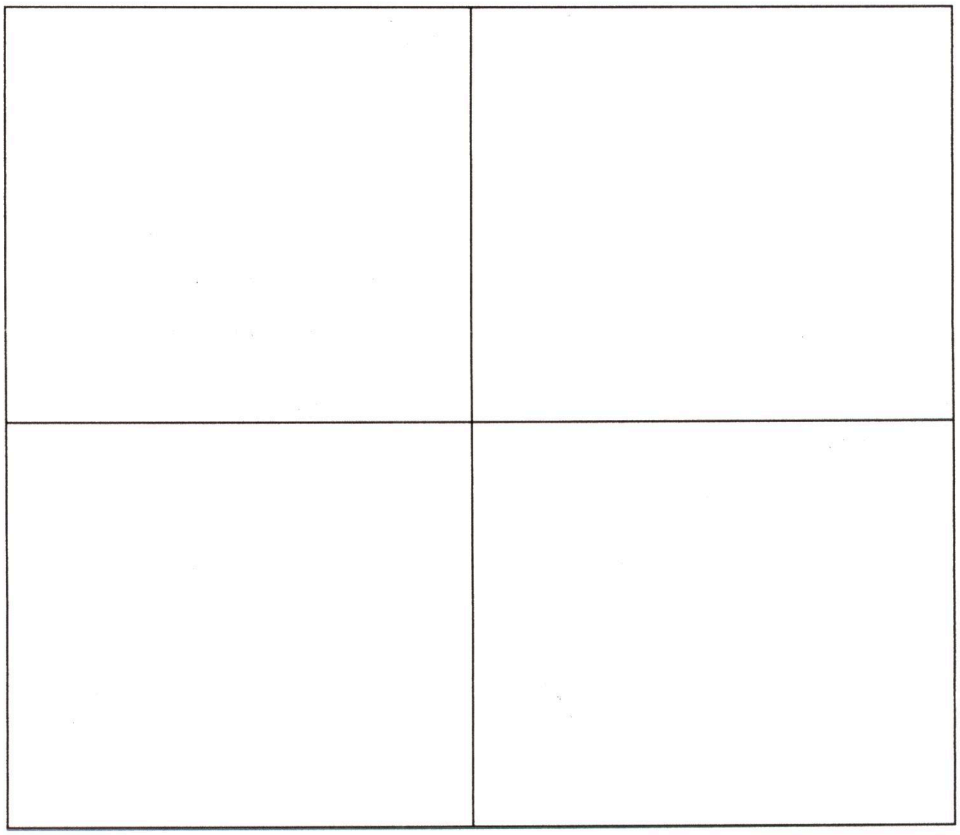
Land Location: _____ Inspection date: _____

Identify proximity and location of publicly used land features:

	Distance (meters/feet)	Direction (from application site)
Residential areas	_____	_____
Schools	_____	_____
Other farmyards	_____	_____
Parks, playgrounds	_____	_____
Others	_____	_____

Use the area below to identify the areas where domestic wastewater will be applied to land and the pertinent features and distance to water bodies, residential areas, seasonal drainage pattern, roadways, forested area, water wells etc.:

North



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MINUTES OF THE SPECIAL STETTLER DISTRICT AMBULANCE ASSOCIATION EMERGENCY MEETING HELD ON TUESDAY, AUGUST 16, 2022 COMMENCING AT 10:01 A.M. IN THE COUNCIL CHAMBERS OF THE COUNTY OF STETTLER NO. 6 ADMINISTRATION BUILDING, STETTLER, ALBERTA AND VIA TELECONFERENCE.

PRESENT: Dave Grover, County of Stettler Councillor (Chairperson)
Justin Stevens, County of Stettler Councillor
Gord Lawlor, Town of Stettler Councillor (Vice Chairperson)
Sean Nolls, Town of Stettler Councillor
Blaine Brinson, Summer Village of Rochon Sands

Other: Linda Borg, Shift Supervisor
Greg Switenky, Town of Stettler CAO
Yvette Cassidy, Chief Administrative Officer
Andrew Brysiuk, Director of Municipal Services
Michelle Hoover, Legislative Assistant
Christa Cornelssen, Director of Finance
Larry Clarke, County of Stettler Reeve (joined the meeting at 10:08 a.m.)
Marlene Hanson, Executive Assistant

ABSENT: Ed Waugh, Summer Village of White Sands
Amber Hoogenberg, Village of Big Valley
Doug Brooker, Village of Donalda

Other: Janet Chaney, Rural Acute Care Manager for Stettler Hospital and Care Centre

CALL TO ORDER

The meeting was called to order at 10:01 a.m. on Tuesday, August 16, 2022 by Chairperson Dave Grover.

CAO Cassidy noted that Reeve Clarke plans on attending the meeting in order to give an update on advocacy with Rural Municipalities of Alberta (RMA) during the In-Camera Session.

IN-CAMERA SESSION

67.08.16.22 **Moved by Gord Lawlor**
"that the Stettler District Ambulance Association Board enter into an In-Camera session at 10:04 a.m. to discuss items exempt from disclosure in the *Freedom of Information and Protection of Privacy Act* as:
FOIPPA Section 25: Disclosure harmful to economic and other interests of a public Body
RE: AHS Contract." Carried Unanimously

68.08.16.22 **Moved by Gord Lawlor**
"that the Stettler District Ambulance Association Board exit out of In-Camera Meeting at 10:58 a.m." Carried Unanimously

County of Stettler Reeve Larry Clarke joined the meeting during the In-Camera Session.

69.08.16.22 **Moved by Gord Lawlor**
"that the Stettler District Ambulance Association Board authorize entering into the 3-month extension of the Alberta Health Services (AHS) Contract, allowing time for ongoing discussions to negotiate an acceptable contract."
In Favour: Justin Stevens, Gord Lawlor, Sean Nolls and Blaine Brinson
Opposed: Dave Grover
Carried

DRAFT

NEXT MEETING

The next meeting of the Stettler District Ambulance Association is scheduled for Monday, September 19, 2022 at 10:00 a.m. or if required at the call of the Chair.

ADJOURNMENT

70.08.16.22 **Moved by Blaine Brinson**

"that the Stettler District Ambulance Association Meeting adjourn at 11:01 a.m." Carried Unanimously

_____

Chairperson

_____

Administrator

DRAFT

Meeting with Minister of Health Jason Copping and Minister of Agriculture/Drumheller-Stettler MLA Nate Horner

August 24, 2022 2:15-3:15 PM
McDougall Centre, Calgary

In Attendance:

Minister of Health, Jason Copping plus aid and admin
Minister of Agriculture, Nate Horner plus aid and admin
RJ Sigurdson, MLA from Foothills and member of the AHS Task Force
Kara Westerlund, Vice President, RMA and Deputy Reeve for Brazeau County
Dan Heney, Regional Fire Chief, Bonnyville Fire Authority
Alicia Krawchuck, Regional Deputy Chief, Bonnyville Fire Authority
David Cox, Councillor, Municipal District of Pincher Creek

Reeve Clarke
Yvette Cassidy
Linda Borg
Niki Thorsteinsson

Notes

- Reeve Clarke made presentation to the minister (attached) outlining difficulties negotiating a fair contract with AHS
    - Outlined AHS negotiating tactics were not at all negotiating in good faith. (Sign the extension or we will send in an AHS unit to replace you on Sept. 1).
    - Reaffirmed we needed $250,000 to meet current service requirements
    - We need to eliminate Core Flex which will cost another $550,000
- Dan Heney made presentation to the Minister (verbal) outlining Bonnyville's difficulties negotiating with AHS. Mentioned they received a small increase (enough to give staff an increase) and they signed contract.
    - Brought forward systematic problems of AHS Emergency Services and the struggle between them and AHS Hospitals.
    - One of the biggest struggles is Inter facility transfers (IFTs) leaving them without coverage and the misuse of AHS dispatching ALS services for IFTs or requesting 'Code Red' transfers, meaning right now, ALS service, for non-code-red transfers (they conducted an audit and out of the Code Red Transfers ascertained only 35% of the transfers to the city were true code red.

- Cold Lake gave up their Ambulance and threw back the keys to AHS. AHS said they would send out an RFQ for the service, Bonnyville wanted to quote and provide service to their neighbors. An RFQ never was received but the contract was awarded 2 weeks later to Associated Ambulance. When questioned where the opportunity to quote was, AHS revealed they went back to the 2012 RFQ, and took the second in line.
- Indicated that the big 7 (larger centres) have received **long term service contracts** – not extensions like they are offering us. (this was news to the minister)
- Core-Flex a big problem causing staffing issues.
- What they can pay paramedics on their contract is $6/hour less than what the cities pay paramedics. They have and train the young paramedics who then leave for the city for more money, which they understand. They don't mind training however, remembering these paramedics are the first on scene that have to care for people for up to 3-7 hours (not 20 minutes like in an urban setting) while they transfer to a facility. They need experienced staff.

- During the pandemic AHS changed the rules not allowing 'EMRs' to assist with ambulance calls, taking away 3500 employees in the province that assisted Ambulance services, during a time when there were no paramedics going through school or able to get tested because of the pandemic. Then AHS put forward a waiver allowing EMRs, again, but this was 2 years after the fact, those EMRs have gone to oil and gas sector or moved on to different careers, creating more of a staffing crisis.

- David Cox made presentation to the Minister (verbal) discussing Pincher Creeks difficulties.
  - They have 3 buses (only getting paid for 2) and are the only southern Alberta ALS service besides the City of Lethbridge
  - Biggest issue is their ALS buses gone from community for IFTs. They flex their third bus in, at their own expense rather than leave their community without ALS coverage due to how far away people would be from a hospital.
- Kara Westerlund, Vice President of RMA made verbal presentation to the minister.
  - They have a MRI in Devon, but AHS isn't utilizing and still transfers people to Edmonton. AHS will only staff it during the day (8 hours a day) (they refer to it as the Solar MRI), yet people on waiting lists everywhere for MRI
  - IFTs causing huge problems for their community as well
- Kara, speaking on behalf of the RMA outlined that Core Flex, IFTs and poor negotiating tactics being utilized by AHS was negatively impacting rural Alberta

- Minister Copping thanked everyone for their presentations
    - He was surprised to hear SDAA hadn't been offered any increase, but instead told we had to make a decrease.
    - He said Core-Flex was not working and that they would be eliminating it.
    - He said he had allocated $64M to fix some of these problems but knew he would need to allocate more in the next budget.
    - Said he had a task force working on the AHS issues and will be releasing 'initial report and recommendations at the same time as implementing some of them' – he is fast tracking this best he can.
    - Indicted he appreciated this kind of round table discussion (several municipalities – shared issues) and would like to do more discussion this way at the RMA.
    - He would like to hold round table discussions at RMA convention for 90 minutes. Kara Westerlund said she would work on setting this up.
    - Minister Copping had offered the same 90 minute round table to the AM conventions, but they had not accepted the idea.
    - Thanked everyone for coming.
- RJ Sigurdson, MLA for Highwood was present as a member of the task force assigned by Minister Copping for the AHS problems.
    - RJ indicated they have been working hard and have 52 'initial' recommendations for changes, based on their research so far.
    - Asked for everyone's patience as while they had these recommendations they would take time to properly execute.

All conversations held were echoed by the other communities at the table. While some of these communities have signed contracts they indicated it was just to survive, not because it was equitable.

Stettler District Ambulance Association

AUGUST 24, 2022
PRESENTATION TO THE
HONOURABLE JASON COPPING

- Rural Municipalities of Alberta have been in discussion with 10 of the non-profit contract ambulance providers
- These discussions have shown similar issues across the province
- Communities are seeing increased reliance on volunteer fire service Medical First Responders
- Interfacility Tranfers are monopolizing rural ambulance time, utilizing paramedics as hospital staff while waiting to admit patients.

Provincial Impacts

Brief History of SDAA

- Stettler District Ambulance Association was created in 1972 as a Society by the Municipalities in the area.
- Municipalities felt strongly about continuing to provide local ground ambulance service and ensure the highest level of service when Alberta Health took responsibility, and was successful in obtaining the contract for our region.
- Our current 5-year contract was entered into in 2012 and AHS exercised their option to extend for an additional four years in 2017. A further extension was agreed to in light of the COVID pandemic, to extend the contract until August 31, 2022.
- The service provides coverage for over 12,000 people across 1,600 square miles along 2,700 kilometers of road.

Contract Challenges

- In Going Offer from AHS
  - As negotiations started for yet another contract extension, AHS's incoming offer indicated that less money was warranted for our service.
  - This is despite dipping into deficit years
  - AHS indicated that they would honour existing funding levels, but that SDAA would have to justify and allocate the difference between the current funding level and the in going offer.
- Counter Offer from SDAA
  - SDAA provided a detailed analysis, listing calculations and assumptions, which demonstrated an additional 15% ($250,000) would be required to continue to run without making changes to the service.
  - This counter offer was categorically rejected without any explanation or justification.

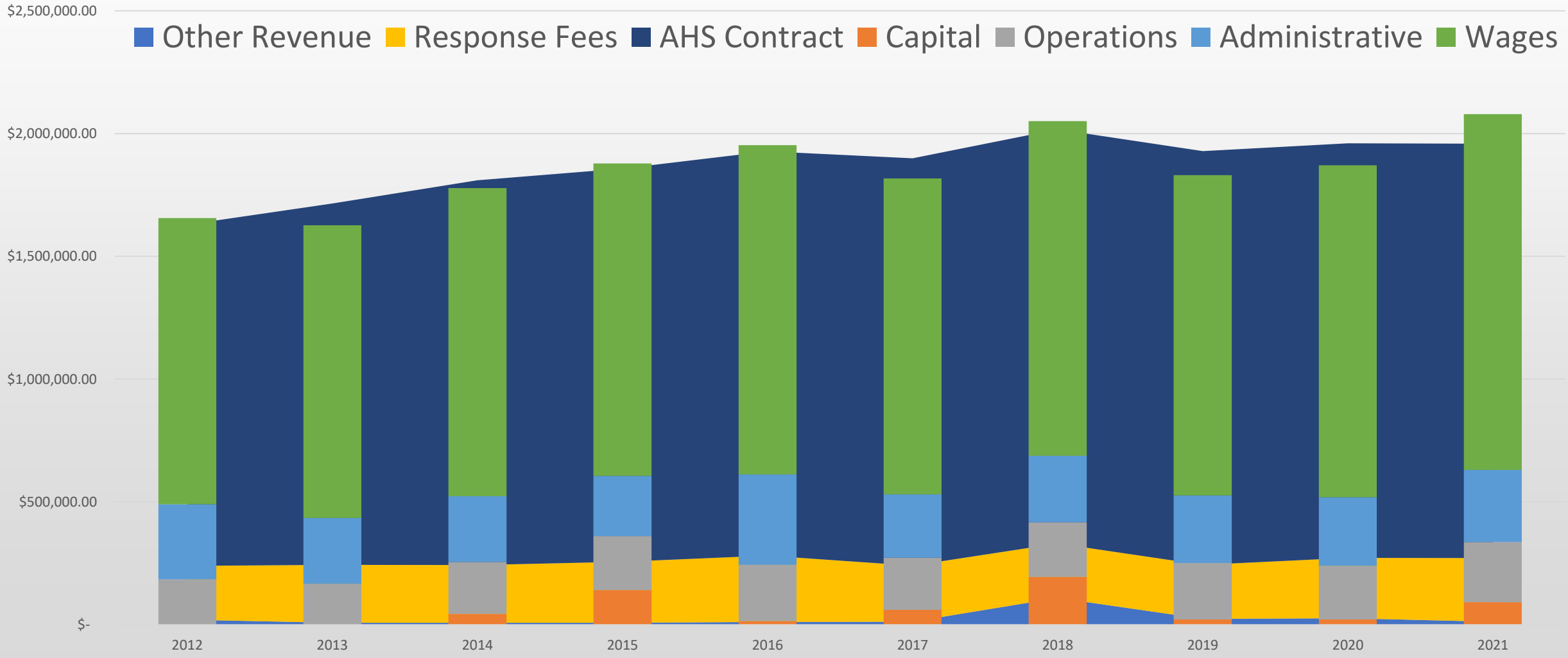
Contract Changes

- Change in Level of Service
  - Call volume is increasing: 43% increase in 911 calls, 112% increase in IFTs
  - The hours of work project has earmarked our service to require a move from Core/Flex scheduling to 12-hour shifts for half of the service.
  - This change would require an additional 32% ($550,000) in funding, on top of the 15% discussed earlier, to be sustainable.
- Paramedic Response Unit is not funded, but is dispatched.
- Inter-Facility Transfers
  - Our contract originally included consideration for IFTs, but now they are not chargeable
  - IFTs represent a significant portion of our time and lead to growing overtime and fatigue management.

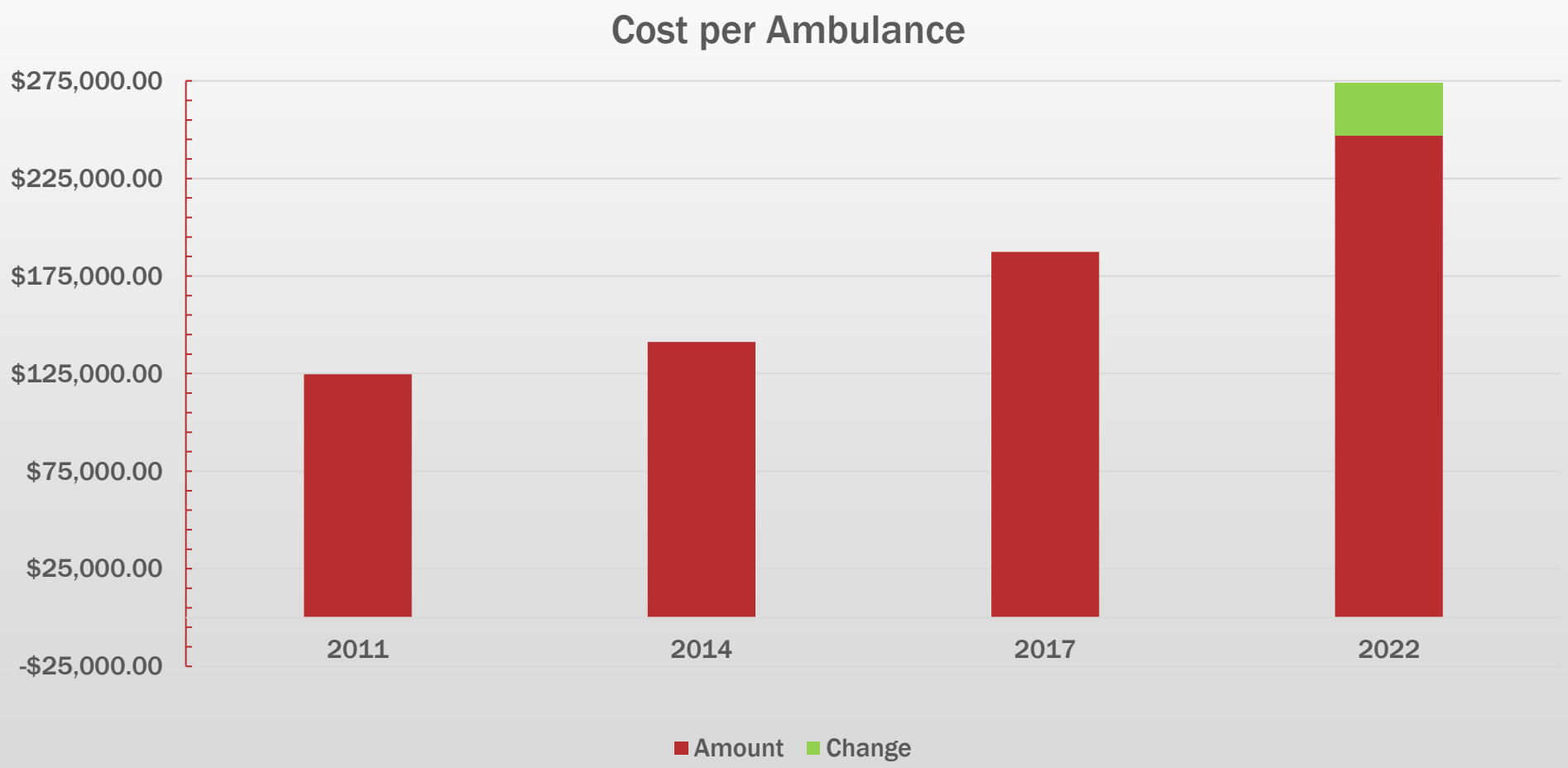
Municipal Subsidy

- SDAA is supported by its member municipalities in a number of ways:
  - Reduced rent on municipally owned building serving as ambulance bays and living quarters
  - $65/hour for mechanical work on Ambulances
  - Benefits packages bundled with municipality's benefits for better volume purchasing rate
  - Gym memberships provided to SDAA employees for municipal fitness center
  - Fuel purchased via Rural Municipalities of Alberta buying power
  - Enhanced delivery of service with service owned IV Pumps, LUCAS Chest Compression System, and power load systems due to donations from our communities
  - Community invested with events, fundraising, committees and social media

Financial Look



Capital Challenges



Moving Forward

- Stettler Ambulance is proud to be a provider who is not problematic for AHS, however we are up against our limits.
- Stettler Ambulance agreed to a 3 month extension, with no funding increase, to continue to negotiate under threat of pulled funding,
- Stettler Ambulance cannot continue with a funding model that was agreed to 10 years ago.
- Alberta Health needs to step in to ensure Rural Health is not neglected.
- Stettler Ambulance is seeking $800,000 to support this vital service.

Stettler District Ambulance Association

PRESENTED BY: YVETTE CASSIDY, CHIEF ADMINISTRATIVE OFFICER
CAO@STETTLERCOUNTY.CA

SUMMER VILLAGE OF WHITE SANDS

For the Period Ending August 31, 2022

For the month of

	General Ledger	Description	2022 Budget	2022 Actual	2022 % Variance
*		General Administration	(11,669.00)	(17,198.72)	147.39
*		Protective Services	(1,074.00)	0.00	0.00
*		Transportation	(12,750.00)	0.00	0.00
*		Water	0.00	0.00	0.00
*		Planning & Development	(4,700.00)	(17,424.68)	370.74
*		Recreation & Parks	0.00	0.00	0.00
*		Taxes & Penalties	(717,897.45)	(763,383.94)	106.34
*		Other Revenue	0.00	0.00	0.00
**		TOTAL REVENUE	(748,090.45)	(798,007.34)	106.67
*		Council & Legislative	16,600.00	1,238.31	7.46
*		General Administration	69,464.00	73,502.58	105.81
*		Policing	9,023.00	2,132.75	23.64
*		Fire Fighting & Preventive	39,911.36	2,253.77	5.65
*		Disaster Services	5,000.00	0.00	0.00
*		Bylaw Enforcement	3,000.00	0.00	0.00
*		Transportation	91,302.55	55,786.68	61.10
*		Water Department	7,091.00	3,153.44	44.47
*		Landfill & Recycling	19,717.93	9,528.00	48.32
*		Planning & Development	19,806.00	49,133.65	248.07
*		Park & Recreation	53,174.87	35,405.78	66.58
*		Culture	7,658.52	6,058.19	79.10
*		Contigency	37,300.00	0.00	0.00
*		Requistitions	345,013.98	180,396.63	52.29
**		TOTAL EXPENSES	724,063.21	418,589.78	57.81
***		(SURPLUS)/DEFICIT-Before Amort	(24,027.24)	(379,417.56)	1,579.11

*** End of Report ***

SUMMER VILLAGE OF WHITE SANDS

For the Period Ending August 31, 2022

For the Month of

General Ledger	Description	2022 YTD Budget	2022 YTD Actual	2022 YTD $ Variance
Capital Revenue				
*	**TOTAL CAPITAL REVENUE**	**0.00**	**0.00**	**0.00**
Capital Expenditure				
6-32-00-00-11-610	Trans - Dust Control	0.00	9,300.00	(9,300.00)
6-12-00-00-20-620	Admin - Office Project	0.00	21,156.00	(21,156.00)
*	**TOTAL CAPITAL EXPENDITURE**	**0.00**	**30,456.00**	**(30,456.00)**
**	**SURPLUS/(DEFICIT)**	**0.00**	**30,456.00**	**(30,456.00)**

*** End of Report ***

SUMMER VILLAGE OF WHITE SANDS

Cheque Listing For Council

2022-Sep-6
1:58:27PM

Cheque #	Cheque Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
202270199	2022-08-11	ACCESS GAS SERVICES		PAYMENT		326.09
			202207-3683	JUNE-JULY	326.09	
202270200	2022-08-11	UNITED FARMERS OF ALBERTA		PAYMENT		1,317.38
			114101480	JULY	1,317.38	
202270201	2022-08-11	BOUNTY ONSITE INC		PAYMENT		155.64
			001-128406	BREAK CLEAN	104.00	
			001-128453	SAFETY GEAR FOR SUMMER STUDI	51.64	
202270202	2022-08-11	FIVE STAR VENTURES LTD.		PAYMENT		262.50
			25857	EMPTY CARDBOARD	42.00	
			25899	EMPTY CARDBOARD	42.00	
			25930	EMPTY CARDBOARD	42.00	
			26007	EMPTY CARDBOARD	42.00	
			26238	BIN RENTAL	52.50	
			26316	EMPTY CARDBOARD	42.00	
202270203	2022-08-11	FUTURE AG INC.		PAYMENT		1,007.66
			0722INT	INTEREST	14.00	
			IS71772	KUBOTA MOWER	265.48	
			IS71793	KUBOTA MOWER	347.52	
			IS71898	KUBOTA MOWER	135.06	
			IS71983	KUBOTA MOWER	105.53	
			IS72269	KUBOTA MOWER SEAL	15.60	
			IS72317	BLADES AND LINE FOR KUBOTA	124.47	
202270204	2022-08-11	GRA-CORE CONSULTING & INVESTMENTS LTD.		PAYMENT		2,420.25
			2022-006	JULY	2,420.25	
202270205	2022-08-11	KORTECH CALCIUM SERVICES LTD.		PAYMENT		15,750.00
			300121	CALCIUM	9,765.00	
			300126	SVRS PROV PARK CALCIUM	5,985.00	
202270206	2022-08-11	MUNISIGHT LTD.		PAYMENT		154.88
			INV4306539	AUGUST SUPPORT	154.88	
202270207	2022-08-11	RALLY RENTALS INC.		PAYMENT		63.00
			31636	POST HOLE AUGER	63.00	
202270208	2022-08-11	STETTLER HOME HARDWARE		PAYMENT		226.45
			129672	GARBAGE BAGS	35.69	
			129779	CHAINSAW CHAIN	105.99	
			129802	SUPPLIES	20.52	
			129845	CHAINSAW CHAIN	34.64	
			129941	WATER	29.61	
202270209	2022-08-11	STETTLER WASTE MANAGEMENT AUTHORITY		PAYMENT		4,199.00
			SWM0003342	Q2 REQ	4,199.00	
202270210	2022-08-11	TOWN OF STETTLER		PAYMENT		253.24
			IVC039264	JUNE	253.24	
202270211	2022-08-25	CANADIAN REVENUE AGENCY		PAYMENT		173.18
			36	2021 PENTALTY OF ASSESSMENT F	173.18	
202270212	2022-08-25	GRA-CORE CONSULTING & INVESTMENTS LTD.		PAYMENT		29,925.00
			2022-004	PLANNING AND DEV LAND USE BYL	29,925.00	
202270213	2022-08-25	STRYKER CANADA ULC		PAYMENT		2,285.85
			31082281	AED MACHINE	2,285.85	
202270214	2022-08-25	TOWN OF STETTLER		PAYMENT		2,250.00
			IVC039282	FIRE FIGHTING 10 IRMA'S WAY	2,250.00	
202270215	2022-08-25	UNITED FARMERS OF ALBERTA		PAYMENT		830.10
			114035158	JUNE	767.20	
			3442679	GREASE	62.90	
202270216	2022-08-25	UPTOWN OFFICE SUPPLY LTD.		PAYMENT		73.44
			04404	PAPER	73.44	

SUMMER VILLAGE OF WHITE SANDS

Cheque Listing For Council

2022-Sep-6
1:58:27PM

Cheque #	Cheque Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
202270217	2022-08-31	HILDEBRAND, ABIGAIL M				
202270218	2022-08-31	HEATHERINGTON, TIM C				
202270219	2022-08-31	JOHNSON, QUENTON				
202270220	2022-08-31	VINCETT, MAREN				
202270221	2022-08-31	VAN STRATEN, HANNAH				

Total 74,814.88

*** End of Report ***

SUMMER VILLAGE OF WHITE SANDS
BANK RECONCILIATION
for the period of July 31, 2022

Net Balance at End of Previous Month	$	1,111,761.46
ADD: General Receipts		259,557.56
Interest Earned		0.00
Investments Matured		0.00
SUBTOTAL		1,371,319.02
LESS: General Disbursements		38,005.18
Investments		0.00
Returned Cheques		0.00
Bank and Credit Card Fees		44.68
SUBTOTAL		38,049.86
NET BALANCE AT END OF CURRENT MONTH - GENERAL	**$**	**1,333,269.16**
Balance at End of Month - Bank		1,328,163.93
ADD: Outstanding Deposits		34,259.98
LESS: Outstanding Cheques		29,154.75
NET BALANCE AT END OF CURRENT MONTH - GENERAL	**$**	**1,333,269.16**
RESTRICTED GRANT FUNDS:		
Unearned MSI Grants		168,715.09
Unearned FGTF Grants		52,760.95
Unearned SIP Grants		29,945.62
Unearned BMTG Grants		14,881.56
SUBTOTAL		266,303.22
TOTAL OPERATING FUNDS	**$**	**1,066,965.94**

_____ _____

MAYOR CHIEF ADMINISTRATIVE OFFICER

SUMMER VILLAGE OF WHITE SANDS

Tax Trial Balance (Debit Balances)

Trial Balance As Of

2022-Sep-10
3:43:16PM

Roll #	Title Holder	Tax Levy	Accum. Penalty	Out. Penalty	Outstanding	Current	1 Year	2 Years	3 Years	Over 3
5		1,288.03	154.56	154.56	1,442.59	1,442.59	0.00	0.00	0.00	0.00
9		1,213.77	515.29	515.29	4,809.41	1,729.06	1,530.27	1,550.08	0.00	0.00
13		1,245.76	0.00	0.00	362.55	362.55	0.00	0.00	0.00	0.00
24		1,055.08	126.61	126.61	1,181.69	1,181.69	0.00	0.00	0.00	0.00
29		1,282.03	0.00	0.00	1,282.03	1,282.03	0.00	0.00	0.00	0.00
50		1,191.16	284.40	35.73	107.20	107.20	0.00	0.00	0.00	0.00
55		2,343.30	555.99	555.99	3,989.24	2,899.29	1,089.95	0.00	0.00	0.00
63		1,288.78	0.00	0.00	1,288.78	1,288.78	0.00	0.00	0.00	0.00
106		1,150.25	69.01	69.01	644.13	644.13	0.00	0.00	0.00	0.00
194		1,076.14	32.28	32.28	32.28	32.28	0.00	0.00	0.00	0.00
262		2,693.18	332.06	332.06	3,099.19	3,025.24	73.95	0.00	0.00	0.00
452		3,560.75	745.02	376.69	3,375.22	3,375.22	0.00	0.00	0.00	0.00
840		975.52	269.55	29.27	87.80	87.80	0.00	0.00	0.00	0.00
860		1,195.87	53.32	53.32	476.47	476.47	0.00	0.00	0.00	0.00

SUMMER VILLAGE OF WHITE SANDS

Tax Trial Balance (Debit Balances)

Trial Balance As Of

2022-Sep-10
3:43:16PM

Roll #	Title Holder	Tax Levy	Accum. Penalty	Out. Penalty	Outstanding	Current	1 Year	2 Years	3 Years	Over 3

Tax Levy	21,559.62	**Local Improvement Levy**	0.00
Additional Tax Levy	0.00	**Accumulated Penalty**	3,138.09
		Outstanding Penalty	2,280.81

Sub Ledger		
Current	17,934.33	
1 Year	2,694.17	
2 Years	1,550.08	
3 Years	0.00	
Over 3	0.00	
Outstanding	22,178.58	

*** End of Report ***

Current Assessment Summary Totals

2022-Sep-10
3:51:42PM

Assessment Code	Description	Assessment Value
1	RESIDENTIAL	100,055,320
2	Vacant Res	10,857,810
4	Farmland	630
10	RESIDENTIAL EXEMPT	1,032,270
11	PUBLIC EXEMPT	4,725,730
51	APEX LINEAR	229,000
52	ATCO LINEAR	198,440
53	TELUS COMMNICATIONS LINEAR	40,380
	Totals	**117,139,580.00**

*** End of Report ***

SUMMER VILLAGE OF WHITE S/

Current Assessment Summary Totals

2022-Sep-10
3:51:42PM

Assessment Code	Description	Assessment Value
1	RESIDENTIAL	100,055,320
2	Vacant Res	10,857,810
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11	PUBLIC EXEMPT	4,725,730
51	APEX LINEAR	229,000
52	ATCO LINEAR	198,440
53	TELUS COMMNICATIONS LINEAR	40,380
	Totals	**117,139,580.00**

*** End of Report ***

SUMMER VILLAGE OF WHITE SANDS

SHF 1 COUNTY STETTLER SFD

2022-Sep-10
3:56:12PM

Both New and Current Assessments

Assessment Code	Description	Land	Improvement	Other	Total
1	RESIDENTIAL		102,887,510		102,887,510
2	Vacant Res	10,327,050			10,327,050
3	COMMERCIAL		93,680		93,680
4	Farmland		630		630
51	APEX LINEAR			230,430	230,430
52	ATCO LINEAR			206,100	206,100
53	TELUS COMMNICATIONS LINEAR			41,740	41,740
	Totals	10,327,050	102,981,820	478,270	113,787,140

*** End of Report ***

SV White Sands - 2022 Grants - Canda Community Building Fund (CCBF)/ Formerly Federal Gas Tax Fund

Due Date	Year	Status	Carry Forward from Previous Year	Allocation	Credit Items Earned	Total CCBF Expenditures	Total Carry Forward to Next Year
May 01 2006	FY2005	Certified - Complete	$0	$2,275	$0	$0	$2,275
May 01 2007	FY2006	Certified - Complete	$2,275	$2,275	$0	$0	$4,550
May 01 2008	FY2007	Certified - Complete	$4,550	$3,035	$0	$0	$7,585
May 01 2009	FY2008	Certified - Complete	$7,585	$5,765	$0	$0	$13,350
May 01 2010	FY2009	Certified - Complete	$13,350	$11,524	$27	$0	$24,901
May 01 2011	FY2010	Certified - Complete	$24,901	$11,688	$133	$0	$36,722
May 01 2012	FY2011	Certified - Complete	$36,722	$11,688	$444	$0	$48,854
May 01 2013	FY2012	Certified - Complete	$48,854	$11,688	$445	$0	$60,987
May 01 2014	FY2013	Certified - Complete	$60,987	$11,688	$415	$24,987	$48,103
May 01 2015	FY2014	Certified - Complete	$48,103	$9,945	$559	$0	$58,607
May 01 2016	FY2015	Certified - Complete	$58,607	$9,770	$524	$0	$68,901
May 01 2017	FY2016	Certified - Complete	$68,901	$9,906	$524	$0	$79,331
May 01 2018	FY2017	Certified - Complete	$79,331	$9,922	$523	$0	$89,776
May 01 2019	FY2018	Certified - Complete	$89,776	$11,618	$895	$0	$102,289
May 01 2020	FY2019	Certified - Complete	$102,289	$23,560	$0	$0	$125,849
May 01 2021	FY2020	Certified - Complete	$125,849	$11,864	$1,446	$0	$139,159
May 01 2022	FY2021	Saved		$0	$0	$0	
		Sub-Totals		**$158,211**	**$5,935**	**$24,987**	**$139,159**

SV White Sands - 2022 Grants - Canda Community Building Fund (CCBF)/ Formerly Federal Gas Tax Fund

Year	Allocation	Payments	Status	Payment Criteria Status
FY2005	$2,275	$2,275	Paid (Reconciled)	Payment criteria has been met
FY2006	$2,275	$2,275	Paid (Reconciled)	Payment criteria has been met
FY2007	$3,035	$3,035	Paid (Reconciled)	Payment criteria has been met
FY2008	$5,765	$5,765	Paid (Reconciled)	Payment criteria has been met
FY2009	$11,524	$11,524	Paid (Reconciled)	Payment criteria has been met
FY2010	$11,688	$11,688	Paid (Reconciled)	Payment criteria has been met
FY2011	$11,688	$11,688	Paid (Reconciled)	Payment criteria has been met
FY2012	$11,688	$11,688	Paid (Reconciled)	Payment criteria has been met
FY2013	$11,688	$11,688	Paid (Reconciled)	Payment criteria has been met
FY2014	$9,945	$0	Processing	Payment criteria not met
FY2015	$9,770	$0	Processing	Payment criteria not met
FY2016	$9,906	$0	Processing	Payment criteria not met
FY2017	$9,922	$0	Processing	Payment criteria not met
FY2018	$11,618	$0	Processing	Payment criteria not met
FY2019	$23,560	$0	Processing	Payment criteria not met
FY2020	$11,864	$0	Processing	Payment criteria not met
FY2021	$24,050	$0	Processing	Payment criteria not met
FY2022	$12,191	$0	Processing	Payment criteria not met
Sub-Totals	**$194,452**	**$71,626**		

SV White Sands - 2022 Grants - Canda Community Building Fund (CCBF)/ Formerly Federal Gas Tax Fund

Project #	Project Title	Total Accepted Project Cost	Total Certified Project Cost	Total Accepted CCBF Funding	Total Certified CCBF Expenditures
GTF-703519	Roads Upgrade	$24,874	$24,874	$0	$0
GTF-709213	Guard Rail	$25,000	$25,000	$25,000	$0
GTF-709215	Roads Upgrade	$24,987	$24,987	$24,987	$24,987
GTF-709216	Roads Upgrade	$15,000	$15,000	$15,000	$0
GTF-709219	Roads Upgrade	$10,000	$10,000	$10,000	$0
Sub-Totals		**$99,861**	**$99,861**	**$74,987**	**$24,987**

SUMMER VILLAGE OF WHITE SANDS

Program Year	Annual Allocation	Payment	Outstanding Balance	% Paid	Statement of Funding and Expenditure Status	Income Earned	MSI Funding Applied to Project Expenditures
2007	$16,914	$16,914	$0	100	Certified	$0	$0
2008	$33,048	$33,048	$0	100	Certified	$1,107	$0
2009	$27,577	$27,577	$0	100	Certified	$173	$57,789
2010	$95,694	$95,694	$0	100	Certified	$83	$14,275
2011	$98,585	$98,585	$0	100	Certified	$91	$22,774
2012	$102,054	$102,054	$0	100	Certified	$19	$45,474
2013	$100,666	$100,666	$0	100	Certified	$255	$0
2014	$123,339	$123,339	$0	100	Certified	$241	$6,190
2015	$123,066	$123,066	$0	100	Certified	$912	$14,216
2016	$119,166	$119,166	$0	100	Certified	$3,670	$59,284
2017	$115,739	$115,739	$0	100	Certified	$6,203	$72,356
2018	$146,040	n/a	n/a	0	Certified	$9,932	$92,218
2019	$90,741	n/a	n/a	0	Certified	$10,973	$265,929
2020	$114,460	n/a	n/a	0	Certified	$4,110	$149,876
2021	$136,264	n/a	n/a	0	Received	$868	n/a
2022	$55,258	n/a	n/a	0	n/a	n/a	n/a
Total	**$1,498,611**	**$955,848**	**$0**			**$38,637**	**$800,381**

"Pending" Project Summary

		Requested Amount	
	Count	Total Project Costs	Requested MSI to be Applied
New Applications			
Draft	0	$0	$0
Submitted	0	$0	$0
Sub-total	**0**	**$0**	**$0**
Amendments *			
Draft	0	$0	$0
Submitted	0	$0	$0
Sub-total	**0**	$0	$0
TOTAL PENDING:		**$0**	**$0**

** Amounts reflect the total increase or decrease to the original accepted amounts.*

"Accepted" Project Summary

	Ongoing	Completed/Fully Funded	Total
Count	5	21	**26**
Total Project Costs	$229,600	$808,381	**$1,037,981**
Total MSI Funding to be Applied	$229,600	$1,154,490	**$1,384,090**
Total MSI Funding Applied	$0	$800,381	**$800,381**

A municipality may commit future years' MSI capital funding to eligible project(s) prior to receiving its annual allocation, subject to a commitment limit.

Acceptance of a project on the basis of estimated future funding does not guarantee that future funding will be available.

SUMMER VILLAGE OF WHITE SANDS

Completed/Fully Funded

Project ID	Project Name	Created Date	Submitted Date	Accepted Date	Total Project Costs	Total MSI Applied
CAP-11082	Storm Water Drainage Ditch	Nov 27, 2018	Nov 27, 2018	Jan 24, 2019	$16,606	$16,606
CAP-11083	Public Works Truck Purchase	Nov 27, 2018	Nov 27, 2018	Jan 24, 2019	$25,115	$25,115
CAP-11084	Fireguard Access Upgrades	Nov 27, 2018	Nov 27, 2018	Jan 24, 2019	$22,450	$22,450
CAP-11085	Buffalo Road Storm Water Upgrade	Nov 27, 2018	Nov 27, 2018	Jan 24, 2019	$4,396	$4,396
CAP-12481	Storage Compound	Aug 1, 2019	Apr 22, 2020	Jul 17, 2020	$260,318	$260,318
CAP-12692	Shirley McCellan Regional Water Line Phase 4 and 5	May 27, 2020	May 27, 2020	Jul 17, 2020	$10,399	$10,399
CAP-13968	Front Street Drainage Upgrade	Jun 28, 2021	Jun 28, 2021	Aug 31, 2021	$43,707	$43,707
CAP-1742	Maintenance Tractor	Jul 10, 2009	Jul 10, 2009	Nov 27, 2009	$60,289	$57,789
CAP-4683	Recycling Building	Nov 8, 2012	Nov 8, 2012	Mar 12, 2013	$33,929	$28,929
CAP-4684	Mower	Nov 8, 2012	Nov 8, 2012	Mar 12, 2013	$14,116	$14,116
CAP-4685	Boat Launch Ramp	Nov 8, 2012	Nov 8, 2012	Mar 12, 2013	$24,471	$24,471
CAP-4686	Transfer Station Upgrade	Nov 8, 2012	Nov 8, 2012	Mar 12, 2013	$15,007	$15,007
CAP-7142	Tractor Attachment Purchase	Jul 29, 2015	Jul 29, 2015	Dec 18, 2015	$6,190	$6,190
CAP-7360	Bulk Water Fill Station Construction	Sep 30, 2015	Sep 30, 2015	Nov 18, 2015	$55,502	$55,502
CAP-7944	Mower Purchase	May 16, 2016	May 16, 2016	Aug 31, 2016	$14,216	$14,216
CAP-7945	Tandem Axle Dump Trailer	May 16, 2016	May 16, 2016	Aug 31, 2016	$11,275	$11,275
CAP-8277	Shirley McCellan Regional Water Line Phase 2 and 3	Jul 18, 2016	Jul 18, 2016	Oct 26, 2016	$30,078	$30,078
CAP-8280	Craig's Cove Cul-de-Sac Storm Water Upgrade	Jul 18, 2016	Jul 18, 2016	Oct 26, 2016	$20,031	$20,031
CAP-8600	Road Regravelling	Nov 15, 2016	Nov 15, 2016	Mar 8, 2017	$68,154	$68,154
CAP-8601	Addressing Signage	Nov 15, 2016	Nov 15, 2016	Mar 8, 2017	$64,461	$64,461
CAP-8978	Pontoon Boat and Trailer Purchase	Apr 21, 2017	Apr 21, 2017	Jul 4, 2017	$7,671	$7,171
Number of Projects:	**21**			**Total:**	**808,381**	**800,381**

Amendment requested on an accepted project.

Note:
- "Completed/Fully Funded" values reflect total project costs and total expenditures on certified Statements of Funding and Expenditures of accepted projects.

SUMMER VILLAGE OF WHITE SANDS

Accepted

Project ID	Project Name	Created Date	Submitted Date	Accepted Date	Total Project Costs	Total MSI Funding
CAP-14614	Storage Compound Phase 2	Mar 24, 2022	Mar 24, 2022	May 2, 2022	$10,000	$10,000
CAP-14615	Security Systems	Mar 24, 2022	Mar 24, 2022	May 2, 2022	$25,000	$25,000
CAP-14769	Tennis Court Surfacing	May 4, 2022	May 4, 2022	Jul 5, 2022	$35,000	$35,000
CAP-14770	Municipal Administration Office	May 4, 2022	May 4, 2022	Jul 5, 2022	$151,000	$151,000
CAP-14781	Storm Water Drainage Phase 2	May 5, 2022	May 5, 2022	Jul 5, 2022	$8,600	$8,600
Number of Projects:	**5**			**Total:**	**$229,600**	**$229,600**

Amendment requested on an accepted project.

Note:
- "Accepted" values reflect amounts on the financial grid as Accepted by the Minister of Municipal Affairs.

Royal Canadian Mounted Police

Commanding Officer
Alberta

Gendarmerie royale du Canada

Commandant
de l'Alberta

August 30, 2022

To all local Alberta government and community leaders:

Over the past weeks, there has been extensive news coverage regarding the independent inquiry created to examine the April 2020 mass casualty in Nova Scotia. Many different testimonies have been heard to date, and the commission will continue its work in to the coming month. While much debate takes place on public platforms and in the media across the county, it is important to me to assure you the first priority of the Alberta RCMP is, and will always be, without exception, public safety. The communities and citizens you represent can be confident and trust in the police services provided by the Alberta RCMP.

Each Alberta police officer has mandatory advanced training to respond to significant events in the first instance. Additionally, each frontline Alberta RCMP officer is provided supplementary training on managing dynamic critical incidents. Detachments have local protocols in place that are reviewed and updated regularly, ensuring specific community needs are addressed within the management of critical incidents.

In Alberta, we are well positioned to escalate our response should circumstances require it. Our critical incident response includes highly skilled, specialized teams trained in both rural and urban settings, prepared to rapidly deploy anywhere in the province. This response includes our Division Emergency Operations Center, Emergency Response Teams, Special Tactical Operations Team, Air Services and Police Dog Services, to name a few. We have implemented the latest technology available to enable situational awareness when managing public safety events and have invested in equipment such as Unmanned Aerial Vehicles and surveillance platforms to enhance our response.

The Alberta RCMP has strong working relationships with the municipal police services in Alberta. We undertake joint investigations and have engaged in a number of joint operations. Our specialized critical incident teams often train together, and we have developed our systems to enable the ability to share our situational awareness tools with other police agencies during public safety events. Interoperability and cooperation is a priority for the Alberta RCMP and it remains an important part of policing in the province.

Any time an incident occurs in Alberta RCMP jurisdiction we undertake a review, assessing our response and actions, implementing best practices and addressing lessons learned. We also review findings from inquiries, inquests and major events in the province, country and internationally to evaluate our readiness to respond to similar situations and to consider recommendations from lessons learned in those events. This continuous evaluation has resulted in the adaptation of training and implementation of processes, technology and equipment to better position us to respond to dynamic incidents.

As an example, the Alberta RCMP has had senior police officers assigned to our dispatch center to oversee and provide guidance on public safety events. Investment through the Police Funding Model has afforded us an opportunity to expand this response by establishing an Alberta RCMP Real Time Operations Center (RTOC). The RTOC will provide active monitoring of events throughout the province, determine and coordinate the

appropriate resources needed, and enhance communications both internally and with the public. In addition to senior police officers, the RTOC will be staffed with criminal analysts, communications strategists and other resources to assist frontline police officers in identifying appropriate local or regional support.

In early 2020, the Alberta RCMP recognized the need for a police-initiated public alert system, specifically designed to address public safety events such as an active shooter. We approached the Ministry of Justice and Solicitor General, who is responsible for the Alberta Emergency Alert System, proposing the development of this system. Working with the ministry and other police services in Alberta, the Police-Initiated Public Alert system was developed and has been implemented. This system has been used by the Alberta RCMP since it became operational, allowing for immediate notification of residents in a localized area.

Public safety needs, along with new and emerging threats and crime trends, call for police services to evolve and adapt to address those challenges. My management team and I meet regularly with representatives from the Ministry of Justice and Solicitor General to articulate our need for resources, technology and equipment, ensuring our service is equipped to respond to public safety events. Our team routinely updates the ministry with respect to operational and administrative matters, as required and when appropriate.

It is the responsibility of my leadership team and I to ensure your community leadership, as well as your citizens, know the policing services in their jurisdiction are prepared, modern, flexible and ready to respond to any critical event they may face. I encourage you to reach out to your local detachment commanders to discuss critical response, or any other policing concerns, directly. They are your local Chiefs of Police and I know they will be happy to hear from community leaders and citizens alike.

You may also reach out to me directly at 780-412-5444 or Curtis.zablocki@rcmp-grc.gc.ca. I am always happy to hear from community leaders.

Thank you for your continued support. We are proud to serve as your provincial and municipal police service.

Yours truly,

CM Zablocki

C. M. (Curtis) Zablocki, M.O.M.
Deputy Commissioner
Commanding Officer Alberta RCMP

11140 - 109 Street
Edmonton, AB T5G 2T4

Telephone: 780-412-5444
Fax: 780-412-5445

Shirley McClellan Regional Water Services Commission
Special Meeting

September 8, 2022
12:00 p.m.

By Video Conference

Zoom Conference ID: 237 185 7702
Passcode: 660244

Click here to join

Or join by phone: 587-328-1099
Meeting ID: 237 185 7702
Passcode: 660244

Shirley McClellan Regional Water Services Commission

Special Commission Meeting

September 8, 2022
12:00 p.m.
By Video Conference

Agenda

1. Call to Order
2. Adoption of Agenda
3. Adoption of Minutes
   - 3.1. June 23, 2022 Minutes 3
4. Delegations
5. Unfinished Business
6. New Business
   - 6.1. Request for Decision
     RE: Award Phase 6 Contract 2 6
   - 6.2. Request for Decision
     RE: Approve Purchase Agreement 10
7. Reports
   - 7.1. Financial
     - 7.1.1. Payment Register 25
     - 7.1.2. Year to Date Budget Report (July 31, 2021) 27
     - 7.1.3. Bank Reconciliation – Operating
       - 7.1.3.1 May 31, 2022 29
       - 7.1.3.2 June 30, 2022 30
       - 7.1.3.3 July 31, 2022 31
8. Next Meeting Date
9. Adjournment

MINUTES OF THE SHIRLEY MCCLELLAN REGIONAL WATER SERVICES COMMISSION (SMRWSC) COMMITTEE MEETING HELD ON JUNE 23, 2022 COMMENCING AT 6:47 P.M. IN THE COUNTY OF STETTLER NO. 6 ADMINISTRATION OFFICE

PRESENT: Dale Kent, Village of Halkirk
Larry Clarke, County of Stettler
Terry Vockeroth, County of Paintearth
Cecil Yates, Town of Castor
Doug Booker, Village of Donalda
Blaine Brinson, Summer Village of Rochon Sands
Lorne Thurston, Summer Village of White Sands
Laurie Ference, Special Areas
Mario Caron, Village of Consort
Mark Stannard, Town of Coronation

OTHER: Yvette Cassidy, Manager SMRWSC
Christa Cornelssen, County of Stettler
Randy Chmelnyk, County of Stettler
Dean Pickering, CAO Summer Village of White Sands and Rochon Sands
Bill Sanchuck, Summer Village of White Sands
Craig Suchy, WSP Engineering Ltd.
Kevin McDougall, Town of Castor

ABSENT: Dan Houle, Village of Big Valley
James McTavish, Village of Rosalind
Jerry Wipf, Village of Veteran
Ron Aschenbrenner, Village of Bawlf

CALL TO ORDER

Larry Clarke called the meeting to order at 6.47 pm

ADOPTION OF AGENDA

65.06.23.22 **Moved by Dale Kent**
"that the agenda for the June 23, 2022 Shirley McClellan Regional Water Services Commission Committee be approved as amended."

Carried Unanimously

ADOPTION OF MINUTES

66.06.23.22 **Moved by Doug Booker**
"that the March 24, 2022 Shirley McClellan Regional Water Services Commission Committee minutes be approved as presented."

Carried Unanimously

67.06.23.22 **Moved by Lorne Thurston**
"that the April 4, 2022 Shirley McClellan Regional Water Services Commission Committee minutes be approved as presented."

Carried Unanimously

NEW BUSINESS

Request for Decision: Renewal of SMRWSC Control System and SCADA Agreement

68.06.23.22 **Moved by Terry Vockeroth**
"Approve the service agreement for Stantec consulting services as presented"

Carried Unanimously

Request for Decision: Completion of Buffalo View Estates Pump House Control Panel

Administration postponed the completion of the Buffalo View Estates Pump House Control Panel as administration is currently in negotiations for a lower cost. The project was outlined by Director of Environmental Services Randy Chmelnyk.

69.06.23.22 **Moved by Mario Caron**
"That the information present on the completion of the Buffalo View Estates Pump House Control Panel be received for information"

Carried Unanimously

Request for Decision: Signing Authority

70.06.23.22 **Moved by Mark Stannard**
"That the Shirley McClellan Regional Water Services Commission add Director of Communications to the Second Signature components of the current policy. This includes Board Meeting Minutes, Bylaws, Cheques, and Documents and Agreements."

Carried Unanimously

REPORTS

Financial

71.06.23.22 **Moved by Mark Stannard**
"that the Payment Register for the period of March 1, 2022 to May 31, 2022; the Year to Date Budget Report for the period ending May 31, 2022; and the Operating Account Ban Reconciliations for the periods ending March 31, 2022, April 30, 2022 and May 31, 2022; be received for information.

Carried Unanimously

Manager's Reports

Administration presented the status of Phase 6 Construction – Contract 2 and construction of the Bucket Fill Station. An update was presented on operations for the past three months.

72.06.23.22 **Moved by Bill Sanchuck**
"that the Manager's Report, as presented, be received for information."

Carried Unanimously

Engineer Update

Administration reviewed the written Engineering Update from Stantec Engineering Ltd.

73.06.23.22 **Moved by Mario Caron**
"that the Engineer's Update, as presented, be received for information."

Carried Unanimously

Consent Agenda Items

74.06.23.22 **Moved by Doug Booker**
"that the consent agenda items be received for information."

Carried Unanimously

IN-CAMERA SESSION

75.06.23.22 **Moved by Bill Sanchuck**

"that the Shirley McClellan Regional Water Services Commission enter into an in-camera session at 7:10 to discuss items exempt from disclosure in the *Freedom of Information and Protection of Privacy Act* as:
Section 23 – Local Public Body Confidences
RE: Bucket Fill Station

Carried

76.06.23.22 **Moved by Mark Stannard**

"that the Shirley McClellan Regional Water Services Commission Council exit out of in-camera at 7:29."

Carried

77.06.23.22 **Moved by Terry Vockeroth**

"that Administration be authorized to negotiate and purchase up to a maximum of three (3) acres of SW ¼ 19-40-20-W4 own by Alberta Ltd. At a maximum cost of $120,000.00 plus GST ($40,000.00 per acre plus GST) to be funded from Grant Proceeds or Reserves. The purchase would be subject to the following condition:

a. That the property is sold on an "as is where is basis" understanding that 1508503 ALBERTA LTD. has made no representation and gives no warranty whatsoever as to the adequacy of service, soil conditions, land use districting, development conditions, absence or presence of environmental contamination, servicing, or the develop ability of the subject land for any intended use by the SMRWSC.

Carried

NEXT MEETING DATE

The next meeting of the Shirley McClellan Regional Water Services Commission Board to be held at the call of the Chair or no later than September 2022.

ADJOURNMENT

78.06.23.22 **Moved by Dale Kent**

"that the Shirley McClellan Regional Water Services Commission Committee Meeting adjourned at 7:32 pm"

Carried Unanimously

_____
Chairperson (Larry Clarke)

_____
Manager (Yvette Cassidy)

The Town of
Tofield
Honour the Past. Build the Future.

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Tofield, Alberta T0B 4J0
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E tofieldadmin@tofieldalberta.ca
W www.tofieldalberta.ca

August 23, 2022

The Honorable Tyler Shandro
Minister of Justice and Solicitor General
204, 10800-97 Avenue
Edmonton, AB
T5K 2B6

Dear Minister,

Re: Victim Services Redesign

Minister Shandro, Town of Tofield Council have only recently become aware of the Victim Services Redesign, and to say that we are both shocked and disappointed would be a vast understatement. Victim Services play an integral part in our community, and rural Alberta. Victim Services staff are as essential as first responders, and work cohesively with RCMP. These people help families and individuals through what could be the most traumatic experience of their lives. Having experience in dealing with trauma, unexpected loss, and extreme shock cannot be measured. Now, your government is looking to remove this from our community and proceed with a centralized approach.

The MLA led review did not engage municipalities, nor did it fully engage Victim Services Boards. Had our local Victim Services Board Chair not come forward to Mayor and Council, we would not be aware of this ill-thought-out change. Of interest, the two MLA'S leading this charge were from major urban centres, with no tie, nor thought to the impacts this would have on rural Albertans.

Not only will this change see a loss of jobs within our community, but more importantly it will leave this service to become reliant on an individual(s) residing outside our community boundaries. What does this mean for response time? Does this mean that response could be upwards of hours before assistance is provided, or does this also mean that it will be based upon the availability of staff? Neither of these scenarios is ideal, especially when dealing with crisis. Our current structure is comprised of hard working, caring individuals who provide an immeasurable service in what is the most trying of circumstances. These people respond in a quick, professional, and caring manner. Now, your government is removing this service from our community, and failing those who require what is often the immediate assistance of Victim Services.

Minister Shandro, we can not fathom the rationale behind this decision, once again without input or consultation from those that this affects most. In our opinion this is a recipe for disaster and stands to only continue to fail rural Alberta. Mayor and Council implore you to pause on this decision and seek input from those forgotten, rural Alberta.

Sincerely,

Debora L. Dueck

Debora Dueck
Mayor

C.C AUMA Membership
RMA Membership
Jackie Lovely, MLA

ALBERTA
JUSTICE AND SOLICITOR GENERAL

Office of the Minister
MLA, Calgary-Acadia

AR 52074

Sent via email to jedwards@tofieldalberta.ca

August 26, 2022

Her Worship Debra Dueck
Mayor
The Town of Tofield
P.O. Box 30
5407 – 50 Street
Tofield AB T0B 4J0

Dear Mayor Dueck:

Thank you for your letter of August 23, 2022 regarding the provincial changes to victim services announced July 19, 2022. I would like to reassure you that these changes, including the new zonal governance model, have been designed to ensure services to victims of crime remain consistent and uninterrupted across all regions of the province, including Tofield, while also ensuring that victims are supported locally from within their own communities. I appreciate the opportunity to provide further information about the redesign work that has occurred to date as it relates to your municipality and others like it.

I would like to ensure that you have the most up-to-date information about the consultations and engagements completed during, and following, the MLA led Review of Victim Services that took place over 2020/2021. The Rural Municipalities of Alberta (RMA) and the Alberta Municipalities (AM) were invited to, and attended, the engagements. This was intentional to ensure a linkage and a mechanism for information sharing. In addition, a specific meeting was held with the RMA and AM to ensure they were comfortable with this approach, and by all indications they were. Further, all MLAs were also invited, regardless of political affiliation.

Other engaged individuals and organizations included:

- Volunteers, staff, and board members of police-based victim services units;
- Victim-serving community and specialized organizations such as child advocacy centres, sexual assault centres, and domestic violence service providers;
- Representatives from the Alberta Police-based Victim Services Association;
- The Alberta Association of Chiefs of Police;

…/2

Classification: Protected A

- The Alberta Federation of Police Associations;
- The Royal Canadian Mounted Police;
- Legal community representatives such as the Criminal Trial Lawyers Association and Legal Aid Alberta; and
- Indigenous organizations such as the Awo Taan Healing Lodge Society, and Métis Child and Family Services Society.

I can advise that the changes to victim services are particularly centred around stabilizing and improving program governance and leadership at a high level, in addition to the significantly enhances supports and services available to victims. There are no plans to interrupt service delivery within communities or at detachments, nor to disrupt victim service workers from continuing to engage in the important work they do. In fact, it is intended that these same locally based services will continue to be offered through the new zonal governance model, in the same co-located manner as they are now, but with more flexibility and sustainability than could be offered under the current governance model. In the new model, local front-line victim services workers will be supported by a core of professional support staff at the zonal level that will provide financial, legal, and human resource services; direct supervision and resource coordination; and personal support and guidance for each employee. There is no reduction in paid positions within the new model, in fact with the new professional support staff there will be approximately 40 additional positions available to Albertans.

To ensure that you and your colleagues have the most accurate and up to date information as to how the new victim services zones will operate, I encourage you to follow up with Trent Forsberg, the director of Victim Services at Trent.Forsberg@gov.ab.ca. He would be happy meet with you and relay further detailed information about the changes to victim services programs, and provide you with the opportunity to ask specific questions.

I also understand that you have a requested a meeting with MLA Jackie Lovely. I welcome the opportunity to have representatives from my office and our department staff who are leading this work attend this meeting. To schedule a meeting, please contact my scheduling coordinator Lisa Gentles at Lisa.Gentles@gov.ab.ca.

I am appreciative of any time you would be willing to dedicate to gaining a complete understanding of the improvements planned to the systems that serve victims of crime in Alberta. Thank you for ensuring the needs of victims in your community continue to be met.

Sincerely,

Honourable Tyler Shandro, QC, ECA
Minister

cc: Jackie Lovely, MLA Camrose
Alberta Municipalities
Rural Municipalities of Alberta