

**SUMMER VILLAGE OF WHITE SANDS
COUNCIL MEETING AGENDA
February 15, 2023
9:30 AM
At Multi-Plex Hall, 8 Front Street, White Sands**

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1. <u>Call to Order</u>	
2. <u>Approval/Additions to Agenda</u>	
3. <u>Public Hearing</u> None	
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11.1. Personnel/Legal -	
11.2. Land/Legal – Buffalo Lake Ranch Estates – Subdivision Phase 2 & Phase 3	
12. <u>Adjournment</u>	

Next Regular Council Meeting Date: March 15, 2023.

Public Welcome to attend

**MINUTES OF THE REGULAR MEETING
SUMMER VILLAGE OF WHITE SANDS COUNCIL
held on January 18, 2023
Multi-Plex Hall, 8 Front Street, White Sands and
electronically through Zoom.**

Present:

Mayor Lorne Thurston
Deputy Mayor Ed Waugh –
Absent due to poor connection at
Mexico
Councilor Bob Huff (Zoom)
CAO, Dean Pickering
Administration Assistance, Erin Weinzierl (late)
Gerry Linkert
Carl Cornelssen
Bob Greene
-
-

1. Call to Order:

Mayor Thurston calls the Council Meeting to order at 9:50 AM

2. Agenda Additions/Approval

2.1. 9.8 Quote – Community Hall Lighting – Van Electric

Motion 22:12:21:01 Moved by Mayor Thurston to approve the agendas as amended.

MOTION CARRIED

3. Public Hearing: None

4. Minutes:

4.1. Regular Council Meeting Minutes, December 21, 2023

Motion 22:12:21:02 Moved by Councillor Waugh71 to approve the agendas as presented.

MOTION CARRIED

5. Delegation/Presentation:

5.1. Mark Dennis – Stettler Regional Fire Chief

- Boat lift for emergency jet ski on Buffalo Lake
- Polar Bear Dip – Family Day – February 20, 2023

Erin Weinzierl joins meeting at 10:27 am

Mark Dennis withdraws at 10:33 am

6. Bylaws and Policies:

7. Financial Reports:

- 7.1. Financials Rev Exp Statement to Dec 31, 2022**
- 7.2. Financials Operating by Dept Rev Exp Dec 31, 2023**
- 7.3. Financials December Cheque Listing to Dec 31, 2022**
- 7.4. Financials December Bank Reconciliation Dec 31, 2022**
- 7.5. Financials Tax Trial Balance as January 13, 2023**
- 7.6. Financials Tax Installment Payment Plan – TIPPs 2023**
- 7.7. Financial Report RV Inspection Report, Jan 14, 2023**

Donna Marquardt joins meeting at 11:09 am

Motion 22:12:21:03 Moved by Mayor Thurston to accept the financial reports as presented.

MOTION CARRIED

Motion 22:12:21:03 Moved by Councillor Huff to follow the Land Use Bylaw and issue a credit from any overpayment in 2022 for RV permits and the credit will be applied to the residents' 2023 RV Permits.

MOTION CARRIED

Motion 22:12:21:03 Moved by Councillor Huff to instruct Administration to put \$600 000 money, where \$300 000 will be put in redeemable and \$300 000 non-redeemable GICs.

MOTION CARRIED

8. Council and CAO Reports:

8.1. Councilor Reports

- Councillor Huff
 - Took the ICS course 100 online
 - He will be talking to Tamara at the Hall Society and few days before council meetings and bring anything forward that needs to be brought up.
- Councillor Waugh
 - Absent – internet connection poor and could not connect.
- Mayor Thurston
 - Will be at the in-person Hall and Rec meetings.
 - Pathway at Front Street has an erosion issue. When the lake is high it erodes the MR coming up to properties by the lake.
 - AED has a little container to keep it warm, and put a heater in, plus a thermostat and an insulating cover when the heater turns off periodically due to safety.
 - Set up a new code for the lock between Jack's Pond and the other locks.
 - Buffalo Lake Management team is meeting at the White Sands Hall and will have the RCMP, Fish and Wildlife, and Fire Chief in attendance.

Motion 22:12:21:05 Moved by Councillor Huff to accept the CAO and Council Reports as presented.

MOTION CARRIED

9. Business:

9.1. RFD – Council Remuneration – Summer Village Survey Information

Motion 22:12:21:05 Moved by Mayor Thurston to table deciding on the council remuneration until the February meeting.

MOTION CARRIED

9.2. RFD – Municipal Taxes for Phase 2 – Buffalo Ranch Estates – Tax Rebate & Estimate Costs

Motion 22:12:21:06 Moved by Councillor Huff to table deciding on the Municipal Taxes for Phase 2 of Buffalo Ranch Estates – Tax Rebate & Estimate Costs until the February meeting.

MOTION CARRIED

9.3. RFD – DRAFT County of Stettler and SV White Sands Road Servicing Agreement

Motion 22:12:21:07 Moved by Councillor Huff to seek a legal opinion before the Summer Village of White Sands accepts the County of Stettler and SV White Sands Road Servicing Agreement.

MOTION CARRIED

9.4. RFD – Request for Volunteers for Big Jack Classic Fishing Derby and the 2023

Polar Plunge

Motion 22:12:21:08 Moved by Mayor Thurston to ask for community assistance for the Big Jack Classic and Polar Plunge for the Family Day Weekend on February 18-20, 2023.

MOTION CARRIED

Motion 22:12:21:08 Moved by Mayor Thurston to donate prizes to the Big Jack Classic at a maximum budget of \$200.

MOTION CARRIED

9.5. RFD – 2023 SREMA Agreement – Final DRAFT to be signed by all Councils

Present to Council.

9.6. Railside Designs, Stettler – Design & Budget for White Sands Community Hall

Motion 22:12:21:05 Moved by Mayor Thurston to hire Railside Designs in Stettler to make a concept at a maximum budget of \$10 000.

MOTION CARRIED

9.7. RFD – Environmental Engineering Services - White Sands Community Drainage Plan

Motion 22:12:21:05 Moved by Mayor Thurston to have Administration find some quotes from Al-Terra and other engineering firms to create a White Sands Community Drainage Plan and bring back to the February council meeting.

MOTION CARRIED

9.8. Quote – Community Hall Lighting – Van Electric

Motion 22:12:21:05 Moved by Mayor Thurston to hire Van Electric to upgrade the White Sands Hall and old shop lighting as per the quotes the company submitted.

MOTION CARRIED

10. Correspondence

10.1. Letter from 2023 Changes to County of Stettler Recycling Program

Present to Council

10.2. Invitation Brownlee Law – Emerging Trends online sessions

Present to Council

11. In-Camera Session: - Personnel – Land – Legal – Other

11.1. Personnel/Legal

11.2. Land/Legal – Subdivision – Buffalo Lake Estates Phase 2 & Phase 3

Motion 22:12:21:05 Moved by Mayor Thurston to move into camera at 1:12 pm.

MOTION CARRIED

12. Adjournment

Moved by Mayor Thurston adjourns the meeting at 1:12 PM.

Next Regular Council Meeting Date: February 15, 2023.

Public welcome to attend

DRAFT

Notes of the Community Hall and Council Meeting
Of the Summer Village of White Sands
held at #8 Front Street, Multi-Plex Hall
January 11, 2023

Present Mayor, Lorne Thurston
Councillor, Bob Huff (Zoom)
Councillor, Ed Waugh (Zoom- Absent)
Chief Administrative Officer Dean Pickering
White Sands Hall Society, President, Tamara Dawson
White Sands Hall Society, Vice President Cheryl VanDusen

1. Call to order:

Meeting was called to order at 7:00 pm by Mayor Lorne Thurston.

2. Approval of the Agenda

There was no additions to the Draft Agenda.

3. Big Jack Classic – Fishing Derby hosted by The Stettler Board of Trade

The White Sands Hall Society will not be planning events for the Fishing Derby. The Hall has been reserved for use for the 1st Annual Big Jack Classic Fishing Derby use.

The Summer Village staff will need to find volunteers and host the warming center this year for the Fishing Derby. The washrooms will be made available, with coffee, hot water for tea, hot chocolate, Tim Horton's donuts, maybe hot dogs and buns, as a fund raiser.

4. Cross-Country Ski Trails Donation 2022/2023

The Hall Society donated \$200 donation to the ski trails maker and maintainer in 2022/2023. The Summer Village Council offered a donation of up to \$500 to cover the cost of the Hall donation to the ski trails maintainer. The Hall Society was comfortable with the amount of their donation and does not require reimbursement. There appeared to be no clear communication or division of recreation responsibilities between the Hall Society and the Council/ Administration about the intent of Council.

5. Council and Community Hall Communications

There is a need to improve communications between the Hall Society and Council. Bob Huff has agreed to represent the Summer Village of White Sands Council in communicating regularly with the White Sands Hall Society on the Hall and Recreation opportunities at monthly meetings with Tamara Dawson to bridge the communication between the two groups.

6. Stettler Regional Recreation Board Membership

Council had a general discussion about the history of the Stettler Regional Recreation Board and the funding available to White Sands Hall Society from various Granting programs, including the Stettler Regional Recreation Board. The Council is willing to pay the registration fees, but it would be up to the White Hall Society to provide a member to attend the Regional Recreation Board meetings, and to compile the financial information and to apply for the Grant funds available through the Regional Recreation Board. Grants are available for both Operations (gas, power, water, maintenance, etc.) of the Hall and Recreation facilities (tennis, pickle ball, playgrounds, as well as Capital Projects and items like renovations, roofing, furnaces, hot water tanks, expansions, etc.

The Hall Society now understands the need to apply for grants, because currently the operation expenses for the Hall utilities, water, consumables, and maintenance comes out of taxes, and the large capital item also come from municipal grants and taxes.

The Hall Society will reach out to the Rec Board and to Rochan Sands to get a better understanding of processes.

The Summer Village put in an application to be a part of the Stettler Regional Recreation Board and will advise of approval.

Next Steps:

Cheryl Van Dusen will conduct research and put forward and questions. She will also share findings with the Hall Society Board for alignment. In order to be on the Rec Board, The Hall Society may need to review the Hall Society mandate and policies to accommodate non-White Sands residents.

7. County Hall Refresh - Blinds, Curtains, Paint, Interior Refresh

The Hall Society was considering doing interior renovations on the Hall, but may hold off on them if the Summer Village Council is going to be doing a major capital project to expand or build a new Hall in 2023/2024.

There can be smaller renovations in the existing Hall and the Old Garage in 2023 to offer more functional use of existing space for the Hall members, and Summer Village Council and Administration, while the construction is going on in 2023. The Hall Society will do small upgrades for the time being. This would include new front door mats, new garbage cans for the bathrooms and a deep clean.

The Summer Village Council would like to work with the Hall Society to get input on the possible Hall Expansion project or New Hall project for 2023/2024 Fiscal Years.

The Summer Village needs to use up its outstanding municipal MSI Capital grants for 2007 to 2018 is \$299,045 before December 31, 2023, or the 2007-2018 MSI Capital grants will get clawed back.

The Summer Village also has \$266,000 in Unspent Grant funds from various grant programs in the Bank, some are from expired Grant Programs SIP/FGTF/MSI Capital/CCBF, in the amount of \$266,000 as of the end of December 2022.

The Summer Village Council still has to use the 2018 to 2023 MSI Capital Grant funds, before the Grant program expires on December 31, 2024. The new Provincial and Federal Municipal Grant programs start in 2024/2025.

8. Expectations – Village staff, and Hall Society Board

The Hall Society has clear mandates and policies for the Hall, but it was unclear what expenses need to be Hall expenses and Summer Village expenses. It was also unclear to Summer Village staff what role they played in ordering supplies, consumables, and doing basic building maintenance.

Public Works/ Parks staff orders the bathroom supplies, and refill potable water tank, but does not replenish bottled water.

The Summer Village will continue pay for the Insurance – Building, Content, Fire, Theft, and General Liability, and the Hall Society Board Member Crime, Fraud and Theft Liability Insurance.

9. Community Hall – Grant Applications 2023+ Rec board, CIP, CFEP, Casino, etc,

The Summer Village Council and Administration agreed to work with the Hall Society to identify grants opportunities available to the Hall Society as a Society or Non-Profit, that are not available to the Summer Village. Many of these grants are matchable, and stackable with other Municipal MSI Grants, and Recreation and Lottery Grants, Community Based Initiative Grant Programs.

1. Municipal & Regional Grants – Stettler Regional Recreation Board Grants 2023
2. Provincial – Community Facility Enhancement Program (CFEP) Grants 2023
3. Provincial – Community Initiatives Program (CIP) Grants 2023
4. Provincial – Seniors Spirit Foundation Grants
5. Federal - Federal Green and Inclusive Community Buildings Program 2023
6. Other Grants that can be stacked with MSI Capital Grants, Programs, or Matching Volunteer Labour Hours and Equipment operation hours

The Summer Village Council and Administration has agreed to set up a future meeting to review potential grant opportunities. The Summer Village Council and Administration will confirm timing for this meeting. The Hall society requests more information on the possible \$5,000 grant for Canada day celebrations that the village mentioned they could apply for on our behalf.

10. Community Hall Budget – Municipal Operating Budgets, Capital Budgets

The Summer Village would like to coordinate several meetings each year, with the Hall Society Board to coordinate the Municipal Operating Budgets, Capital Budgets, and Project Budgets with the Hall Society, so we can maximize the benefit to the Summer Village Hall Society and community/recreation service opportunities. Meetings could be held in March and October of each year.

11. AGM – on the July Long Weekend Saturday – Canada Day

The Summer Village would like to schedule and book the Community Hall for an Annual General Meeting for the Saturday of the July 1st Long Weekend. Hall Society will hold the Parade and other Canada Day Events on Saturday, July 1st. The Hall suggests that Summer Village hold the AGM on a different day.

12. AED Installation, AED Registration, and AED Training

The Village Staff has installed the new power source, placed the AED box, and will get the heating pad. AED Signs have been ordered. Lorne has agreed to register the AED with Stettler Health. The Village staff will create a maintenance plan for checking the AED Battery, replacing the battery every 4 years.

Mayor Thurston adjourned the meeting at 9:30 PM.



Stettler Provincial Detachment Crime Statistics (Actual) January to December: 2018 - 2022

All categories contain "Attempted" and/or "Completed"

January 4, 2023

CATEGORY	Trend	2018	2019	2020	2021	2022	% Change 2018 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		1	1	2	1	0	-100%	-100%	-0.2
Sexual Assaults		4	2	2	4	3	-25%	-25%	0.0
Other Sexual Offences		2	3	0	5	3	50%	-40%	0.4
Assault		35	34	33	20	31	-11%	55%	-2.2
Kidnapping/Hostage/Abduction		0	2	0	1	0	N/A	-100%	-0.1
Extortion		0	0	0	1	0	N/A	-100%	0.1
Criminal Harassment		4	3	5	7	9	125%	29%	1.4
Uttering Threats		9	15	9	6	22	144%	267%	1.7
TOTAL PERSONS		55	60	51	45	68	24%	51%	1.1
Break & Enter		34	42	40	34	21	-38%	-38%	-3.4
Theft of Motor Vehicle		29	39	38	29	14	-52%	-52%	-4.0
Theft Over \$5,000		8	3	11	8	3	-63%	-63%	-0.5
Theft Under \$5,000		44	45	56	36	34	-23%	-6%	-2.9
Possn Stn Goods		17	31	24	25	16	-6%	-36%	-0.8
Fraud		15	15	9	13	17	13%	31%	0.2
Arson		1	1	6	2	0	-100%	-100%	-0.1
Mischief - Damage To Property		0	11	23	23	18	N/A	-22%	4.8
Mischief - Other		32	26	10	12	9	-72%	-25%	-6.0
TOTAL PROPERTY		180	213	217	182	132	-27%	-27%	-12.7
Offensive Weapons		13	10	12	11	3	-77%	-73%	-1.9
Disturbing the peace		7	4	14	7	4	-43%	-43%	-0.3
Fail to Comply & Breaches		11	12	23	17	12	9%	-29%	0.7
OTHER CRIMINAL CODE		6	16	9	8	8	33%	0%	-0.4
TOTAL OTHER CRIMINAL CODE		37	42	58	48	27	-27%	-37%	-1.9
TOTAL CRIMINAL CODE		272	315	326	270	227	-17%	-16%	-13.5



Stettler Provincial Detachment Crime Statistics (Actual) January to December: 2018 - 2022

All categories contain "Attempted" and/or "Completed"

January 4, 2023

CATEGORY	Trend	2018	2019	2020	2021	2022	% Change 2018 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		4	2	5	3	1	-75%	-67%	-0.5
Drug Enforcement - Trafficking		0	2	1	4	1	N/A	-75%	0.4
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		4	4	6	7	2	-50%	-71%	-0.1
Cannabis Enforcement		0	1	0	1	0	N/A	-100%	0.0
Federal - General		7	6	2	1	2	-71%	100%	-1.5
TOTAL FEDERAL		11	11	8	9	4	-64%	-56%	-1.6
Liquor Act		8	1	5	4	4	-50%	0%	-0.5
Cannabis Act		0	0	2	0	1	N/A	N/A	0.2
Mental Health Act		24	22	19	26	24	0%	-8%	0.4
Other Provincial Stats		43	37	53	50	34	-21%	-32%	-0.5
Total Provincial Stats		75	60	79	80	63	-16%	-21%	-0.4
Municipal By-laws Traffic		0	0	1	1	1	N/A	0%	0.3
Municipal By-laws		7	2	6	6	1	-86%	-83%	-0.8
Total Municipal		7	2	7	7	2	-71%	-71%	-0.5
Fatals		0	1	1	2	3	N/A	50%	0.7
Injury MVC		16	29	25	15	15	-6%	0%	-1.6
Property Damage MVC (Reportable)		265	240	207	232	226	-15%	-3%	-8.6
Property Damage MVC (Non Reportable)		15	7	16	10	11	-27%	10%	-0.5
TOTAL MVC		296	277	249	259	255	-14%	-2%	-10.0
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	11	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	0	N/A	N/A	N/A
Total Provincial Traffic		932	1,001	623	639	306	-67%	-52%	-161.4
Other Traffic		3	4	8	2	1	-67%	-50%	-0.6
Criminal Code Traffic		26	34	39	24	28	8%	17%	-0.6
Common Police Activities									
False Alarms		58	20	20	16	13	-78%	-19%	-9.4
False/Abandoned 911 Call and 911 Act		7	7	29	22	15	114%	-32%	3.1
Suspicious Person/Vehicle/Property		136	116	198	127	75	-45%	-41%	-11.1
Persons Reported Missing		9	10	5	3	5	-44%	67%	-1.5
Search Warrants		1	1	0	0	0	-100%	N/A	-0.3
Spousal Abuse - Survey Code (Reported)		56	55	29	23	11	-80%	-52%	-12.2
Form 10 (MHA) (Reported)		0	0	0	2	0	N/A	-100%	0.2

ID #	Community Name	Benefits	2021 Avg Per		Diff C vs. Ma
			Councillor	Mayor	
0009	SVAB	N	\$0	\$0	\$0
0026	SVBB	N	\$1,200	\$1,200	\$0
0384	SVBirch Cove	N	\$0	\$0	\$0
0367	SVBondiss	N	\$1,500	\$1,500	\$0
0028	SVBirchcliff	Y	\$3,648	\$4,350	\$702
0037	SV Bonnyville Beach	N	\$1,750	\$1,500	-\$250
0414	SV Burnstick Lake	N	\$250	\$250	\$0
0057	SV Castle Island	N	\$329	\$329	\$0
0080	SV Crystal Springs	N	\$4,650	\$4,650	\$0
0123	SV Ghost Lake	N	\$500	\$500	\$0
0129	SV Golden Days	N	\$2,942	\$2,942	\$0
0134	SV Grandview	N	\$625	\$0	-\$625
0138	SV Gull Lake	N	\$0	\$0	\$0
0358	SV Half Moon Bay	N	\$2,889	\$1,484	-\$1,405
0375	SV Horseshoe Bay	Y	\$4,877	\$3,200	-\$1,677
0185	SV Island Lake	N	\$2,233	\$2,233	\$0
0368	SV Island Lake South	N	\$2,375	\$2,375	\$0
0186	SV Itaska Beach	N	\$340	\$340	\$0
0379	SV Jarvis Bay	Y	\$2,115	\$2,115	\$0
0187	SV Kapasiwin	N	\$0	\$0	\$0
0196	SV Lakeview	N	\$967	\$1,200	\$233
0378	SV Larkspur	Y	\$1,569	\$1,569	\$0
0210	SV Ma-Me-O Beach	N	\$5,342	\$4,650	-\$692
0359	SV Mewatha Beach	Y	\$2,448	\$2,448	\$0
0230	SV Nakamun Park	N	\$2,585	\$3,400	\$815
0237	SV Norgenwold	Y	\$6,233	\$6,791	\$558
0385	SV Norris Beach	N	\$3,383	\$3,383	\$0
0374	SV Parkland Beach	N	\$5,167	\$6,000	\$833
0362	SV Pelican Narrows	N	\$2,633	\$2,850	\$217
0253	SV Point Allison	N	\$0	\$0	\$0
0256	SV Poplar Bay	N	\$2,900	\$2,900	\$0
0267	SV Rochon Sands	N	\$3,000	\$3,000	\$0
0273	SV Ross Haven	N	\$2,200	\$2,200	\$0
0277	SV Sandy Beach	N	\$4,213	\$4,333	\$120
0279	SV Seba Beach	N	\$4,009	\$6,090	\$2,081
0282	SV Silver Beach	N	\$1,600	\$0	-\$1,600
0369	SV South Baptiste	N	\$1,200	\$1,200	\$0
0288	SV South View	N	\$2,167	\$2,167	\$0
0388	SV Sunbreaker Cove	N	\$5,815	\$10,684	\$4,869
0306	SV Sundance Beach	N	\$1,567	\$1,000	-\$567
0386	SV Sunrise Beach	N	\$3,167	\$3,000	-\$167
0357	SV Sunset Beach	N	\$2,400	\$3,000	\$600
0308	SV Sunset Point	N	\$5,715	\$3,648	-\$2,067
0324	SV Val Quetin	N	\$8,033	\$7,725	-\$308

0380	SV Waiparous	N	\$0	\$0	\$0
0370	SV West Baptiste	N	\$1,725	\$1,875	\$150
0344	SV West Cove	N	\$4,325	\$4,825	\$500
0371	SV Whispering Hills	N	\$7,302	\$11,350	\$4,048
0365	SV White Sands	N	\$3,658	\$5,050	\$1,392
0354	SV Yellowstone	N	\$4,345	\$6,439	\$2,094
SV Average Council vs Mayor			\$2,536	\$2,726	\$190

ID #	Community Name	Benfits?	Position	2021 Total	2020 Total	Average Per Council
0009	SVAB	No	C1	\$0	\$0	\$0
			C2	\$0	\$0	
			C3	\$0	\$0	
0026	SVBB	No	C1	\$1,200	\$1,200	\$1,200
			C2	\$600	\$1,200	
			C3	\$1,200	\$1,200	
			C4	\$600	\$0	
0384	SVBirch Cove	No	C1	\$0	\$0	\$0
			C2	\$0	\$0	
			C3	\$0	\$0	
0367	SVBondiss	No	Ma	\$1,500	\$1,200	\$1,500
			C1	\$1,500	\$1,200	
			C2	\$1,500	\$1,200	
0028	SVBirchcliff	Y	Ma	\$4,350	\$5,980	\$3,648
			C1	\$3,871	\$2,700	
			C2	\$2,723	\$1,500	
0037	SV Bonnyville Beach	No	Ma	\$1,750	\$1,700	\$1,750
			C1	\$1,750	\$1,600	
			C2	\$1,750	\$1,300	
0414	SV Burnstick Lake		Ma	\$0	\$0	\$250
			C1	\$300	\$759	
			C2	\$200	\$426	
0057	SV Castle Island		Ma	\$329	\$454	\$329
			C1	\$0	\$0	
			C2	\$0	\$0	
0080	SV Crystal Springs		C1	\$4,800	\$3,300	\$4,650
			C2	\$3,450	\$3,300	
			C3	\$5,700	\$5,100	
0123	SV Ghost Lake		Ma	\$500	\$500	\$500
			C1	\$500	\$500	
			C2	\$500	\$500	
0129	SV Golden Days		C1	\$1,475	\$4,680	\$2,942
			C2	\$2,125	\$1,800	
			C3	\$0	\$125	
			C4	\$2,675	\$0	
			C5	\$2,552	\$0	
0134	SV Grandview		Ma	\$0	\$0	\$625
			C1	\$625	\$0	
			C2	\$0	\$0	
			C3	\$0	\$0	
			C4	\$0	\$0	
0138	SV Gull Lake		Ma	\$0	\$0	\$0
			C1	\$0	\$0	
			C2	\$0	\$0	
0358	SV Half Moon Bay		Ma	\$1,484	\$0	

			C1	\$3,745	\$2,910	
			C2	\$1,439	\$0	
			C3	\$1,000	\$2,820	
			C4	\$1,000	\$2,100	\$2,889
0375	SV Horseshoe Bay	Y	Ma	\$3,200	\$1,175	
			DMA	\$9,330	\$2,650	
			C1	\$900	\$1,200	
			C2	\$1,200	\$0	\$4,877
0185	SV Island Lake		C1	\$1,900	\$1,950	
			C2	\$1,300	\$2,050	
			C3	\$1,750	\$2,200	
			C4	\$750	\$0	
			C5	\$1,000	\$0	\$2,233
0368	SV Island Lake South		C1	\$1,625	\$1,250	
			C2	\$2,500	\$819	
			C3	\$2,125	\$1,050	
			C4	\$875	\$0	\$2,375
0186	SV Itaska Beach		Ma	\$340	\$420	
			C1	\$0	\$0	
			C2	\$0	\$0	\$340
0379	SV Jarvis Bay	Y	C1	\$3,657	\$3,625	
			C2	\$1,847	\$0	
			C3	\$840	\$1,560	\$2,115
0187	SV Kapasiwin		C1	\$0	\$0	
			C2	\$0	\$0	
			C3	\$0	\$0	\$0
0196	SV Lakeview		C1	\$1,200	\$1,200	
			C2	\$0	\$600	
			C3	\$1,200	\$1,200	
			C4	\$500		\$967
0378	SV Larkspur	Y	C1	\$1,250	\$1,075	
			C2	\$800	\$1,176	
			C3	\$1,125	\$950	
			C4	\$765		
			C5	\$767		\$1,569
0210	SV Ma-Me-O Beach		C1	\$4,650	\$4,275	
			C2	\$2,625	\$0	
			C3	\$1,650	\$0	
			C4	\$2,925	\$4,050	
			C5	\$4,175	\$4,475	\$5,342
0359	SV Mewatha Beach	Y	C1	\$700	\$0	
			C2	\$2,308	\$1,600	
			C3	\$2,150	\$1,350	
			C4	\$2,185	\$1,200	\$2,448
0230	SV Nakamun Park		Ma	\$3,400	\$2,850	
			DMA	\$750	\$2,500	
			C1	\$2,750	\$2,600	

			C2	\$855	\$0	\$2,585
0237	SV Norgenwold	Y	Ma	\$6,791	\$0	
			C1	\$7,122	\$8,770	
			C2	\$4,787	\$0	
			C3	\$0	\$2,525	\$6,233
0385	SV Norris Beach		C1	\$4,425	\$3,200	
			C2	\$2,125	\$1,375	
			C3	\$3,600	\$4,225	\$3,383
0374	SV Parkland Beach		Ma	\$6,000	\$6,131	
			C1	\$2,500	\$0	
			C2	\$2,500	\$0	
			C3	\$3,500	\$6,131	
			C4	\$1,000	\$6,131	\$5,167
0362	SV Pelican Narrows		Ma	\$2,850	\$1,650	
			DMa	\$1,700	\$0	
			C1	\$2,550	\$6,825	
			C2	\$800	\$1,500	\$2,633
0253	SV Point Allison		C1	\$0	\$0	
			C2	\$0	\$0	
			C3	\$0	\$0	\$0
0256	SV Poplar Bay		C1	\$2,100	\$1,500	
			C2	\$3,150	\$2,700	
			C3	\$3,450	\$2,250	\$2,900
0267	SV Rochon Sands		Ma	\$3,000	\$3,000	
			DMa	\$3,000	\$3,000	
			C1	\$3,000	\$3,000	\$3,000
0273	SV Ross Haven		C1	\$2,400	\$0	
			C2	\$1,900	\$0	
			C3	\$2,000	\$1,400	
			C4	\$300	\$3,700	\$2,200
0277	SV Sandy Beach		Ma	\$4,333	\$4,333	
			C1	\$4,333	\$4,333	
			C2	\$2,528	\$4,333	
			C3	\$1,444	\$0	\$4,213
0279	SV Seba Beach		Ma	\$6,090	\$5,850	
			C1	\$0	\$600	
			C2	\$1,050	\$3,750	
			C3	\$2,336	\$0	
			C4	\$2,550	\$0	\$4,009
0282	SV Silver Beach		Ma	\$0	\$0	
			DMa	\$0	\$0	
			C2	\$1,650	\$2,250	
			C3	\$3,150	\$1,800	\$1,600
0369	SV South Baptiste		C1	\$1,200	\$1,200	
			C2	\$1,200	\$1,200	
			C3	\$400	\$0	
			C4	\$800	\$1,200	\$1,200

0288	SV South View	C1	\$3,075	\$2,825	
		C2	\$750	\$2,175	
		C3	\$2,000	\$1,650	
		C4	\$675	\$0	\$2,167
0388	SV Sunbreaker Cove	Ma	\$10,684	\$8,810	
		C1	\$3,450	\$3,375	
		C2	\$3,310	\$2,025	\$5,815
0306	SV Sundance Beach	Ma	\$1,000	\$2,600	
		C1	\$1,200	\$1,600	
		C2	\$2,000	\$2,200	
		C3	\$500	\$1,000	\$1,567
0386	SV Sunrise Beach	Ma	\$3,000	\$5,546	
		C1	\$2,700	\$4,675	
		C2	\$1,050	\$1,991	
		C3	\$900	\$0	
		C4	\$950	\$0	
		C5	\$900	\$0	\$3,167
0357	SV Sunset Beach	C1	\$1,400	\$2,400	
		C2	\$2,400	\$2,400	
		C3	\$1,400	\$2,400	
		C4	\$1,000	\$0	
		C5	\$1,000	\$0	\$2,400
0308	SV Sunset Point	C1	\$2,910	\$4,562	
		C2	\$3,648	\$4,916	
		C3	\$3,148	\$4,523	
		C4	\$2,436	\$0	
		C5	\$2,436	\$0	
		C6	\$2,568	\$0	\$5,715
0324	SV Val Quetin	C1	\$6,675	\$9,650	
		C2	\$3,750	\$7,200	
		C3	\$7,725	\$6,250	
		C4	\$3,325	\$0	
		C5	\$2,625	\$0	\$8,033
0380	SV Waiparous	Ma	\$0	\$0	
		C1	\$0	\$0	
		C2	\$0	\$0	\$0
0370	SV West Baptiste	Ma	\$1,875	\$1,750	
		C1	\$1,600	\$1,500	
		C2	\$1,700	\$1,550	\$1,725
0344	SV West Cove	C1	\$600	\$2,050	
		C2	\$3,800	\$6,663	
		C3	\$4,825	\$4,012	
		C4	\$2,100	\$0	
		C5	\$1,650	\$0	\$4,325
0371	SV Whispering Hills	C1	\$3,900	\$3,432	
		C2	\$11,350	\$7,010	
		C3	\$4,655	\$5,987	

		C4	\$2,000	\$0	\$7,302
0365	SV White Sands	C1	\$2,500	\$2,925	
		C2	\$2,975	\$2,550	
		C3	\$5,050	\$4,950	
		C4	\$450	\$0	\$3,658
0354	SV Yellowstone	Ma	\$6,439	\$6,250	
		DMa	\$2,477	\$0	
		C1	\$2,665	\$4,047	
		C2	\$0	\$2,591	
		C3	\$1,455	\$0	\$4,345
Total Summer Villages Remuneration - Salary			\$7,857	\$6,884	\$2,638

Summer Village of White Sands Buffalo Ranch Estates JCM - Phase 2 Properties

TX Roll Num	Lot	Block	Plan	Zoning	Street Number	Street Name	Current Assessment Value	Municipal Millrate Tax	Municipal Minimum Tax	CVSD	SFD	Total Levy
913	25	9	1823132	DC	23	Horse Shoe Lane	\$93,680	\$270.74	\$479.26	\$246.40	\$43.73	\$1,040.12
912	24	9	1823132	DC	21	Horse Shoe Lane	\$63,400	\$183.23	\$566.77	\$166.75	\$29.59	\$946.35
909	23	9	1823132	R1	19	Horse Shoe Lane	\$63,580	\$183.75	\$566.25	\$167.23	\$29.68	\$946.91
907	22	9	1823132	R1	17	Horse Shoe Lane	\$63,910	\$184.70	\$565.30	\$168.09	\$29.83	\$947.93
905	21	9	1823132	R1	15	Horse Shoe Lane	\$63,990	\$184.93	\$565.07	\$168.31	\$29.87	\$948.17
917	2	11	1823132	R1	2	Stetson Street	\$141,970	\$410.29	\$339.71	\$373.41	\$66.27	\$1,189.68
919	40	8	1823132	R1	18	Horse Shoe Lane	\$64,150	\$185.39	\$564.61	\$168.73	\$29.94	\$948.67
921	39	8	1823132	R1	16	Horse Shoe Lane	\$64,150	\$185.39	\$564.61	\$168.73	\$29.94	\$948.67
923	38	8	1823132	R1	14	Horse Shoe Lane	\$485,790	\$1,403.93	\$0.00	\$1,277.71	\$226.76	\$2,908.41
925	37	8	1823132	R1	12	Horse Shoe Lane	\$71,600	\$206.92	\$543.08	\$188.32	\$33.42	\$971.74
929	35	8	1823132	R1	10	Horse Shoe Lane	\$64,140	\$185.36	\$564.64	\$168.70	\$29.94	\$948.64
903	20	9	1823132	R1	20	Ranch Road	\$62,550	\$180.77	\$569.23	\$164.52	\$29.20	\$943.72
901	19	9	1823132	R1	18	Ranch Road	\$63,100	\$182.36	\$567.64	\$165.96	\$29.45	\$945.42
899	18	9	1823132	R1	16	Ranch Road	\$62,940	\$181.90	\$568.10	\$165.54	\$29.38	\$944.92
896	17	9	1823132	R1	14	Ranch Road	\$63,150	\$182.50	\$567.50	\$166.10	\$29.48	\$945.57
892	1	10	1823132	R1	21	Ranch Road	\$63,720	\$184.15	\$565.85	\$167.59	\$29.74	\$947.34
894	2	10	1823132	R1	19	Ranch Road	\$262,270	\$757.96	\$0.00	\$689.82	\$122.42	\$1,570.20
933	8	8	1823132	R1	15	Ranch Road	\$64,150	\$185.39	\$564.61	\$168.73	\$29.94	\$948.67
931	7	8	1823132	R1	13	Ranch Road	\$64,150	\$185.39	\$564.61	\$168.73	\$29.94	\$948.67
Totals							\$2,198,150	\$5,625	\$9,287	\$5,119	\$909	\$20,940

Summer Village of White Sands Buffalo Ranch Estates JCM - Cost of Municipal Services

TX Roll Num	Lot	Block	Plan	Zoning	Street Number	Street Name	Current Assessment Value	Municipal Millrate & Minimum Taxes	Estimated Snow Removal \$2400	Estimated Grading Dust Control \$2000	Estimated Grass/Weed Whipping	Municipal Services per Property
913	25	9	1823132	DC	23	Horse Shoe Lane	\$93,680	\$750.00	\$125.00	\$100.00	\$55.00	\$280.00
912	24	9	1823132	DC	21	Horse Shoe Lane	\$63,400	\$750.00	\$125.00	\$100.00	\$55.00	\$280.00
909	23	9	1823132	R1	19	Horse Shoe Lane	\$63,580	\$750.00	\$125.00	\$100.00	\$55.00	\$280.00
907	22	9	1823132	R1	17	Horse Shoe Lane	\$63,910	\$750.00	\$125.00	\$100.00	\$55.00	\$280.00
905	21	9	1823132	R1	15	Horse Shoe Lane	\$63,990	\$750.00	\$125.00	\$100.00	\$55.00	\$280.00
917	2	11	1823132	R1	2	Stetson Street	\$141,970	\$750.00	\$125.00	\$100.00	\$55.00	\$280.00
919	40	8	1823132	R1	18	Horse Shoe Lane	\$64,150	\$750.00	\$125.00	\$100.00	\$55.00	\$280.00
921	39	8	1823132	R1	16	Horse Shoe Lane	\$64,150	\$750.00	\$125.00	\$100.00	\$55.00	\$280.00
923	38	8	1823132	R1	14	Horse Shoe Lane	\$485,790	\$1,403.93	\$125.00	\$100.00	\$55.00	\$280.00
925	37	8	1823132	R1	12	Horse Shoe Lane	\$71,600	\$750.00	\$125.00	\$100.00	\$55.00	\$280.00
929	35	8	1823132	R1	10	Horse Shoe Lane	\$64,140	\$750.00	\$125.00	\$100.00	\$55.00	\$280.00
903	20	9	1823132	R1	20	Ranch Road	\$62,550	\$750.00	\$125.00	\$100.00	\$55.00	\$280.00
901	19	9	1823132	R1	18	Ranch Road	\$63,100	\$750.00	\$125.00	\$100.00	\$55.00	\$280.00
899	18	9	1823132	R1	16	Ranch Road	\$62,940	\$750.00	\$125.00	\$100.00	\$55.00	\$280.00
896	17	9	1823132	R1	14	Ranch Road	\$63,150	\$750.00	\$125.00	\$100.00	\$55.00	\$280.00
892	1	10	1823132	R1	21	Ranch Road	\$63,720	\$750.00	\$125.00	\$100.00	\$55.00	\$280.00
894	2	10	1823132	R1	19	Ranch Road	\$262,270	\$757.96	\$125.00	\$100.00	\$55.00	\$280.00
933	8	8	1823132	R1	15	Ranch Road	\$64,150	\$750.00	\$125.00	\$100.00	\$55.00	\$280.00
931	7	8	1823132	R1	13	Ranch Road	\$64,150	\$750.00	\$125.00	\$100.00	\$55.00	\$280.00
Operations Cost Totals									\$2,375.00	\$1,900.00	\$1,045.00	\$5,320.00

* Estimated Cost of \$300 per snow removal average 6 per season = 6 x \$400

** Estimated Cost of Grading and Dust Control 2 grading, 1 dust control, 2 water = \$2000

*** Estimated cost of grass cutting & weed whipping, weed control - 4 x \$225

THIS AGREEMENT made effective this ___ day of _____, 2023

BETWEEN:

COUNTY OF STETTLER NO. 6
(the "County")

- and -

SUMMER VILLAGE OF WHITE SANDS
(the "Summer Village")

ROAD MAINTENANCE AGREEMENT

WHEREAS:

- A. The County has direction, control and management of Township Road 40-4 and Range Road 20-2 (the "Roads"), which are public roadways located within the County's municipal boundaries.
- B. Maintenance and servicing of the Roads is required to allow for access to the Summer Village;
- C. The Summer Village desires to share the cost of maintaining and servicing the Roads with the County;
- D. The County is willing to attend to the maintenance requirements for the Roads upon and subject to the terms, covenants and conditions contained within this Agreement.

NOW THEREFORE in consideration of the grants and the mutual covenants contained within this Agreement, the parties hereby agree as follows:

- 1. **Term.** The Term of this Agreement shall begin on the date first written above and shall continue until terminated by either party in accordance with the terms of this Agreement (the "Term").
- 2. **Cost.** The Summer Village shall pay forty thousand (\$40,000) dollars to the County on an annual basis during the Term of this Agreement, which payment shall be due no later than April 1 of each year this Agreement is in effect. The County shall provide the Summer Village with an annual accounting of all amounts paid by the Summer Village pursuant to this Agreement.
- 3. **Service Area.** The County shall provide the maintenance set out in section 5 and 6 of this Agreement to Township Road 40-4 from Highway 56 to the municipal boundary of the Summer Village, and to Range Road 20-2 from Highway 601 to Township Road 40-4 (the "Service Area").
- 4. **Maintenance Standards.** Notwithstanding any County road standards which would otherwise apply to the Service Area, the County shall be responsible for maintaining the Roads in accordance with the maintenance standards set out in County policies and procedures, and in accordance with all applicable laws (the "Applicable Standards").
- 5. **Maintenance.** The County's maintenance obligations shall be limited to:

- a. grading the Roads within the Service Area every seven (7) to ten (10) days commencing the Saturday of the Victoria Day long weekend in May and ending the Sunday of the Labour Day long weekend in September (the “**Summer Grading Period**”); and
- b. outside of the Summer Grading Period, grading the Roads within the Service Area as required, in the sole discretion of the County;

all in accordance with the Applicable Standards.

6. **Gravel.** The County shall gravel the Roads in accordance with the County’s gravel rotation schedule. The cost of any spot or additional gravel that is required on the Roads outside of the County’s regular gravel rotation schedule, will be split equally between the County and the Summer Village.

7. **Road Bans.** The following road bans will apply to the Roads:

- a. The road ban on Township Road 40-4 and Range Road 20-2 shall be a seasonal road ban. The road ban will be put in place at the discretion of the County, but may be removed annually by the Victoria Day long weekend in May depending on the condition of the Roads, as determined in the sole discretion of the County.
- b. Permanent road bans will remain on:
 - i. Township Road 40-2 from Highway 835 to Range Road 20-4;
 - ii. Range Road 20-4 from Township Road 40-2 to Township Road 40-4; and
 - iii. Bay View Street,

but may be removed at the sole discretion of the County.

8. **Development.** The Summer Village shall ensure that each development permit it issues includes a condition that the applicant for the development permit enter into a Road Use Agreement with the County in relation to the Roads.

9. **Indemnity.** Each party shall indemnify and hold harmless the other party together with its employees, agents, officers, representatives, elected officials and insurers from and against any and all claims, including but not limited to penalties, fines and other liabilities, damages, costs (including, without restriction, all legal and other professional costs on a solicitor and his own client full indemnity basis), losses, expenses, actions and suits of every kind and nature caused by, or arising directly or indirectly out of any breach of this Agreement by the indemnifying party, willful misconduct by the indemnifying party, or negligent performance by the indemnifying party of its obligations under the terms of this Agreement including anything done, permitted or omitted to be done by the indemnifying party, its officers, agents, employees and sub-contractors, whether occasioned by negligence or otherwise.

The indemnity obligations under section 9 above shall survive the termination of this Agreement for any reason whatsoever, and shall remain binding upon the parties until all such obligations are satisfied in full.

10. **Default.** If the Summer Village undertakes or permits any activity whatsoever within the Service Area which is outside of the permitted uses contemplated herein, or which may

be a nuisance or cause damage, or if the Summer Village is in default of any of the terms, covenants or conditions of this Agreement, the County may, in its absolute discretion:

- a. give the Summer Village ten (10) days written notice to rectify or remedy any such nuisance, improper activity, or default, and failing the Summer Village remedying or rectifying same this Agreement and the rights herein conferred upon the Summer Village shall automatically terminate. In such event, the Summer Village shall remain responsible for any costs owing to the County, which costs shall be payable forthwith; or
 - b. give the Summer Village ten (10) days written notice to rectify or remedy any such nuisance, improper activity, or default, and failing the Summer Village remedying or rectifying same the County shall have the right, but not be obligated, to take such action as is reasonably necessary to perform such obligations. In such event, the Summer Village shall be responsible for the payment of all costs incurred by the County forthwith to the County.
11. **Termination.** Either party may terminate this Agreement by providing at least fourteen (14) days' written notice to the other party. Such notice of termination shall not relieve the Summer Village from paying any costs owing to the County at the time of termination, which costs shall be payable forthwith upon the Summer Village providing notice of termination.
 12. **Complaints.** All complaints regarding the Roads made by residents of the Summer Village must be made to the Council of the Summer Village, which may then submit said complaints to the County.
 13. **Notice.** Any notice or other communication required or permitted to be given under this Agreement shall be in writing and shall be given by email or facsimile, to the applicable addresses below:

County: Box 1270

 Stettler AB TOC 2L0

 cao@stettlercounty.ca

 Attention: Chief Administrative Officer

Summer Village: Box 119

 Stettler AB TOC 2L0

 cao@whitesandsab.ca

 Attention: Chief Administrative Officer
 14. **Amendment.** This Agreement may only be amended by an instrument in writing that is signed by a duly authorized representative of each of the parties.
 15. **Preamble.** The preamble is incorporated into and forms a part of this Agreement.

16. **Waiver.** No indulgence or forbearance by any party shall be deemed to constitute a party giving up its rights to insist on performance in full and in a timely manner of all covenants of the other party and any such waiver must be expressed in writing and signed by such party and then such waiver shall only be effective in the specific instance and for the specific purpose for which it is given.
17. **Severability.** If any provision of this Agreement is determined by a Court of competent jurisdiction to be invalid or unenforceable, that provision shall be severed from the Agreement and the remainder of the Agreement shall continue in full force and effect.
18. **Assignment.** This Agreement is not assignable, either in whole or in part.
19. **Information Collection.** Notwithstanding any other provision within this Agreement or the termination or expiry of this Agreement, the County and the Summer Village acknowledge that all information and records compiled or created under this Agreement are subject to the provisions of the *Freedom of Information and Protection of Privacy Act*, RSA 2000, c F-25. If a request from the other party (the requesting party) is received for any of this information or records which remain in the custody of the party to whom the request is made, that party shall forward the information and records to the requesting party within five (5) calendar days of receipt of the request.
20. **Further Assurances.** Each of the parties shall execute and deliver all such further documents and do all such other things as the other party may reasonably request to give full effect to, better evidence of, or perfect the full intent and meaning of this Agreement.
21. **Counterparts.** This Agreement may be executed in any number of counterparts, where the signature of each party is on a separate signature page, each of which will be deemed to be an original, and all of which taken together will be deemed to constitute one and the same instrument. Delivery of an executed signature page to this Agreement by any party by electronic transmission will be as effective as delivery of a manually executed copy thereof by such party.

IN WITNESS WHEREOF the Parties hereto have executed this Agreement effective the date specified above.

COUNTY OF STETTLER NO. 6

Per: _____

Per: _____

SUMMER VILLAGE OF WHITE SANDS

Per: _____

Per: _____



SUMMER VILLAGE OF WHITE SANDS

General Ledger Trial Balance 5

January To January Fiscal Year 2023

General Ledger	Description	Previous Year Actual	Beginning Of Period	Current Period	Year To Date	Budget
Revenue Operating						
1-12-01-00-00-590	Admin - Other Revenue	(224.94)	0.00	(24.93)	(24.93)	(400.00)
1-12-01-00-01-490	Admin - Tax Information/Certificates	(1,090.00)	0.00	(25.00)	(25.00)	(500.00)
1-12-01-00-01-520	Admin - Dock Permits	(4,650.00)	0.00	(75.00)	(75.00)	0.00
1-23-00-00-00-590	Fire - Other Revenue	(5,850.00)	0.00	(3,600.00)	(3,600.00)	0.00
1-99-02-00-01-510	Penalties & Cost on Taxes	(4,523.66)	0.00	(1,052.28)	(1,052.28)	(4,500.00)
	Revenue Operating Sub Total	(16,338.60)	0.00	(4,777.21)	(4,777.21)	(5,400.00)
Expenses Operating						
2-11-00-00-01-211	Council - Council Meeting	120.00	0.00	20.00	20.00	100.00
2-12-00-00-00-200	Admin - Contracted Services	8,019.25	0.00	1,638.75	1,638.75	15,000.00
2-12-01-00-00-111	Admin - Salary	55,827.83	0.00	8,901.78	8,901.78	50,000.00
2-12-01-00-00-112	Admin - Wages	20,121.32	0.00	2,567.09	2,567.09	20,000.00
2-12-01-00-00-130	Admin - Benefits	668.66	0.00	636.83	636.83	0.00
2-12-01-00-00-211	Admin - Travel & Subsistence	2,568.85	0.00	402.02	402.02	1,300.00
2-12-01-00-00-214	Admin - Association Memberships	2,025.70	0.00	1,979.24	1,979.24	3,700.00
2-12-01-00-00-227	Admin - Web Site Maintenance	48.54	0.00	13.98	13.98	500.00
2-12-01-00-00-260	Admin - Rentals	3,131.38	0.00	2,815.69	2,815.69	2,500.00
2-12-01-00-00-810	Admin - Bank Charges & Interest	677.96	0.00	1.95	1.95	400.00
2-12-02-00-00-222	Office - Telephone	1,012.96	0.00	103.60	103.60	1,500.00
2-12-02-00-00-223	Office - Postage	824.98	0.00	122.18	122.18	1,400.00
2-12-02-00-00-273	Office - Internet	438.93	0.00	46.13	46.13	1,600.00
2-23-00-00-00-350	Fire - Fire Fighting	5,850.00	0.00	3,600.00	3,600.00	1,000.00
2-24-00-00-00-158	Disaster Services - Coordinator	8,915.91	0.00	8,915.91	8,915.91	5,000.00
2-32-00-00-00-112	Trans - Wages	53,723.95	0.00	2,620.68	2,620.68	60,000.00
2-32-00-00-00-200	Trans - Contracted Services	3,441.82	0.00	427.50	427.50	5,000.00
2-32-00-00-00-222	Trans - Telephone	804.56	0.00	35.00	35.00	650.00
2-32-00-00-00-254	Trans - Purchase Equip Repair	5,798.48	0.00	2,859.79	2,859.79	4,500.00
2-32-00-00-00-510	Trans - Goods & Services	3,806.22	0.00	344.57	344.57	15,300.00
2-32-00-00-00-521	Trans - Fuel	7,345.05	0.00	692.39	692.39	6,000.00
2-32-15-00-00-532	Trans - Project 1 - Gravel	6,149.07	0.00	744.48	744.48	6,000.00
2-41-00-00-00-582	Water - Power	1,082.54	0.00	79.49	79.49	2,300.00
2-43-00-00-00-200	Landfill - Contracted Services	1,940.00	0.00	260.00	260.00	2,500.00
2-43-00-00-00-239	Landfill - Requisition	16,796.00	0.00	4,199.00	4,199.00	16,500.00
2-61-00-00-00-200	Planning & Dev - Dev. Officer Contract	46,597.50	0.00	2,457.50	2,457.50	15,500.00
2-72-00-00-00-112	Parks & Rec - Wages	53,693.87	0.00	2,626.17	2,626.17	48,000.00
2-72-00-00-00-200	Parks & Rec - Contracted Services	16,367.53	0.00	2,500.00	2,500.00	2,500.00
2-72-00-00-00-510	Parks & Rec - General Goods & Services	8,139.20	0.00	3,289.00	3,289.00	5,000.00
2-74-14-00-00-273	Multipurpose - Wifi	1,400.08	0.00	327.00	327.00	2,500.00
2-74-14-00-00-581	Multipurpose - Gas	1,440.94	0.00	498.93	498.93	1,700.00
2-74-14-00-00-582	Multipurpose - Power	1,074.73	0.00	187.88	187.88	2,500.00
2-74-14-00-00-583	Multipurpose - Water	166.44	0.00	166.44	166.44	0.00
	Expenses Operating Sub Total	340,020.25	0.00	56,080.97	56,080.97	300,450.00



SUMMER VILLAGE OF WHITE SANDS

General Ledger Trial Balance 5

January To January Fiscal Year 2023

<u>General Ledger</u>	<u>Description</u>	<u>Previous Year Actual</u>	<u>Beginning Of Period</u>	<u>Current Period</u>	<u>Year To Date</u>	<u>Budget</u>
	Grand Totals	323,681.65	0.00	51,303.76	51,303.76	295,050.00

*** End of Report ***

To January Fiscal Year 2023



SUMMER VILLAGE OF WHITE SANDS
STATEMENT OF REVENUE AND EXPENDITURES
 For the month of January 31, 2023

General Ledger	Description	2023 Budget	2023 Actual	2023 % Variance
*	General Administration	(10,370.00)	(3,824.93)	36.88
*	Protective Services	(824.00)	0.00	0.00
*	Transportation	(40,000.00)	0.00	0.00
*	Water	0.00	0.00	0.00
*	Planning & Development	(30,757.68)	0.00	0.00
*	Recreation & Parks	(6,000.00)	0.00	0.00
*	Taxes & Penalties	(736,644.63)	(1,052.28)	0.14
*	Other Revenue	0.00	0.00	0.00
**	TOTAL REVENUE	(824,596.31)	(4,877.21)	0.59
*	Council & Legislative	13,275.00	20.00	0.15
*	General Administration	145,850.00	19,229.24	13.18
*	Policing	8,900.00	0.00	0.00
*	Fire Fighting & Preventive	45,750.00	3,600.00	7.87
*	Disaster Services	5,000.00	8,915.91	178.32
*	Bylaw Enforcement	2,000.00	0.00	0.00
*	Transportation	145,850.00	7,724.41	5.30
*	Water Department	7,700.00	79.49	1.03
*	Landfill & Recycling	19,000.00	4,459.00	23.47
*	Planning & Development	34,000.00	2,457.50	7.23
*	Park & Recreation	62,075.00	8,415.17	13.56
*	Culture	11,500.00	1,180.25	10.26
*	Contingency	0.00	0.00	0.00
*	Requistitions	352,845.00	0.00	0.00
**	TOTAL EXPENSES	853,745.00	56,080.97	6.57
***	(SURPLUS)/DEFICIT-Before Amort	29,148.69	51,203.76	175.66

*** End of Report ***



SUMMER VILLAGE OF WHITE SANDS

Cheque Listing For Council

2023-Feb-10
1:17:25PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
202370001	2023-01-10	641619 ALBERTA LTD.	11 12	PAYMENT NOV-DEC SEPT-OCT	870.19 850.50	1,720.69
202370002	2023-01-10	ACCESS GAS SERVICES	202212-3683	PAYMENT DECEMBER	523.88	523.88
202370003	2023-01-10	BOUNTY ONSITE INC	001-134794 001-134931	PAYMENT BLOCK HEATER CORD EXTENSION CORD	12.89 53.88	66.77
202370004	2023-01-10	CANADIAN REVENUE AGENCY	41	PAYMENT DEC M202210	1,633.34	1,633.34
202370005	2023-01-10	FIVE STAR VENTURES LTD.	27350 27635 27731 28270 28488 28585	PAYMENT OCT CARDBOARD NOV CARDBOARD NOV CARDBOARD DEC CARDBOARD DEC CARDBOARD DEC CARDBOARD	42.00 42.00 52.50 42.00 42.00 52.50	273.00
202370007	2023-01-10	LONGHURST CONSULTING	194376	PAYMENT JAN PRINTER LEASE	331.47	331.47
202370009	2023-01-10	PICKERING, DEAN	5 6	PAYMENT OCT-DEC MILEAGE JUNE - DEC BLUE CROSS	422.12 668.67	1,090.79
202370010	2023-01-10	STETTLER BUILDING SUPPLIES LTD.	AJ6492 AJ6739	PAYMENT BATHROOM BATHROOM	50.99 11.94	62.93
202370011	2023-01-10	STETTLER HOME HARDWARE	131553	PAYMENT SHOP BATHROOM	17.64	17.64
202370012	2023-01-10	SUMMER VILLAGE OF ROCHON SANDS	202350001	PAYMENT 50% OF COST SHARING NOV - DEC	14,822.78	14,822.78
202370013	2023-01-10	TOWN OF STETTLER	IVC040706 IVC040707	PAYMENT NOV FIRE DEC19/22 @ 27 4TH STREET	285.74 3,600.00	3,885.74
202370014	2023-01-10	UNITED FARMERS OF ALBERTA	114436359	PAYMENT DEC FUEL	727.01	727.01
202370015	2023-01-11	OK TIRE	REPL-202370008 REPL-202370008	Replacement Cheque Replacement Cheque	604.39	604.39
202370016	2023-01-11	JOHN DEERE FINANCIAL	9	PAYMENT FIX THE JD TRACTOR	2,385.49	2,385.49
202370018	2023-01-30	AHERN, KAREN	1	PAYMENT MOTION 22:12:21:09	2,500.00	2,500.00
202370019	2023-01-30	ALBERTA MUNICIPALITIES	20230077	PAYMENT ASSOC. AB MUNI 2023	1,049.63	1,049.63
202370020	2023-01-30	ASSOCIATION OF SUMMER VILLAGES	SI-77	PAYMENT ASVA 2023	975.00	975.00
202370021	2023-01-30	CANADIAN REVENUE AGENCY	42	PAYMENT JAN M202301	1,493.70	1,493.70
202370022	2023-01-30	COUNTY OF STETTLER #6	COS006707	PAYMENT 2022 DISASTER SERVICES	8,915.91	8,915.91
202370023	2023-01-30	FUTURE AG INC.	IS74402	PAYMENT LOOM BUCKET	3,453.45	3,453.45
202370024	2023-01-30	GRA-CORE CONSULTING & INVESTMENTS LTD.	2022-010 2022-011	PAYMENT NOVEMBER DEC	1,113.00 1,404.38	2,517.38

SUMMER VILLAGE OF WHITE SANDS



Cheque Listing For Council

2023-Feb-10
1:17:25PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
202370025	2023-01-30	NORTH STAR TRUCKING LTD.	323395	PAYMENT GRAVEL	781.14	781.14
202370026	2023-01-30	SHIRLEY MCCLELLAN REGIONAL WATER COMMISSIC	SMRWSC-002474	PAYMENT OCT-DEC	166.44	166.44
202370028	2023-01-30	STETTLER WASTE MANAGEMENT AUTHORITY	SWM0003595	PAYMENT Q4	4,199.00	4,199.00
202370029	2023-01-30	TAIT, LISA	6	PAYMENT JANUARY RV INSPECTION	60.00	60.00
202370030	2023-01-30	TD CANADA TRUST., (7258)	10 11 9	PAYMENT CAR WASH AIR HOSE REEL INYEREST	15.75 136.49 1.16	153.40
202370031	2023-01-30	TD CANADA TRUST., (8793)	68 69 70 71 72 73	PAYMENT INTEREST OCT-DEC NAMESPRO DOMAIN RENEWAL CELL PHONE DEC ZOOM	0.79 343.35 14.68 36.75 42.00 21.00	458.57

Total 54,869.54

*** End of Report ***



SUMMER VILLAGE OF WHITE SANDS

Tax Trial Balance (Debit Balances)

2023-Feb-10

Trial Balance As Of

1:42:11PM

Roll #	Title Holder	Tax Levy	Accum. Penalty	Out. Penalty	Outstanding	Current	1 Year	2 Years	3 Years	Over 3
55		0.00	478.70	478.70	4,467.94	478.70	2,899.29	1,089.95	0.00	0.00
106		0.00	77.30	77.30	721.43	77.30	644.13	0.00	0.00	0.00
140		0.00	36.00	36.00	336.00	36.00	300.00	0.00	0.00	0.00
262		0.00	371.90	371.90	3,471.09	371.90	3,025.24	73.95	0.00	0.00
860		0.00	16.38	16.38	67.85	16.38	51.47	0.00	0.00	0.00
931		0.00	72.00	72.00	336.00	72.00	264.00	0.00	0.00	0.00



SUMMER VILLAGE OF WHITE SANDS

Tax Trial Balance (Debit Balances)

Trial Balance As Of

Roll #	Title Holder	Tax Levy	Accum. Penalty	Out. Penalty	Outstanding	Current	1 Year	2 Years	3 Years	Over 3
		Tax Levy	9,347.05							
		Additional Tax Levy	0.00							
										Local Improvement Levy
										0.00
										Accumulated Penalty
										1,052.28
										Outstanding Penalty
										1,052.28
		Sub Ledger								
		Current	1,052.28							
		1 Year	7,184.13							
		2 Years	1,163.90							
		3 Years	0.00							
		Over 3	0.00							
		Outstanding	9,400.31							

*** End of Report ***



SUMMER VILLAGE OF WHITE SANDS

Tax Trial Balance (Credit Balances)

Trial Balance As Of

Roll #	Title Holder	Tax Levy	Accum. Penalty	Out. Penalty	Outstanding	Current	1 Year	2 Years	3 Years	Over 3
		Tax Levy	238,709.93		Local Improvement Levy					0.00
		Additional Tax Levy		0.00	Accumulated Penalty					0.00
					Outstanding Penalty					0.00
Sub Ledger										
		Current	(44,747.36)							
		1 Year		0.00						
		2 Years		0.00						
		3 Years		0.00						
		Over 3		0.00						
		Outstanding	(44,747.36)							

*** End of Report ***



SUMMER VILLAGE OF WHITE SANDS

STATEMENT OF CAPITAL REVENUE AND EXPENDITURES

For the Month of January 2023

General Ledger	Description	2023 YTD Budget	2023 YTD Actual	2023 YTD \$ Variance
Capital Revenue				
5-12-00-00-00-840	Admin - Provincial Grant	(12,583.33)	0.00	(12,583.33)
5-32-00-00-00-840	Trans - Provincial Grant	(3,083.33)	0.00	(3,083.33)
5-72-00-00-00-840	Parks & Rec - Provincial Grant	(11,250.00)	0.00	(11,250.00)
*	TOTAL CAPITAL REVENUE	(26,916.67)	0.00	(26,916.67)
Capital Expenditure				
6-31-00-00-30-630	Common Services - Snow Plow	916.67	0.00	916.67
6-31-00-00-50-650	Common Services - Vehicle	1,666.67	0.00	1,666.67
6-32-00-00-11-610	Trans - Dust Control	1,416.67	0.00	1,416.67
6-72-00-00-22-620	Parks & Rec - Tennis Court	2,916.67	0.00	2,916.67
6-72-00-00-23-620	Parks & Rec - Parking Areas/Trails	8,333.33	0.00	8,333.33
6-12-00-00-20-620	Admin - Office Project	12,583.33	0.00	12,583.33
*	TOTAL CAPITAL EXPENDITURE	27,833.33	0.00	27,833.33
**	SURPLUS/(DEFICIT)	916.67	0.00	916.67

*** End of Report ***



SUMMER VILLAGE OF WHITE SANDS

Budget 2022, YTD Actual 2022, Budget 2023 For 2023 Budget Planning and Calculation

General Ledger	Description	2022 Budget	2022 Actual	2022 % Variance	2023 Budget
Administration Rev					
1-12-01-00-00-300	Admin - Sales to Other Governments	0.00	0.00	0.00	0.00
1-12-01-00-00-520	Admin - Lot Sale Fees	(100.00)	0.00	0.00	(100.00)
1-12-01-00-00-590	Admin - Other Revenue	(400.00)	(224.94)	56.23	(400.00)
1-12-01-00-00-840	Admin - Provincial Grant	(9,370.00)	(9,370.00)	100.00	(9,370.00)
1-12-01-00-01-490	Admin - Tax Information/Certificates	(500.00)	(1,090.00)	218.00	(500.00)
1-12-01-00-01-520	Admin - Dock Permits	0.00	(4,650.00)	0.00	0.00
1-12-01-00-01-590	Admin - GST Interest	0.00	(3.71)	0.00	0.00
1-12-99-91-00-920	Admin - Drawn from Op Reserve	0.00	0.00	0.00	0.00
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
* TOTAL Administration Rev		(10,370.00)	(15,338.65)	147.91	(10,370.00)
Protective Services Rev					
1-23-99-91-00-920	Fire - Drawn fr. Op Reserve	0.00	0.00	0.00	0.00
1-25-00-00-00-560	Ambulance - Other Revenue	(824.00)	(824.00)	100.00	(824.00)
1-25-00-00-00-840	Ambulance - Provincial Grant	0.00	0.00	0.00	0.00
1-25-99-92-00-940	Ambulance - Drawn from Capital	0.00	0.00	0.00	0.00
1-26-00-00-00-530	Bylaw - Fines	0.00	0.00	0.00	0.00
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
* TOTAL Protective Services Rev		(824.00)	(824.00)	100.00	(824.00)
Common Services Rev					
1-31-99-91-00-920	Common Services - Drawn from Op. Reserve	0.00	0.00	0.00	0.00
1-32-00-00-00-550	Trans - Returns on Investments	0.00	0.00	0.00	0.00
1-32-00-00-00-590	Trans - Multi-Purpose Room	0.00	0.00	0.00	0.00
1-32-00-00-00-840	Trans - Provincial Grants	0.00	(20,744.85)	0.00	0.00
1-32-00-00-01-840	Trans - Road Grants	0.00	0.00	0.00	0.00
1-32-99-91-00-920	Trans - Drawn from Operating Reserve	0.00	(7,871.81)	0.00	0.00
1-32-99-92-00-940	Trans - Drawn from Capital	0.00	0.00	0.00	0.00
1-32-99-94-00-990	Trans - Contributed from Surplus	0.00	0.00	0.00	0.00
1-41-00-00-00-840	Water - Provincial Grant	0.00	0.00	0.00	0.00
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
* TOTAL Common Services Rev		0.00	(28,616.66)	0.00	0.00
Planning&Development Rev					
1-61-00-00-00-520	Planning & Dev - Planning Permits	(2,420.00)	(2,300.00)	95.04	(2,420.00)
1-61-00-00-00-530	Inactive - Planning & Dev - Deposit	0.00	0.00	0.00	0.00



SUMMER VILLAGE OF WHITE SANDS

Budget 2022, YTD Actual 2022, Budget 2023 For 2023 Budget Planning and Calculation

General Ledger	Description	2022 Budget	2022 Actual	2022 % Variance	2023 Budget
1-61-00-00-00-840	Planning & Dev - Provincial Grant	0.00	0.00	0.00	0.00
1-61-00-00-01-520	Planning & Dev - Building Permits	(2,500.00)	(8,799.73)	351.98	(2,500.00)
1-61-00-00-02-520	Planning & Dev - RV Permit	(18,900.00)	(21,600.00)	114.28	(18,900.00)
1-61-00-00-03-520	Planning & Dev - Subdivision Application	0.00	(1,000.00)	0.00	0.00
1-61-00-00-05-520	Planning & Dev - PGE Permits	(6,937.68)	(4,690.00)	67.60	(6,937.68)
1-61-99-91-00-920	Planning & Dev - Drawn from Op Reserve	0.00	(10,000.00)	0.00	0.00
*	TOTAL Planning&Development Rev	(30,757.68)	(48,389.73)	157.33	(30,757.68)
Parks & Recreation Rev					
1-72-00-00-00-590	Recreation - Recycling Revenue	0.00	0.00	0.00	0.00
1-72-00-00-00-840	Parks - Provincial Grant	0.00	(16,236.20)	0.00	0.00
1-72-99-91-00-920	Recreation - Drawn from Operating Reserv	0.00	0.00	0.00	0.00
1-72-99-92-00-940	Parks & Rec - Drawn fr. Capital	0.00	0.00	0.00	0.00
*	TOTAL Parks & Recreation Rev	0.00	(16,236.20)	0.00	0.00
Excess Collection of Req Rev					
1-97-00-00-00-990	Excess Collection of Requisitions	0.00	(63.59)	0.00	0.00
1-97-00-00-01-990	Under Collection of Requisitions	0.00	(29.97)	0.00	0.00
*	TOTAL Excess Collection of Req	0.00	(93.56)	0.00	0.00
Taxes Rev					
1-99-01-00-01-111	Taxes - Municipal	(378,964.00)	(407,385.91)	107.49	(378,964.00)
1-99-01-00-01-120	Taxes - Municipal - Special Tax	0.00	0.00	0.00	0.00
1-99-01-00-02-111	Taxes - School - Residential	(297,886.00)	(297,776.09)	99.96	(297,886.00)
1-99-01-00-03-111	Taxes - School - Non-Residential	(1,824.00)	(1,824.50)	100.02	(1,824.00)
1-99-01-00-04-111	Taxes - Ambulance	0.00	0.00	0.00	0.00
1-99-01-00-05-111	Taxes - Senior Housing	(53,134.00)	(53,114.35)	99.96	(53,134.00)
1-99-01-00-06-111	Taxes - DIP	(36.63)	(36.64)	100.02	(36.63)
*	TOTAL Taxes Rev	(731,844.63)	(760,137.49)	103.87	(731,844.63)
Other Revenue					
1-99-02-00-01-510	Penalties & Cost on Taxes	(4,500.00)	(4,523.66)	100.52	(4,500.00)
1-99-02-00-02-550	Return on Investments	(300.00)	0.00	0.00	(300.00)
1-99-02-00-04-740	Unconditional Provincial Grant	0.00	0.00	0.00	0.00
*	TOTAL Other Revenue	(4,800.00)	(4,523.66)	94.24	(4,800.00)



SUMMER VILLAGE OF WHITE SANDS

Budget 2022, YTD Actual 2022, Budget 2023 For 2023 Budget Planning and Calculation

General Ledger	Description	2022 Budget	2022 Actual	2022 % Variance	2023 Budget
**	TOTAL REVENUE	(778,596.31)	(874,159.95)	112.27	(778,596.31)
	Council&Legislative Exp				
2-11-00-00-00-151	Council - Honoraria	11,000.00	10,375.00	94.31	11,000.00
2-11-00-00-00-152	Council - Advertising	0.00	0.00	0.00	0.00
2-11-00-00-00-210	Council - Training	500.00	(345.00)	(69.00)	500.00
2-11-00-00-00-211	Council - Travel & Subsistence	1,400.00	1,144.25	81.73	1,400.00
2-11-00-00-00-274	Council - Insurance	100.00	404.79	404.79	100.00
2-11-00-00-00-510	Council - Other Goods	175.00	0.00	0.00	175.00
2-11-00-00-01-211	Council - Council Meeting	100.00	120.00	120.00	100.00
*	TOTAL Council&Legislative Exp	13,275.00	11,699.04	88.13	13,275.00
	Administrative Services				
2-12-00-00-00-131	Inactive - WCB	0.00	0.00	0.00	0.00
2-12-00-00-00-200	Admin - Contracted Services	15,000.00	8,019.25	53.46	15,000.00
2-12-00-00-01-200	Admin - Contracted Services Subvision	0.00	0.00	0.00	0.00
2-12-01-00-00-111	Admin - Salary	50,000.00	55,827.83	111.65	50,000.00
2-12-01-00-00-210	Admin - Training	1,000.00	85.00	8.50	1,000.00
2-12-01-00-00-211	Admin - Travel & Subsistence	1,300.00	2,568.85	197.60	1,300.00
2-12-01-00-00-214	Admin - Association Memberships	3,700.00	2,025.70	54.74	3,700.00
2-12-01-00-00-225	Admin - Land Titles	50.00	0.00	0.00	50.00
2-12-01-00-00-227	Admin - Web Site Maintenance	500.00	48.54	9.70	500.00
2-12-01-00-00-231	Admin - Accounting & Audit	9,500.00	13,108.27	137.98	9,500.00
2-12-01-00-00-232	Admin - Legal Fees	5,000.00	5,525.85	110.51	5,000.00
2-12-01-00-00-239	Admin - Computer Maintenance	2,000.00	3,827.30	191.36	2,000.00
2-12-01-00-00-260	Admin - Rentals	2,500.00	3,131.38	125.25	2,500.00
2-12-01-00-00-274	Admin - Insurance & Bond	4,000.00	5,325.45	133.13	4,000.00
2-12-01-00-00-511	Admin - IT Support	1,500.00	2,619.59	174.63	1,500.00
2-12-01-00-00-518	Admin - Promo	1,000.00	130.39	13.03	1,000.00
2-12-01-00-00-582	Admin - Power	0.00	1,321.03	0.00	0.00
2-12-01-00-00-731	Admin - Contr. to Other Government	0.00	0.00	0.00	0.00
2-12-01-00-00-732	Admin - Promo	0.00	0.00	0.00	0.00
2-12-01-00-00-810	Admin - Bank Charges & Interest	400.00	677.96	169.49	400.00
2-12-01-00-00-920	Admin - Uncollectable Accounts	0.00	0.00	0.00	0.00
2-12-01-00-00-991	Admin - Cash Over/Short	0.00	(0.59)	0.00	0.00
2-12-01-00-00-112	Admin - Wages	20,000.00	20,121.32	100.60	20,000.00
*	TOTAL Administrative Services	117,450.00	124,363.12	105.89	117,450.00



SUMMER VILLAGE OF WHITE SANDS

Budget 2022, YTD Actual 2022, Budget 2023
For 2023 Budget Planning and Calculation

General Ledger	Description	2022 Budget	2022 Actual	2022 % Variance	2023 Budget
Common Office Exp					
2-12-02-00-00-221	Office - Advertising	600.00	1,159.25	193.20	600.00
2-12-02-00-00-222	Office - Telephone	1,500.00	1,012.96	67.53	1,500.00
2-12-02-00-00-223	Office - Postage	1,400.00	824.98	58.92	1,400.00
2-12-02-00-00-273	Office - Internet	1,600.00	438.93	27.43	1,600.00
2-12-02-00-00-510	Office - Goods & Services	6,500.00	3,616.87	55.64	6,500.00
		<u>11,600.00</u>	<u>7,052.99</u>	<u>60.80</u>	<u>11,600.00</u>
* TOTAL Common Office Exp		11,600.00	7,052.99	60.80	11,600.00
Assessor Exp					
2-12-11-00-00-239	Assessor	12,300.00	12,262.50	99.69	12,300.00
2-12-11-00-02-239	Regional ARB	1,500.00	935.30	62.35	1,500.00
		<u>13,800.00</u>	<u>13,197.80</u>	<u>95.64</u>	<u>13,800.00</u>
* TOTAL Assessor Exp		13,800.00	13,197.80	95.64	13,800.00
Municipal Election Exp					
2-12-12-00-00-227	Municipal Election	3,000.00	4,215.92	140.53	3,000.00
		<u>3,000.00</u>	<u>4,215.92</u>	<u>140.53</u>	<u>3,000.00</u>
* TOTAL Municipal Election Exp		3,000.00	4,215.92	140.53	3,000.00
Municipal Protective Exp					
2-21-00-00-00-200	RCMP - Enhanced Policing	8,900.00	8,807.75	98.96	8,900.00
2-21-00-00-00-300	Inactive RCMP - Enhanced Policing	0.00	0.00	0.00	0.00
2-23-00-00-00-158	Fire - Regional Chief	0.00	0.00	0.00	0.00
2-23-00-00-00-200	Fire - Fire Agreement	44,000.00	42,290.60	96.11	44,000.00
2-23-00-00-00-264	Fire - Access Road Agreement	750.00	3.77	0.50	750.00
2-23-00-00-00-350	Fire - Fire Fighting	1,000.00	5,850.00	585.00	1,000.00
2-23-99-91-00-764	Fire - Transfer to Reserve	0.00	0.00	0.00	0.00
2-24-00-00-00-158	Disaster Services - Coordinator	5,000.00	8,915.91	178.31	5,000.00
2-24-00-00-00-159	Disaster Services - ER Access Service	0.00	0.00	0.00	0.00
2-25-00-00-00-765	Ambulance - Levy	0.00	0.00	0.00	0.00
2-25-99-92-00-762	Ambulance - Contributed to Capital	0.00	0.00	0.00	0.00
2-26-00-00-00-158	Bylaw - Regional Officer	0.00	0.00	0.00	0.00
2-26-00-00-00-200	Bylaw - Enforcement	2,000.00	0.00	0.00	2,000.00
2-26-00-00-00-300	Bylaw - RCMP	0.00	0.00	0.00	0.00
2-26-99-91-00-764	Bylaw - Transfer to Reserve	0.00	0.00	0.00	0.00
		<u>61,650.00</u>	<u>65,868.03</u>	<u>106.84</u>	<u>61,650.00</u>
* TOTAL Municipal Protective Exp		61,650.00	65,868.03	106.84	61,650.00



SUMMER VILLAGE OF WHITE SANDS

Budget 2022, YTD Actual 2022, Budget 2023 For 2023 Budget Planning and Calculation

General Ledger	Description	2022 Budget	2022 Actual	2022 % Variance	2023 Budget
Transportation Exp					
2-32-00-00-00-222	Trans - Telephone	650.00	804.56	123.77	650.00
2-32-00-00-00-252	Trans - Building Pumpout	1,000.00	0.00	0.00	1,000.00
2-32-00-00-00-254	Trans - Purchase Equip Repair	4,500.00	5,798.48	128.85	4,500.00
2-32-00-00-00-274	Trans - Insurance	1,000.00	2,267.44	226.74	1,000.00
2-32-00-00-00-510	Trans - Goods & Services	15,300.00	3,806.22	24.87	15,300.00
2-32-00-00-00-521	Trans - Fuel	6,000.00	7,345.05	122.41	6,000.00
2-32-00-00-00-529	Trans - Equip Repair Parts	2,500.00	5,212.45	208.49	2,500.00
2-32-00-00-00-540	Trans - Street Lights	0.00	0.00	0.00	0.00
2-32-00-00-00-552	Inactive Trans - Bldg - Power	0.00	0.00	0.00	0.00
2-32-00-00-00-581	Trans - Bldg - Gas	1,000.00	1,440.94	144.09	1,000.00
2-32-00-00-00-582	Trans - Bldg - Power	800.00	1,074.73	134.34	800.00
2-32-00-00-00-583	Trans - Bldg - Water	100.00	239.21	239.21	100.00
2-32-00-00-01-237	Trans - Bldg - Janitor	0.00	0.00	0.00	0.00
2-32-15-00-00-263	Trans - Project 1 - Hired Equipment	2,000.00	0.00	0.00	2,000.00
2-32-15-00-00-532	Trans - Project 1 - Gravel	6,000.00	6,149.07	102.48	6,000.00
2-32-15-00-00-554	Trans - Project 1 - Materials	0.00	0.00	0.00	0.00
2-32-99-91-00-764	Trans - Transfer to Reserve	0.00	0.00	0.00	0.00
2-32-99-92-00-762	Trans - Contributed to Capital	0.00	0.00	0.00	0.00
2-31-00-00-00-562	Common Services - Small Equip/Tools	0.00	0.00	0.00	0.00
2-31-99-90-00-940	Common Services - TCA Writedown	0.00	0.00	0.00	0.00
2-31-99-91-00-764	Common Services - Trsf to Reserve	0.00	0.00	0.00	0.00
2-31-99-92-00-762	Common Services - Contributed to Capital	0.00	0.00	0.00	0.00
2-32-00-00-00-112	Trans - Wages	60,000.00	53,723.95	89.53	60,000.00
2-32-00-00-00-132	Trans - Wage Benefits	0.00	0.00	0.00	0.00
2-32-00-00-00-158	Trans - Regional Employee Safety	0.00	0.00	0.00	0.00
2-32-00-00-00-200	Trans - Contracted Services	5,000.00	3,441.82	68.83	5,000.00
* TOTAL Transportation Exp		105,850.00	91,303.92	86.26	105,850.00
Water Supply Exp					
2-41-00-00-00-214	Water - SMRWSC Membership	0.00	0.00	0.00	0.00
2-41-00-00-00-274	Water - Insurance	0.00	0.00	0.00	0.00
2-41-00-00-00-510	Water - General Goods & Services	900.00	368.68	40.96	900.00
2-41-00-00-00-582	Water - Power	2,300.00	1,082.54	47.06	2,300.00
2-41-99-92-00-762	Water - Contributed to Capital	0.00	0.00	0.00	0.00
2-41-00-00-00-200	Water - SMRWSC Debt Interest	4,500.00	1,259.64	27.99	4,500.00
* TOTAL Water Supply Exp		7,700.00	2,710.86	35.21	7,700.00



SUMMER VILLAGE OF WHITE SANDS

Budget 2022, YTD Actual 2022, Budget 2023 For 2023 Budget Planning and Calculation

General Ledger	Description	2022 Budget	2022 Actual	2022 % Variance	2023 Budget
Landfill & Recycling Exp					
2-43-00-00-00-112	Landfill - Wages	0.00	0.00	0.00	0.00
2-43-00-00-00-132	Landfill - Wage Benefits	0.00	0.00	0.00	0.00
2-43-00-00-00-200	Landfill - Contracted Services	2,500.00	1,940.00	77.60	2,500.00
2-43-00-00-00-239	Landfill - Requisition	16,500.00	16,796.00	101.79	16,500.00
2-43-99-91-00-764	Landfill - Transfer to Reserve	0.00	0.00	0.00	0.00
* TOTAL Landfill & Recycling Exp		19,000.00	18,736.00	98.61	19,000.00
Subdivision & Development Exp					
2-61-00-00-00-158	Planning & Dev - DAB Fees	0.00	0.00	0.00	0.00
2-61-00-00-00-200	Planning & Dev - Dev. Officer Contract	15,500.00	46,597.50	300.62	15,500.00
2-61-00-00-00-211	Planning & Dev - Travel & Subs.	0.00	0.00	0.00	0.00
2-61-00-00-00-214	Planning & Dev - Membership	0.00	480.00	0.00	0.00
2-61-00-00-00-221	Planning & Dev - Advertising	500.00	0.00	0.00	500.00
2-61-00-00-00-232	Planning & Dev - Buffalo Lake Plan	2,500.00	0.00	0.00	2,500.00
2-61-00-00-00-239	Planning & Dev - Misc Engineering	8,000.00	4,773.78	59.67	8,000.00
2-61-00-00-00-519	Planning & Dev - Other Supplies	1,500.00	0.00	0.00	1,500.00
2-61-00-00-01-158	Planning & Dev - Honorarium	0.00	0.00	0.00	0.00
2-61-00-00-01-232	Planning & Dev - Mediation	0.00	586.67	0.00	0.00
2-61-00-00-01-519	Planning & Dev - Safety Code Inspect	6,000.00	8,768.33	146.13	6,000.00
* TOTAL Subd & Dev Exp		34,000.00	61,206.28	180.02	34,000.00
Parks & Recreation Exp					
2-72-00-00-00-112	Parks & Rec - Wages	48,000.00	53,693.87	111.86	48,000.00
2-72-00-00-00-200	Parks & Rec - Contracted Services	2,500.00	16,367.53	654.70	2,500.00
2-72-00-00-00-210	Parks & Rec - Gazebo Hill	0.00	0.00	0.00	0.00
2-72-00-00-00-211	Parks & Rec - Memorial	0.00	0.00	0.00	0.00
2-72-00-00-00-252	Parks & Rec - Outhouse Pumpout	1,000.00	750.00	75.00	1,000.00
2-72-00-00-00-272	Parks & Rec - Damage Claims	0.00	0.00	0.00	0.00
2-72-00-00-00-274	Parks & Rec - Insurance	2,300.00	664.96	28.91	2,300.00
2-72-00-00-00-510	Parks & Rec - General Goods & Services	5,000.00	8,139.20	162.78	5,000.00
2-72-00-00-00-518	Parks & Rec - Other Contribution	0.00	0.00	0.00	0.00
2-72-00-00-00-582	Parks & Rec - Power	0.00	0.00	0.00	0.00
2-72-15-00-00-263	Parks & Rec - Beach Improvements	1,200.00	3,170.67	264.22	1,200.00
2-72-25-00-00-263	Parks & Rec - Trail Maintenance	2,000.00	146.99	7.34	2,000.00
2-72-40-00-00-510	Parks & Rec - Jack's Pond - Supplies	75.00	83.98	111.97	75.00
2-72-99-91-00-764	Parks & Rec - Transfer to Reserve	0.00	16,236.20	0.00	0.00



SUMMER VILLAGE OF WHITE SANDS

Budget 2022, YTD Actual 2022, Budget 2023 For 2023 Budget Planning and Calculation

General Ledger	Description	2022 Budget	2022 Actual	2022 % Variance	2023 Budget
2-72-99-92-00-762	Parks & Rec - Contributed to Capital	0.00	0.00	0.00	0.00
*	TOTAL Parks & Recreation Exp	62,075.00	99,253.40	159.89	62,075.00
Culture Exp					
2-74-11-00-00-214	Library - Parkland Membership	1,100.00	1,012.85	92.07	1,100.00
2-74-14-00-00-237	Multipurpose - Janitor	700.00	727.50	103.92	700.00
2-74-14-00-00-252	Multipurpose - Building Pumpout	500.00	380.00	76.00	500.00
2-74-14-00-00-273	Multipurpose - Wifi	2,500.00	1,400.08	56.00	2,500.00
2-74-14-00-00-275	Multipurpose - Security System	0.00	557.50	0.00	0.00
2-74-14-00-00-519	Multipurpose - Supplies	2,500.00	2,334.78	93.39	2,500.00
2-74-14-00-00-581	Multipurpose - Gas	1,700.00	1,440.94	84.76	1,700.00
2-74-14-00-00-582	Multipurpose - Power	2,500.00	1,074.73	42.98	2,500.00
2-74-14-00-00-583	Multipurpose - Water	0.00	166.44	0.00	0.00
*	TOTAL Culture Exp	11,500.00	9,094.82	79.09	11,500.00
Contingency Exp					
2-99-99-91-00-764	Contingency - Transfer to Reserve	0.00	0.00	0.00	0.00
*	TOTAL Contingency Exp	0.00	0.00	0.00	0.00
Non-Municipal Req Exp					
2-99-01-00-00-743	Requisitions - Alberta School Foundation	299,711.00	299,711.14	100.00	299,711.00
2-99-01-00-00-746	Requisitions - Senior Housing	53,134.00	53,134.00	100.00	53,134.00
*	TOTAL Non-Municipal Req Exp	352,845.00	352,845.14	100.00	352,845.00
Amortization Exp					
2-98-99-12-00-900	Admin - Amortization Expense	0.00	0.00	0.00	0.00
2-98-99-31-00-900	Common Services - Amortization Expense	0.00	0.00	0.00	0.00
2-98-99-32-00-900	Transportation - Amortization Expense	0.00	0.00	0.00	0.00
2-98-99-37-00-900	Drainage - Amortization Expense	0.00	0.00	0.00	0.00
2-98-99-41-00-900	Water - Amortization Expense	0.00	0.00	0.00	0.00
2-98-99-43-00-900	Landfill - Amortization Expense	0.00	0.00	0.00	0.00
2-98-99-72-00-900	Parks & Rec - Amortization Expense	0.00	0.00	0.00	0.00
*	TOTAL Amortization Exp	0.00	0.00	0.00	0.00

*** End of Report ***

CAO Report
Summer Village of White Sands
January, 2023

- The Year End processes are in full Swing, and almost all of the outstanding Taxes, and RV permits have been collected. Council has been getting monthly updates in the Financial Statements. Some minor adjustments will be needed for the Year End for RV Permits, Accounts Payables, Accounts Receivables, and Payroll. The Summer Village has now received final 2022 Invoices from utility companies, contractors and vendors.
- Conference Calling/Communications system, a Large Screen TV, Zoom capable system, with a laptop, conference camera, Konftel conference microphone on a portable cart has been installed. The entire system has been designed and configured to work with the existing Internet and Wi-Fi services within the White Sands Community Hall and the White Sands old shop next door. Additional improvements will be done in the near future, but the system seems to be working.
- The SVWS has been in contact with AB Environment about the previously applied for Wetlands Applications for the three (3) wetlands within the Village. Several Engineering firms have been contacted to provide quotes for the SVWS community elevations and drainage plan. Drainage Plan is forthcoming. The Summer Village will be working with and engineering firm to develop a drainage plan, and more permanent solution for dealing with the water issues at several of the wetlands.
- The staff will be monitoring the water levels at the wetland ponds, in the ditches and the adjacent properties.
- Insurance claims, and development applications. The insurance claim for the pumping incident with drainage activities which led to overland flooding in July 2022, has yet to be settled. An additional Insurance claim has been filed, and is being investigated.
- The property owner would like to proceed with the construction or repair of the retaining wall, with cement barrier blocks, however an engineer will not develop a plan until the Summer Village drainage plan is in place. No update on the insurance claim as of January 2023. To date no Development Application or drawings has been received from the land owner for their retaining wall by Administration or the Development Officer.
- We now have 120 Property Owners signed up with **Tax Installment Payment Plan (TIPPs) for 2023**. This will help the Summer Village of White Sands with monthly cashflow in the first half of 2023. That amounts to just over \$20,000 per month, which will help pay for monthly operating expenses.

- The Docks and Mooring Management Policy is being developed. The Summer Village has created registration tags and they are being sent out with the 2023 Registration Invoices to residents that registered for the 2022 Dock & Mooring Applications. The Yellow Registration tags are for the registrants to hang on their docks, moorings and boat lifts to identify them. These tags will be attached to the registered docks and boat lifts and clearly indicate the registered owners to Alberta Environment in 2023.
-
- Alberta Environment and Lands contracts department will be drafted the updated Recreation Lease documents. The Summer Village provided AB Environment and Lands with the survey data, and the Lease Boundary maps for the new ROW and Recreation Lease documents.
- The Summer Village Council and Alberta Environment and Lands had a Zoom meeting on February 3, 2023, to discuss their expectations for the Recreation Lease / LOC/ ROW, and the following supporting documents, that will accompany the Recreation Lease for the License of Occupation (LOC) and Right of Way (ROW). 1. Shoreline Management Plan, 2. The Dock and Mooring Management Plan, 3) Long-term Shoreline Development Plan, and Possibly 4) Long-term Commercial Tourism Management Plan. The Shoreline Management plan will include plans and requests to create Dock, Mooring and Lift Storage Areas within the LOC/ ROW and Municipal Reserve (MR). It will also include a Boat Launch Development and Maintenance Plan, a Wetlands and Environmental Reserve Management Plan, and a Municipal Reserve Management Plan. Alberta Environment is open to some negotiations of the Recreation Lease and creation of storage areas within License Of Occupation (LOC), Right-Of-Way (ROW) and New Recreation Lease.
- Survey documents have previously been sent to Alberta Environment, and Lands. Their contracts and legal teams are working on the first draft of the License of Occupation Contracts (LOC) and Recreation Lease documents for Council to review. The Summer Village of White Sands staff will be working to be in compliance with the Buffalo Lake Management Plan, Buffalo Lake Intermunicipal Development Plan, and the Government of Alberta Environment Regulations, and Alberta Waterways regulations
- The Boat Launch Project will be included in the Recreation Lease and Management Plan documents, so the Summer Village will not have to apply for Temporary Field Authorizations (TFAs) to either Repair or upgrade the existing Boat Launches, or gets Engineering Plans to Build new Boat launches.
- Municipal Office/ Hall/ Multi-Use Facility Renovations project was set aside for 2022. The New Council will have to vote on how they will spend the large amount unapplied for grants that need to be spent on future Capital Projects. The Council has to spend \$290,000 worth of MSI Capital Grants from 2007 to 2018, or have the money clawed back if unspent by December 2023. Council is working on their Strategic Plan and Long-term Capital Plans and will present them for Public Feedback and Input early in the New Year, 2023.

- The 2022 Development Permits, Subdivision Permits, and completed building projects will also result in some increased Assessment and new Property taxes in 2023. The growth in municipal assessment from developments activity for 2021 and 2022 will not be sustainable in 2023 without new developments on new properties. Increased assessment values will be required to maintain pace with the increases from the 2022 inflation cost in the 2023 Budget and Tax calculations for 2023 Municipal 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 in 2022 RV Season. The majority of RV Permits have been paid to end of December 2022. Several RV Permit fees will be adjusted, and refunds or credits will be given to the property owners based on the Land Use Bylaw.
- 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 56 down Range Road 404 to the Village boundary, and Highway 601, down Township Road 202, to Range Road 404. The Summer Village presented a counter-offer to the County of Stettler. However parts of the County of Stettler's new proposed Road Cost Sharing Agreement was deemed by the Summer Village as unenforceable, and is still being reviewed by the Summer Village's lawyers before the Summer Village Council will sign off on the Road Cost Sharing Agreement.
- The County of Stettler has applied for an Inter-Municipal Grant with the two summer villages, to access funding the Buffalo Lake South Shore Growth Node Traffic Study, and traffic counts, to determine the primary users of the road, and commercial users of the road, and seasonal variation and disbursement of the traffic coming to and from the Buffalo Lake Growth Node area.
- Negotiations continue with the County Stettler to try to come to terms on a Road Use Agreement to convince the County to remove the Road Bans placed on the County Roads providing access to the Summer Village of White Sands. The Road bans, along with the ban of use of the County's sewage lagoons, have placed an unfair cost burden on the Summer Village and the summer Village residence. The Summer Village presented a counter-offer to the County of Stettler to remove the Road Bans for an annual cost sharing fee for services of \$40,000. Negotiations and ongoing discussions and grant funding are being applied for with Municipal Affairs and Alberta Transportation
- The Summer Village will continue to remove dead trees, and educate the public on the "Fire-Smart" program, and the Summer Village will be applying for funding for the program in 2023/2024.
- The Summer Village of White Sands Strategic Plan, Long-term Capital Budgets, and Long-term Operating Budgets, are almost ready to present to the public for feedback and input.

From: [Gerryl Amarin](#)
Subject: Appointment of ARB Officials 2023
Date: Tuesday, January 31, 2023 6:05:01 PM
Attachments: [image001.png](#)

Hello All,

Please be advised that the annual requirement for all participating municipalities to appoint the ARB officials for 2023 is now due.

(As per MGA section 454)

-

All municipalities are required to appoint by resolutions the following as your ARB officials for 2023.

ARB Chairman - Raymond Ralph

Certified ARB Clerk - Gerryl Amarin

Certified Panelists - Darlene Chartrand
Tina Groszko
Stewart Hennig
Richard Knowles
Raymond Ralph

If you have any questions concerning this request, please do not hesitate to contact me.
(I apologize if you have already received this information)

Gerryl Amarin, CPA | Manager, Finance Officer

Capital Region Assessment Services Commission (CRASC)
11810 Kingsway Avenue
Edm AB T5G 0X5
Direct: 780 297 8185



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Request for Proposals

South Shore Growth Node Traffic Study

Issued: **insert date**

Submission Deadline: **insert date at insert time local time**

PART 1 – INTRODUCTION

1.1 Invitation to Proponents

This Request for Proposals (“RFP”) is an invitation by the County of Stettler (the “County”) to prospective proponents to submit proposals for the provision of transportation planning and engineering consulting services as described in PART 4 – RFP Particulars (the “Deliverables”).

For the purposes of this proposal process, the “County Contact” shall be:

Craig Teal, RPP MCIP, Director of Planning & Development
Email: cteal@stettlercounty.ca

1.2 Contract for Deliverables

The selected proponent will be requested to enter into negotiations for an agreement with the County of Stettler for the provision of the Deliverables.

PART 2 – SUBMISSION AND EVALUATION OF PROPOSALS

2.1 Timetable and Submission Instructions

Proponents must submit their proposals according to the following timetable and instructions.

Issue Date of RFP	Insert date
Deadline for Questions	Insert date and time local time
Deadline for Issuing Addenda	Insert date
Submission Deadline	Insert date and time hrs local time
Anticipated Date for Issuance of Invitation to Commence Negotiations	Insert date

The RFP timetable is tentative only, and may be changed by the County of Stettler at any time.

2.2 Proposals to be submitted in Prescribed Manner and on Time

Proponents must submit an electronic copy of their proposal (in PDF or Word format) as an email attachment to the County Contact. To ensure receipt of their proposal, proponents may also send a second email to the County Contact to confirm delivery.

Proposals are to include the RFP title (see RFP cover) in the email subject line. The body of the email must contain the legal name and return address of the proponent, and identify the Submission Deadline.

2.3 Withdrawing Proposals

At any time throughout the RFP process, a proponent may withdraw a submitted proposal.

To effect a withdrawal, a notice of withdrawal must be emailed to the County Contact and must be signed by an authorized representative. The County of Stettler is under no obligation to return withdrawn proposals.

2.4 Mandatory Requirements for Submission

Each proposal must contain the information described in PART 4 – RFP Particulars and must include the **Reference Form (see Appendix A)** completed according to the instructions contained in the form.

2.5 Stages of Proposal Evaluation

The County of Stettler will conduct the evaluation of proposals in the following four stages:

Stage I

Stage I will consist of a review to determine which proposals comply with all of the mandatory requirements. Proposals failing to satisfy the mandatory requirements will be excluded from further consideration.

Stage II

Stage II will consist of a scoring by the County of Stettler of each qualified proposal on the basis of the rated criteria in accordance with Part 4 – RFP Particulars (Rated Criteria).

Stage III

Stage III will consist of a scoring of the pricing submitted. The evaluation of price will be undertaken after the evaluation of mandatory requirements and any rated requirements has been completed.

Stage IV

All scores from Stage II and Stage III will be added and the highest ranking proponent(s) may be invited to participate in an interview process. Proponents are to ensure that the individual identified as the project lead in their submission is in attendance during the interview. Scores may be adjusted following the interview process and the highest scoring proponent will be selected for contract negotiations, if required, in accordance with Part 3.

PART 3 – TERMS AND CONDITIONS OF THE RFP PROCESS

3.1 Proponents to Follow Instructions

Proponents should structure their proposals in accordance with the instructions in the RFP.

3.2 Proposals in English

All proposals are to be in English only.

3.3 County's Information in RFP Only an Estimate

The County of Stettler makes no representation, warranty or guarantee as to the accuracy of the information contained in the RFP or issued by way of addenda. Any quantities shown or data contained in the RFP or provided by way of addenda are estimates only and are for the sole purpose of indicating to proponents the general size of the work. It is the proponent's responsibility to avail itself of all the necessary information to prepare a proposal in response to the RFP.

3.4 Proponents Shall Bear Their Own Costs

The proponent shall bear all costs associated with or incurred in the preparation and presentation of its proposal, including, if applicable, costs incurred for interviews or demonstrations.

3.5 Proponents to Review RFP

Proponents shall promptly examine all of the documents comprising the RFP, and

- (a) shall report any errors, omissions or ambiguities; and
- (b) may direct questions or seek additional information

in writing by email to the County Contact on or before the Deadline for Questions. All questions submitted by proponents by email to the County Contact shall be deemed to be received once the email has entered the County Contact's email inbox. No such communications are to be directed to anyone other than the County Contact. The County of Stettler is under no obligation to provide additional information.

It is the responsibility of the proponent to seek clarification from the County Contact on any matter it considers to be unclear. The County of Stettler shall not be responsible for any misunderstanding on the part of the proponent concerning the RFP or the RFP process.

3.6 All New Information to Proponents by Way of Addendum

The RFP may be amended only by an addendum in accordance with this section. If the County of Stettler, for any reason, determines that it is necessary to provide additional information relating to the RFP, such information will be communicated to all proponents by addendum. Each addendum forms an integral part of the RFP.

Such addenda may contain important information, including significant changes to the RFP. Proponents are responsible for obtaining all addenda issued by The County of Stettler.

3.7 Post-Deadline Addenda and Extension of Submission Deadline

If any addendum is issued after the Deadline for Issuing Addenda, The County of Stettler may at its discretion extend the Submission Deadline for a reasonable amount of time.

3.8 Verify, Clarify and Supplement

When evaluating responses, The County of Stettler may request further information from the proponent or third parties in order to verify, clarify or supplement the information provided in the proponent's proposal. The County of Stettler may revisit and re-evaluate the proponent's response or ranking on the basis of any such information.

3.9 No Incorporation by Reference

The entire content of the proponent's proposal should be submitted in a fixed form, and the content of websites or other external documents referred to in the proponent's proposal will not be considered to form part of its proposal.

3.10 Proposal to Be Retained by the County of Stettler

The County of Stettler will not return the proposal or any accompanying documentation submitted by a proponent.

3.11 Litigation

Proponents who have initiated legal proceedings against the County of Stettler are ineligible to submit a proposal in response to this RFP. For further information, please contact the County Contact.

3.12 Selection of Top-Ranked Proponent

The top-ranked proponent, as established under Part 2, may receive a written invitation to enter into direct contract negotiations with The County of Stettler.

3.13 Timeframe for Negotiations

The County of Stettler intends to conclude negotiations with the top-ranked proponent within 15 days commencing from the date the County of Stettler invites the top-ranked proponent to enter negotiations. A proponent invited to enter into direct contract negotiations should therefore be prepared to provide requested information in a timely fashion, and to conduct its negotiations expeditiously.

3.14 Process Rules for Negotiations

Any negotiations will be subject to the process rules contained in this Part 3 – Terms and Conditions of the RFP Process. Negotiations may include requests by The County of Stettler for supplementary information from the proponent to verify, clarify or supplement the information provided in its proposal or to confirm the conclusions reached in the evaluation, and may include requests by the County of Stettler for improved pricing from the proponent.

3.15 Failure to Enter Into Agreement

Proponents should note that if the parties cannot execute a contract within the allotted 15 days, The County of Stettler may invite the next-best-ranked proponent to enter into negotiations. In accordance with the process rules in this Part 3 – Terms and Conditions of the RFP Process, there will be no legally binding relationship created with any proponent prior to the execution of a written agreement. With a view to expediting contract formalization, at the midway point of the above-noted timeframe, the County of Stettler may elect to initiate concurrent negotiations with the next-best-ranked proponent. Once the above-noted timeframe lapses, the County of Stettler may discontinue further negotiations with the top-ranked proponent. This process shall continue until a contract is formalized, until there are no more proponents remaining that are eligible for negotiations or until the County of Stettler elects to cancel the RFP process.

3.16 Notification to Other Proponents

Other proponents that may become eligible for contract negotiations may be so notified at the commencement of the negotiation process. Once a contract is executed between The County of Stettler and a proponent, the other proponents may be notified directly in writing and shall be notified by public posting in the same manner that the RFP was originally posted of the outcome of the procurement process and the award of the contract.

3.17 Debriefing

Proponents may request a debriefing after receipt of a notification of award. All requests must be in writing to the County Contact and must be made within 30 days of notification of award.

3.18 Confidential Information of County

All information provided by or obtained from the County of Stettler in any form in connection with the RFP either before or after the issuance of the RFP

- (a) is the sole property of the County of Stettler and must be treated as confidential;
- (b) is not to be used for any purpose other than replying to the RFP and the performance of any subsequent Contract;
- (c) must not be disclosed to any other party without prior written authorization from the

- County of Stettler; and
(d) shall be returned by the proponents to the County of Stettler immediately upon the request of the County of Stettler.

3.19 Confidential Information of Proponent

A proponent should identify any information in its proposal or any accompanying documentation supplied in confidence for which confidentiality is to be maintained by the County of Stettler. The confidentiality of such information will be maintained by the County of Stettler, except as otherwise required by law or by order of a court or tribunal. Proponents are advised that their proposals will, as necessary, be disclosed on a confidential basis, to the County of Stettler's advisers retained for the purpose of evaluating or participating in the evaluation of their proposals. If a proponent has any questions about the collection and use of personal information pursuant to the RFP, questions are to be submitted to the County Contact.

3.20 No Contract A and No Claims

The RFP process is not intended to create and shall not create a formal legally binding bidding process and shall instead be governed by the law applicable to direct commercial negotiations. For greater certainty and without limitation: (a) the RFP shall not give rise to any Contract A-based tendering law duties or any other legal obligations arising out of any process contract or collateral contract; and (b) neither the proponent nor the County of Stettler shall have the right to make any claims (in contract, tort, or otherwise) against the other with respect to the award of a contract, failure to award a contract or failure to honour a response to the RFP.

3.21 No Contract until Execution of Written Agreement

The RFP process is intended to identify prospective vendors for the purposes of negotiating potential agreements. No legal relationship or obligation regarding the procurement of any good or service shall be created between the proponent and the County of Stettler by the RFP process until the successful negotiation and execution of a written agreement for the acquisition of such goods and/or services.

3.22 Non-binding Price Estimates

While the pricing information provided in responses will be non-binding prior to the execution of a written agreement, such information will be assessed during the evaluation of the responses and the ranking of the proponents. Any inaccurate, misleading or incomplete information, including withdrawn or altered pricing, could adversely impact any such evaluation, ranking or contract award.

3.23 Disqualification for Misrepresentation

The County of Stettler may disqualify the proponent or rescind a contract subsequently entered into if the proponent's response contains misrepresentations or any other inaccurate, misleading or incomplete information.

3.24 References and Past Performance

The County of Stettler's evaluation may include information provided by the proponent's references and may also consider the proponent's past performance on previous contracts with the County of Stettler or other institutions.

3.25 Cancellation

The County of Stettler may cancel or amend the RFP process without liability at any time.

3.26 Governing Law

The terms and conditions in this Part 3 – Terms and Conditions of the RFP Process (a) are included for greater certainty and are intended to be interpreted broadly and separately (with no particular provision intended to limit the scope of any other provision); (b) are non-exhaustive (and shall not be construed as intending to limit the pre-existing rights of the parties to engage in pre-contractual discussions in accordance with the common law governing direct commercial negotiations); and (c) are to be governed by and construed in accordance with the laws of the province of Alberta and the federal laws of Canada applicable therein.

PART 4 – RFP PARTICULARS

4.1 Introduction and Purpose of Project

The County of Stettler, the Summer Village of Rochon Sands and the Summer Village of White Sands are partners in the Buffalo Lake Intermunicipal Development Plan. This IDP identifies a growth node along the south shore of Buffalo Lake made up of lands in the County and lands in the two Summer Villages. The purpose of this project is to identify the long term intersection and road network improvements needed to accommodate traffic and manage traffic related impacts as the growth node is further developed. Early identification of the required intersection and road improvements will position the County and the two Summer Villages to collect contributions of the anticipated capital costs as development progresses.

The County adopted the South Shore Area Structure Plan (2021) to guide the overall development of the County's portion of the south shore growth node. The South Shore ASP identifies the need to expand and improve the arterial road network to provide adequate long-term connections to the provincial highway system. Determining the long-term improvements and costs needs to consider the overall existing and future traffic from the South Shore Growth Node for the County, the Summer Village of Rochon Sands, and the Summer Village of White Sands. Each municipality is assigned a set amount of "development units" which will generate traffic that seeks to connect to the provincial highways. The Rochon Sands Provincial Park, while not assigned a number of "development units", will also create traffic that needs to be considered.

The main provincial highway connections to and from the South Shore Growth Node are Highway 56 and Highway 601. Residential and recreational uses in the growth node attract travellers from the Edmonton and Calgary areas making Highway 56 a key route from the north and Highway 601 a key route from the south. The critical intersections to be considered include:

- Highway 601 and Highway 56;
- Highway 56 and Township Road 40-4;
- Highway 835 and Bayview Street;
- Highway 835 and Township Road 40-2;
- Highway 601 and Highway 835; and
- Highway 601 and Range Road 21-2.

In addition to the above list of intersections, there is a need to evaluate additional arterial road connecting routes to Highway 601. Two options are identified in the South Shore ASP being the

extension of Range Road 20-4 or Range Road 20-5 (only one would be built). A third option to consider is the Bar Harbour Road (Range Road 20-2) and a fourth option is Range Road 21-2. These arterial road improvements may have to be hard surfaced to attract traffic to use the desired routes in and out of various portions of the growth node and may add to the number of intersections that will need to be improved. It will also be necessary to explore seasonal road closure/route changes, for example on Bayview Street, to achieve the desired management of traffic demand/patterns.

The County and the Summer Villages are seeking the assistance of a consulting transportation planner/engineer to undertake a study that addresses the issues described above and helps determine a course of action.

A copy of the Buffalo Lake IDP and the South Shore Area Structure Plan can be found at www.stettlercounty.ca/202/bylaws-plans-policies.

4.2 Scope of Work and Expectations

The project involves the following objectives:

1. Identify the best routes to upgrade to disperse traffic, avoid putting excessive traffic load on Bayview Street, and provide the best value for capital cost involved based on full build out of the entire growth node (County lands and lands in the two Summer Villages).
2. Identify the improvements needed to municipally controlled intersections and provincially controlled intersections based on the results of objective 1 above.
3. Identify interim measures to manage and direct traffic until such time as the long-term road network has been constructed (i.e. seasonal access gate along Bayview Street east of the marina or similar measures).
4. Provide cost estimates of options and improvements to allow consideration in decision making and setting of funding and cost recovery mechanisms.

The traffic study must be prepared by at least one member of APEGA holding the necessary qualifications for completing traffic impact assessments and undertaking the type of analysis needed for this study. The data and methodology used in the study must meet Alberta Transportation's requirements based on the Traffic Impact Assessment Guidelines (February 2021). Further, the analysis of traffic used in the study must be acceptable to Alberta Transportation. The consultant is expected to contact Alberta Transportation to confirm their requirements and to confirm detailed requirements with County staff and Summer Village staff.

The study is expected to be based on full build out of the land uses envisioned for the South Shore Growth Node using the approved plans of the County and the two Summer Villages. A schedule for build out is not available but build out is expected to exceed a 30-year period. The study must account for the traffic generated by specific land uses and portions of the Growth Node to enable distribution of capital costs for the recommended improvements between the participating municipalities and identified development areas.

For intersections with provincial highways, the determination of the need for a round-about or a signalized/unsignalized intersection will be undertaken by the consultant and confirmed with Alberta Transportation.

Detailed design of each intersection and arterial road for construction purposes is not expected as part of this assignment. High level cost estimates for the purposes of budget estimates to be used in cost recovery mechanisms are to be provided for each intersection upgrade and arterial road improvement.

The consultant must create a document that is easily understood and followed by the average person. The results of the analysis and cost estimates for all recommended improvements must be presented in the form of a summary report using text and drawings that can be used for effective communication. A separate document containing the detailed analysis (e.g. Synchro tables, etc.) is expected to accompany the summary report.

Public and landowner engagement is not part of this study. The consultant will be expected to present findings, options and recommendations to representatives of the County and two Summer Villages.

4.3 Process Expectations

The consultant is expected to incorporate the following minimum process expectations into their proposed approach:

1. Project start up meeting with County and Summer Village staff and Alberta Transportation to confirm background information, timing and similar project set up issues;
2. Check in meeting with County and Summer Village staff and Alberta Transportation once the analysis and identification of options have been prepared;
3. Check in meeting with County and Summer Village staff and Alberta Transportation once recommended improvements and costs estimates have been prepared; and
4. Meeting to review Draft Summary Report and supporting materials.

Please note that public review and engagement and presentation at formal Council meetings is not part of this study.

The anticipated start of the study is April 2023 with conclusion and presentation of a final report by September 2023. The consultant is expected to provide a schedule for key milestones.

4.4 Available Information

The following information is available to assist with the project:

- Buffalo Lake Intermunicipal Municipal Development Plan
- South Shore Area Structure Plan
- Summer Village of Rochon Sands Municipal Development Plan
- Summer Village of White Sands Municipal Development Plan
- Alberta Transportation Traffic Count Information (<http://www.transportation.alberta.ca/mapping/>)
- Buffalo View Estates Traffic Impact Assessment (2003)
- Paradise Shores Recreational Vehicle Resort Traffic Impact Assessment (2018)

4.5 Responsibilities and Commitments

The following responsibilities and commitments are applicable for this project:

Role of the County of Stettler

- Identify and provide available internal resource documents, studies, and individuals to assist with the completion of project deliverables;
- Liaise (where needed) with Alberta Transportation and other County staff to assist with the completion of the project deliverables;
- Assist (where needed) in coordinating consultant meetings with County staff; and
- Review and sign off of deliverable materials and invoices.

Role of the Consultant

- Coordinate and manage all contracts with sub-consultants (if applicable);
- Complete and submit, at a minimum all Deliverables as identified in this RFP;
- Provide interim and final reports as identified;
- Coordinate, print and prepare meeting and presentation material for project meetings. Meeting documents include, but are not limited to meeting agendas, minutes, and background analysis work and findings;
- Ensure all final information provided to the County upon completion of this project is in a format that is legible and compatible with existing County of Stettler software; and
- Other tasks or activities deemed relevant by the County of Stettler contact in completing the scope of work.

4.6 Format for Draft and Final Materials

The consultant shall submit one unbound original and electronic editable file of any draft deliverables one week prior to any agreed meeting dates to the County of Stettler for review and comment. An electronic copy and one reproducible master of the final deliverables incorporating comments are to be submitted upon completion of the project.

The consultant shall ensure digital files are in Microsoft Office compatible format and editable. Hardcopy and digital documentation become the exclusive property of the County of Stettler upon payment of each invoice. Specific file format details will be provided to the consultant.

4.7 Proposal Content and Format

Proposals shall contain the following and should be organized in the following format using the sequence provided below to facilitate evaluation and to ensure each proposal receives full consideration.

1. Letter of Transmittal or covering letter, dated and signed by an official indicating that the official is authorized to negotiate, make commitments, and provide any clarifications with respect to the proposal on behalf of the proponent.
2. Executive Summary touching on pertinent points in the proposal you wish to highlight, including an overview of the project schedule and costs.
3. Brief Corporate Profile which includes organization size, structure, location, affiliates, and

number of staff, company's history. Additionally, the number of years in operation and number of years providing similar services.

4. Related Experience and Expertise listing your related experience and expertise with similar projects within the past five years. The list shall be chronologically ordered, starting with the most recent.
5. Project Team details should include the following:
 - a full description of each project team member's involvement on the project;
 - a resume or staff profile that lists education, training, certifications, employment history, and related experience on similar projects;
 - identification of past project experience the consultant has with any proposed sub-consultants (if applicable);
 - proposed project manager/lead with a minimum of five years' experience managing similar projects;
 - address the capacity and commitment of the project team members.
6. Project Understanding and Proposed Methodology detailing the organization's/team's ability to satisfy, at a minimum, all aspects of the project as outlined in this RFP.
7. Pricing shall be provided in the following manner:
 - (a) Rates shall be provided in Canadian funds, inclusive of all applicable duties and taxes except for Goods and Services Tax (GST), which should be itemized separately; and
 - (b) Rates quoted by the proponent shall be an all-inclusive fee and shall include all labour and material costs, all insurance costs, including any and all other overhead, including any fees or other charges required by law.
 - (c) Expenses that may be reimbursed include project related travel costs, accommodation, rental vehicles, and meals. Such expenses will be reimbursed at cost with no mark-up and must be evidenced by receipts. Proponents should estimate their related costs in their detailed cost breakdown.
 - (d) All costs related to the project are to be included in a detailed cost breakdown for phases and activities based on the proposed methodology. Breakdowns shall include at minimum:
 - listing of each consulting team member and their associated fee per hour;
 - project fees (by staff member and by hours worked per task/activity);
 - project disbursements by phase, or, where applicable, by individual task/activity;
 - total fees and total disbursements for this RFP; and
 - GST identified separately.

A current Alberta WCB Clearance Letter must be included in the proposal as evidence of such coverage and confirmation that the proponent's account is in good standing. If the proponent does not have such coverage in place, the proponent will be required to obtain it within 10 days' upon receiving notice of the intent to award.

Proponents shall provide proof of insurability from a licensed insurer in accordance with the following minimum requirements and limits:

- Commercial General Liability Insurance covering the legal liability of the consultant providing at least two (2) million dollars (Cdn. \$2,000,000.00) coverage, each occurrence, for injury, death, or property damage, including contractual liability.
- Automobile liability insurance covering all automobiles licensed in the name of the

consultant that are used in connection with the consulting services, and providing at least two million dollars (Cdn. \$2,000,000.00) coverage, each occurrence, for injury, death, or property damage resulting from each accident.

- Professional liability / errors and omissions liability insurance having a limit of not less than two (2) million dollars (Cdn. \$2,000,000.00) per occurrence for protection from claims arising out of performance or non-performance of such consulting services or professional work caused by or arising from any error, omission or act of any member of the consultant.

If the proponent does not have such coverage in place, the proponent will be required to obtain it within 10 business days' upon receiving notice of the intent to award.

4.8 Evaluation of Proposals

The following is an overview of the categories and weighting for the criteria to be used in evaluating proposals. Proposals that do not meet a minimum threshold score for a category will not proceed to Stage III of the evaluation process.

Rated Criteria Category	Points Scale	Minimum Threshold	Points Weighting	Total Available Points
Corporate Profile, Experience, and References	0 to 5	3	X 2	10
Project Understanding and Proposed Methodology	0 to 5	3	X 5	25
Proposed Consulting Team Qualifications and Relevant Project Experience	0 to 5	3	X 7	35
Pricing	0 to 5	N/A	X 6	30

Points shall be awarded on a scoring scale of 0 to 5. Points could be modified depending upon reference checks and other independent information subsequently received and confirmed. Partial scores or scores not defined below will not be used. The range is defined as follows:

5	Fully exceeds expectations, proponent clearly understands the requirement, excellent probability of success
4	Somewhat exceeds expectations; high probability of success
3	Fully meets expectations; proponent has good understanding of requirement, negligible weakness or deficiencies good probability of success
2	Partially meets expectations; minor weakness or deficiencies, fair probability of success
1	Does not meet expectations or demonstrate understanding of the requirements, major weakness or deficiencies, low probability of success
0	Lack of response or complete misunderstanding of the requirements, no probability of success

Following is a description and framework for the Rated Criteria Categories above:

Corporate Profile, Experience and References

This criterion will be evaluated as follows:

- (a) Demonstrated corporate suitability for providing the services relative to this RFP;
- (b) Proponent’s experience providing similar deliverables as described in this RFP;
- (c) Proponent’s knowledge, skills and expertise in the following areas:
 - local government;
 - land development, land planning, business case development, financial modelling, transportation and utilities master planning, economic analysis, marketing
- (d) References, preferably from municipal government clients, for services provided similar to those requested in this RFP in the last five (5) years.

Project Understanding and Proposed Methodology

This criterion will be evaluated as follows:

- (a) Understanding of the project and the deliverables of this RFP, and identification of scope items that may not be identified in the RFP but are essential for the successful completion of the project;
- (b) Proposed methodology of how the proponent will carry out the scope of work and provide the deliverables;
- (c) Identification of potential risks and strategy for mitigation; and
- (d) Identification of proven methodologies or techniques successfully employed on

past similar projects.

Proposed Consulting Team Qualifications and Relevant Project Experience

This criterion will be evaluated as follows:

- (a) Defined roles and responsibilities of the proponent and any of its agents, employees and sub-consultants who will be involved in providing the deliverables;
- (b) Demonstrated qualifications through resumes detailing education, experience, training, and certifications of the project team members including identification of similar project work as it correlates to their proposed role for this project; and
- (c) Identification of work performed by the proposed Consulting Team members that is similar and relevant in relation to land planning and development
- (d) Demonstrated capacity, commitment and methods of availability of the proposed project team members during pandemic restricted work environment

Pricing

Pricing will be scored based on the price submitted by each proponent relative to the prices submitted in all other qualified proposals. The lowest price will receive the maximum available points with each subsequent price receiving the points available for second, third and fourth prices and so on based on the ascending order of the submitted prices.

APPENDIX A – REFERENCE FORM

Each proponent must provide three references from clients who have obtained similar goods or services to those requested in the RFP from the proponent in the last 5 years. The references should be from municipal government or public sector clients.

Reference #1

Company Name:	
Company Address:	
Contact Name:	
Contact Telephone Number:	
Date Work Undertaken:	
Nature of Assignment:	

Reference #2

Company Name:	
Company Address:	
Contact Name:	
Contact Telephone Number:	
Date Work Undertaken:	
Nature of Assignment:	

Reference #3

Company Name:	
Company Address:	
Contact Name:	
Contact Telephone Number:	
Date Work Undertaken:	
Nature of Assignment:	

From: [Accreditation](#)
To: info@rochonsands.net
Subject: 2022 Annual Internal Reviews - Training Sessions
Date: Wednesday, January 18, 2023 10:07:26 AM

Good day Melissa Beebe,

As you may already know, the 2022 Annual Internal Reviews (AIRs) have been made available through your Organization's Council Connect account and are due by March 31, 2023.

Since there are no changes to the 2022 Annual Internal Review form, you can download a copy of the [2020 AIR Instruction Book](#) or you can watch last year's webinars that are available on the Council's website on the [Annual Internal Review page](#).

Alternately, if you are looking for more of a guided experience on how to complete the 2022 Annual Internal Review, we will be offering AIR Training Sessions during the second week of February 2023.

These training sessions will be live, and we invite you to come prepared with your files so that you can work on your own AIR during the session where you can ask questions on items/issues as they arise.

Session numbers will be limited to 15 people, but more sessions will be added as required.

We will soon be sending out a Zoom invite and you are welcomed to share this invite with coworkers as necessary.

The Accreditation Business Unit
Safety Codes Council
toll-free 1-888-413-0099 option 3

From: [Dave Loshny](#)
To: cao@whitesandsab.ca
Subject: Idea for federal grant funds
Date: Wednesday, February 1, 2023 3:44:40 PM

I would like to submit an idea for consideration for a portion of the federal grant money. Please could the village council consider putting storage units just up from the beach at Beach Access # 4 and # 5. These structures would be used for residents living off the lake for items that they require for time at the beach. The reasoning is chairs , umbrellas, water toys at times are left along the beach and this is understandable for those not wanting to pack items daily to the beach. The storage units would have to be emptied at the end of each summer season and I realize that is an added task for village staff but wanted to present my idea for consideration.

Thank you in advance for your time ,
Lorri Loshny



1st Annual Ice Fishing Derby

\$4,000 in cash & prizes

February 18-19, 2023 • Buffalo Lake, Alberta

2 DIVISIONS

Junior

17 & under

Longest Catches Overall

First • **\$400**

Second • **\$200**

Senior

18 & over

Longest Catches Overall

First • **\$2,000**

Second • **\$750**

Third • **\$250**

The Big Jack Classic is run through Angler's Atlas website and their mobile app MyCatch.

**Get hooked up for some fun.
Register today!**

\$35
Entry
fee

PLUS:
Additional prize
draws throught
the weekend!



For details and how to enter:

bigjackclassic.ca

CFE number - CFE614376

The Big Jack Classic Fish Derby is an initiative of:

Stettler
REGIONAL BOARD OF TRADE

FRIAA FireSmart Program (FFP)

RFEOI- January 2023 Information Sessions

Date: **January 25 or January 31, 2023** (2 options)

Time: **10:00 a.m. MST**

Teleconference # (January 25 and January 31): **587-328-1099**

January 25, 2023

Zoom Meeting Link:

<https://us06web.zoom.us/j/83028905826?pwd=U29wZHZld0VfUmVhRWZlYUJiRDARQT09>

Meeting ID: **830 2890 5826**

Password: **444002**

January 31, 2023

Zoom Meeting Link:

<https://us06web.zoom.us/j/87849296643?pwd=eUNzb1dJTWVCK1ILSHBrMGh2UFB4UT09>

Meeting ID: **878 4929 6643**

Password: **608876**

Applicants are highly encouraged to participate in one of the Information Sessions, and contact a FRIAA FireSmart field representative to confirm your project scope.

Instructions:

THE CALL WILL START PROMPTLY AT 10 A.M.

Participants can enter the conference call a few minutes prior to 10 a.m. by dialing the teleconference # or using the zoom meeting ID.

Agenda (subject to change)

1. Introduction
 - a. FRIAA FireSmart Program Administrators: Sherry Norton (780-733-8620) and Jinhan Xie (780-401-7079)
 - b. FRIAA Field Representative – Andy Gesner (780-404-6944), Rick Arthur (403-489-2026) and Wes Nimco (780-689-9073)
 - c. **Please send an email with your name, title and organization to admin@friaa.ab.ca within 24 hours after the teleconference to confirm your participation and details.** This will allow us to contact you if we have additional information to share.
2. Grant Application Process
 - a. Request for Expressions of Interest (RFEOI) Due – **Friday, February 17, 2023 4pm**
 - b. Request for Proposals (RFP) by invitation. Tentatively due – **Monday, May 8, 2023 4pm**
 - c. Project term one-year
 - d. Maximum funding request of \$200,000/community per application
3. Activities prioritized for funding:
 - a. Interagency cooperation and cross-training
 - b. Public Education
 - c. Development of FireSmart plans for at-risk communities without a plan
 - d. Mitigation of incoming wildfire through multi-stakeholder projects (10-km community zone).
 - e. Maintenance of previous vegetation management
 - f. Eligible activities in current plans
4. Elements of Successful RFEOI's
 - a. Separate applications for each FireSmart Discipline (3 updated templates available)
 - b. Project location (map)
 - c. Identify outcomes
 - d. Letters of support
 - e. Estimate project budget and in-kind contributions

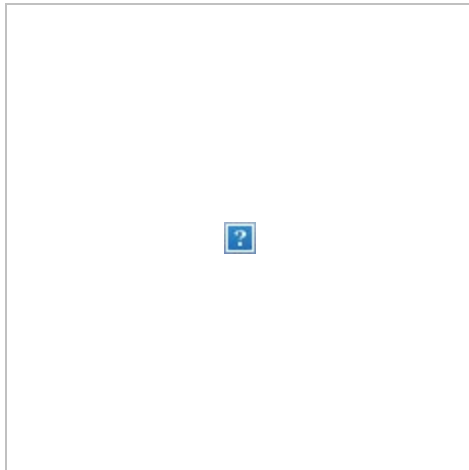
- f. Current projects complete
 - g. Address all required information in the Application Form & Template
5. Invitation to RFP
- a. Includes more detailed work plan and budget
 - b. Funding support available for proposal development
 - c. Project approval by Mid-June 2023
6. Conclusion and Questions

From: [ASVA Exec Director](#)
To: [ASVA](#)
Subject: Fwd: Reminder: You're Invited!
Date: Thursday, February 9, 2023 5:29:06 PM

Deb Hamilton
Interim Executive Director
Association of Summer Villages of Alberta
780-236-5456
execdirector@asva.ca
www.asva.ca

----- Forwarded message -----

From: **Alberta Lake Management Society** <info@alms.ca>
Date: Thu, 9 Feb 2023 at 08:06
Subject: Reminder: You're Invited!
To: <b.anderson@asva.ca>



Lake Stewardship Community of Practice Meeting

If you have not already registered, consider joining us on Zoom, **Thursday February 16th**, for our 4th Lake Stewardship Community of Practice meeting supported by the Land Stewardship Centre of Canada!

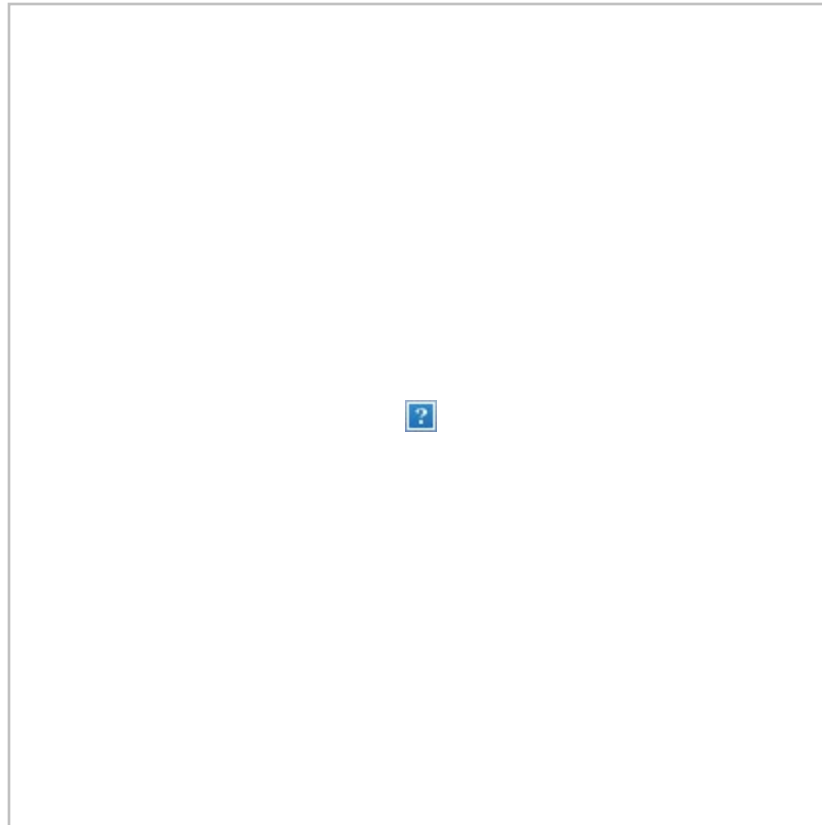
The theme of this meeting will be **water levels**. We will be hearing from Kellie Nichiporik, Chair

of the Moose Lake Watershed Society, on the challenges faced by Moose Lake from rising water levels. Then, we will be hearing from Peter Cordingley, President of the Muriel Lake Basin Management Society, who will share their efforts to understand and manage declining water levels at Muriel Lake.

This group is open to those interested in lake stewardship. This group creates an opportunity for Alberta's stewards to connect, share, and learn with other lake stewards from across the province.

We hope you will join in the conversation with fellow stewards via Zoom on **Thursday February 16th** from **12:00-1:30 PM**.

[Register Through Zoom](#)



High water levels at Laurier Lake, 2018.



Feb 21, 2023

Climate Resilience in Rural Communities: Summer Village of Ghost Lake

Summer Village of Ghost Lake and Morrison Hershfield share their recently released Climate Resilience & Adaptation Plan.

By [Municipal Climate Change Action Centre](#)

Follow

125 followers

When and where

Date and time

Tue, 21 February 2023, 10:30 AM – 11:30 AM MST

Location

Online

About this event

- 1 hour
- Mobile eTicket

In summer 2020, storm after storm hit Alberta with massive hail, gale-force winds and driving water. By fall, we had already amassed close to \$2 billion in insured losses from extreme weather. As climate change intensifies, Albertans can expect more years like that, with significant impacts on infrastructure, water resources, and the economy. How can small Alberta communities prepare for the risks that lie ahead? Last year, the Summer Village of Ghost Lake decided to act, securing Action Centre funding to [create a Climate Resilience and Adaptation Plan](#).

The plan equips staff and residents with an understanding of local climate risks and the ability to integrate that understanding into action and decision making. It is also built around values of self-sufficiency and citizen action, tailor-made to the strengths and challenges of a small, rural municipality.

Please join the Municipal Climate Change Action Centre, the Summer Village of Ghost Lake, and Morrison Hershfield to learn all about their new Climate Resilience and Adaptation Plan.

The plan was funded by the [Climate Resilience Capacity Building Program](#) through the Government of Alberta, which continues to accept applications from municipalities and Indigenous communities for projects that enable their community to better understand and respond to the impacts of climate change.

This webinar is free and there will be a live Q&A. All are welcome.

ABOUT THE SPEAKERS

Mustafa Hashimi is the Chief Administrative Officer for the Summer Village of Ghost Lake. As CAO, Mustafa manages day-to-day operations for the municipality as well as long term planning. Mustafa brings a wealth of experience working with local governments, and sees community collaboration and a culture of resilience as important aspects underpinning the welfare of our communities.

Clarissa Huffman is a climate change planner and project manager with Morrison Hershfield. She specializes in climate-informed community planning, and has experience with low-carbon resilience, nature-based solutions, and developing climate risk and vulnerability assessments for local governments.

PRESENTED BY THE MUNICIPAL CLIMATE CHANGE ACTION CENTRE

The Municipal Climate Change Action Centre was founded in 2009 as a collaborative initiative of the Alberta Municipalities, Rural Municipalities of Alberta, and the Government of Alberta.

We deliver funding, technical assistance, and education to help Alberta municipalities, school authorities and community related organizations advance actions that lower energy costs, reduce greenhouse gas emissions, and improve climate resilience.

Learn more at mccac.ca