

**SUMMER VILLAGES OF LAC STE. ANNE COUNTY EAST
AGENDA
HOST VILLAGE – Ross Haven
Saturday, March 26th, 2018 at 9:00 a.m.
Gunn Hall 110, 55022 Ste. Anne Trail in Gunn, Alberta**

CALL TO ORDER/INTRODUCTIONS

1. **Adopt Agenda**

(1-4) 2. **Approval of Minutes** – February 3rd, 2018 Regular Meeting Minutes

(5-12) 3. **SVLSACE Financial Report** (January 1st, 2018 to April 30th, 2018)

4. **Committee Updates:**

(13-14) (a) Highway 43 East Waste Commission

(b) Lac Ste. Anne Seniors Foundation

(c) Lac Ste. Anne East End Bus Society

(d) WILD Water Commission

(e) Water Quality and Watershed Reports

(f) Summer Village Emergency Management Committee

(f) Other

(5-25) 5. **SVLSACE Revised Operating Guidelines** – Attached is a draft rewrite of the SVLSACE Operating Guidelines. The SVLSACE is not a formally registered corporate entity and the association is not required to meet any specific criteria for how it governs itself. However, having reviewed the existing guidelines at the direction of the members, the Chairman, Vice Chairman and Administrator have prepared this draft revised guideline of operation for consideration.

(26-34) 6. **ALBERTA RECREATIONAL LAKES FORUM** – *Attached is a report and supplemental material from Vice Chairman Giesbrecht. Vice Chairman Giesbrecht will provide a verbal summary of the conference during the meeting.*

(35-36) 7. **Fertilizers and Herbicides Bylaws** – Attached is a sample bylaw used in the Summer Village of Grandview. Chairman Poulin has asked that the SVLSACE have a refresher discussion on this matter ahead of the busy summer season and that those members who do not yet have bylaws on this subject consider implementing one as soon as possible.

(Coffee Break)

8. **Lac Ste. Anne County Council (10:15 a.m.)** – Highlights of recent activities in the County and a roundtable discussion on matters of mutual interest.

9. **Ste. Anne Natural Gas, Kevin Ouderkirk (11:00 a.m.)** – To discuss enhanced service delivery and franchising opportunities within our region and member communities.

10.

11.

12. **Thank-you to host Ross Haven**

13. **Next meeting date: October 6th 2018**

(host Sandy Beach)

13. **Adjournment**

**MINUTES OF THE SUMMER VILLAGES OF LAC STE. ANNE COUNTY EAST
REGULAR MEETING HELD ON SATURDAY FEBRUARY 3rd 2018 AT 9:00 A.M.
HOSTED BY THE SUMMER VILLAGE OF NAKAMUN PARK AT THE ALBERTA
BEACH HERITAGE CENTRE**

Attendance

Ian Kupchenko	Councillor	Castle Island
Bernie Poulin	Mayor	Silver Sands (Chair)
Ren Giesbrecht	Deputy Mayor	West Cove(Vice Chair)
Jack Ruiter	Deputy Mayor	Ross Haven
Glen Usselman	Mayor	Sunrise Beach
Louis Belland	Mayor	Ross Haven
Richard Martin	Deputy Mayor	Sunset Point
Ann Morrison	Mayor	Sunset Point
Don Bauer	Councillor	Yellowstone
Gordon Drybrough	Deputy Mayor	Sandy Beach
Larry St. Amand	Mayor	West Cove
Russ Purdy	Mayor	Yellowstone
Maureen Mazerolle	Deputy Mayor	Silver Sands
Steven Tymafichuk	Deputy Mayor	Birch Cove
Michael Harney	Mayor	Sandy Beach
Cornelia Helland	Mayor	Castle Island
Chad Teha	Councilor	Birch Cove
Eugene Dugan	Mayor	Birch Cove
Marlene Walsh	Deputy Mayor	Val Quentin
Rudolf Liebenberg	CAO	Sandy Beach, Sunset Point
Sandi Benford	Mayor	South View
Denise Lambert	Councillor	Sandy Beach
Carleigh LeClair	Councillor	Nakamun Park
Dennis Evans	CAO	Val Quentin, Birch Cove
Garth Ward	Deputy Mayor	South View
Lorne Olsvik	Councillor	Lac Ste. Anne County
Joe Blakeman	Reeve	Lac Ste. Anne County
Steve Hoyda	Councillor	Lac Ste. Anne County
Nick Gelych	Deputy Reeve	Lac Ste. Anne County
Bruno Cornejo	Consultant	ERMC
Marcel Adamkewicz	Consultant	ERMC
John Swist	Field Officer	AEMA
Mark Pickford	Field Officer	AEMA
Wendy Wildman	CAO	Silver Sands, South View, West Cove, Yellowstone, Sunrise Beach
Heather Luhtala	Assistant CAO	Silver Sands, South View, Yellowstone, West Cove
Dwight Moskalyk	Administration/CAO	SVLSACE/ Nakamun Park

**MINUTES OF THE SUMMER VILLAGES OF LAC STE. ANNE COUNTY EAST
REGULAR MEETING HELD ON SATURDAY FEBRUARY 3rd 2018 AT 9:00 A.M.
HOSTED BY THE SUMMER VILLAGE OF NAKAMUN PARK AT THE ALBERTA
BEACH HERITAGE CENTRE**

(6) 2018 SVLSACE Budget and Requisitions

Motion #6-18
2018 Operating
Budget and
Requisitions

Ren Giesbrecht – that the 2018 SVLSACE Operating budget be approved as presented and that Administration be authorized to invoice and collect the requisitions as outlined in the budget document.

Carried.

Motion #7-18

(7) Subdivision Development and Appeal Board Pool – Member Training

Motion #7-18
SDAB Member
Training

Sandi Benford – that discussion on Subdivision Development and Appeal Board member training be deferred until the next meeting.

Carried.

County Arrived at
Meeting
9:33 a.m.

County Council Delegation Arrived (9:33 a.m.)
Coffee Break (9:35 a.m. – 9:45 a.m.)

(8) Lac Ste. Anne County Council

Motion #8-18
County Council
Discussions

Ren Giesbrecht – that the discussion with Lac Ste. Anne County Council be accepted for information AND THAT County Council be added as a standing item to the SVLSACE regular agenda for future meetings.

Carried.

County Left the
Meeting
10:03 a.m.

County Council Delegation left at 10:03 a.m.

(9) ERMCA – Regional Emergency Management Commission Next Steps

Motion #9-18
Recess the Regular
SVLSACE Meeting to
hold an Emergency
Management Advisory
Committee Meeting

Ren Giesbracht – that the discussion with ERMCA and AEMA be accepted for discussion AND THAT the SVLSACE February 3rd 2018 regular meeting go into a ten minute recess to allow for a founding Regional Emergency Management Advisory Committee Meeting, with Bernie Poulin as Interim Chair.

Carried.

SVLSACE Recess
11:15 a.m.

Recess Meeting

Resume Meeting
11:25 a.m.

Resume Meeting

(10) Next Meeting

Motion #9-18
Next Meeting

Ren Giesrecht – that the next SVLSACE regular meeting be scheduled for 9:00 a.m. Saturday May 26th 2018 at the Gunn Hall, Ross Haven as host.

Carried.

**MINUTES OF THE SUMMER VILLAGES OF LAC STE. ANNE COUNTY EAST
REGULAR MEETING HELD ON SATURDAY FEBRUARY 3rd 2018 AT 9:00 A.M.
HOSTED BY THE SUMMER VILLAGE OF NAKAMUN PARK AT THE ALBERTA
BEACH HERITAGE CENTRE**

(14) Thank-You to Nakamun Park

Chairman Poulin thanked Nakamun Park for hosting the meeting.

All matters being addressed Chairman Poulin adjourned the meeting at 11:35 a.m.

Chairman

Administration

SVLSACE 2018 FINANCIAL REPORT

PRESENTED for the May 26th, 2018 MEETING

TRANSACTIONS SHOWN ACCOUNT FOR ACTIVITY FROM **January 1st, 2018 to April 30th, 2018**

Note: the account is fully reimbursed for standard monthly maintenance and service fees – those items are not shown on this report to save space but are found on the attached statements.

DATE	REFERENCE	REVENUE	EXPENSE
	OPENING BALANCE		
January 1 st , 2018	Opening Balance	\$9,199.99	
	PAYMENTS RECEIVED		
Jan. 30 th 2018	Returned Item (#101)	\$484.20	
Jan. 31 st , 2018	Account Interest	\$11.19	
Feb. 1 st , 2018	Deposit Cheques	\$2,997.72	
Feb.28 th , 2018	Account Interest	\$14.18	
Mar. 2 nd , 2018	Deposit Cheques	\$7,685.14	
March 15 th , 2018	Deposit Cheques	\$1,584.62	
March 31 st , 2018	Account Interest	\$26.55	
April 30 th , 2018	Account Interest	\$25.87	
April 30th, 2018	TOTAL INCOME	\$22,029.46	
	PAYMENTS SENT		
Jan. 30 th , 2018	B. Poulin – Chq. #101		\$484.20
Feb. 7 th , 2018	R. Giesbrecht – Chq. #103		\$112.20
Feb. 8 th , 2018	D. Hodgson – Chq. #104		\$420.00
Feb. 15 th , 2018	A. Morrison – Chq. #105		\$94.20
March 28 th , 2018	On. Historical – Chq. #107		\$75.00
April 3 rd , 2018	R. Giesbrecht – Chq. #106		\$161.10
April 5 th , 2018	On. Historical – Chq. #108		\$15.00
April 11 th , 2018	B. Poulin – Chq. #109		\$943.00
April 30th, 2018	TOTAL EXPENSES		\$2,304.70
		\$22,029.46	\$2,304.70
April 30th, 2018	CLOSING BALANCE	\$19,724.76	

Statement date January 31, 2018

Transit number 08989-219

Customer number 0000069094

Page number 1 of 1

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SUMMER VILLAGES OF LAC STE ANNE
EAST
Box 8
Alberta Beach AB T0E 0A0

Your ATB Financial Branch

08989 Onoway Branch
4910 50 St
Onoway AB
T0E 1V0

If you have any questions, contact us at
1 800 332-8383 or visit us at
www.atb.com

RECEIVED
Feb 8/18

A summary of Deposit Account Business Custom Account II

00108312001	Transit # 08989-219
Your balance forward on Dec 31, 2017	\$9,199.99
Debits to your account (3 items)	- \$495.10
Credits to your account (4 items)	+ \$506.29
Your closing balance on Jan 31, 2018	= \$9,211.18

Details of your account transactions

Date	Description	Debits to your account (\$)	Credits to your account (\$)	Balance (\$)
Dec 31	Balance forward			\$9,199.99
Jan 30	Cheque #000000000101	\$484.20		8,715.79
Jan 30	Return Item #000000000101		\$484.20	9,199.99
Jan 31	Interest Payment		\$11.19	9,211.18
Jan 31	Monthly Maintenance Fees	\$10.00		9,201.18
Jan 31	Fee Waiver of Settlement		\$10.00	9,211.18
Jan 31	Adjustment Fee Waiver of Settlement		\$0.90	9,212.08
Jan 31	Fee Service	\$0.90		9,211.18
Jan 31	Closing balance			\$9,211.18

Find an error? Give us a call or drop by a branch. We'll take care of it.

Statement date February 28, 2018

Transit number 08989-219

Customer number 0000069094

Cheque images 3

Page number 1 of 3



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SUMMER VILLAGES OF LAC STE ANNE
EAST
Box 8
Alberta Beach AB T0E 0A0

Your ATB Financial Branch

08989 Onoway Branch
4910 50 St
Onoway AB
T0E 1V0

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A summary of Deposit Account Business Custom Account II

00108312001		Transit # 08989-219
Your balance forward on Jan 31, 2018		\$9,211.18
Debits to your account (5 items)	-	\$640.00
Credits to your account (4 items)	+	\$3,025.50
Your closing balance on Feb 28, 2018	=	\$11,596.68

Details of your account transactions

Date	Description	Debits to your account (\$)	Credits to your account (\$)	Balance (\$)
Jan 31	Balance forward			\$9,211.18
Feb 1	Deposit Cheque		\$2,997.72 ✓	12,208.90
Feb 7	Cheque #000000000103	\$112.20 ✓		12,096.70
Feb 8	Cheque #000000000104	\$420.00 ✓		11,676.70
Feb 15	Cheque #000000000105	\$94.20 ✓		11,582.50
Feb 28	Interest Payment		\$14.18 ✓	11,596.68
Feb 28	Monthly Maintenance Fees	\$10.00		11,586.68
Feb 28	Fee Waiver of Settlement		\$10.00	11,596.68
Feb 28	Adjustment Fee Waiver of Settlement		\$3.60	11,600.28
Feb 28	Fee Service	\$3.60		11,596.68
Feb 28	Closing balance			\$11,596.68

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Statement date February 28, 2018

Transit number 08989-219

Customer number 0000069094

Page number 3 of 3

Business Custom Account II 00108312001

Cheque #00000000103

\$112.20

SUMMER VILLAGES OF LAC STE ANNE EAST
 BOX 744
 ALBERTA BEACH, AB, T0E 0A0

DATE 20180115
 Y Y Y Y . M M D D

PAY TO the order of Ren Giesbrecht \$ 112.20

one hundred and twelve dollars 20 DOLLARS

ATB Financial
 2915, 5031
 OROUAVY, ALTA. T0E 1V0

RE Signing Metheny set-up (2017)

0103
 0000103 08989219 1083120 01

Business Custom Account II 00108312001

Cheque #00000000104

\$420.00

SUMMER VILLAGES OF LAC STE ANNE EAST
 BOX 744
 ALBERTA BEACH, AB, T0E 0A0

DATE 20180202
 Y Y Y Y . M M D D

PAY TO the order of Diane Hodgson \$ 420.00

four hundred and twenty 00 DOLLARS

ATB Financial
 2915, 5031
 OROUAVY, ALTA. T0E 1V0

RE # 203, medication meeting lunch

0104
 0000104 08989219 1083120 01

Business Custom Account II 00108312001

Cheque #00000000105

\$94.20

SUMMER VILLAGES OF LAC STE ANNE EAST
 BOX 744
 ALBERTA BEACH, AB, T0E 0A0

DATE 20180203
 Y Y Y Y . M M D D

PAY TO the order of Ann Manson \$ 94.20

ninety four dollars 20 DOLLARS

ATB Financial
 2915, 5031
 OROUAVY, ALTA. T0E 1V0

RE EBB Claim Feb 2018

0105
 0000105 08989219 1083120 01



8

Statement date March 31, 2018

Transit number 08989-219

Customer number 0000069094

Cheque images 1

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SUMMER VILLAGES OF LAC STE ANNE
EAST
Box 8
Alberta Beach AB T0E 0A0

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08989 Onoway Branch
4910 50 St
Onoway AB
T0E 1V0

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A summary of Deposit Account Business Custom Account II

00108312001	Transit # 08989-219
Your balance forward on Feb 28, 2018	\$11,596.68
Debits to your account (3 items)	- \$87.70
Credits to your account (5 items)	+ \$9,309.01
Your closing balance on Mar 31, 2018	= \$20,817.99

Details of your account transactions

Date	Description	Debits to your account (\$)	Credits to your account (\$)	Balance (\$)
Feb 28	Balance forward			\$11,596.68
Mar 2	Deposit Cheque 758 Spruce Grove Branch		\$7,685.14 /	19,281.82
Mar 15	Deposit Cheque		\$1,584.62 /	20,866.44
Mar 28	Cheque #000000000107	\$75.00 /		20,791.44
Mar 31	Interest Payment		\$26.55 /	20,817.99
Mar 31	Monthly Maintenance Fees	\$10.00		20,807.99
Mar 31	Fee Waiver of Settlement		\$10.00	20,817.99
Mar 31	Adjustment Fee Waiver of Settlement		\$2.70	20,820.69
Mar 31	Fee Service	\$2.70		20,817.99
Mar 31	Closing balance			\$20,817.99

Find an error? Give us a call or drop by a branch. We'll take care of it.

Statement date March 31, 2018


Transit number 08989-219

Customer number 0000069094

Page number 3 of 3

Business Custom Account II 00108312001
Cheque #00000000107

\$75.00

SUMMER VILLAGES OF LAC STE ANNE EAST		0107
<small>BOX 744 ALBERTA BEACH, AB, T0K 0A0</small>		DATE 2 0 1 8 0 3 2 6 <small>Y Y Y Y M M D D</small>
PAY to the order of <u>Choway and Distinct Historical Guild</u>		\$ 75.00
<u>Security Fund dollars</u>	00	DOLLARS
ATB Financial	<small>SUMMER VILLAGES OF LAC STE ANNE EAST</small>	
<small>2015-2017 2018-2019</small>		
RE <u>18-066</u>		
⑆000107⑆ ⑆08989⑆219⑆ 1083120⑆ 01⑆		



Statement date April 30, 2018
 Transit number 08989-219
 Customer number 0000069094
 Cheque images 3
 Page number 1 of 3

ATB0111100_1901716_002 E D 08989 23772

SUMMER VILLAGES OF LAC STE ANNE
 EAST
 Box 8
 Alberta Beach AB T0E 0A0



Your ATB Financial Branch

08989 Onoway Branch
 4910 50 St
 Onoway AB
 T0E 1V0

If you have any questions, contact us at
 1 800 332-8383 or visit us at
www.atb.com

RECEIVED
 Remy 1118

A summary of Deposit Account Business Custom Account II

00108312001	Transit # 08989-219
Your balance forward on Mar 31, 2018	\$20,817.99
Debits to your account (5 items)	- \$1,131.80
Credits to your account (3 items)	+ \$38.57
Your closing balance on Apr 30, 2018	= \$19,724.76

Details of your account transactions

Date	Description	Debits to your account (\$)	Credits to your account (\$)	Balance (\$)
Mar 31	Balance forward			\$20,817.99
Apr 3	Cheque #000000000106	\$161.10 /		20,656.89
Apr 5	Cheque #000000000108	\$15.00 /		20,641.89
Apr 11	Cheque #000000000109	\$943.00 /		19,698.89
Apr 30	Interest Payment		\$25.87 /	19,724.76
Apr 30	Monthly Maintenance Fees	\$10.00		19,714.76
Apr 30	Fee Waiver of Settlement		\$10.00 /	19,724.76
Apr 30	Adjustment Fee Waiver of Settlement		\$2.70	19,727.46
Apr 30	Fee Service	\$2.70 /		19,724.76
Apr 30	Closing balance			\$19,724.76

Find an error? Give us a call or drop by a branch. We'll take care of it.

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ATB Financial™

Deposit Account Statement

Statement date April 30, 2018
 Transit number 08989-219
 Customer number 0000069094
 Page number 3 of 3

Business Custom Account II 00108312001
 Cheque #000000000106 \$161.10

SUMMER VILLAGES OF LAC STE ANNE EAST
 BOX 744
 ALBERTA BEACH, AB, T0E 0A0

DATE 20180323
 Y Y Y M M D D D

PAY TO the order of Ren Giesbrecht \$ 161.10
one hundred and sixty-one 10 DOLLARS

ATB Financial
 4510-101ST
 QUINCY, ALTA. T0E 1V0

RE February 27 2018 Claims

#000108# 408989#219# 1083120# 01#

Business Custom Account II 00108312001
 Cheque #000000000108 \$15.00

SUMMER VILLAGES OF LAC STE ANNE EAST
 BOX 744
 ALBERTA BEACH, AB, T0E 0A0

DATE 20180327
 Y Y Y M M D D D

PAY TO the order of Chermy and husband Martineau funds \$ 15.00
fifteen dollars 00 DOLLARS

ATB Financial
 4510-101ST
 QUINCY, ALTA. T0E 1V0

RE # 18 - 066 (extra \$15 for 10 ft) ad revised.

#000108# 408989#219# 1083120# 01#

Business Custom Account II 00108312001
 Cheque #000000000109 \$943.00

#60069-002#
 04/30/2018
 01009000000233

SUMMER VILLAGES OF LAC STE ANNE EAST
 BOX 744
 ALBERTA BEACH, AB, T0E 0A0

DATE 20180404
 Y Y Y M M D D D

PAY TO the order of Bonnie Boubin \$ 943.00
nine hundred and forty-three 00 DOLLARS

ATB Financial
 4510-101ST
 QUINCY, ALTA. T0E 1V0

RE Paul Hill Marine

#000109# 408989#219# 1083120# 01#

#000109# 408989#219# 1083120# 0000094300#



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Report to SVLSACE

Lac St Anne Foundation (Seniors Housing) April 25, 2018 Meeting

(Submitted by Ren Giesbrecht)

Highlights from the meeting are:

- Honourable Oneil Carlier MLA attended the meeting. The board reviewed with him:
 - Projected housing deficit in the region by 2022 is significant. For Whitecourt alone the shortfall will be about 50 units. There is a need for funding for more units in most areas with in the region.
 - Grant for capital maintenance was eliminated by the current government is placing stress on the upkeep of current buildings
 - The GOA Disposable Income Allowance eliminated which adds pressure to meet operational budgets
 - Concern in operational cost increases due to the Alberta carbon tax and the pressure to increase salaries due to minimum wage increase of 40%

- LSAF funding requisitions to municipalities will increase f due to budget pressures.
 - Summer villages increase will be under \$500

- \$11 million debt load for LSAF currently for capital expenditures (new units built).

- The Mayerthorpe Lodge boiler and fire panel needs to be replaced.
 - Costs will be about \$250,000.
 - This has been forwarded to the Government of Alberta as a funding request

- Administration requested and the Board approved:
 - Ricoh whiteboard conferencing technology to facilitate meetings between staff in various locations.
 - 3 units will be leased at about \$300 per month for each unit.
 - Lease costs will come from current operational funds.
 - Should reduce travel costs significantly (Currently budgeted at close to \$500 per month). This may reduce the overall budget in the future.
 - Will reduce staff travel time (hidden cost) allowing them to spend more time in their roles at their respective lodges but will not result in budget savings.

- May be considered for Board meetings in the future to save travel time and expenses.
- A "Strategic Planning" session tentatively scheduled for June 6,7,8. The LSAF Board will participate. Tentative location and times: Rocky Mountain House retreat center - start at 10 AM June 6 to Noon on June 8th.
- Next Meeting is scheduled May 23 in Whitecourt at Spruce View Lodge starting at 12:30 PM.

Request for Decision

Recommendation:

Request that the CAO (Dena) attend a SVLSACE meeting to give a presentation about the Lac St Anne Foundation, their mandate and mission, and challenges they are facing.

Background:

The Lac Ste. Anne Foundation was established by Ministerial Order as a management body under the Alberta Housing Act, effective January 1, 1995, to provide adequate and suitable low cost housing to seniors and low-income households, in the Lac Ste. Anne Foundation communities served.

The Foundation operates with a 7 million dollar operating budget and mirrors the calendar year with respect to its twelve-month fiscal period.

Staffing components consist of Kitchen staff, Lodge Assistants, Social & Leisure Staff, LPN's, Health Care Aids, Maintenance personnel and casual helpers.

In addition, a Chief Administrative Officer (CAO), Administrative Assistant/Reception, Finance Officer, Finance Clerk, and 5 Site Managers, form our management team.

The Foundation is facing significant challenges in meeting its mandate and mission. It has been successful due to the current leadership and the dedication of staff but it is increasingly difficult. Considering the significant contribution of summer villages through municipal requisitions, you may want to learn more about the Foundation and how we can support their efforts other than monetarily.

THE SUMMER VILLAGES OF LAC STE. ANNE COUNTY EAST
Guidelines of Operation
(2018 Revision)

ARTICLE 1: NAME

- 1.1 The legal name of the organization shall be “The Summer Villages of Lac Ste. Anne County East,” abbreviated SVLSACE, and hereinafter referred to as “the Organization.”

ARTICLE 2: MEMBERSHIP

- 2.1 The membership in the Organization shall be comprised of the Summer Villages harboured within, or adjacent to, the municipal boundaries of Divisions 2, 3, 4 and 5 of Lac Ste. Anne County. Specifically (in alphabetical order):

- Summer Village of Birch Cove
- Summer Village of Castle Island
- Summer Village of Nakamun Park
- Summer Village of Ross Haven
- Summer Village of Sandy Beach
- Summer Village of Silver Sands
- Summer Village of South View
- Summer Village of Sunrise Beach
- Summer Village of Sunset Point
- Summer Village of Val Quentin
- Summer Village of West Cove
- Summer Village of Yellowstone

- 2.2 Existing members may withdraw their membership by providing written notice to the Administrator. Regardless of the date of notice, the withdrawing member’s existing membership shall expire effective December 31st of a given year and the withdrawing member will remain an active member of the organization until that date – including an obligation to pay current or previous requisitions or costs associated with their membership.

ARTICLE 3: DEFINITIONS

For those terms not commonly defined by the Oxford English Dictionary or specified in applicable federal or provincial legislation, the Organization recognizes the following terms:

- 3.1 “Committee” – shall mean the collective membership of the Summer Villages of Lac Ste. Anne County East comprising of duly elected councillors from each member summer village, with one collective vote assigned to summer village for the purpose of considering resolutions at regular meetings of the Organization.

- 3.2 “Executive Board”- shall mean the collective of Chairperson, Vice Chairperson and Administrative Officer(s) as confirmed during the annual organizational meeting,

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THE SUMMER VILLAGES OF LAC STE. ANNE COUNTY EAST
Guidelines of Operation
(2018 Revision)

assembled as a subset of the membership to direct the executive and administrative function of the organization including chairing meetings, holding signing authority, preparing agendas, acting as representatives during applicable regional negotiations, etc.

ARTICLE 4: MISSION AND VISION STATEMENTS

- 4.1 The prevailing Mission of the Summer Villages of Lac Ste. Anne County East shall be to facilitate regional and sub-regional discussions on matters of mutual interest among the member communities and between the member communities and other regional partners. It shall be a principle goal of this Organization to garner collective advice and invoke collective action in consideration of the broad long term strategic development of the membership and the greater regional community.
- 4.2 In exercising the Mission of the organization, the Summer Villages of Lac Ste. Anne County East consider the below listed objectives to be fundamental components of the Organization's Vision:
- Holding Regular and Well Attended Committee Meetings
 - Holding an Annual Organizational Meeting
 - Approving an Annual Budget and Membership Requisition
 - Operating an Independent Bank Account for Organization Business
 - Maintain and Preserve Administrative Records
 - Providing Collective Representative and Reporting at Region and Sub-Regional Commission, Committee and Council Levels
 - Provide a Forum to Engage with Regional Partners During Regular Meetings
 - Present a Shared Voice in Addressing Federal, Provincial and Municipal Initiatives that Impact Our Communities.

ARTICLE 5: MEETINGS

- 5.1 The Organization shall hold a minimum of three regular Committee meetings per year, including a fall meeting (September or October), and winter meeting (January or February) and a spring meeting (May or June). The fall meeting shall include the organizational meeting. Additional meetings, as required, may be convened at the call of the Chair for the purpose of addressing urgent matters.
- 5.2 The Executive Board will meet on an "as needed" basis (such as budget preparation, bylaw/policies/guideline reviews, meeting preparation) or at the direction of the Committee to address specific matters.
- 5.3 The next meeting date shall be determined at the preceding regular meeting and an agenda for upcoming meetings shall be circulated at least two (2) days, preferably at

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THE SUMMER VILLAGES OF LAC STE. ANNE COUNTY EAST
Guidelines of Operation
(2018 Revision)

least seven (7) days, ahead of the meeting to remind member municipalities and give their members time to review the meeting material.

- 5.4 Each member municipality will be responsible for hosting regular Committee meetings. This responsibility, which includes booking the venue, venue set-up and light refreshments, shall be assigned to each member municipality in alphabetical order of the member municipality's name. For reference, Ross Haven was host for the May 26th, 2018 Regular Committee Meeting, Sandy Beach will host the next meeting.

ARTICLE 6: QUORUM

- 6.1 Quorum for all regular committee meetings will be eight (8) member municipalities (i.e. 2/3 of the active membership).
- 6.2 Quorum for any Executive Board Meetings will be two (2) members and must include either the Chair or Vice Chair AND the designated administrative officer.

ARTICLE 7: VOTING

- 7.1 There shall be one vote per member municipality. The vote shall be casted by the designated representative or the designated alternate for the municipality.
- 7.2 Voting shall be made in person and not by proxy. In the case of meetings facilitated, in whole or in part, by teleconference members may confirm their vote verbally when prompted by the Chair.
- 7.3 At the discretion of the Chair, voting on regular business may be facilitated by a show of hands "in favour" or "opposed" or verbally at the prompting of the Chair. Contested elections and representative appointments will be settled by secret ballot, with two presiding returning officers appointed, as needed, by the Chair from the body of Administrators present.
- 7.4 Notwithstanding Article 7.3, any member may request a secret ballot or recorded vote on any matter of regular business by requesting such prior to the Chairperson calling the question. While this option is available, it should be used sparingly.
- 7.5 The Chairperson and Vice-Chairperson may carry voting authority, provided they are their respective municipality's assigned representative.

ARTILCE 8: FINANCIAL REPORTING AND REVIEW

- 8.1 The Executive shall draft an annual budget for consideration at the Winter Meeting of every year. The Budget will include projected incomes and expenses and be accompanied by a breakdown of the annual requisition, based on total lot count, to

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each active member. On approval of the budget the member requisition become effective and shall be considered due.

- 8.2 The Organization shall open and maintain an account with any Chartered Bank, Trust Company, Treasury Branch or Credit Union, for the purpose of facilitating the financial operation of the Organization.
- 8.3 Administration shall maintain a record of financial items including, but not limited to, accounts payable, accounts receivable and bank statements for each month from the confirmed banking institution of the organization.
- 8.4 The agenda for every regular meeting will include a standing item for Financials. Administration shall provide a report at each meeting regarding the financial position of the organization which includes the bank statements and related deposits/incomes and cheque payments/draws on the bank account.
- 8.5 The fiscal year shall end on December 31th of a given year. While no audit of the books is required annually, any member may request an appointment review of the financial records of the organization provided they allow 48 hours' notice and the Administrator is reasonably available to host at that time. Additionally, any member may introduce a motion during a regular meeting to have the organization engage an auditor or form a subcommittee to preform a similar review.
- 8.6 The Administrator shall maintain and store the cheque book, deposit books, deposit stamps, seals, payments received or payments to be made in a secure location when not in use.
- 8.7 Signing authority for the organization, including financial signing authority, will be confirmed annually during the organizational meeting. At a minimum, signing authority shall be granted to the Executive (Chairperson and Vice-Chairperson) and Administrator, with two signatures required to fully execute a financial instrument – one from the Executive and one from Administration. Other members or administration may be granted signing authority on approval of the membership.
- 8.8 With financial matters, including cost sharing or member requisitions, dependant on lot counts the lot count of each municipality shall be submitted to the Administrator prior to January 31st of each year and the resulting percentage formula shall be used for that year's approved budget requisitions and all other calculations in that fiscal year.

ARTICLE 9: EXECUTIVE BOARD

- 9.1 The Executive Board will be the principal advisory and management branch of the Organization. This board will work with Administration to set agendas, facilitate meetings, recommend policy initiatives and draft the annual budget. This board will also

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be the external voice and representation in matters related to intermunicipal engagement.

9.2 The Executive Board will be comprised of a Chairperson, Vice-Chairperson and an Administrator.

9.3 The Chairperson will:

- I. Preside at Organization Meetings;
- II. Be an Ex-Officio Member of all Committees;
- III. Be Charged with the General Supervision of All Activities of the Organization;
- IV. Be the Official Spokesperson and External Representative of the Organization.

9.4 The Vice-Chairperson will:

- I. Preside at any Meetings the Chairperson is Absent From;
- II. Assume Any Duties of the Chairperson as Required.

9.5 The Administrator will:

- I. Provide Administrative Support and Guidance and Recommendations to the Executive Board on Governance, Policy and Budgetary Matters;
- II. Prepare and Maintain the Records of the Organization, Including Agendas, Minutes, Financial Records, Correspondence and Contact Lists, as well as any Guidelines, Bylaws or Policies of the Organization;
- III. Collect, Store and Deposit all Moneys Due to the Organization
- IV. Ensure Timely Payment of all Authorized, Approved or Legally Required Liabilities of the Organization.

ARTICLE 10: STANDING AND AD HOC COMMITTEES

10.1 The Organization may, at the direction of the membership, establish such Standing Committees as may be deemed necessary or efficient in reviewing matters relevant to the business of the organization. These Standing Committees are governed by, answerable to and report to the Organization during regular meetings. The Standing Committees will exist indefinitely as part of the regular business of the Organization until dissolved by membership motion.

10.2 The Organization may, from time to time, establish such Ad Hoc Committees as may be deemed necessary or efficient in addressing specific matters related to the operation of the Organization or the fulfillment of the Organizations mandate. These Ad Hoc Committees are governed by, answerable to and report to the Organization during regular meetings. The Ad Hoc Committees will exist for a defined time which upon passing render the Committee dissolved unless an extension has been approved.

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ARTICLE 11: REPRESENTATIVES ELECTED OR APPOINTED TO OTHER EXTERNAL BODIES

11.1 The Organization may, at its discretion elect or appoint a Member, or Member Councillor, to represent the Organization on other Commission, Association, Organizations, Committees, Boards etc. where a collective representation of any or all the Members is available, offered or mandated. The Representatives will be expected to adhere, in general, to the bylaws and policies of their respective body, but remain answerable to and report to the Organization during regular meetings.

ARTICLE 12: TERMS OF OFFICE

12.1 The Term of Office for Chairperson shall be four years, coinciding with the municipal election cycle. The Office of Chairperson shall be filled at the first Organizational Meeting following the regular municipal elections for Summer Villages. No limit of the number of consecutive or total terms a Chairperson can hold office shall be made.

12.2 The Term of Office for Vice-Chairperson shall be four years, coinciding with the municipal election cycle. The Office of Vice-Chairperson shall be filled at the first Organizational Meeting Following the regular municipal election for Summer Villages. No limit of the number of consecutive or total terms a Vice-Chairperson can hold office shall be made.

12.3 The Term of Office for Standing Committee shall be one year. At the annual Organization Meeting, Standing Committee Representation will be put to the Membership. No limit of the number of consecutive or total terms a Standing Committee Director can hold office shall be made.

12.4 The Term of Office for Ad Hoc Committee shall be established in the founding motion which forms the committee. No limit of the number of consecutive or total terms a Ad Hoc Committee Director can hold office shall be made, however any Ad Hoc Committee expected to operate longer than eighteen months should be restructured as a Standing Committee and abide by those rules.

12.5 The Term of Office for Representation Elected or Appointed to External Bodies shall be one year. At the annual Organization Meeting, Representation to External Bodies will be put to the Membership. No limit of the number of consecutive or total terms a Representative to an External Body can hold office shall be made.

12.6 The Term of Office of the Administrator shall be negotiated as part of the engagement of the Administrator. The Administrator may be an employee, contractor or volunteer engaged to perform the duties of the Administrator under these guidelines and any supplemental provisions or policies. Preference will be given to existing administrators from within the member communities whenever feasible. The Administrator will be

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engaged by a motion of the membership, at negotiated terms for compensation and service terms, and the appointed officer shall be confirmed at each Organizational Meeting. The engagement of an Administrator shall be for between one and five years with no limit on consecutive or total years engaged restricting any employee, contractor or volunteer service provider.

ARTICLE 13: TERMINATION

- 13.1 Membership is open to all elected officials in the member Summer Villages. It is the responsibility of the member to appoint their voting representative and to hold that individual accountable for their actions. However, the Membership may by motion resolve to have the Chairperson send a formal correspondence addressing any matters raised with a specific member to that member's Council to highlight instances of unruly behavior, disrespectful actions or comments, or other matters of nuisance or concern. While the authority to reprimand the member representative remains with their Council, the Membership may vote to suspend or expel a member municipality if the matter persists.
- 13.2 Executive Board Appointments may be terminated by a motion of the Membership for any just cause, provided that the member is given the opportunity to have a proper hearing prior to the consideration of the motion. The member in question will have their official duties and authorities suspended pending the outcome of the hearing and resulting motion.
- 13.3 Standing and Ad Hoc Appointments may be terminated by a motion of the membership for any just cause and at the recommendation of the other directors of the respective sub-committee. The member is entitled to have a proper hearing prior to the consideration of the motion. The member in question will have their official duties and authorities suspended pending the outcome of the hearing and resulting motion.
- 13.4 Representatives to External Bodies may be terminated by a motion of the membership for any just cause and in consideration of such requests from the respective external body executive. The representative is entitled to have a proper hearing prior to the consideration of the motion. The member in question will have their official duties and authorities suspended pending the outcome of the hearing and resulting motion.
- 13.5 Any member, appointment, representative or other officer may be removed from office for failure to attend any three consecutive meetings without regrets.
- 13.6 Any member, appointment, representative or other officer may resign from their appointment by submitting notice in writing to the Chairperson. Such resignation will be effective immediately upon receipt of the notice by the Chairman.

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ARTICLE 14: VACANCIES

- 14.1 In the event of a vacancy for any reason provided for in these guidelines or any other, including death, resignation, a suspension of authorities pending formal hearing, or removal from office, the Organization will be responsible to fill the vacancy by elevation of the alternative or appointment by Membership motion.
- 14.2 In the event that a vacancy results from a suspension of authorities pending formal hearing, the Organization will elevate the alternate or appoint by motion a representative to fill the vacancy as described in Article 14.1. If the hearing results in removal from office of the original representative the alternate will remain for the rest of the original term. If the hearing results in exoneration for the alternate shall relinquish the position and the member shall resume their original appointment.
- 14.3 Notwithstanding Article 14.2, an appointment to fill a vacancy shall last the remainder of the original term for the appointment in question.

ARTICLE 16: REMUNERATION

- 16.1 Executive, Members, Appointments and Representatives may receive remuneration in respect of their attendance at their respective Board, Committee and External Body meetings. The rate of Remuneration shall be established annually at the Organizational meeting and form an addendum to these Guidelines along with a prescribed Remuneration Claim Sheet. Remuneration claims are not eligible for those representatives who receive remuneration directly from their respective external body.
- 16.2 A member in any capacity may be reimbursed for reasonable and necessary expenses incurred while performing the business of the Organization. These expenses must be approved by the Executive and accompanied by a receipt.

ARTICLE 17: AMENDMENTS TO THE GUIDELINES

- 17.1 These Guidelines may be rescinded, altered or added, in whole or in part, by a carried Membership motion.

ARTICLE 18: DISSOLUTION

- 18.1 Upon dissolution of the Organization all real property, fixtures and liquid assets remaining after the payment of any final debts will be split equally among the member municipalities at the proportions established via the current years lot count formula calculation.

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ARTICLE 19: PARLIAMENTARY AUTHORITY

19.1 The rules contained in "Robert's Rules of Order," in its most current edition, will govern the proceedings in all meetings and in all cases where they are applicable, provided that they are not inconsistent with these Guidelines.

APPROVED ON _____, _____, 2018

MOTION NUMBER _____

(Chairperson)

(Administrator)

DRAFT

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ADDENDUM A – REMUNERATION RATES

Where provided for under Article 16 of the Guidelines of Operation:

Per Diem Rates Shall Be:

- i) \$75.00 per meeting up to three (3) hours in length
- ii) \$150.00 per meeting for meetings over three (3) hours in length

Teleconference Meetings Shall be:

- i) \$25.00 per hour for any or all parts of an hour

Mileage Rates Shall Be:

- i) \$0.60 per kilometer traveled

2018 SVLSACE

MEMBER EXPENSE CLAIM SHEET

MEMBER NAME: _____

DATE SUBMITTED: _____

PLEASE SEND PAYMENT TO THIS ADDRESS: _____

DATE & PLACE	COMMITTEE	TIME	TOTAL FOR TIME	TRAVEL (km)	@ \$0.60/km	Other (incl. receipt)	TOTAL CLAIMED
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Recall the fee schedule: \$150 (over 3 hrs.), \$75 (3 hrs. or less), and \$25/hr (conference call)

TOTAL CLAIMED: _____

SIGNATURE OF CLAIMANT:

<<<If you require additional space please attach a page to this one along with any other required receipts>>>

Please remit this claim to the SVLSACE administration office at P.O. Box 8 Alberta Beach, AB T0E 0A0 or deliver it in person to 4808 – 51 st Onoway, AB T0E 1V0

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Report To SVLSACE

Alberta Lake Health Forum: May 10, 2018

(Submitted by Ren Giesbrecht)

Session 1: Cryoseismic Events in Central Alberta Lakes

- An ice quake occurred on Jan 1, 2018
- The magnitude 2 event on Gull Lake, Pigeon Lake, and Lac St Anne. There were also impacts on Wabamun Lake
- The Ice Quake occurred when ice expanded due to rapid warming causing ice to expand exerting significant forces on the ice and shorelines.
- Ruptures resulting in ice heaving. Pressure ridges formed rapidly overnight as well as deformation of ground and buildings
- Some issues occurred up to 25 m inland with ridges forming
- What happened?
 - LSA is a shallow lake and a high water table
 - 2 very wet years in 2016 and 2017, lake level increased 1/2 metre.
 - Sediments were saturated
 - Minimal to no snow cover in Dec 2017, Previous snowfall had depleted, therefore no insulation which allowed for rapid lake temperature change from the atmosphere
 - There were warm temperatures before Christmas then a drop to -30 overnight causing rapid and deep ice formation. This caused brittle ice to form. By Jan 18 ice was 70 cm thick.
 - Then rapid warming caused the ice to expand exerting significant pressure that ruptured the brittle ice. Across the entire lake it was approximately 3 to 4 meter expansion forming 1.5 m ice ridges and a quake that measure 2.0 on the Richter scale. Shore line deformations occurred.
- Water filled the fractures in the ice.
- Another rapid cooling to -30 C causing ice expansion and shore pressure (Ice Jacking).
- Another rapid warming, cracks form, fill with water then freeze and expand pushing ice towards shore lines. Ridges grew around the shore line again by 1 to 2 meters.
- What caused the pressure ridges to form and the land deformation?
 - Lake ice had frozen to the lake bed. In many other areas there was water under the ice right to the shore. With ice frozen to the ground pressure then caused land deformation since it had no place to expand. It either ruptured and formed ridges or it deformed the land.
- Higher than normal precipitation weakened the the land sediments as well making it more susceptible to deformation.

Session 2: Pigeon Lake Regional Wastewater Management

County Perspective

- construction of a regional sewer line on south side of Pigeon Lake started in 1992
- Completed in 2016 the line is moving sewerage to Mulherst wastewater facility
- Cost was 12.8 million
- Cost of operation and maintenance is charged to connected municipalities and summer villages based on usage
- Construction was funded through Water for Life provincial program. Phase 2 is to build internal collection lines.
- Summer villages are at various stages with respect to connecting to the system. One summer village rejected the plan and will continue to truck their waste.

Village perspective: why in summer villages?

- Noticed an increase in use and increased volumes using old poorly designed field systems that were leaching into the watershed causing contamination of wells, standing water, and the lake.
- Agreed to truck to a central location to dump into the sewer line that was connected to the Mulherst lagoon.
- To finance village internal sewer systems they accessed Canada grants and municipal grants. It is a low pressure system, (STEP) which uses a low pressure pump installed in septic holding tanks to push sewerage into the lines. They chose this rather than a gravity feed system. (Note: Alberta Beach uses a gravity system with municipal lift stations)

Session 3: Engaging Citizens in Beach Monitoring

- There are a number of biological hazards in recreation all lakes
- Examples include cyanobacteria, whirling disease, zebra mussels, milfoil.
- It is a significant challenge to monitor all of the recreational lakes in Alberta
- Water is dynamic and changing all the time requiring frequent monitoring.
- Monitoring is done through DNA
- The department is looking at decentralizing the testing and bringing kits to lake residents to use and monitor....citizen scientist so to speak.
- Currently a centralized system and it is time sensitive. Samples are taken and sent to Edmonton and Calgary for analysis. There is a lag time for reporting of at least 5 days but the lake could have changed in that period of time.
- Looking to place remote testing units in communities.
- How does DNA testing work? Collect water sample, use thermos cyclers to replicate DNA through 40 cycles then back calculate how many were in the original sample. The remote testing units can do toxic cyanobacteria and fecal matter, swimmers itch, whirling disease and invasive species.
- Looking for people to do the monitoring/field testing. If you are interested contact Michelle Gordy for more information. They will do onsite training.

Session 4: Alberta Lake Management Society

- Lake Watch Program: go for a boat ride around the lake with a volunteer, take samples and send it in to the government.
- The Society has done about 100 lakes
- If you want your lake included you can call and ask. How many they do depends on funding and volunteers
- Lac St Anne has not been done.
- They produce a trend analysis on lakes with 10 or more years of data.
- The Society has an Aquatic Plants of Alberta book/survey you can access
- They are looking for partners to do the monitoring. Contact them to discuss possibility if you are interested.
- Piloting a new project at 5 lakes using "lake keepers" to collect samples for monitoring. Looking for nutrients.

Session 5: Nature Alberta: Living by the Water

- Focused on stewardship
- Help people understand how to manage stewardship

Living by Water

- It is an educational program that has run for about 15 yrs.
- Focus is on beneficial management practices by property owners/managers

- 1 on 1 analysis with property owners with over 900 assessments around 30 lakes completed. Nature Alberta has done follow up on 35% of the assessments

So what change Changed?

- Living by the water 2.0 is partnering with Watersheds Canada and is focussed on specific lakes. In 2016 they started on Wabamun Lake using a focused assessment process. 488 assessments completed in 2016 and 300 in 2017. Reports made available for residents.
- They have started on Lake Isle.
- Erosion is the main issue. There is a wide variety of projects. Promotion is through word of mouth. They are working on building working relationships with partners. A main issue is the multiple layers of permitting for rehab projects.
- lbw@naturealberta.ca, website: naturealberta.ca

Session 6: Cows and Fish

Riparian Health in Alberta (Watershed Management) is their focus

- They quoted statistics indicating that wrt riparian areas that: Healthy 27.6%, Healthy with Problem 48.9%, Unhealthy 23.4%
- Update on Johnsonia Beach on Pigeon Lake riparian planting: Restoration and lake lot rehabilitation are completed. Bioengineered techniques used to restore natural sites and for replanting.
- Bearberry Creek update - 10 yrs later successful uptake of natural plants.
- Panoramic very successful over three years with fencing and livestock watering stations to keep animals out of the water.

Afternoon sessions focused on dialogue sessions with the presenters on issues and brainstorming solutions. See attached report.

Alberta Recreational Lakes Forum Summary Report

“To support networking, knowledge-sharing and collaboration for Alberta’s lake stewardship community.”

Compiled by Janine Higgins, Community Engagement Lead

The 2018 Alberta Recreational Lakes Forum was held on May 10 at Pigeon Lake at the Lakedell Agricultural Society Centre. There were 68 attendees that represented provincial government (Environment and Parks staff: planning, water quality, compliance, approvals & community engagement, Municipal Affairs), municipal government (counties, summer villages, towns), non-government organizations (stewardship organizations, non-profit organizations, watershed planning and advisory councils (WPACS)) and indigenous communities. There were 15 lakes specifically represented, however people from the South Saskatchewan, North Saskatchewan, Athabasca and Beaver River watersheds were in attendance.



Presentations in the morning included information on the cryoseismic events in Alberta, a regional wastewater project, new lake monitoring programs and various shorelines restoration projects and programs. Tools and techniques were shared with participants that could be applied in any watershed – such as EDDMaps Alberta, Alternative Land Use Services (ALUS), stewardship tools and the Water Channel.

The afternoon was spent in discussion groups working towards finding solutions to common lake issues in Alberta. Participants were encouraged to attend as many of the four stations that they were interested in, with the overall goal that they were to present solutions to issues they were aware of. Not all of the issues were discussed during the afternoon due to time constraints. The solutions that were brainstormed can be implemented by anyone who is working to help improve the health of Alberta’s lakes!

Keeping Alberta’s Lakes Healthy

This discussion group focused on human behaviors that have an impact on the health of Alberta lakes. The issues that were identified included: livestock grazing; legislation (acting without asking, not taking ownership of issues); aquatic invasive species (people not taking action to Clean Drain Dry); recreation; power boating; shoreline alternations (“lakescaping”, hard surfaces, lawn); land use planning (overdevelopment around lakes); pollutants; litter and garbage.

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Possible solutions were brainstormed for some of the issues that were identified, however the recreation, legislation, aquatic invasive species and livestock grazing topics were not discussed.

Litter and garbage (including litter at day use areas, winter fires on the lake, ice fishing huts):

- Host community clean up events
- More enforcement or higher fines for those caught dumping
- Educational campaign on winter lake use – ice huts, human waste, garbage left behind after ice fishing or snowmobiling on lake ice
- Proper dumpster design to eliminate additional waste getting into the environment
- Provincial campaign on the impact of cigarette butts
- Engage the federal government on the issue and see how they can help

Pollutants (including draining hot tubs onto lawns, contamination through fertilizers, chemicals, soap, household pollutants, sunscreen):

- Education on what pollutants are, their effect on the environment and how to dispose of them properly
- Do a compliance sweep at lakes (particularly for grey water)
- Create funding for alternative products and practices
- Publish best management practices for road salts – create a list of alternative products that can be used and are better for the environment (example: beet juice)
- Create best management practices for using other pollutants
- Do more education on nutrient loading

Power Boating (including high boat wakes, excessive amounts of boating, not following posted or federal speed limits):

- Put up buoys with speed limits near shore
- Annual boat registration within Alberta to use as an opportunity for education and funding
- Education on how to report bad behavior to the RCMP

Land Use Planning* (including overdevelopment around lakes, construction dredging, and too many hard surfaces):

- Utilize intermunicipal development plans (IDPs)
- Education on how land cover effects the lake (ie. we all have impact on the health of the lake)
- Scientific expertise support for municipalities while working on their IDPs and creating bylaws
- Education for councillors/residents/municipal staff
- Contact list or resource guide of who you can talk to
- Create a top soil requirement – as a bylaw compared to a best management practice

***This was voted on as most important by attendees.**

Communicating Effectively with Lake Audiences

Effective communication was discussed in this focus group (including the issues of finding the right people; getting responses back and having people show up to invited functions; getting people to understand the issue, i.e. why it is important; lake issue of water quality; addressing rumours, i.e. communicating positive, correct, timely info; communicating with large numbers of people; what is the 'best' format for communication, e.g. paper, website, Facebook, verbal one on one?).

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Lake research solutions (understand cyanobacteria dynamics and drivers, impact of fisheries management on lake quality, nutrient loading, how to be more predictive in science application):

- Stop working in silos
- Ask the right question and ensure the protocol utilized has validity
- Make sure to balance science with accessibility to all (communicate it properly)
- Does the research already exist? If so then communicate it to inform the public
- Utilize the freshwater institution or find more support
- Knowledge translation and exchange is key
- Government use scientists and knowledge
- Provide more funding and resources from AEP
- Do a meta analysis with the WPACs

Primary Stressors (climate change, big picture analysis):

- Use data to look at trends
- Less data silos – both within departments, Alberta and outside the province

Knowledge and Education (understanding watershed dynamics, interactions, lake functions, understand assumptions about people's water literacy levels, what people need to know):

- Understanding of watershed scale timeline so people can understand research and data constraints when working with the public and lake residents.
- Know what is out there already and how to use it in other municipal districts (such as riparian restoration)
- Education for decision makers leading to management change

Land use management (management goals and strategies, what can be managed, connection between monitoring and management):

- Political, economic and scientific will
- Ensuring research isn't just studies – using the implement and have on-the-ground action
- Utilize adaptive management
- Less research silos
- Understand the importance of lake non-government organizations, watershed stewardship groups, watershed planning and advisory councils (WPACs) in filling gaps and creating linkages
- Continue sharing current knowledge via forums like ARL and the Alberta Lake Management Society (ALMS) Conference
- **Research using multi-disciplinary teams***
- Create guidance document of best management practices for smaller municipal districts (Alberta Summer Village Association guide is an example)
- Utilize a website with resources (such as the water channel, Respect our Lakes website, PLWA and PLWMP.ca)
- Provide more training for stewardship group members (compared to hiring more limnologists)
- Water conversation – what is the role and responsibilities of each organization and who ensures there is follow through.
- Do a lake management structure review

*This was voted on as most important by attendees.

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For more information, visit: <https://talkaep.alberta.ca/the-water-channel>

Possible solutions:

- **Use FAQs on website and in newsletters to 'get ahead' - perhaps do as 'Myth busters' or 'Did You Knows'***
- Add your information to a group with a large database, e.g. in a county tax notice
- Use a host agency that sends multiple places at once – e.g. Mail Chimp or Hoot Suite (known as a Social Media Management Tool)
- Need to answer "What's in it for Me" – aim for the shared values
- Timing is important
- Need to communicate 'real facts' that are translated so understandable and relatable to the audience
- Use simple metaphors to explain, e.g. nesting dolls to represent watersheds
- Start asking around to pinpoint the leaders or early adopters in community and get them on board with your message
- Have cooperative efforts/events with groups like the municipality and watershed groups to ensure consistency and reliable information goes out – will build the reputation of effort

***This was voted on as most important by attendees.**

Moving from Me to We (including issues: They think they are the experts; Changing the view from 'I' to 'All'; Private property so stay out):

- Use the well connected individuals in the community as advocates
- Focus on what each sector can do to help – show what their impacts are in 'reality' via study if possible.
- Take care of own backyard first
- Plan 'peer-to-peer' education
- Foster healthy competition

Know Your Audience (including issues: Challenge having people understand they live within a watershed; relating topics to audiences for 'understanding'; reaching cattle ranchers/producers in watershed):

- General: Focus on 'What is Right' and have food at events
- Waterfront Owners – work with real estate agents – do a training session with them each year
- Back lot Owners – trust building; build relationships; share resources; help with paperwork; find advocate (note this works for Waterfront owners too)
- Campers & Day Use – focus events on "Park Days"; Target campground caretakers; walk through campgrounds
- Recreation Users – Use Clean, Drain, Dry messaging
- Ag Producers – promote events at local coffee hang-out; use a friend to connect; tie your advertising to an auction promotion; have food!
- Business Owners – promote their 'good products'; bring info to them; get them on board as advocates and recognize them; focus on WIIFM
- Business Users – didn't get to
- Decision Makers – didn't get to

Lake Science

This discussion group focused on solutions for lake science issues in Alberta; what is missing from the research, what are the primary stressors, the knowledge and education of the watershed, and how land use is connected to lake science.

For more information, visit: <https://talkaep.alberta.ca/the-water-channel>

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Legislation

Some broad level issues around legislation were discussed, such as development around lakes, lake recreation policies, watershed planning, understanding regulation and enforcement of regulations. Other issues that were discussed include AEP office disparity, being unclear how to decide which type of shoreline erosion protection is best and how pier management may lead to stagnant water (i.e. blue green algae growth).

Some general solutions that were discussed were:

- Stop reed cutting by using effective enforcement
- Create documents showing:
 - How watershed plans can be translated into workable land use bylaws or local policies
 - Who's responsible for emergency response
 - Provide clarity for legislative responsibility (it may be an opportunity here to encourage local stewards to utilize departments' dedicated advisory services; depending on the scenario, any number of Acts, Codes, etc. could apply across government)
- Collaborate to create ice hut regulation - it may be possible to regulate this through seasonal development permitting by the local development authority
- Collaborate on water quality legislation and enforcement for:
 - Riparian areas
 - Livestock in lakes
 - Agricultural drainage
 - Fertilizer
 - Municipalities are able to: i) educate citizens and, ii) subject to legal analysis and advice as there is case law in other provincial jurisdictions supporting this, regulate property owners' application/prohibition of introducing such products directly into the environment
 - Educate people about a body of water's carrying capacity – the numbers, frequencies, types, pollutant levels of water vessels
 - Implement the "Water Conversation" recommendations

Recreation on and around lakes* (wakeboard boat impacts, boat carrying capacity, ice fishing shacks, lack of enforcement, effect of docks on lake health):

- Create a Government of Alberta recreation protocol (pilot project underway at priority sites in Alberta)
 - A Recreational Water Management Protocol was developed as a comprehensive risk assessment strategy to encompass bacteriological, chemical and physical risk to bathers; it is a non-regulatory approach based on cooperation and collaboration between government/agencies, operators, and watershed stewardship groups shifting responsibility for assessment, monitoring and management to operators, which shall be trained along with health inspectors. Call Alberta Health's Health Protection Branch for more information.
- Need for flow of science and technical information to implementations, influencers and the public
- Look to other jurisdictions to see what the actions to respond to carrying capacity of lakes (for example prohibitions on motorized watercraft)
- Provide local safe sewage disposal utilities
- Improved communication tools targeted at high impact recreational lake users – possibly through Alberta Culture and Tourism
- More signage in situ regarding sensitive environments and respecting habitat
- Incorporate programs into education system
- Run a "Lakewatch" program – like a "neighborhood watch" as there is very limited local enforcement
- Joint servicing agreements within now mandatory Intermunicipal Development Plans (IDPs) between neighbouring municipalities for jurisdictions around lakes where municipalities do not have to be adjacent to

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one another to partner – examples are: parks and recreation management, policing/bylaw enforcement, sewage, land planning or development review, etc.

***This was voted on as most important by attendees.**

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Alberta

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SUMMER VILLAGE OF GRANDVIEW

BYLAW #298

A BYLAW OF THE SUMMER VILLAGE OF GRANDVIEW IN THE PROVINCE OF ALBERTA TO RESTRICT THE USE OF FERTILIZERS AND HERBICIDES.

WHEREAS, Municipal Government Act being Chapter M-26 of the Revised Statutes of Alberta, 2000, Part 2, Sections 7 & 8 and amendments thereto, authorizes the Council of a local Municipality to pass a Bylaw regulating the safety, health and welfare of people and the protection of people and property;

AND WHEREAS there is a desire for all municipalities around Pigeon Lake to have restrictions on the use of lawn fertilizers;

AND WHEREAS the Summer Village of Grandview would encourage other municipalities around the lake to pass similar bylaws;

NOW THEREFORE, the Council of the Summer Village of Grandview, duly assembled, enacts as follows:

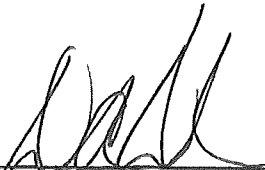
1. The use of fertilizers other than natural compost on lawns is prohibited within the Summer Village of Grandview.
2. All chemical herbicides are prohibited within the Summer Village of Grandview except for the control of noxious and prohibited noxious weeds as defined in the Weed Control Act.
3. Contravention of this Bylaw is subject to fines in accordance with Schedule "A" Penalties and Fees, attached hereto and forming part of Bylaw No. 298.
4. This bylaw comes into effect on the date of the third reading.

Read a first time this 14th day of August, 2014.

Read a second time this 14th day of August, 2014.

Given unanimous consent to proceed to third reading this 14th day of August, 2014.

Read a third time and finally passed this 14th day of August, 2014.



Don Davidson, Mayor
Summer Village of Grandview



Sylvia Roy, Chief Administrative Officer
Summer Village of Grandview

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Schedule "A": Penalties and Fees
(Forming part of Bylaw No. 298 – Restrict the Use of Fertilizers)

Any person who contravenes any provision of this Bylaw is guilty of an offence and is liable upon summary conviction to a fine of:

Not less than \$50.00 and not more than \$250.00 for a first offence;

Or

Not less than \$250.00 and not more than \$500.00 for subsequent offences.

(36)