

# AGENDA - ANNUAL INFORMATION MEETING

SUMMER VILLAGE of SANDY BEACH, PROVINCE OF ALBERTA

MYRNA NOYES COMMUNITY HALL 63 Lakeshore Drive

SATURDAY, August 20, 2022, 9 a.m.

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1. **CALL TO ORDER** - Mayor Denise Lambert: 9am
  
2. **WELCOME** by **CHAIR**
  - Mayor Denise Lambert
  - Deputy Mayor Larysa Luciw
  - Councillor Michael Harney
  - Public
  
3. **RULES OF DECORUM**
  - Standard rules of decorum for meeting
    - Follow the agenda
    - Speak only after being recognized by the Chair
    - One person to speak at a time
    - Give your full name and speak clearly and loudly enough so that everyone in the room can hear the question
    - Keep questions short and to the point - maximum time 4 minutes
  
  - No personal attacks or disruptive behavior of any kind will be tolerated;
  - The Mayor/Chair has the right to require anyone not abiding by these rules to remove themselves from the meeting immediately;
  - If all discussion gets out of hand, the meeting will be adjourned immediately;
  
4. **REPORTS**
  - ◆ Mayor Denise Lambert:  
**SVLSACE; Emergency Management, Development, Indigenous Relations;**
  - ◆ Deputy Mayor Larysa Luciw:  
**FCSS, Sun & Sand Rec League;**
  - ◆ Councilor Michael Harney:  
**Transmission Line Phase A, Wastewater, Lagoon, Fire Smart,**
  
5. **HANDOUTS AVAILABLE FOR RESIDENTS**
  - 2021 Audited Financial Statements & Auditor's notes;
  - 2022 Approved Budget;
  
6. **DELEGATION/ROUND TABLE**
  - TBD
  
7. **ADJOURNMENT**

**SUMMER VILLAGE OF SANDY BEACH**  
**Financial Statements**  
**For The Year Ended December 31, 2021**

## MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

To the Mayor and Council of the Summer Village of Sandy Beach

The integrity, relevance and comparability of the data in the accompanying financial statements are the responsibility of management.

The financial statements are prepared by management in accordance with Canadian public sector accounting standards. They necessarily include some amounts that are based on the best estimates and judgements of management.

To assist in its responsibility, management maintains accounting, budget and other controls to provide reasonable assurance that transactions are appropriately authorized, that assets are properly accounted for and safeguarded, and that financial records are reliable for preparation of financial statements.

Metrix Group LLP, Chartered Professional Accountants, have been appointed by the Village Council to express an opinion on the Village's financial statements.



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Mr. Rudolf Liebenberg,  
Chief Administrative Officer

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## INDEPENDENT AUDITORS' REPORT

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To the Mayor and Council of Summer Village of Sandy Beach

### *Opinion*

We have audited the financial statements of the Summer Village of Sandy Beach (the Village), which comprise the statement of financial position as at December 31, 2021, and the statements of changes in net financial assets, and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Company as at December 31, 2021, and the results of its operations, changes in net financial assets, and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### *Basis for Opinion*

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditors' Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Company in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### *Responsibilities of Management and Those Charged with Governance for the Financial Statements*

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Company's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Company or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Company's financial reporting process.

### *Auditors' Responsibilities for the Audit of the Financial Statements*

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

(continues)



Independent Auditors' Report to the Mayor and Council of Summer Village of Sandy Beach *(continued)*

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

**METRIX GROUP LLP**

Chartered Professional Accountants

Edmonton, Alberta  
March 17, 2022



**SUMMER VILLAGE OF SANDY BEACH**

**Statement of Financial Position**

**As At December 31, 2021**

	2021	2020
<b>FINANCIAL ASSETS</b>		
Cash and cash equivalents <i>(Note 2)</i>	\$ 1,903,562	\$ 1,868,048
Receivables <i>(Note 3)</i>	<u>186,237</u>	<u>158,113</u>
	<u>2,089,799</u>	<u>2,026,161</u>
 <b>LIABILITIES</b>		
Accounts payable and accrued liabilities	\$ 23,610	\$ 18,937
Deferred revenue <i>(Note 4)</i>	<u>555,167</u>	<u>467,663</u>
	<u>578,777</u>	<u>486,600</u>
 <b>NET FINANCIAL ASSETS</b>	<u>1,511,022</u>	<u>1,539,561</u>
 <b>NON-FINANCIAL ASSETS</b>		
Tangible capital assets <i>(Note 5)</i>	1,524,142	1,613,390
Prepays	<u>16,625</u>	<u>10,585</u>
	<u>1,540,767</u>	<u>1,623,975</u>
 <b>ACCUMULATED SURPLUS <i>(Note 6)</i></b>	<u>\$ 3,051,789</u>	<u>\$ 3,163,536</u>

The accompanying notes are an integral part of these

**SUMMER VILLAGE OF SANDY BEACH**  
**Statement of Operations and Accumulated Surplus**  
**For the Year Ended December 31, 2021**

	2021 (Budget) (Note 11)	2021 (Actual)	2020 (Actual)
<b>REVENUE</b>			
Net taxation (Schedule 2)	\$ 358,995	\$ 369,555	\$ 362,068
Government transfers for operating	177,563	179,031	69,799
Sales and user charges	20,000	13,314	6,755
Return on investments	24,000	11,373	16,122
Rentals	2,000	6,150	7,200
Penalties on taxes	8,100	3,878	10,122
Other	19,482	-	-
	<u>610,140</u>	<u>583,301</u>	<u>472,066</u>
<b>EXPENSES</b>			
Roads, streets, walks and lighting	243,545	236,321	187,387
General administration	175,880	145,416	154,173
Fire	82,900	97,767	31,084
Wastewater	-	26,493	-
Waste management	29,500	18,309	21,629
Council and other legislative	15,000	13,831	14,396
Bylaw enforcement	19,000	12,396	11,907
Policing	-	11,729	-
Water	9,000	8,678	8,701
Land use planning, zoning and development	8,750	7,107	6,911
Parks and recreation	3,000	4,896	3,803
Culture: libraries, museums, halls	4,500	2,269	8,389
Family and community support services	9,065	150	7,083
Amortization	-	129,391	130,190
	<u>600,140</u>	<u>714,753</u>	<u>585,653</u>
<b>ANNUAL SURPLUS (DEFICIT) BEFORE OTHER REVENUE</b>	10,000	(131,452)	(113,587)
<b>OTHER REVENUE</b>			
Government transfers for capital	108,767	19,705	72,410
<b>ANNUAL SURPLUS (DEFICIT)</b>	118,767	(111,747)	(41,177)
<b>ACCUMULATED SURPLUS, BEGINNING OF YEAR</b>	3,163,536	3,163,536	3,204,713
<b>ACCUMULATED SURPLUS, END OF YEAR (Note 6)</b>	<u>\$ 3,282,303</u>	<u>\$ 3,051,789</u>	<u>\$ 3,163,536</u>

The accompanying notes are an integral part of these

**SUMMER VILLAGE OF SANDY BEACH**  
**Statement of Changes in Net Financial Assets**  
**For the Year Ended December 31, 2021**

	2021 (Budget) (Note 11)	<b>2021 (Actual)</b>	2020 (Actual)
<b>ANNUAL SURPLUS (DEFICIT)</b>	\$ 118,767	\$ (111,747)	\$ (41,177)
Acquisition of tangible capital assets	-	<b>(40,145)</b>	(53,351)
Amortization of tangible capital assets	-	<b>129,391</b>	130,190
	118,767	<b>(22,501)</b>	35,662
Use (acquisition) of prepaid expenses	-	<b>(6,038)</b>	1,216
<b>INCREASE IN NET FINANCIAL ASSETS</b>	118,767	<b>(28,539)</b>	36,878
<b>NET FINANCIAL ASSETS, BEGINNING OF YEAR</b>	1,539,561	<b>1,539,561</b>	1,502,683
<b>NET FINANCIAL ASSETS, END OF YEAR</b>	\$ 1,658,328	\$ <b>1,511,022</b>	\$ 1,539,561

The accompanying notes are an integral part of these



**SUMMER VILLAGE OF SANDY BEACH**  
**Statement of Cash Flows**  
**For The Year Ended December 31, 2021**

	2021	2020
<b>OPERATING ACTIVITIES</b>		
Annual surplus (deficit)	\$ (111,747)	\$ (41,177)
Non-cash items not affecting annual surplus:		
Amortization	<u>129,391</u>	<u>130,190</u>
	<u>17,644</u>	<u>89,013</u>
Changes in non-cash working capital balances related to operations:		
Receivables	(28,124)	(103,022)
Accounts payable and accrued liabilities	4,675	(9,476)
Prepays	(6,040)	1,216
Deferred revenue	<u>87,504</u>	<u>113,243</u>
	<u>58,015</u>	<u>1,961</u>
Cash flow from operating activities	<u>75,659</u>	<u>90,974</u>
<b>CAPITAL ACTIVITIES</b>		
Purchase of tangible capital assets	<u>(40,145)</u>	<u>(53,351)</u>
<b>INCREASE IN CASH FLOW</b>	<b>35,514</b>	<b>37,623</b>
<b>CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR</b>	<u><b>1,868,048</b></u>	<u><b>1,830,425</b></u>
<b>CASH AND CASH EQUIVALENTS - END OF YEAR</b>	<u><b>\$ 1,903,562</b></u>	<u><b>\$ 1,868,048</b></u>

The accompanying notes are an integral part of these

**SUMMER VILLAGE OF SANDY BEACH**  
**Schedule of Equity in Tangible Capital Assets**  
**For the Year Ended December 31, 2021**

*(Schedule 1)*

	2021	2020
<b>BALANCE, BEGINNING OF YEAR</b>	\$ 1,613,390	\$ 1,690,229
Acquisition of tangible capital assets	40,145	53,351
Amortization	<u>(129,393)</u>	<u>(130,190)</u>
<b>BALANCE, END OF YEAR</b>	<u>\$ 1,524,142</u>	<u>\$ 1,613,390</u>
Equity in tangible capital assets is comprised of the following:		
Tangible capital assets (net book value) <i>(Note 5)</i>	<u>\$ 1,524,142</u>	<u>\$ 1,613,390</u>

The accompanying notes are an integral part of these

**SUMMER VILLAGE OF SANDY BEACH**  
**Schedule of Property Taxes**  
**For the Year Ended December 31, 2021**

*(Schedule 2)*

	2020 (Budget) (Note 11)	2020 (Actual)	2019 (Actual)
<b>TAXATION</b>			
Real property taxes	\$ 466,247	\$ 476,998	\$ 469,332
<b>REQUISITIONS</b>			
Alberta School Foundation Fund	98,944	99,135	98,944
Lac Ste. Anne Foundation	8,308	8,308	8,320
	<u>107,252</u>	<u>107,443</u>	<u>107,264</u>
<b>NET MUNICIPAL PROPERTY TAXES</b>	<u>\$ 358,995</u>	<u>\$ 369,555</u>	<u>\$ 362,068</u>

**SUMMER VILLAGE OF SANDY BEACH**  
**Schedule of Segmented Information**  
**For the Year Ended December 31, 2021**

*(Schedule 3)*

	2021 (Budget) <i>(Note 11)</i>	<b>2021 (Actual)</b>	2020 (Actual)
Contracted and general services	\$ 252,595	\$ <b>226,306</b>	\$ 103,910
Salaries, wages and benefits	186,330	<b>224,281</b>	204,727
Materials, goods and supplies	151,550	<b>134,391</b>	139,503
Amortization	-	<b>129,390</b>	130,190
Bank charges	350	<b>235</b>	240
Grants and transfer payments to other organizations	9,315	<b>150</b>	7,083
	<u>\$ 600,140</u>	<u>\$ <b>714,753</b></u>	<u>\$ 585,653</u>

The accompanying notes are an integral part of these

# SUMMER VILLAGE OF SANDY BEACH

## Notes to Financial Statements

December 31, 2021

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### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Summer Village of Sandy Beach (the "Village") are the representations of management, prepared in accordance with Canadian public sector accounting standards. Significant aspects of the accounting policies adopted by the Village are as follows:

(a) *Reporting Entity*

The financial statements reflect the assets, liabilities, revenues and expenses, and cash flows of the reporting entity. The entity is comprised of all the organizations that are owned or controlled by the Village and are, therefore, accountable to Village Council for the administration of their financial affairs and resources.

The schedule of taxes levied also includes requisitions for education that are not part of the reporting entity.

The statements exclude trust assets that are administered for the benefit of external parties.

(b) *Basis of Accounting*

Revenues are accounted for in the period in which the transactions or events occurred that gave rise to the revenues.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers are recognized in the financial statements as revenues in the period that the events giving rise to the transfer occurred, providing the transfers are authorized, the Town has met any eligibility criteria, and reasonable estimates of the amounts can be made.

Expenses are recognized in the period the goods and services are acquired and a liability is incurred or transfers are due.

(c) *Cash and Cash Equivalents*

Cash and cash equivalents include items that are readily convertible to known amounts of cash and that are subject to an insignificant risk of change in value. These short-term investments have a maturity of 90 days or less at acquisition and are held for the purpose of meeting short-term cash commitments rather than for investing.

(d) *Use of Estimates*

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates. Significant areas requiring the use of management's estimates include allowance for doubtful accounts, the useful lives of tangible capital assets and the corresponding rates of amortization.

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**SUMMER VILLAGE OF SANDY BEACH**  
**Notes to Financial Statements**  
**December 31, 2021**

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**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

(e) *Tax Revenue*

Property taxes are recognized as revenue in the year they are levied.

Construction and borrowing costs associated with local improvement projects are recovered through annual special assessments during the period of the related borrowings. These levies are collectable from property owners for work performed by the Village and are recognized as revenue in the year the tax is levied.

(f) *Tangible Capital Assets*

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over the estimated useful life as follows:

Land improvements	15-25 years
Engineered structures	
Roadways	20-30 years
Wastewater	45 years
Buildings	50 years
Machinery and equipment	5 - 20 years
Vehicles	10 years

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also are recorded as revenue.

Works of art for display are not recorded as tangible capital assets but are disclosed.

(g) *Contaminated Sites*

Contaminated sites are defined as the result of contamination being introduced in air, soil, water or sediment of a chemical, organic, or radioactive material or live organism that exceeds an environmental standard. A liability for remediation on contaminated sites is recognized, net of any recoveries, when an environmental standard exists, contamination exceeds the environmental standard, the Village is directly responsible for or accepts responsibility for the liability, future economic benefits will be given up, and a reasonable estimate of the liability can be made.

(h) *Over-levy and Under-levy*

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

In situations where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and reflected as property taxes. If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced.

Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

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**SUMMER VILLAGE OF SANDY BEACH**

**Notes to Financial Statements**

**December 31, 2021**

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**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)***

(i) *Non-Financial Assets*

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the annual surplus, provides the consolidated Change in Net Financial Assets for the year.

(j) *New Accounting Standards not yet Adopted*

Effective for fiscal years beginning on or after April 1, 2022, PS 3280 Asset Retirement Obligations provides guidance on how to account for and report liabilities for retirement of tangible capital assets.

Effective for fiscal years beginning on or after April 1, 2023, PS 3400 Revenue provides guidance on how to account for and report revenue, and specifically, it addresses revenue arising from exchange transactions and non-exchange transactions.

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**SUMMER VILLAGE OF SANDY BEACH**  
**Notes to Financial Statements**  
**December 31, 2021**

**2. CASH AND CASH EQUIVALENTS**

	<u>2021</u>	<u>2020</u>
Operating account	\$ 590,787	\$ 565,999
Savings account	5,659	5,628
Temporary investments	<u>1,307,116</u>	<u>1,296,421</u>
	<u>\$ 1,903,562</u>	<u>\$ 1,868,048</u>

Temporary investments consist of 31 - 90 day notice on amount accounts and earn interest at prime (currently 2.45%) less 1.80% and 1.65%.

**3. RECEIVABLES**

	<u>2021</u>	<u>2020</u>
Grants and government transfers	\$ 123,965	\$ 108,767
Taxes and grants in place of taxes	51,986	39,124
Goods and Services Tax	<u>10,286</u>	<u>10,222</u>
	<u>\$ 186,237</u>	<u>\$ 158,113</u>

**4. DEFERRED REVENUE**

	<u>2020</u>	<u>Funds Received</u>	<u>Funds Expended</u>	<u>2021</u>
Municipal Sustainability Initiative - capital component	\$ 401,402	\$ 126,118	\$ (56,770)	\$ 470,750
Canada Community Building Fund	27,049	42,551	-	69,600
Municipal Stimulus Program	19,023	19,023	(38,046)	-
Municipal Operating Support Transfer	13,402	-	(13,402)	-
Family and Community Support Services	6,787	8,180	(150)	14,817
	<u>\$ 467,663</u>	<u>\$ 195,872</u>	<u>\$ (108,368)</u>	<u>\$ 555,167</u>

**SUMMER VILLAGE OF SANDY BEACH**  
**Notes to Financial Statements**  
**December 31, 2021**

**5. TANGIBLE CAPITAL ASSETS**

	2021 Net Book Value	2020 Net Book Value
Engineered Structures		
Roadway systems	\$ 676,043	\$ 747,819
Wastewater systems	77,646	82,989
	<u>753,689</u>	<u>830,808</u>
Buildings	354,964	367,068
Land	222,015	222,015
Machinery and equipment	160,315	159,358
Vehicles	17,452	21,330
Land improvements	10,264	12,808
Work in progress	5,443	-
	<u>\$ 1,524,142</u>	<u>\$ 1,613,390</u>

	Cost Beginning of Year	Purchased Additions	Disposals	Transfers	Cost End of Year
Engineered Structures					
Roadway systems	\$ 1,916,115	\$ 6,946	-	-	\$ 1,923,061
Wastewater systems	240,422	-	-	-	240,422
	<u>2,156,537</u>	<u>6,946</u>	<u>-</u>	<u>-</u>	<u>2,163,483</u>
Buildings	642,545	-	-	-	642,545
Machinery and equipment	439,647	27,756	-	-	467,403
Land	222,015	-	-	-	222,015
Land improvements	74,448	-	-	-	74,448
Vehicles	55,281	-	-	-	55,281
Work in progress	-	5,443	-	-	5,443
	<u>\$ 3,590,473</u>	<u>\$ 40,145</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,630,618</u>

	Accumulated Amortization Beginning of Year	Current Amortization	Disposals	Transfers	Accumulated Amortization End of Year
Engineered Structures					
Roadway systems	\$ 1,168,296	\$ 78,722	-	-	\$ 1,247,018
Wastewater systems	157,433	5,343	-	-	162,776
	<u>1,325,729</u>	<u>84,065</u>	<u>-</u>	<u>-</u>	<u>1,409,794</u>
Buildings	275,477	12,104	-	-	287,581
Land improvements	61,640	2,544	-	-	64,184
Vehicles	33,951	3,878	-	-	37,829
Machinery and equipment	280,289	26,799	-	-	307,088
	<u>\$ 1,977,086</u>	<u>\$ 129,390</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,106,476</u>

**SUMMER VILLAGE OF SANDY BEACH**  
**Notes to Financial Statements**  
**December 31, 2021**

**6. ACCUMULATED SURPLUS**

	<u>2021</u>	<u>2020</u>
Unrestricted surplus	\$ 282,751	\$ 315,250
Restricted surplus		
Sewage reserve	393,774	391,274
Equipment reserve	295,537	293,037
Roads reserve	282,000	279,500
Water reserve	273,585	271,085
	<u>1,244,896</u>	1,234,896
Equity in tangible capital assets (Schedule 1)	<u>1,524,142</u>	1,613,390
	<u>\$ 3,051,789</u>	<u>\$ 3,163,536</u>

**7. SALARIES AND BENEFITS**

Disclosure of salaries and benefits for Village officials, the Village Chief Administrator Officer and designated officers are required by Alberta Regulation 313/2000 is as follows:

	<u>Salary (1)</u>	<u>Benefits (2)</u>	<u>2021</u>	<u>2020</u>
Village Council				
Mayor Lambert	\$ 4,333	\$ -	\$ 4,333	\$ 4,333
Harney	4,333	-	4,333	4,333
Mayor Drybrough	2,528	-	2,528	4,333
Luciw	1,444	-	1,444	-
	<u>\$ 12,638</u>	<u>\$ -</u>	<u>\$ 12,638</u>	<u>\$ 8,670</u>
Designated Officers	<u>\$ 20,679</u>	<u>\$ -</u>	<u>\$ 20,679</u>	<u>\$ 19,633</u>
Chief Administrative Officer	<u>\$ 72,800</u>	<u>\$ 6,002</u>	<u>\$ 78,802</u>	<u>\$ 79,087</u>

Salary includes regular base pay, lump sum payments, gross honoraria and any other direct cash remuneration.

Benefits and allowances include the employer's share of all employee benefits and contributions or payments made on behalf of employees and the employer's share of the costs of any additional taxable benefits.

**SUMMER VILLAGE OF SANDY BEACH**  
**Notes to Financial Statements**  
**December 31, 2021**

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**8. DEBT LIMITS**

Section 276(2) of the *Municipal Government Act* requires that debt and debt limits, as defined by Alberta Regulation 255/00, for the Village be disclosed as follows:

	<u>2021</u>	<u>2020</u>
Total debt limit	\$ 874,952	\$ 708,099
Total debt	-	-
<b>Total debt limit remaining</b>	<b>\$ 874,952</b>	<b>\$ 708,099</b>
Service on debt limit	\$ 145,825	\$ 118,017
Service on debt	-	-
<b>Total service on debt limit remaining</b>	<b>\$ 145,825</b>	<b>\$ 118,017</b>

The debt limit is calculated at 1.5 times revenue of the Village (as defined in Alberta Regulation 255/00) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limits requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities which could be at financial risk if further debt is acquired. The calculation taken alone does not represent the stability of the Village. Rather, the financial statements must be interpreted as a whole.

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**9. FINANCIAL INSTRUMENTS**

The Village's financial instruments consist of cash and cash equivalents, receivables, and accounts payable and accrued liabilities. Unless otherwise noted, the fair values of these financial instruments approximates their carrying values. It is management's opinion that the Village is not exposed to significant interest, currency, credit, market, or other price risk arising from these financial instruments except as follows:

The Village is exposed to credit risk with respect to receivables. Credit risk arises from the possibility that debtors may experience financial difficulty and be unable to fulfill their obligations. The Village regularly reviews its receivable balances and takes steps as appropriate to collect outstanding amounts. The large number and diversity of debtors minimizes the Village's credit risk.

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**10. BUDGET FIGURES**

Budget figures are provided for informational purposes only and are unaudited. The 2021 budget, prepared by the Summer Village of Sandy Beach, reflects all municipal activities including capital projects and reserves for future use. The reconciliation below is provided to encompass these items and is provided for information purposes only.

	<u>2021 Budget</u>	<u>2021 Actual</u>
Purchase of tangible capital assets	\$ 118,767	\$ (111,747)
Net transfers (to) from reserves	-	(40,145)
	(118,767)	(10,000)
	<b>\$ -</b>	<b>\$ (161,892)</b>

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**SUMMER VILLAGE OF SANDY BEACH**

**Notes to Financial Statements**

**December 31, 2021**

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**11. APPROVAL OF FINANCIAL STATEMENTS**

These financial statements were approved by Council and management.

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REVENUE G/L Code	BUDGET ITEM	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget	1 2
1-00-00-00-00-110	Real Property Taxes	\$ 4,000.00	\$ 4,000.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	3
1-00-00-00-00-111	Minimum Levy	\$ 4,800.00	\$ 7,200.00	\$ 6,850.00	\$ 6,850.00	\$ 6,850.00	\$ 6,850.00	4
1-00-00-00-00-112	Taxes - Non-Residential	\$ 5,413.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	5
1-00-00-00-00-113	<b>Taxes - Residential</b>	<b>\$ 342,295.00</b>	<b>\$ 342,295.00</b>	<b>\$ 342,295.00</b>	<b>\$ 352,295.00</b>	<b>\$ 362,295.00</b>	<b>\$ 372,295.00</b>	<b>6</b>
1-00-00-00-00-115	Taxes - Linear	\$ 2,000.00	\$ 3,000.00	\$ 3,100.00	\$ 3,100.00	\$ 3,100.00	\$ 3,100.00	7
1-00-00-00-00-510	Penalties & Costs	\$ 5,000.00	\$ 18,000.00	\$ 8,100.00	\$ 8,100.00	\$ 8,100.00	\$ 8,100.00	8
1-00-00-00-00-520	Lagoon Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	9
1-00-00-00-00-530	Misc. Income/Tower Land Rental/GST	\$ 1,000.00	\$ 17,302.00	\$ 17,500.00	\$ 17,500.00	\$ 17,500.00	\$ 17,500.00	10
1-00-00-00-00-531	Village Land Sale Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	11
1-00-00-00-00-590	Other Revenue/Tax Certificates	\$ 83,000.00	\$ 19,900.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	12
1-00-00-00-00-740	Provincial Government and Agencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	13
1-00-00-00-00-840	AMIP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	14
1-00-00-00-00-990	Tax Recovery/Tax Arrears	\$ 45,000.00	\$ 31,000.00	\$ 19,482.00	\$ 26,150.00	\$ 28,550.00	\$ 30,000.00	15
1-01-00-00-00-550	Interest Income	\$ 600.00	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	16
1-02-00-00-00-550	Interest Income Trust	\$ 10,000.00	\$ 20,000.00	\$ 22,000.00	\$ 27,650.00	\$ 24,000.00	\$ 25,000.00	17
1-12-00-00-00-560	Rentals/Shop Rent	\$ 7,200.00	\$ 7,200.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	18
1-12-00-00-00-561	Office Rent	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	19
1-32-00-00-00-830	Federal Infrastructure	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	20
1-32-00-00-00-840	Prov. Conditional Grants & MSP/MOST	\$ -	\$ 31,122.00	\$ 71,196.00	\$ 30,000.00	\$ 35,000.00	\$ 36,000.00	21
1-32-00-00-00-841	MSI - Capital	\$ 241,318.00	\$ 143,118.00	\$ 123,118.00	\$ 49,927.00	\$ 49,927.00	\$ 18,947.00	22
1-32-00-00-00-842	MSI - Operating	\$ 10,930.00	\$ 11,203.00	\$ 9,349.85	\$ 10,000.00	\$ 12,000.00	\$ 13,000.00	23
1-32-00-00-00-843	NDCC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	24
1-32-00-00-00-844	GTF + FRIAA	\$ 20,000.00	\$ 41,414.00	\$ 90,000.00	\$ 30,000.00	\$ 35,000.00	\$ 36,000.00	25
1-32-00-00-00-845	OTHER Prov. Grants	\$ -	\$ -	\$ -	\$ 10,750.00	\$ -	\$ -	26
1-32-00-00-00-846	Def. Rev. (Prof. Cons)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	27
1-32-00-00-00-847	Snow/Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	28
1-32-00-00-00-848	Canada Day (Prov. Grant)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	29
1-32-30-00-00-845	STEP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	30
1-51-00-00-00-840	Provincial Conditional Grants/FCSS	\$ 7,018.00	\$ 7,018.00	\$ 7,018.00	\$ 7,320.00	\$ 7,720.00	\$ 7,800.00	31
1-74-00-00-00-560	Rental Income/Facilities (Hall)	\$ 5,030.00	\$ 6,122.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	32
1-74-00-00-00-840	Provincial Conditional Grants (Culture)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	33

OPERATING BUDGET

1-99-00-00-00-750	School Foundation - Non-Residential	\$ 2,207.00	\$ 2,219.00	\$ 2,219.00	\$ 2,208.00	\$ 2,200.00	\$ 2,200.00	34
1-99-00-00-00-751	School Foundation - Residential	\$ 100,038.00	\$ 96,725.00	\$ 96,725.00	\$ 114,472.00	\$ 95,000.00	\$ 95,000.00	35
1-99-00-00-00-753	Senior Foundation	\$ 8,291.67	\$ 8,320.00	\$ 8,308.15	\$ 9,755.00	\$ 8,500.00	\$ 8,500.00	36
2-00-00-00-00-611	Amortization Exp Engineered Structures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	37
2-00-00-00-00-621	Amortization Exp Buildings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	38
2-00-00-00-00-631	Amortization Exp Machinery	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	39
2-00-00-00-00-651	Amortization Exp Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	40
2-00-00-00-00-661	Amortization Exp Land	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	41
	<b>TOTAL REVENUES</b>	<b>\$ 905,140.67</b>	<b>\$ 824,158.00</b>	<b>\$ 840,511.00</b>	<b>\$ 719,327.00</b>	<b>\$ 708,992.00</b>	<b>\$ 693,542.00</b>	42
	<b>Projections (+/-)</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	43
								44
		<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	45
A	<b>2016 Unrestricted Surplus</b>							46
	2016 Year End Statement		\$ 393,332.00	\$ <b>393,332.00</b>	2017 surplus/deficit		Estimated Reserves	47
	Less		Transfer Res #97-17	\$ 31,000.00	\$ 31,000.00		2017 (Year End)	48
	Budgeted 2017		Year End unaudited	\$ 362,332.00		Unrestricted Reserve	\$ <b>362,332.00</b>	49
	<b>2016 Restricted Reserves</b>		<b>2016</b>	<b>2017</b>	Res #94-17 Added	Res #123-17 Deleted		50
B	Sewage	\$ 320,000.00	\$ 340,000.00	\$ 340,000.00	\$ 20,000.00		\$ 340,000.00	51
C	Equipment	\$ 260,000.00	\$ 280,000.00	\$ 280,000.00	\$ 20,000.00	\$ 9,256.80	\$ 270,743.20	52
D	Water	\$ 222,095.00	\$ 234,190.00	\$ 234,190.00	\$ 12,095.00		\$ 234,190.00	53
E	Roads	\$ 223,500.00	\$ 243,500.00	\$ 243,500.00	\$ 20,000.00		\$ 243,500.00	54
F	MSI Capital	\$ 85,325.00	\$ -	\$ -				55
G	Total		Restricted Reserves	\$ <b>1,183,015.00</b>		Restricted Reserves	\$ <b>1,088,433.20</b>	56
H	Budgeted 2017		Year End unaudited	\$ <b>1,576,347.00</b>		TOTAL RESERVES	\$ <b>1,450,765.20</b>	57
	<b>EXPENSES</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	58
	<b>G/L Code</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	59
	<b>BUDGET ITEM</b>							
2-11-00-00-00-110	Honorariums	\$ 13,000.00	\$ 13,000.00	\$ 13,000.00	\$ 13,000.00	\$ 13,000.00	\$ 13,000.00	60
2-11-00-00-00-211	Mileage & Subsistence	\$ 1,500.00	\$ 1,600.00	\$ 1,000.00	\$ 1,850.00	\$ 2,000.00	\$ 2,000.00	61
2-11-00-00-00-510	Conventions/Work Shops/Supplies	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00	62
2-12-00-00-00-110	Salary and Wages/Office	\$ 60,000.00	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	63
2-12-00-00-00-111	Ad Hoc Committee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	64
2-12-00-00-00-130	Employer Contributions	\$ 18,000.00	\$ 4,000.00	\$ 5,280.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	65
2-12-00-00-00-131	WCB	\$ 2,000.00	\$ 2,000.00	\$ 4,200.00	\$ 3,600.00	\$ 3,500.00	\$ 3,500.00	66
2-12-11-00-00-150	Census	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	67

OPERATING BUDGET

2-12-00-00-00-200	Contract/Administration/DEM/DDEM	\$ 6,000.00	\$ 5,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	68
2-12-00-00-00-211	Travel and Subsistence	\$ 5,000.00	\$ 5,500.00	\$ 6,000.00	\$ 6,000.00	\$ 6,750.00	\$ 6,750.00	\$ 6,750.00	69
2-12-00-00-00-215	Freight/Postage/Telephone	\$ 4,000.00	\$ 5,000.00	\$ 6,000.00	\$ 7,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	70
2-12-00-00-00-216	Newsletter	\$ 1,270.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 550.00	\$ 550.00	\$ 550.00	71
2-12-00-00-00-217	High Speed Internet	\$ 1,500.00	\$ 1,750.00	\$ 850.00	\$ 850.00	\$ 950.00	\$ 950.00	\$ 950.00	72
2-12-00-00-00-218	Website	\$ 750.00	\$ 850.00	\$ 850.00	\$ 4,500.00	\$ 850.00	\$ 850.00	\$ 850.00	73
2-12-00-00-00-219	Conferences/CAO CLGM Coursework-MC	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	74
2-12-00-00-00-220	Dues/Memberships/Printing/Adverts	\$ 9,500.00	\$ 9,500.00	\$ 12,000.00	\$ 13,000.00	\$ 13,000.00	\$ 13,000.00	\$ 13,000.00	75
2-12-00-00-00-230	Professional/Special Services/Legal	\$ 8,000.00	\$ 8,000.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 7,230.00	\$ 7,230.00	76
2-12-00-00-00-231	Audit	\$ 9,500.00	\$ 10,000.00	\$ 6,850.00	\$ 6,950.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	77
2-12-00-00-00-232	Assessment Services	\$ 8,000.00	\$ 8,500.00	\$ 8,500.00	\$ 9,000.00	\$ 9,500.00	\$ 9,500.00	\$ 9,500.00	78
2-12-00-00-00-233	WILD Waterline (Operating Requisition)	\$ 3,000.00	\$ 3,500.00	\$ 3,500.00	\$ 4,000.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	79
2-12-00-00-00-234	WILD Waterline (Debenture Phase I & II)	\$ 5,250.00	\$ 5,550.00	\$ 5,500.00	\$ 6,000.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	80
2-12-00-00-00-250	Purchased Repairs and Maintenance	\$ 10,000.00	\$ 4,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	81
2-12-00-00-00-260	Water/Sewer Admin Building	\$ 600.00	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	82
2-12-00-00-00-265	1985 Lot research	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	83
2-12-00-00-00-266	Organize Files - Archives	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	84
2-12-00-00-00-270	Bank Charges	\$ 100.00	\$ 250.00	\$ 350.00	\$ 350.00	\$ 350.00	\$ 400.00	\$ 400.00	85
2-12-00-00-00-274	Insurance	\$ 12,500.00	\$ 13,500.00	\$ 13,500.00	\$ 14,500.00	\$ 15,500.00	\$ 15,500.00	\$ 15,500.00	86
2-12-11-00-00-290	Election Expenses	\$ -	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	87
2-12-00-00-00-505	Canada Day Celebrations	\$ 1,650.00	\$ 1,650.00	\$ 250.00	\$ 850.00	\$ 250.00	\$ 350.00	\$ 350.00	88
2-12-00-00-00-510	Office Purchased Supplies	\$ 5,250.00	\$ 4,500.00	\$ 5,000.00	\$ 6,500.00	\$ 7,000.00	\$ 7,500.00	\$ 7,500.00	89
2-12-00-00-00-512	IT/Financial Software	\$ 750.00	\$ 1,000.00	\$ 10,000.00	\$ 10,000.00	\$ 2,950.00	\$ 3,050.00	\$ 3,050.00	90
2-12-00-00-00-519	Other Services/Appreciation/Donations	\$ 1,000.00	\$ 2,000.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	91
2-12-00-00-00-540	Utilities Admin Bldg (Epcor)	\$ 3,500.00	\$ 4,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,750.00	\$ 2,750.00	92
2-12-00-00-00-762	Transfer to Reserve (Water)	\$ 4,800.00	\$ 20,000.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 3,500.00	\$ 3,500.00	93
2-12-00-00-00-810	Short Term Borrowing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	94
2-12-00-00-00-811	Interest Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	95
2-12-00-00-00-994	Assessment Review Board	\$ 2,200.00	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	97
2-23-00-00-00-200	Fire/Sturgeon County	\$ 4,440.00	\$ 5,000.00	\$ 4,000.00	\$ 4,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	98
2-23-00-00-00-201	Fire Supression/Support	\$ 1,220.00	\$ 5,000.00	\$ 4,000.00	\$ 4,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	99
2-25-00-00-00-212	Police Funding Model	\$ -	\$ -	\$ -	\$ 11,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	99(i)
2-25-00-00-00-220	Physician Recruitment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100

OPERATING BUDGET

2-32-00-00-00-110	Salaries & Wages	\$ 85,000.00	\$ 82,500.00	\$ 82,850.00	\$ 90,000.00	\$ 92,450.00	\$ 93,450.00	101
2-32-00-00-00-111	Contracted Services/Weed Inspector	\$ 1,500.00	\$ 500.00	\$ 500.00	\$ 600.00	\$ 750.00	\$ 850.00	102
2-32-00-00-00-130	Employer Contribution	\$ 8,500.00	\$ 4,500.00	\$ 7,000.00	\$ 8,000.00	\$ 7,000.00	\$ 7,000.00	103
2-32-00-00-00-200	Gravel/Maintenance/Drainage	\$ 10,810.00	\$ 9,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	104
2-32-00-00-00-201	Signs	\$ 12,500.00	\$ 4,500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	105
2-32-00-00-00-202	Paving Reconstruction Roads	\$ 8,000.00	\$ 8,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	106
2-32-00-00-00-211	Travel/Subsistence/Fuel/Mileage	\$ 4,000.00	\$ 5,500.00	\$ 4,000.00	\$ 4,500.00	\$ 4,500.00	\$ 5,500.00	107
2-32-00-00-00-212	Transfer to Reserve (Roads)	\$ 8,000.00	\$ 8,000.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 3,500.00	108
2-32-00-00-00-215	Postage/Telephone	\$ 500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,350.00	\$ 1,500.00	\$ 1,000.00	109
2-32-00-00-00-230	Tree Removal	\$ 3,500.00	\$ 5,500.00	\$ 8,050.00	\$ 10,500.00	\$ 8,500.00	\$ 8,500.00	110
2-32-00-00-00-250	Road and Street Contractors NGO	\$ 7,500.00	\$ 8,500.00	\$ 4,000.00	\$ 5,000.00	\$ 4,000.00	\$ 4,000.00	111
2-32-00-00-00-255	Repairs and Maint to other equipment	\$ 5,500.00	\$ 10,500.00	\$ 5,000.00	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00	112
2-32-00-00-00-260	Snow Removal	\$ 4,000.00	\$ 4,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	113
2-32-00-00-00-270	Bylaw Services	\$ 10,000.00	\$ 15,500.00	\$ 19,000.00	\$ 10,000.00	\$ 11,500.00	\$ 11,500.00	114
2-32-00-00-00-280	Equipment Purchases	\$ 2,000.00	\$ 6,500.00	\$ 5,000.00	\$ 5,500.00	\$ 5,500.00	\$ 6,500.00	115
2-32-00-00-00-510	General Goods & Supplies	\$ 5,000.00	\$ 5,500.00	\$ 5,000.00	\$ 6,000.00	\$ 7,000.00	\$ 8,000.00	116
2-32-00-00-00-511	Beautification	\$ 1,000.00	\$ 1,470.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	117
2-32-00-00-00-540	Utilities - Street Lights	\$ 14,000.00	\$ 14,500.00	\$ 14,500.00	\$ 14,750.00	\$ 14,850.00	\$ 14,950.00	118
2-32-00-00-00-611	Amortization - Engine	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	119
2-32-00-00-00-621	Amortization - building	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	120
2-32-00-00-00-631	Amortization - machinery	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	121
2-32-00-00-00-651	Amortization - vehicles	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	122
2-32-00-00-00-762	Tangible Capital Assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	123
2-32-00-00-00-840	Prov. Conditional Grants & MSP/MOST	\$ -	\$ -	\$ 71,196.00	\$ 30,000.00	\$ 35,000.00	\$ 36,000.00	96
2-32-00-00-00-841	MSI - Capital	\$ -	\$ -	\$ -	\$ 49,927.00	\$ 49,927.00	\$ 18,947.00	124
2-32-00-00-00-842	MSI - Operating	\$ 10,930.00	\$ 11,203.00	\$ 9,349.85	\$ 10,000.00	\$ 12,000.00	\$ 13,000.00	125
2-32-00-00-00-844	GTF + FRIAA	\$ 20,000.00	\$ 41,414.00	\$ 90,000.00	\$ 30,000.00	\$ 35,000.00	\$ 36,000.00	126
2-42-00-00-00-200	Lagoon Maintenance	\$ 10,500.00	\$ 2,500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	127
2-42-00-00-00-230	Professional Consult	\$ 41,500.00	\$ 13,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	128
2-42-00-00-00-762	Transfer to Reserve (Sewer)	\$ 8,000.00	\$ 23,274.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 3,500.00	129
2-43-00-00-00-200	Garbage Contract/GFL	\$ 8,000.00	\$ 10,500.00	\$ 10,500.00	\$ 11,500.00	\$ 10,500.00	\$ 10,500.00	130
2-43-00-00-00-270	RR13 Landfill /Garbage Collect	\$ 10,000.00	\$ 5,500.00	\$ 2,500.00	\$ 7,500.00	\$ 7,500.00	\$ 8,500.00	131
2-43-00-00-00-350	Landfill Requisition/HWY 43	\$ 5,000.00	\$ 5,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	132
2-43-00-00-00-762	Transfer To Capital Functions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	133

OPERATING BUDGET

2-51-00-00-00-750	FCSS/Recreation	\$ 9,065.00	\$ 9,065.00	\$ 9,065.00	\$ 9,065.00	\$ 9,065.00	\$ 9,065.00	134
2-61-00-00-00-202	ICSP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	135
2-61-00-00-00-510	Development Officer Fees	\$ 5,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	136
2-61-00-00-00-511	Planning, Zoning & Development	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	137
2-61-00-00-00-512	Development enforcement	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00	\$ 2,000.00	\$ 4,000.00	138
2-62-00-00-00-211	East End Bus	\$ -	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	139
2-71-00-00-00-540	Utilities-Shop	\$ 3,500.00	\$ 3,500.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	140
2-71-00-00-00-541	Utilities-Old Shop	\$ 1,800.00	\$ 2,000.00	\$ 1,000.00	\$ 1,250.00	\$ 1,350.00	\$ 1,450.00	141
2-71-00-00-00-762	Transfer to Reserve (Equipment)	\$ 8,000.00	\$ 8,000.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 3,500.00	142
2-71-00-00-00-810	Petty Cash	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	143
2-72-00-00-00-200	Daypark/Recreation	\$ 1,750.00	\$ 1,850.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	144
2-72-00-00-00-540	Utilities/Day Park Expenses	\$ 1,200.00	\$ 1,750.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	145
2-72-00-00-00-541	Playground Equipment	\$ 400.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	146
2-72-00-00-00-661	Amortization - land imp	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	147
2-72-00-00-00-762	Transfers To Capital/MSI	\$ 241,318.00	\$ 143,118.00	\$ 123,118.00	\$ -	\$ -	\$ -	148
2-74-00-00-00-200	Hall Cleaning	\$ -	\$ 2,500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	149
2-74-00-00-00-210	General Services/Maintenance/Hall	\$ 6,200.00	\$ 2,500.00	\$ 1,000.00	\$ 500.00	\$ 1,000.00	\$ 1,000.00	150
2-74-00-00-00-510	General Goods and Supplies/Hall	\$ 750.00	\$ 1,250.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	151
2-74-00-00-00-540	Utilities-Hall	\$ 1,600.00	\$ 1,850.00	\$ 2,500.00	\$ 2,000.00	\$ 2,500.00	\$ 2,500.00	152
2-99-00-00-00-750	School Foundation - Non-Residential	\$ 2,208.00	\$ 2,219.00	\$ 2,219.00	\$ 2,208.00	\$ 2,200.00	\$ 2,200.00	153
2-99-00-00-00-751	School Foundation - Residential	\$ 100,038.00	\$ 96,725.00	\$ 96,725.00	\$ 114,472.00	\$ 95,000.00	\$ 95,000.00	154
2-99-00-00-00-753	Senior Foundation	\$ 8,291.67	\$ 8,320.00	\$ 8,308.15	\$ 9,755.00	\$ 8,500.00	\$ 8,500.00	155
2-99-00-00-00-754	Waste Cell Improvement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	156
2-99-00-00-00-755	Ambulance Requisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	157
	<b>TOTAL</b>	<b>\$ 905,140.67</b>	<b>\$ 824,158.00</b>	<b>\$ 840,511.00</b>	<b>\$ 719,327.00</b>	<b>\$ 708,992.00</b>	<b>\$ 693,542.00</b>	<b>158</b>
	<b>EXPENSES</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>159</b>

<b>Annual Surplus/Deficit</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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<b>Accumulated Surplus/Deficit</b>	\$ -	\$ -	\$ -	\$ -	\$ -
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Summer Village of Sandy Beach		2022-2026 BUDGET	CAPITAL PROJECTS			
CODE	DESCRIPTION	2026	2022	2023	2024	2025
1-32-841	MSI CAPITAL GRANT	\$108767.00	\$123,118.00	\$78,000.00	\$78,000.00	\$78,000.00
1-32-844	FEDERAL GAS TAX	\$30,000.00	\$35,000.00	\$35,000.00	\$36,000.00	\$36,000.00
1-32-840	MUNICIPAL PROV. GRANTS	\$74,999.00	\$50,000.00	\$4,000,000.00	\$36,000.00	\$36,000.00
1-32-846	DEFERRED REVENUE	\$113,243.00	\$115,000.00	\$115,000.00	\$115,000.00	\$115,000.00
	CAPITAL RESERVE	\$59,274.00	\$10,000.00	\$10,000	\$10,000	\$10,000
1-12-940	BORROW	0	\$0.00	\$100,000.00	\$100,000.00	\$100,000.00
1-32-930	TRANSFER FROM OPERATING	\$69,799.00	\$10,000.00	\$70,000.00	\$70,000.00	\$70,000.00
	<b>Sub Totals</b>	<b>\$ 456,082.00</b>	<b>\$ 343,118.00</b>	<b>\$ 4,408,000.00</b>	<b>\$ 445,000.00</b>	<b>\$ 445,000.00</b>
2-32-280	PW Equipment	\$159,361.00	\$75,000.00	\$160,000.00	\$160,000.00	\$160,000.00
2-42-230	ENGINEERING	\$10,000.00	\$41,000.00	\$10,000.00	\$10,000.00	\$10,000.00
2-42-762	CONTINGENCY	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
2-32-202	ROADS	\$279,500.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00
	<b>Sub Totals</b>	<b>\$458,861.00</b>	<b>\$ 166,000.00</b>	<b>\$ 220,000.00</b>	<b>\$ 220,000.00</b>	<b>\$ 220,000.00</b>
	<b>Annual Surplus/Deficit</b>	<b>-\$2,779.00</b>	<b>\$177,118.00</b>	<b>\$4,188,000.00</b>	<b>\$225,000.00</b>	<b>\$225,000.00</b>
<b>Annual Accumulated Surplus/Deficit</b>		<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>





Summer Village of Sandy Beach

## SENIORS

Have an idea to help or provide some service to your local neighbours, such as Seniors, Youth or Families?

Funding for programs and services from Alberta Family and community Support Services, (FCSS), is available in your Village via our local FCSS Committee.

FCSS funding is provided and may be approved for eligible projects that promote, encourage and facilitate the development of stronger communities.

Programs can either support individuals to improve their well-being and build their capacity to prevent and/or deal with crisis situations, or deal with larger community issues.

Programs should be designed to encourage self-help, volunteerism and are capacity building and preventative in nature.

## YOUTH

Programs may encourage people to identify and work toward resolving

community issues, publicize such issues, adapt to changing conditions or help people identify their needs, define their goals and determine how to make those goals reality.

## VOLUNTEERS

### Program Eligibility:

- (1) Promote and facilitate the development of stronger communities;
- (2) Promote public participation in planning, delivery and governing the services provided;
- (3) Promote and facilitate the involvement of volunteers;
- (4) Promote the effective and efficient use of resources;
- (5) Promote and facilitate cooperation and coordination with allied service agencies operating within the municipality.

## FAMILIES

An application for funding is required that needs to describes the nature of the program/service and includes a detailed budget.

### Ineligible Services:

Services provided must **not**

- (a) Provide primarily for recreational or leisure time pursuits of individuals;
- (b) Offer direct assistance, including money, food, clothing or shelter;
- (c) Be primarily rehabilitative in nature;
- (d) Duplicate services ordinarily provided by a government or government agency.

Expenditure shall **not** include

- (a) Purchase of land or buildings
- (b) Construction or renovation of a building
- (c) Purchase of motor vehicles
- (d) Any costs to sustain an organization not related to direct service delivery
- (e) Municipal property taxes or levies
- (f) Payment to board members or staff in terms of wages, salaries or honorariums.



## COMMUNITY

### Examples of Possible Programs/Services

Babysitting courses

Collective kitchens

Community gardens

Community Development

Community Signs

Conference Attendance

Public Education/Awareness

Family Violence Prevention

Home Alone Programs

Elements of Home Support

Preschool Programs

Roots of Empathy

Volunteer Development

Youth Conferences

Each application shall be evaluated on the basis of adherence to FCSS funding policies, positive impact within the local community and available funds.

Application forms, program reporting forms and other information is available by contact listed below.

### Administration

Summer Village of Sandy Beach

Box 63, Site 1, RR 1

Onoway, Alberta

T0E 1V0

Telephone: 780.967-2873

Fax: 780.967-2813

Email: [svsandyb@xplornet.ca](mailto:svsandyb@xplornet.ca)

The Summer Village of Sandy Beach FCSS Committee receives administrative and support services from the summer Village.

*Summer Village of Sandy Beach*

## *FCSS PROGRAM*

*Family and  
Community  
Support Services*

*Information*

*Brochure*

2022

**Darwell Lagoon Commission**  
**Phase A Construction**  
**January 1, 2020 to March 31, 2022**

DATE	CATEGORY	INVOICE	VENDOR	DESCRIPTION	AMOUNT
2020-03-31	MANAGEMENT	2019041	Myalta Ventures Ltd.	WATER FOR LIFE GRANT	\$ 4,453.12
2020-06-03	MANAGEMENT	2020003	Myalta Ventures Ltd.	Phase A Project	\$ 5,303.20
2020-06-12	ENGINEERING	5225-018-00-01	MPE Engineering Ltd.	Phase A Project	\$ 23,336.62
2020-07-06	MANAGEMENT	2020006	Myalta Ventures Ltd.	Project Mgmt Services	\$ 6,428.80
2020-07-31	ENGINEERING	5225-018-00-02	MPE Engineering Ltd.	Phase A	\$ 75,184.92
2020-08-18	ENGINEERING	5225-018-00-03	MPE Engineering Ltd.	Drilling for transmission line	\$ 60,785.89
2020-08-18	MANAGEMENT	2020010	Myalta Ventures Ltd.	Phase A Project	\$ 3,707.20
2020-08-18	OTHER	JULY 30/20	Tomkiewych, Kristin	Lunch -Lagoon Phase A	\$ 340.00
2020-08-20	MANAGEMENT	2020014	Myalta Ventures Ltd.	Project Mgmt Services Phase A	\$ 4,331.60
2020-09-03	OTHER	503893	Brownlee LLP	Reg Wastewater Transmission	\$ 5,380.45
2020-09-03	ENGINEERING	5225-018-00-04	MPE Engineering Ltd.	Transmission Line	\$ 28,946.52
2020-09-23	MANAGEMENT	2020018	Myalta Ventures Ltd.	Phase A Project Management	\$ 3,785.60
2020-09-23	OTHER	20-155	Onoway and District Historical	Rental Rates for Room Sept. 16	\$ 50.00
2020-09-23	OTHER	202000168	Town of Onoway	Sandy Beach to Onowy Tech Mtg	\$ 570.80
2020-10-31	ENGINEERING	5225-018-00-06	MPE Engineering Ltd.	Engineering	\$ 26,315.50
2020-10-31	ENGINEERING	5225-018-00-05	MPE Engineering Ltd.	Engineering	\$ 22,697.00
2020-10-31	MANAGEMENT	2020-22	Myalta Ventures Ltd.	Phsae A Project	\$ 6,406.40
2020-11-23	LEGAL	504471	Brownlee LLP	Phase A-Legal	\$ 3,989.40
2020-11-23	MANAGEMENT	2020026	Myalta Ventures Ltd.	Phase A Project-Mangement	\$ 1,820.00
2020-11-23	MANAGEMENT	202000232	Town of Onoway	Phase A Tech mtg.	\$ 300.00
2020-11-30	LEGAL	505831	Brownlee LLP	Brownlee LLP	\$ 10,183.17
2020-11-30	ENGINEERING	5225-018-00-07	MPE Engineering Ltd.	Phase A	\$ 8,654.50
2020-11-30	OTHER	20-164	Onoway and District Historical	Onoway Hist - P A	\$ 40.00
2020-11-30	OTHER	20-174	Onoway and District Historical	Onoway Dist.P A	\$ 40.00
2020-11-30	OTHER	202000223	Onoway and District Historical	Onoway P A	\$ 400.00
2020-12-31	ENGINEERING	5225-018-00-08	MPE Engineering Ltd.	Engineering	\$ 4,329.50
2020-12-31	MANAGEMENT	2020030	Myalta Ventures Ltd.	Phasse A Project	\$ 1,601.60
2021-01-27	MANAGEMENT	2020034	Myalta Ventures Ltd.	Phase A Project management	\$ 2,161.60
2021-02-28	ENGINEERING	5225-018-00-09	MPE Engineering Ltd.	Project 5225-018-00	\$ 28,222.15
2021-02-28	ENGINEERING	5225-018-00-10	MPE Engineering Ltd.	Phase A Project	\$ 4,880.00
2021-02-28	MANAGEMENT	2020038	Myalta Ventures Ltd.	Mgmt services Phase A	\$ 1,120.00
2021-03-16	OTHER	27394	Lac Ste. Anne County	Subdivision application fees	\$ 2,650.00
2021-03-31	ENGINEERING	5225-018-00-11	MPE Engineering Ltd.	Phase A	\$ 1,343.50
2021-03-31	MANAGEMENT	2020042	Myalta Ventures Ltd.	Project mgmt Phase A	\$ 560.00
2021-04-30	ENGINEERING	5225-018-00-12	MPE Engineering Ltd.	Engineering	\$ 4,950.55
2021-04-30	MANAGEMENT	2020047	Myalta Ventures Ltd.	Project mgmt Phase A	\$ 1,120.00
2021-05-31	ENGINEERING	5225-018-00-13	MPE Engineering Ltd.	Engineering	\$ 4,106.20
2021-10-27	ENGINEERING	5225-018-00-14	MPE Engineering Ltd.	Engineering	\$ 2,631.00
2022-03-31	ENGINEERING	5225-018-00-15	MPE Engineering Ltd.	Engineering Fees	\$ 3,777.50
2022-03-31	MANAGEMENT	2021-041	Myalta Ventures Ltd.	Project Management	\$ 2,158.80

**TOTAL PROJECT COSTS PHASE A \$ 369,063.09**

**PHASE A CONSTRUCTION**

2020 COSTS	\$ 309,381.79
2021 COSTS	\$ 53,745.00
2022 YEAR TO DATE	\$ 5,936.30
<b>TOTAL PROJECT EXPENSES:</b>	<b>\$ 369,063.09</b>

**GRANT FUNDING 90% \$332,156.78**  
**MUNICIPAL SHARE 10% \$36,906.31**

MUNICIPALITY	COST SHARE	PAID	BALANCE
LAC STE ANNE COUNTY: 51%	\$ 18,822.22	\$ 18,519.47	\$ 302.75
SV OF SANDY BEACH: 30%	\$ 11,071.89	\$ 10,893.80	\$ 178.09
SV OF SUNRISE BEACH: 19%	\$ 7,012.20	\$ -	\$ 7,012.20
<b>TOTAL SHARE</b>	<b>\$ 36,906.31</b>	<b>\$ 29,413.27</b>	<b>\$ 7,493.04</b>

**SUMMER VILLAGE OF SANDY BEACH**  
**AGENDA**

For the Organizational Meeting of Council to be held Saturday, August 20<sup>th</sup>, 2022 @  
9.45 am at the Myrna Noyes Community Hall **63 Lakeshore Drive, Highway 642**

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**1. CALL TO ORDER (call by CAO)**

**2. ADDITIONS TO AGENDA**

**3. NOMINATIONS (call by CAO)**

- a) Mayor
- b) Deputy Mayor (call by new elected Mayor)

**4. COMMITTEE APPOINTMENTS**

- ✓ **Highway 43 East Waste Commission** - Michael Harney/alt Larysa Luciw.
- ✓ **West Inter Lake District (WILD) Water Commission** - Michael Harney/alt Denise Lambert.
- ✓ **Sandy Beach/Sunrise Beach Lagoon Committee** - all of Council
- ✓ **Summer Villages of Lac Ste. Anne County East** - all of Council to attend with one member to vote being Denise Lambert.
- ✓ **Sun and Sand Recreation League** - Larysa Luciw
- ✓ **Emergency Management/Disaster Services** - Denise Lambert/ alt. Michael Harney.
- ✓ **Summer Village of Sandy Beach FCSS** - Larysa Luciw.
- ✓ **Subdivision & Development Appeal Board** - Denise Lambert.
- ✓ **Community Planning Committee** - all of Council.
- ✓ **Drainage Study** - Michael Harney.
- ✓ **Fire Smart** - Michael Harney.

**5. FINANCIAL**

- a) Signing Authority 3 Council, and 2 Administration (2 signatures required – 1 elected/1 administration (CAO)
- b) Remuneration (\$361.11 a month, **\$0.59**/km-mileage rate, expenses to include hotels, parking and sundries (as per receipts) - breakfast \$10.30, lunch \$14.50 and supper \$22.50)
- c) **Possible Review** Council Remuneration (policy 1-001)
- d) **Possible Review** Expense Reimbursement (policy 11-001)

**6. AUDITOR (Metrix LLP)**

**7. ASSESSOR (Ray Crews with Municipal Assessment Services Group Inc.)**

**8. DATE/TIME/LOCATION of Regular Council Meeting**

The 3<sup>rd</sup> Thursday of every month at 7pm at the Myrna Noyes Community Hall or Sandy Beach Hall at 63 Lakeshore Drive Sandy Beach Highway 642.

**9. ADJOURNMENT**

## **COMMITTEE APPOINTMENTS 2022-2023**

**MOVED** by \_\_\_\_\_ that Council approve the following Committee appointments:

- 1. Highway 43 East Waste Commission** - Michael Harney/alt Larysa Luciw.
- 2. West Inter Lake District (WILD) Water Commission** - Michael Harney/alt Denise Lambert.
- 3. Sandy Beach/Sunrise Beach Lagoon Committee** - all of Council.
- 4. Summer Villages of Lac Ste. Anne County East** - all of Council to attend with one member to vote being Denise Lambert.
- 5. Sun and Sand Recreation League** - Larysa Luciw
- 6. Emergency Management/Disaster Services** - Denise Lambert/ alt. Michael Harney.
- 7. Summer Village of Sandy Beach Family & Community Support Services** - Larysa Luciw.
- 8. Subdivision & Development Appeal Board** - Denise Lambert.
- 9. Community Planning Committee** - all of Council.
- 10. Drainage Study** - Michael Harney.
- 11. Fire Smart** - Michael Harney.

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## AGENDA



### *Summer Village of Sandy Beach*

REGULAR MEETING of COUNCIL  
MYRNA NOYES COMMUNITY HALL  
63 Lakeshore Drive, SANDY BEACH, AB  
August 20<sup>th</sup>, 2022 @ 10.15 AM.

Respectfully acknowledging Treaty 6 Territory, also traditional lands of First Nations and Métis people.

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- 1.0 CALL TO ORDER** Action
- 2.0 ACCEPTANCE OF AGENDA** Action
- 3.0 APPROVAL OF MINUTES**  
A. July 21<sup>st</sup>, 2022 Regular Council Meeting Minutes (*approve*); Action
- 4.0 DELEGATIONS** Sun & Sand Rec League;

### **BUSINESS**

#### **5.0 BUSINESS ARISING**

- A. Hall Rental Agreement SSRL; Action
- B. Wastewater; Action
- C. Financial Reporting & Expenditure Policy 01-2022; Action
- D. OHV Bylaw 03-2022; Action

#### **6.0 DEVELOPMENT MATTERS**

#### **7.0 NEW BUSINESS**

- A. Letter to Province proclaiming non-support for APPF;
- B. Bylaw 258-17 and SVREMP TOR;
- C.

### **REPORTS & Information**

#### **8.0 COUNCILLOR REPORT(S) (*one motion to accept all*)**

- A. Mayor Report July Info/Action
- B. Deputy Mayor Report July Info/Action
- C. Councillor Report July Info/Action

#### **9.0 CAO REPORT(S)**

- A. Accounts Payable List (Year to Date) (*accept info*); Info/Action
- B. Action Items List July (*accept info*); Info/Action

#### **10.0 CORRESPONDENCE**

- A. accept as information all presented;

**NEXT MEETING** 15 September 2022

**ADJOURNMENT**

Action



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## COUNCIL MEETING MINUTES



### *Summer Village of Sandy Beach*

July 21<sup>st</sup>, 2022 at 7 pm.  
Myrna Noyes Community Hall  
63 Lakeshore Drive, Sandy Beach, AB

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#### **IN ATTENDANCE**

Denise Lambert, Mayor (*Chair*)  
Larysa Luciw, Deputy Mayor (*phone*)  
Michael Harney, Councillor  
Rudolf Liebenberg, Chief Administrative Officer (CAO)

#### **1.0 CALL TO ORDER**

Mayor Denise Lambert called the meeting to order at 7.01 PM.

#### **2.0 ACCEPTANCE OF AGENDA**

MOVED by Deputy Mayor Larysa Luciw that the agenda be approved as presented and amended: Additions 7E & 7F

- OHV Bylaw;
- Library Access;

Res. # 102 – 22

CARRIED

#### **3.0 APPROVAL OF MINUTES**

MOVED by Councillor Michael Harney that the attached minutes of the Special Council Meeting June 19<sup>th</sup>, 2022 be approved as presented and printed.

Res. # 103 – 22

CARRIED

#### **APPROVAL OF MINUTES**

MOVED by Deputy Mayor Larysa Luciw that the attached minutes of the Regular Council Meeting June 23<sup>rd</sup>, 2022 be approved as presented and printed.

Res. # 104 – 22

CARRIED

#### **APPROVAL OF MINUTES**

MOVED by Councillor Michael Harney that the attached minutes of the Special Council Meeting June 27<sup>th</sup>, 2022 be approved as presented and printed.

Res. # 105 – 22

CARRIED

#### **4.0 DELEGATIONS**

Sun & Sand Rec League - not in attendance;

#### **5.0 BUSINESS ARISING**

##### **A.**

##### **Hall Rental Agreement Letter Sun & Sand Rec League 2022-2023**

Res. # 106 – 22

MOVED by Councillor Michael Harney that Administration forward the final copy of the letter of agreement 2022 for review and signing to the Sun & Sand Recreation League.

CARRIED

##### **B.**

##### **Wastewater**

Res. # 107 – 22

MOVED by Councillor Michael Harney that this item be tabled until the next Regular Council meeting due to all parties not being available for the meeting proposed on the August 8<sup>th</sup> date.

CARRIED

## COUNCIL MEETING MINUTES



*Summer Village of Sandy Beach*

July 21<sup>st</sup>, 2022 at 7 pm.  
Myrna Noyes Community Hall  
63 Lakeshore Drive, Sandy Beach, AB

**C.**  
Res. # 108 – 22      **Financial Reporting & Expenditure Policy 01-2022**  
MOVED by Councillor Michael Harney that Administration bring back the final draft of this policy to the next Regular Council meeting with amendments as discussed and approved.

CARRIED

### 6.0 DEVELOPMENT MATTERS      none

### 7.0 NEW BUSINESS

**A.**  
Res. # 109 – 22      **Director of Emergency Management: position**  
MOVED by Councillor Michael Harney that Council appoint Brian Brady as the Director of Emergency Management for the Summer Village of Sandy Beach.

CARRIED

**B.**  
Res. # 110 – 22      **Lakeshore Trails**  
MOVED BY Deputy Mayor Larysa Luciw that the verbal report on the current status (ongoing/trenching/installation of culverts/maintenance) of the Lakeshore Trails project is accepted as information and Council direct Administration to get an estimate on these four project components.

CARRIED

**C.**  
Res. # 111 – 22      **East End Bus Society Donation 2022**  
MOVED BY Councillor Michael Harney that Council approve a \$350 donation for the EEB for 2022 with the monies to be paid from donations.

CARRIED

**D.**  
Res. # 118 – 22      **Personnel**  
MOVED BY Deputy Mayor Larysa Luciw that Council move into closed session to discuss employment under section 17 (1) (2) (e) of the Freedom of Information and Protection of Privacy Act at 7:54 p.m.

CARRIED

Res. # 119 – 22      MOVED BY Councillor Michael Harney that Council move out of closed session to discuss employment under section 17 (1) (2) (e) of the Freedom of Information and Protection of Privacy Act at 8:19 p.m.

CARRIED

Res. # 120 – 22      MOVED by Councillor Michael Harney that Council receive, accept and approve the final copy of the CAO terms of employment presented here in writing and Council authorize the mayor sign the agreement and it be reviewed again by June 30<sup>th</sup> 2023.

CARRIED

**Recorded Vote:**

Mayor Denise Lambert  
Deputy Mayor Larysa Luciw  
Councillor Michael Harney

IN FAVOUR  
OPPOSE  
IN FAVOUR

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## COUNCIL MEETING MINUTES



### *Summer Village of Sandy Beach*

July 21<sup>st</sup>, 2022 at 7 pm.  
Myrna Noyes Community Hall  
63 Lakeshore Drive, Sandy Beach, AB

---

**E.**  
Res. # 112 – 22      **OHV Bylaw**  
MOVED BY Councillor Michael Harney that Administration develop a draft bylaw for review and comment in anticipation of the Lakeshore Trail work completion and it be brought back at a meeting when an acceptable draft that include a prevention of OHV use on Crown Land (nuisance) is available.

CARRIED

**F.**  
Res. # 113 – 22      **Yellowhead Library System Access for Residents**  
MOVED BY Mayor Denise Lambert that Administration request from the Yellowhead Library System whether they can approve up to 75 residents only for Sandy Beach exclusively with the requirement that data on membership annually be made available to Sandy Beach.

CARRIED

### 8.0 COUNCILLOR REPORTS

**A.**  
Res. # 114 – 22      **All reports**  
MOVED by Deputy Mayor Larysa Luciw that Council receive and accept as information all the written reports presented at this meeting.

CARRIED

### 9.0 CAO REPORTS

**A.**  
Res. # 115 – 22      **Accounts Payable List/Revenue & Expenses: June 2022**  
MOVED by Councillor Michael Harney that Council receive as information the revenue and expense statement, and receive, accept and approve the accounts payable list for June 2022 as presented in written format by Administration.

CARRIED

**B.**  
Res. # 116 – 22      **Action Item List**  
MOVED by Deputy Mayor Larysa Luciw that Council receive and accept as information the action item list for July 2022 as presented in writing by the Chief Administrative Officer.

CARRIED

### 10.0 CORRESPONDENCE

Res. # 117 – 22      MOVED by Deputy Mayor Larysa Luciw that Council receive as information all correspondence as presented in writing at this meeting.

CARRIED

Res. # 121 – 22      MOVED by Deputy Mayor Larysa Luciw that Council meet for the annual information meeting, organizational and regular Council on Saturday August 20<sup>th</sup> starting at 9am at the Myrna Noyes Community Hall.

CARRIED

**ADJOURNMENT**      Being that the agenda matters had been concluded the meeting was declared adjourned at 8.24 PM by Mayor Denise Lambert.

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**COUNCIL MEETING MINUTES**



*Summer Village of Sandy Beach*

July 21<sup>st</sup>, 2022 at 7 pm.  
Myrna Noyes Community Hall  
63 Lakeshore Drive, Sandy Beach, AB

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\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer



# Summer Village of Sandy Beach

RR 1 Site 1 Box 63, Onoway, AB T0E 1V0  
Phone: 780.967.2873 Fax: 780.967.2813  
Email: sv sandyb@xplornet.ca

July 21<sup>st</sup>, 2022

Sun and Sand Recreation League  
RR#1, Site #1, Comp 77,  
Onoway, AB  
T0E 1V0

RE: **Letter of Agreement 2022-2023**

This letter is an agreement between the Summer Village of Sandy Beach and the Sun and Sand Recreation League (hereafter referred to as SSRL).

Fee

The Sun & Sand Recreation League will pay a \$250 fee per full day hall rental with a \$350 damage deposit for each hall rental. Half day and hourly rates are applicable as per the minutes from the June 23<sup>rd</sup> regular council meeting.

Cleaning

SSRL agrees to be responsible for cleaning of the hall after every event. If the Summer Village agrees that the cleaning was not done to an appropriate standard then SSRL will be notified and given first opportunity to rectify the outstanding cleaning issues. If the standard is still not met then the Summer Village will hire cleaning staff and will bill SSRL.

Hall Sign (FCSS Grant 2022) & Key

It will be the responsibility of SSRL to keep the message on their sign current and if the SSRL should use the sign it would be updated by the SSRL and not the Summer Village of Sandy Beach. Village signs will not be used for Rec League event display. The SSRL has their own key issued by Administration BUT the League must inform Administration as soon as possible as to their anticipated dates so electronic invites can be initiated and recorded. The SSRL must provide liability insurance of \$2,500,000 dollars prior to the agreement being signed.

Term of the Agreement

The term of the agreement is from January 1, 2022 to December 31, 2022 and the agreement will be renewed annually at the first meeting in January. If the above letter of agreement is acceptable, please have authorized members of SSRL sign the agreement and forward the signed agreement to the Summer Village of Sandy Beach Administration office.

SUMMER VILLAGE of SANDY BEACH

SUN & SAND RECREATION LEAGUE

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Council Representative(s)

## Cost breakdown

### Hydraulic Report

<b>Total cost of project</b>	\$17,201,000.00
Transmission line grant available	\$11,272,500.00
<b>Balance to Municipalities X (3)</b>	<b>\$5,928,500.00</b>

### Original division of costs applied to new project balance:

County 51% =	\$3,023,535.00
SV Sandy 30% =	\$1,837,835.00
SV Sunrise 19% =	\$1,126,415.00

### In report:

Appendix B has detailed cost breakdown.

There are 3 maps after page 16 of report.

Maps **2 & 3** have the route layout as relates to the costs. i.e.

- A to B
- B to C etc.

Cost of collection lines in SV Sandy Beach	\$3,999,660.00
Cost of collection lines in SV Sunrise Beach	\$2,074,280.00

### **Transmission leg from Sandy Beach to Sunrise Beach**

(Communal as it allows for future County expansion)

F to H	\$755,300.00
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### **Victory Rd to RR13**

(communal)

J to L	\$599,200.00
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RR 13 to Cheviot Hills	
(communal)	
I to O	\$858,200.00
Lift Station @ RR 13 & Cheviot Hills lift station	\$1,845,200.00
RR 13 to Twp 552 to RR 20 plus lift station	
O to Q	\$3,250,520.00
RR 20 to Onoway lagoon	
(Communal)	
Q to S	\$1,035,000.00
Total of communal lines and lifts	<b>\$8,343,420.00</b>
<b>County</b>	
Tree Farm Estates	
N to M	\$517,860.00
Tree Farm to Victory Rd RR 13	
M to L	\$211,400.00
Cheviot Hills to Andrea Park	
O to P	\$943,460.00
Branch to Sturgeon Heights	
R to Q	\$1,111,140.00
	<b>\$2,783,860.00</b>

**Note**

It would appear **that** collection lines are included for Cheviot Hill, Andrea Park and Tree Farm Estates. No collection lines at Aspen Hill, Hillview Estates, Karma City or Brentwood Mews. Sturgeon Heights lot count not included and no collection lines included.



**Darwell Lagoon Commission**  
**Phase A Construction**  
**January 1, 2020 to March 31, 2022**

DATE	CATEGORY	INVOICE	VENDOR	DESCRIPTION	AMOUNT
2020-03-31	MANAGEMENT	2019041	Myalta Ventures Ltd.	WATER FOR LIFE GRANT	\$ 4,453.12
2020-06-03	MANAGEMENT	2020003	Myalta Ventures Ltd.	Phase A Project	\$ 5,303.20
2020-06-12	ENGINEERING	5225-018-00-01	MPE Engineering Ltd.	Phase A Project	\$ 23,336.62
2020-07-06	MANAGEMENT	2020006	Myalta Ventures Ltd.	Project Mgmt Services	\$ 6,428.80
2020-07-31	ENGINEERING	5225-018-00-02	MPE Engineering Ltd.	Phase A	\$ 75,184.92
2020-08-18	ENGINEERING	5225-018-00-03	MPE Engineering Ltd.	Drilling for transmission line	\$ 60,785.89
2020-08-18	MANAGEMENT	2020010	Myalta Ventures Ltd.	Phase A Project	\$ 3,707.20
2020-08-18	OTHER	JULY 30/20	Tomkiewych, Kristin	Lunch -Lagoon Phase A	\$ 340.00
2020-08-20	MANAGEMENT	2020014	Myalta Ventures Ltd.	Project Mgmt Services Phase A	\$ 4,331.60
2020-09-03	OTHER	503893	Brownlee LLP	Reg Wastewater Transmission	\$ 5,380.45
2020-09-03	ENGINEERING	5225-018-00-04	MPE Engineering Ltd.	Transmission Line	\$ 28,946.52
2020-09-23	MANAGEMENT	2020018	Myalta Ventures Ltd.	Phase A Project Management	\$ 3,785.60
2020-09-23	OTHER	20-155	Onoway and District Historical	Rental Rates for Room Sept. 16	\$ 50.00
2020-09-23	OTHER	202000168	Town of Onoway	Sandy Beach to Onowy Tech Mtg	\$ 570.80
2020-10-31	ENGINEERING	5225-018-00-06	MPE Engineering Ltd.	Engineering	\$ 26,315.50
2020-10-31	ENGINEERING	5225-018-00-05	MPE Engineering Ltd.	Engineering	\$ 22,697.00
2020-10-31	MANAGEMENT	2020-22	Myalta Ventures Ltd.	Phsae A Project	\$ 6,406.40
2020-11-23	LEGAL	504471	Brownlee LLP	Phase A-Legal	\$ 3,989.40
2020-11-23	MANAGEMENT	2020026	Myalta Ventures Ltd.	Phase A Project-Mangement	\$ 1,820.00
2020-11-23	MANAGEMENT	202000232	Town of Onoway	Phase A Tech mtg.	\$ 300.00
2020-11-30	LEGAL	505831	Brownlee LLP	Brownlee LLP	\$ 10,183.17
2020-11-30	ENGINEERING	5225-018-00-07	MPE Engineering Ltd.	Phase A	\$ 8,654.50
2020-11-30	OTHER	20-164	Onoway and District Historical	Onoway Hist - P A	\$ 40.00
2020-11-30	OTHER	20-174	Onoway and District Historical	Onoway Dist.P A	\$ 40.00
2020-11-30	OTHER	202000223	Onoway and District Historical	Onoway P A	\$ 400.00
2020-12-31	ENGINEERING	5225-018-00-08	MPE Engineering Ltd.	Engineering	\$ 4,329.50
2020-12-31	MANAGEMENT	2020030	Myalta Ventures Ltd.	Phasse A Project	\$ 1,601.60
2021-01-27	MANAGEMENT	2020034	Myalta Ventures Ltd.	Phase A Project management	\$ 2,161.60
2021-02-28	ENGINEERING	5225-018-00-09	MPE Engineering Ltd.	Project 5225-018-00	\$ 28,222.15
2021-02-28	ENGINEERING	5225-018-00-10	MPE Engineering Ltd.	Phase A Project	\$ 4,880.00
2021-02-28	MANAGEMENT	2020038	Myalta Ventures Ltd.	Mgmt services Phase A	\$ 1,120.00
2021-03-16	OTHER	27394	Lac Ste. Anne County	Subdivision application fees	\$ 2,650.00
2021-03-31	ENGINEERING	5225-018-00-11	MPE Engineering Ltd.	Phase A	\$ 1,343.50
2021-03-31	MANAGEMENT	2020042	Myalta Ventures Ltd.	Project mgmt Phase A	\$ 560.00
2021-04-30	ENGINEERING	5225-018-00-12	MPE Engineering Ltd.	Engineering	\$ 4,950.55
2021-04-30	MANAGEMENT	2020047	Myalta Ventures Ltd.	Project mgmt Phase A	\$ 1,120.00
2021-05-31	ENGINEERING	5225-018-00-13	MPE Engineering Ltd.	Engineering	\$ 4,106.20
2021-10-27	ENGINEERING	5225-018-00-14	MPE Engineering Ltd.	Engineering	\$ 2,631.00
2022-03-31	ENGINEERING	5225-018-00-15	MPE Engineering Ltd.	Engineering Fees	\$ 3,777.50
2022-03-31	MANAGEMENT	2021-041	Myalta Ventures Ltd.	Project Management	\$ 2,158.80

**TOTAL PROJECT COSTS PHASE A \$ 369,063.09**

**PHASE A CONSTRUCTION**

2020 COSTS	\$ 309,381.79
2021 COSTS	\$ 53,745.00
2022 YEAR TO DATE	\$ 5,936.30
<b>TOTAL PROJECT EXPENSES:</b>	<b>\$ 369,063.09</b>

**GRANT FUNDING 90% \$332,156.78**  
**MUNICIPAL SHARE 10% \$36,906.31**

MUNICIPALITY	COST SHARE	PAID	BALANCE
LAC STE ANNE COUNTY: 51%	\$ 18,822.22	\$ 18,519.47	\$ 302.75
SV OF SANDY BEACH: 30%	\$ 11,071.89	\$ 10,893.80	\$ 178.09
SV OF SUNRISE BEACH: 19%	\$ 7,012.20	\$ -	\$ 7,012.20
<b>TOTAL SHARE</b>	<b>\$ 36,906.31</b>	<b>\$ 29,413.27</b>	<b>\$ 7,493.04</b>

## The Summer Village of Sandy Beach



### Financial Reporting and Expenditure Policy 01-2022

#### A. General

The Chief Administrative Officer, (CAO) has the authority to receive income and spend funds in accordance with the annual budget approved by Council on a line-by-line basis.

Where expenditure(s) are to exceed the approved budget amount, the CAO shall provide to Council **(1)** a written explanation for the specific cost overrun and **(2)** a proposal of where to obtain the increased funding, i.e., a reduction in another budget line item or payment from general or restricted reserve funds.

The CAO shall provide Council on a regular monthly basis with the following financial information:

- Accounts Payable list;
- Consolidated Income Statement;
- Verification of monthly completed Bank Reconciliations;

When possible, accounts payable and accounts receivable should be completed by different summer village personnel.

And on an annual basis, the Chief Administrative Officer shall present to Council in October of each year the following: Three-year proposed operating budgets and Five-Year proposed Capital budgets.

And following the completion of the external audit providing Council with the Audit report.

At Council's request or the CAO discretion the Auditor should present at the March/April Council meeting.

#### B. Approved Credit Card

The CAO shall maintain care and control of the approved credit card and shall insure that only authorized purchases occur. These expenses would likely include the following:

Fuel for summer village vehicles and equipment  
Repairs and maintenance costs (repair shops) for vehicles and equipment  
Purchase of shop and office supplies

Credit Limit: There shall be an approved limit on the credit card of \$6,000.00.

Any single expenditure in excess of \$3,000.00 shall require the written approval of the CAO.

**C. Operating Budget Expenditures**

The general authority of the Chief Administrative Officer notwithstanding, the following policy on purchases shall be as follows:

**D. Day to Day Operating Costs**

- (1) If within the approved budget line expense and any single purchase is below \$20,000.99, the CAO is allowed to make the purchase;
- (2) Any single purchase, as above, may be obtained from a preferred vendor and without the need of obtaining additional cost estimates;
- (3) Any single expense above \$20,000.99 shall require a presentation to Council for approval where Council can approve the cost if it's with a reliable vendor or to maintain essential service delivery or move the requirement for obtaining three (3) cost estimates.

**E. MSI and other Grant Funded Projects \$20,001 - \$75,000**

- (4) Any single infrastructure or project expense with a cost estimate between \$20,001.00 and \$74,999.99, whether an operating budget line item or a capital purchase project like roads or recreation or fire smart which is paid for by Grant funding shall require Administration to source or request at the minimum three (3) estimates. If three estimates cannot be obtained the estimates or cost proposals available shall be reviewed at Council's discretion.

**F. MSI and other Grant Funded Projects > \$75,000**

- (5) Any single infrastructure project expense in excess of \$75,000.00, whether an operating budget line item or a capital expense project like lagoon, roads or recreation or fire smart which is paid for by Grant funding shall be sourced by issuing a Request for Proposal (RFP) to vendors at Council's discretion.

Adopted by Resolution # \_\_\_\_\_ on this 20<sup>th</sup> day of August 2022

# **The SUMMER VILLAGE of SANDY BEACH**

## **BYLAW No. 03-2022**

### **Off-Highway Vehicle Bylaw**

**Being a Bylaw** of the Summer Village of Sandy Beach in the Province of Alberta to regulate off highway vehicles traffic within the corporate limits of the Summer Village of Sandy Beach.

**WHEREAS** pursuant to the provisions of the Traffic Safety Act, and amendments thereto, a Council of a municipality may, by Bylaw, regulate the operation of off highway vehicles within the corporate limits of the municipality, and;

**WHEREAS** the Council of the Summer Village of Sandy Beach, in the Province of Alberta, deems it advisable to pass such a bylaw;

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

#### **1. DEFINITIONS:**

1. "All Terrain Vehicle" means a wheeled or tracked motor vehicle designed for travel primarily on unprepared surfaces such as open country and marshland, but does not include an implement of husbandry or construction machinery.
2. "Miniature motor vehicle" means a motor vehicle other than a motor cycle, having specifications prescribed by regulation.
3. "Minibike" means a motor vehicle having specifications as prescribed by regulation.
4. "Motor Cycle" means a motor vehicle mounted on two or three wheels and includes those motor vehicles known to the trade as motorcycles, scooters and power bicycles.
5. "Off-Highway Vehicles" means any motorized vehicle designed for cross-country travel on land, water, snow, marsh or swampland or on other natural terrain and without limiting the generality of the foregoing includes, when designed for such travel:
  - a. Four-wheel drive or low-pressure tire vehicles;
  - b. Motor cycles and related two wheeled vehicles;
  - c. Amphibious machines;
  - d. All-terrain vehicles and Dirt Bikes;
  - e. Miniature motor vehicles;
  - f. Any Snow Vehicles and Snow Mobiles;
  - g. Minibikes;

- h. Any other means of transportation which is propelled by any power other than muscular power or wind.
6. "Highway" means any road or roadway within and under the jurisdiction, municipal and bylaw direction, municipal control and management and administration of the Summer Village of Sandy Beach and it also includes all municipal lands as well as the water's edge or riparian areas as classified by Alberta Environment & Parks and any provincial or federal legislation in effect that governs the land between the water's edge of the lake and the property boundary abutting the water's edge or riparian area.

## II. REGULATIONS:

1. Any person qualified, registered, licensed (must be displayed), insured and wearing a helmet (required) to operate an off-highway vehicle may operate the same on any Village highway (as described in section 6 above ONLY) within the Summer Village of Sandy Beach:
- (a) The hours of operating an off-highway vehicle on Village highways shall be restricted to the period of time between 8:00 o'clock in the forenoon and 10:00 o'clock after noon in any one day.
  - (b) The maximum speed at which an off-highway vehicle(s) is permitted to travel on Village highways is fifteen (15) kilometers per hour unless otherwise posted.
  - (c) Operators of off-highway vehicles on Village highways shall travel on the extreme right-hand side of the road and shall travel single file at all times.
  - (d) All off highway vehicles travelling on Village highways shall be equipped with an exhaust muffler, at least on headlight and tail lights. At any time during the evening time hours or at any other time, when due to insufficient light or unfavourable atmospheric conditions objects are not clearly discernible on the highway at a distance of five hundred (500) feet ahead, no off-highway vehicles shall be in motion on a highway unless the headlight and taillights are alight.
  - (e) Without restricting the generality of the foregoing, the provisions of the Traffic Safety Act shall apply to the operation of an off-highway vehicle on Municipal through highways.
  - (f) All off-highway vehicles must be duly registered and insured pursuant to the Traffic Safety Act.
  - (g) All operators of off-highway vehicles must have a minimum Class 7 driver's license.

- (h) All operators of off-highway vehicles must be wearing a CSA approved helmet.
- (i) Any person found in violation of this bylaw or the Traffic Safety Act will be required to complete an off-highway vehicle training course, prior to being able to operate on Summer Village property again. The training course must be approved by the Summer Village and/or Lac Ste. Anne County. An operator deemed in violation of any of the regulations in this said bylaw shall dismount their ATV and will not be allowed to further operate the vehicle within the municipal jurisdiction of the Summer Village of Sandy Beach.
- (j) No person shall operate an off-highway vehicle under the influence of alcohol, drugs or cannabis. Any person found to do so by enforcement will immediately surrender their keys and be deemed liable. Video surveillance and photo evidence of possible offenders under this Bylaw will be surrendered to the Bylaw Officer and will stand as testimony for determining a specific violation, including II(j) under this Bylaw.
- g) No person **shall operate** an off-highway vehicle on municipal playgrounds, day parks, campgrounds, municipal lands or municipal property where it is signed that off-highway vehicles are not allowed, with the exception of municipal employees or contractors during the course of their employment/work. Even if not signposted, all municipal lands and property are off limits to off highway vehicles within all municipal boundaries. Lands or highways that are also off limits to off-highway vehicles are the water's edge or riparian areas as classified by Alberta Environment & Parks and any provincial or federal legislation in effect that governs these said lands that are between the water's edge of the lake and the property boundary abutting the water's edge or riparian area.

### III PENALTIES

- a) Every person who contravenes the provisions and regulations of this bylaw is guilty of an offence and liable to summary conviction as prescribed in the Traffic Safety Act and/or any related Alberta regulation.
- b) Regardless of the penalty stipulations applicable as per the Traffic Safety Act the attached **Schedule A** will also be in effect for violations enforced as per this bylaw. Failure to pay a issued fine, authorize Council to add the fine to the applicable tax roll.
- c) The Bylaw Officer for the Summer Village of Sandy Beach with the adoption of this Bylaw is hereby granted enforcement powers under and as per the Traffic Safety Act in Alberta.

d) The Council of the Summer Village of Sandy Beach reserves the right to revoke this bylaw at any time without notice.

Bylaw 06-2009 is rescinded with the signing of this Bylaw.

READ a First time this 20<sup>th</sup> day August 2022.

READ a Second time this \_\_\_\_ day \_\_\_\_\_ 2022.

READ a Third time this \_\_\_\_ day \_\_\_\_\_ 2022.

**SIGNED** this \_\_\_\_\_ day \_\_\_\_\_ 2022.

The Summer Village of Sandy Beach,  
The Province of Alberta, Canada



\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer

DRAFT ONLY

## Schedule A Penalties and Fines

Operating an OHV without a helmet:	<b>\$100</b>
Operating an OHV on any other land or highway as described in this Bylaw:	<b>\$150</b>
Speeding with an OHV:	<b>\$150</b>
Operating an OHV under the influence of alcohol, drugs or cannabis:	<b>\$250</b>
Failure to display a registered license plate:	<b>\$150</b>
Operating an OHV without insurance or operating an OHV deemed to be unregistered:	<b>\$150</b>



**Subject:** New Website on the Future of Provincial Policing

Dear Mayor/Reeve and Council,

Over the past months I have been meeting with municipal leaders regarding the provincial government exploration of an Alberta police service. I heard loud and clear that Albertans want to be provided with more information on this topic. To meet this need, we have launched a website [www.futureofABpolicing.ca](http://www.futureofABpolicing.ca).

I encourage all municipal leaders to visit the website and learn more about how Alberta is part of a growing national conversation on the future of RCMP contract policing, (see <https://www.futureofABpolicing.ca/canadian-context> for the details).

No decisions have been made on whether Alberta will transition to an Alberta provincial police, and Alberta's government is continuing to listen to a wide variety of viewpoints on this topic.

Warm Regards,

**On behalf of Honourable Tyler Shandro  
Minister of Justice and Solicitor General**

204 Legislature Building  
10800 - 97 Avenue, Edmonton AB T5K 2B6  
Phone (780)-427-2339  
[ministryofjustice@gov.ab.ca](mailto:ministryofjustice@gov.ab.ca)



Classification: Protected A

**Item 7A: SVREMP Bylaw and TOR**

Good afternoon,

Reminder that each Summer Villages must review and sign off on the attached Bylaws and Terms of Reference.

These are revised Bylaws as approved by each of your Emergency Management Committee Representative.

Once reviewed and signed please have a copy sent to me either by email or mail

[jan.al.christiansen@gmail.com](mailto:jan.al.christiansen@gmail.com)

or

PO Box 659

Alberta Beach AB T0E 0A0

If you have any questions or concerns, please do not hesitate to contact me

Janice Christiansen

SV-REMP

Regional Director of Emergency Management

780-924-3195

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

From: **Marlene Walsh** <[marlenehwash@gmail.com](mailto:marlenehwash@gmail.com)>

Date: Wed, May 18, 2022 at 8:36 AM

Subject: Bylaw 258-17 Template Updated 2022 & Terms of Reference Ste Anne Summer Villages Regional Emergency Partnershi-

To: Janice Christiansen <[jan.al.christiansen@gmail.com](mailto:jan.al.christiansen@gmail.com)>, SV REMP <[summervillage.remp@gmail.com](mailto:summervillage.remp@gmail.com)>

[Bylaw 258-17 Emergency Management 2022 Template](#)

[Ste. Anne Summer Villages Regional Emergency Partnership TERMS OF REFERENCE](#)

## Bylaw No. 258-17

### A BYLAW OF THE SUMMER VILLAGE OF **Sandy Beach** IN THE PROVINCE OF ALBERTA TO ESTABLISH THE FOLLOWING: A REGIONAL EMERGENCY ADVISORY COMMITTEE AND A REGIONAL EMERGENCY MANAGEMENT AGENCY TO PROVIDE FOR EMERGENCY MANAGEMENT FOR THE SUMMER VILLAGE OF **Sandy Beach** AND SUMMER VILLAGES THAT ARE PARTNER OF THIS BYLAW.

WHEREAS the Council of the Summer Village of **Sandy Beach** is responsible for the direction and control of its emergency response and is required, under the *Emergency Management Act, Revised Statutes of Alberta 2000, Chapter E-6.8*, (hereinafter referred to as the "Act") to appoint an Emergency Advisory Committee and to establish and maintain an Emergency Management Agency;

AND WHEREAS it is recognized that an emergency or disaster of a jurisdictional or multi-jurisdictional nature could affect any or all of the Summer Villages that are partner of this Bylaw to such a degree that local resources would be inadequate to cope with the situation;

AND WHEREAS the Ste. Anne Summer Villages Councils wish to enter into a regional emergency management partnership with each other for the purpose of integrated emergency management planning and operations;

NOW THEREFORE, the Councils of the Ste. Anne Summer Villages, in the province of Alberta, duly assembled enacts as follows:

1. This Bylaw may be cited as the Ste. Anne Summer Villages Regional Emergency Management Bylaw.
2. In this Bylaw:
  - (a) "Act" means the *Emergency Management Act, Revised Statutes of Alberta 2000, Chapter E-6.8*.
  - (b) AEMA Field Officers - the role of Field Officers is to assist municipalities to mitigate, prepare for, respond to, and recover from large emergencies and disasters by:
    - facilitating Disaster Recovery Program and Municipal Wildfire Assistance Program applications;
    - assisting in developing/reviewing Community Emergency Management Plans and Programs;
    - assisting in exercises;
    - providing support during disasters and emergencies;
    - acting as a liaison between the Province and Communities;
    - delivering training programs in region;
    - facilitating training on grants and regional emergency management partnerships.
  - (c) "Councils" means the Council of all participating Ste. Anne Summer Villages.
  - (d) "Municipality" means **The Summer Village of Sandy Beach** as referenced in this Bylaw.

- (e) "Municipalities" means Summer Villages as referenced in this Bylaw.
- (f) "Disaster" means an event that may result in serious harm to the safety, health or welfare of people or widespread damage to property.
- (g) "Emergency" means an event that requires prompt coordination of action or special regulation of persons or property to protect the safety, health or welfare of people or to minimize damage to property.
- (h) "Director of Emergency Management" means an individual appointed by resolution of Council responsible for the preparation and coordination of emergency plans and programs for the Municipality.
- (i) "Deputy Director of Emergency Management" means an individual appointed by resolution of Council responsible for assisting with the preparation and coordination of emergency plans and programs for the Municipality. The DDEM provides support to and in the absence of the Director of Emergency Management.
- (j) "Ste. Anne Summer Villages" refers to the following municipalities:
  - i. Summer Village of Birch Cove
  - ii. Summer Village of Nakamun
  - iii. Summer Village of Ross Haven
  - iv. Summer Village of Sandy Beach
  - v. Summer Village of Silver Sands
  - vi. Summer Village of South View
  - vii. Summer Village of Sunrise Beach
  - viii. Summer Village of Sunset Point
  - ix. Summer Village of Val Quentin
  - x. Summer Village of West Cove
  - xi. Summer Village of Yellowstone
- (k) "Ste. Anne Summer Villages Regional Emergency Advisory Committee" means the committee established under this Bylaw and comprised of a member of Council from each of the partnering municipalities of the Ste. Anne Summer Villages Regional Emergency Management Partnership.
- (l) "Ste. Anne Summer Villages Regional Emergency Management Agency" means the agency established under this Bylaw and comprised of the Directors/Deputy Directors of Emergency Management, from each of the partnering municipalities of the Ste. Anne Summer Villages Regional Emergency Management Partnership.
- (m) "Ste. Anne Summer Villages Regional Emergency Management Partnership " means those municipalities who have entered into a joint agreement for the purpose of organizing integrated emergency planning, training, assistance and emergency operations programs in compliance with (LAEMR) Local Authority Emergency Management Regulation.
- (n) "Ste. Anne Summer Villages Regional Emergency Management Plan" means the integrated emergency management plan prepared by the Ste. Anne Summer Villages Regional Emergency Management Partnership to

coordinate response to an emergency or disaster within the combined geographic boundaries of the Summer Villages that are partners of this Bylaw.

- (o) "Minister" means the Minister responsible for the Emergency Management Act.
3. There is hereby established a Ste. Anne Summer Village Regional Emergency Advisory Committee to advise the Council of the Summer Village of Sandy Beach on the development of emergency plans and programs.
  4. There is hereby established a Ste. Anne Summer Village Regional Emergency Management Agency to act as the agent of the Council of the Summer Village of Sandy Beach to carry out its statutory powers and obligations under the Act.
  5. The Council of the Summer Village of Sandy Beach shall:
    - (a) by resolution, appoint one (1) of its Council members to serve on the Ste. Anne Summer Village Regional Emergency Advisory Committee;
    - (b) provide for the payment of expenses of the Summer Village of Sandy Beach partner in the Ste. Anne Summer Village Regional Emergency Advisory Committee;
    - (c) by resolution, on the recommendation of the Ste. Anne Summer Village Regional Emergency Advisory Committee, appoint a Director of Emergency Management and a Deputy Director of Emergency Management for the Summer Village of Sandy Beach;
    - (d) ensure that emergency plans and programs are prepared to address potential emergencies or disasters within the geographical regions of the partners of this Bylaw;
    - (e) endorse Ste. Anne Summer Village's emergency plans and programs that are approved by the Ste. Anne Summer Village Regional Emergency Advisory Committee; and
    - (f) review the status of the Ste. Anne Summer Villages Regional Emergency Management Plan and related plans and programs by the end of October annually (in preparation for January Audit).
  6. Each partner Summer Village Council may:
    - (a) by Bylaw borrow, levy, expropriate and expend, without the consent of the electors, all sums required for the operation of the Ste. Anne Summer Village Regional Emergency Management Agency; and
    - (b) enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs, including mutual aid plans and programs.

7. The Ste. Anne Summer Village Regional Emergency Advisory Committee shall:
  - (a) adopt policies as required for the effective and efficient operation of the Regional Emergency Management Agency
  - (b) at the first meeting of the year, elect from the committee a chairperson, vice-chairperson and treasurer.
  - (c) establish a quorum of a minimum of **8** voting partnership members and a majority vote for all decisions
  - (d) schedule a minimum of one meeting per year or more frequently at the call of the chairperson or a majority of the committee members.
  - (e) review the Ste. Anne Summer Villages Regional Emergency Management Plan and related plans and programs by the end of October annually in preparation for the January audit.
  - (f) advise each partner Summer Village Council on the status of the Ste. Anne Summer Villages Regional Emergency Management Plan and related plans and programs by the end of October annually. Kits and plans will be reviewed and adopted and returned to the SVREMP team.
  - (g) review and approve the workplan and budget submitted by the Regional Emergency Management agency; the workplan and budget shall then be forwarded to each municipality for approval. Each municipality is required to have access to pre-approved contingency funds in the event of an emergency.
  - (h) maintain reserve funds at 10% per year up to a maximum of \$10,000
  - (i) participate in annual Risk Assessments for Hazard Identification
  
8. The Ste. Anne Summer Villages Regional Emergency Management Agency shall be comprised of the following representatives from each Summer Village as designated by the partnership for representation:
  - (a) a Director of Emergency Management
  - (b) a Deputy Director of Emergency Management
  - (c) in the absence of the Director and Deputy Director, the Chief Administration Officer is required to fulfill the role
  
9. In addition, the following public and private organizations may be invited to provide representative(s) to the Ste. Anne Summer Villages Regional Emergency Management Agency:
  - (a) Communications Officer/Information Officer or designate
  - (b) Planning and Development Officer/Operations Department Officer or designate;

- (c) Emergency Response Personnel
  - (d) School Division Superintendent or designate
  - (e) Alberta Health Services designates
  - (f) Mutual Aid Partners
  - (g) representative(s) from local industry and industrial associations
  - (h) representative(s) from Alberta Municipal Affairs, Alberta Emergency Management Agency
  - (i) any other Non-Governmental Organization (NGO), agency or organization that, in the opinion of the Ste. Anne Regional Emergency Management Agency, may assist in the preparation or implementation of the Ste. Anne Summer Villages Regional Emergency Management Plan.
10. The Ste. Anne Regional Emergency Management Agency shall:
- (a) establish a quorum of a minimum of **8** voting members and a majority vote for all discussions
    - i. each Summer Village partner holds the power of 1 vote
    - ii. in the event that 1 member represents more than one partner, they will have one vote per municipality
  - (b) act on behalf of the partnership to carry out the statutory powers and obligations under Section 11.2 (2) and Section 24 (1) of the Emergency Management Act and the Local Authority Emergency Management Regulation; this does not include the authority to declare, renew or terminate the (SOLE) State of Local Emergency.
  - (c) assist in the preparation and coordination of the Ste. Anne Summer Villages Regional Emergency Management Plan and prepare and coordinate related plans and programs for the Partnership;
  - (d) report on the Agency work plan activity status to the Regional Advisory Committee at a minimum of once per year, including an update on the review of the Regional Emergency Management plan
  - (e) ensure that a Regional Director of Emergency Management and a Regional Deputy Director of Emergency Management is designated by Councils under the Ste. Anne Summer Villages Regional Emergency Management Plan to act, on behalf of the Ste. Anne Summer Villages Regional Emergency Management Agency;
  - (f) implement the concept and principles of the Incident Command System
  - (g) coordinate all emergency services and other resources used in an emergency; and/or
11. The Summer Village of **Sandy Beach** has the power to declare, terminate or renew a State of Local Emergency (SOLE) at the local level. Under the Act, the

powers specified in Section 13 of this Bylaw, and the requirements specified in Section 16 of this Bylaw, are hereby delegated to the Ste. Anne Summer Village Regional Emergency Advisory Committee Executive

In the event that the local level Council is unavailable, the DEM and/or DDEM, for the impacted village will assist with the decision to declare a SOLE by the Ste. Anne Summer Village Regional Emergency Advisory Committee (minimum two representatives) may, at any time when it is satisfied that an emergency exists or may exist, by resolution, make a declaration of a SOLE within the geographic boundaries of the partners in this Bylaw.

### SOLE

12. When a SOLE is declared, the person or persons making the declaration shall:
  - (a) ensure that the declaration identifies the nature of the emergency and the area of the Ste. Anne Summer Villages in which it exists;
  - (b) the Information Officer will ensure the details of the declaration are published immediately by such means of communication considered most likely to notify the population of the area affected; (Alberta Emergency Alert; social media; ALL-NET)
  - (c) the Information Officer forwards a copy of the declaration to the AEMA Field Officers.
  - (d) the mayor and/or Advisory Committee Chairperson forwards a copy to the Minister forthwith.
  
13. Subject to Section 14, when a **SOLE** is declared, the person or persons making the declaration **may**:
  - (a) cause the Ste. Anne Summer Villages Regional Emergency Management Plan or any related plans or programs to be put into operation;
  - (b) acquire or utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of an emergency or disaster;
  - (c) control or prohibit travel to or from any area within the Municipality;
  - (d) authorize the evacuation of persons and the removal of livestock and personal property from any area of the Municipality that is or may be affected by a disaster and make arrangements for the adequate care and protection of those persons or livestock and of the personal property;
  - (e) authorize the entry into any building or on any land, without warrant, by any authorized person in the course of implementing an emergency plan or program;
  - (f) authorize the demolition or removal of any trees, structures or crops if the demolition or removal is necessary or appropriate in order to reach the scene of a disaster, or to attempt to forestall its occurrence or to combat its



progress;

- (g) procure or fix prices for food, clothing, fuel, equipment, medical supplies, or other essential supplies and the use of any property, services, resources or equipment within Ste. Anne Summer Villages for the duration of the SOLE;
  - (h) authorize the conscription of persons needed to meet an emergency; and
  - (i) authorize any persons at any time to exercise in the operation of the Ste. Anne Summer Villages Regional Emergency Management Plan and related plans or programs, any power specified in Paragraphs (b) through (j) in relation to any part of the municipality affected by a declaration of a SOLE.
14. A declaration of a SOLE is considered terminated and ceases to be of any force or effect when:
- (a) at the local level, a resolution is passed by the mayor and/or Council
  - (b) at the regional level, a resolution is passed by the Ste. Anne Summer Village Regional Emergency Advisory Committee
  - (c) a period of seven days has lapsed since it was declared, or 28 days during a pandemic, unless it is renewed by resolution;
  - (d) the Lieutenant Governor in Council makes an order for a state of emergency under the Act, relating to the same area; or
  - (e) the Minister cancels the SOLE.
15. When a declaration of a SOLE has been terminated, the person or persons who made the declaration shall cause the details of the termination to be published immediately by such means of communication considered most likely to notify the population of the area affected.
16. No action lies against the Municipality or a person acting under the Municipality's direction or authorization for anything done or omitted to be done in good faith while carrying out a power under the Emergency Management Act or the regulations during a SOLE.
17. This amended Bylaw shall take effect on the day of final passing thereof.

Introduced and given first reading on this 20th day of August 2022

Given second reading on this 20th day of August 2022

Given unanimous consent to proceed to 3rd reading this 20th day of August 2022

Given third and final reading on this 20th day of August 2022

The Summer Village of Sandy Beach,

The Province of Alberta, Canada



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Mayor

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Chief Administrative Officer

# Terms of Reference

## Ste. Anne Summer Villages Regional Emergency Management Agency

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### 1. ORGANIZATION NAME

The Ste. Anne Summer Villages Regional Emergency Management Agency; hereinafter referred to as the “Emergency Management Agency”.

### 2. AUTHORITY

The Emergency Management Agency is established pursuant to the Emergency Management Act, RSA 2000, and Chapter E-6.8 Section 11.2(4).

### 3. PURPOSE/MANDATE

The purpose/mandate of the Emergency Management Agency is to maintain and update the Ste. Anne Summer Villages Regional Emergency Management Program on an annual basis, as set out in each community Bylaw 2016-R001, as follows;

- a) be responsible for ensuring emergency planning documents and programs are accurate and reviewed annually;
- b) ensure appropriate training is available to staff and other personnel of the Summer Villages;
- c) ensure regional training records are kept;
- d) plan and execute exercises to validate the Ste. Anne Summer Villages Regional Emergency Management Plan;
- e) conduct reviews of all exercises;
- f) review the impact of incidents on the system;
- g) publish information, as necessary, on the Ste. Anne Summer Villages Regional Emergency Management Plan;
- h) liaise with external agencies and surrounding municipalities who have a role in emergency response at regional facilities; and
- i) ensure the Summer Villages have appropriate resources and equipment available.

**4. EMERGENCY MANAGEMENT AGENCY MEMBERSHIP**

Emergency Management Agency membership shall consist of one voting member from each of the designated representatives for the Summer Villages. The voting member shall be comprised of one of the following:

- (a) a Director of Emergency Management from each partner Summer Village; or
- (b) a Deputy Director of Emergency Management; or
- (c) in the event neither a or b available the Chief Administration Officer

**5. CHAIRPERSON**

At the first meeting of the Emergency Management Agency, the members will elect from the membership, a Chairperson and Vice-Chairperson.

The Chairperson and Vice-Chairperson of the Emergency Management Agency will attend the annual meeting of the Ste. Anne Summer Villages Emergency Advisory Committee, in a non-voting capacity, to advise/update the Committee on the actions and/or recommendations of the Emergency Management Agency.

**6. QUORUM & MEETINGS**

Each of the (11) partner municipalities have a vote through their designated representative, however, all representative members or an alternate must be present for a quorum. All decisions are a majority vote.

The Emergency Management Agency will meet a minimum of two times per year, normally during the months of February or March and the beginning of September, but may meet more frequently at the call of the Chairperson or by a majority of Emergency Management Agency members.

Minutes will be taken at each meeting and reported to the Ste. Anne Summer Villages Regional Emergency Advisory Committee at the annual meeting of the Advisory Committee.

**7. BUDGETS & STAFF/ADMINISTRATIVE SUPPORT**

Annually the Emergency Management Agency shall prepare a work plan and budget for the upcoming year which shall be submitted to the Ste. Anne Summer Villages Regional Emergency Advisory Committee for approval no later than September 30 annually.

Prior to year end the Emergency Management Agency will submit a report to the Advisory Committee of the current year's activities.

**8. COMMUNICATION WITH THE EMERGENCY MANAGEMENT AGENCY**

All communications will be through the Chairperson of the Emergency Management Agency.

**9. TERMS OF REFERENCE AMENDMENTS**

The Terms of Reference may be amended from time to time. Proposed changes shall be prepared by the Emergency Management Agency and submitted to the Ste. Anne Summer Villages Regional Emergency Advisory Committee for approval at a subsequent or ad hoc Regional Emergency Advisory Committee meeting.

**10. APPROVAL/ADOPTION DATE**

The Ste. Anne Summer Villages Regional Emergency Management Agency Terms of Reference approved this 20th day of August, 2022.

The Summer Village of Sandy Beach,

The Province of Alberta, Canada



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Mayor obo Council



# Summer Village of Sandy Beach

## Cheque Listing for Council: JULY

2022-Aug-3  
2:40:59PM

Cheque					Invoice	Cheque
Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Amount	Amount
20220206	2022-07-13	ATB FINANCIAL MasterCard	JULY 12, 2022	PAYMENT ATB MC INSTALLMENT	3,772.76	3,772.76
20220207	2022-07-13	██████████	NB14-2022	PAYMENT NB14-2022 PAYROLL	1,823.01	1,823.01
20220208	2022-07-13	Box Clever	16346	PAYMENT EMAIL ADDRESSES	15.75	15.75
20220209	2022-07-13	Canada Revenue Agency	JULY 2022	PAYMENT PD7AACCT #13200 3666 RP0001	2,189.96	2,189.96
20220210	2022-07-13	Dainard, Doug	523694	PAYMENT PARTS PICKUP, FUEL, MILEAGE	300.58	300.58
20220211	2022-07-13	Handi-Can (2003) Ltd.	53354	PAYMENT CUSTOMER#001804-000005	364.88	364.88
20220212	2022-07-13	██████████	RM14-2022	PAYMENT RM14-+2022 PAYROLL	1,290.28	1,290.28
20220213	2022-07-13	██████████	DP14-2022	PAYMENT DP14-2022 PAYROLL	1,905.74	1,905.74
20220214	2022-07-13	RDE Construction Inc.	1080	PAYMENT JOB#054-07-22	7,987.56	7,987.56
20220215	2022-07-13	UFA Co-operative Limited	JUNE 30, 2022	PAYMENT ACCT#8872103	1,072.11	1,072.11
20220216	2022-07-13	Xplornet Communications Inc	INV43502439	PAYMENT ACCT#229348	78.74	78.74
20220217	2022-07-13	RDE Construction Inc.	1089	PAYMENT JOB #027-04-22	6,494.12	6,494.12
20220218	2022-07-13	RDE Construction Inc.	1090	PAYMENT JOB #027-04-22	29,154.59	29,154.59
20220219	2022-07-20	EPCOR	JULY 7, 2022	PAYMENT ACCT #21716709	1,225.01	1,225.01
20220220	2022-07-20	Ste Anne Gas Co-op	892045 895271	PAYMENT ACCT#006593-00 ACCT#005034-00	92.94 65.44	158.38
20220221	2022-07-20	Telus Mobility	JULY 09, 2022	PAYMENT ACCT #31932068	132.25	132.25
20220222	2022-07-20	██████████	NB15-2022	PAYMENT NB15-2022 PAYROLL	1,728.40	1,728.40
20220223	2022-07-20	Highway 43 East Waste Commission	16500	PAYMENT JUNE 2022 DISPOSAL FEES	1,177.64	1,177.64
20220224	2022-07-20	MUNISIGHT LTD., ATTN: MUNISIGHT LTD. AR	INV4305566	PAYMENT JULY 2022 PAYMENT	197.74	197.74
20220225	2022-07-20	██████████	RM15-2022	PAYMENT RM15-2022 PAYROLL	628.70	628.70
20220226	2022-07-20	██████████	DP15-2022	PAYMENT DP15-2022 PAYROLL	1,861.43	1,861.43
20220227	2022-07-20	RDE Construction Inc.	1094	PAYMENT JOB 056-07-22	12,009.90	12,009.90
20220228	2022-07-20	Workers Compensation Board	25732045	PAYMENT WCB INSTALLMENT #808987	341.60	341.60
20220229	2022-07-20	RDE Construction Inc.	1095	PAYMENT JOB 024-04-22	11,773.13	11,773.13
20220230	2022-07-20	RDE Construction Inc.		PAYMENT		5,433.75



# Summer Village of Sandy Beach

## Cheque Listing for Council: JULY

2022-Aug-3  
2:40:59PM

Cheque						Invoice	Cheque
Cheque #	Date	Vendor Name	Invoice #	Invoice Description		Amount	Amount
20220230	2022-07-20	RDE Construction Inc.	1096	JOB 025-04-22		5,433.75	5,433.75
20220231	2022-07-31	ATB Financial		PAYMENT			16.15
			JULY S/C	JULY 2022 MONTHLY SERVICE		16.15	

**Total 93,134.16**

\*\*\* End of Report \*\*\*



# Summer Village of Sandy Beach

## Accounts Payable Bank Reconciliation

July Balance Shown on Bank Statement

604,524.44

Add Outstanding Deposits

Less Outstanding Cheques

Payee	Cheque #	Cheque Date	Amount
Murray, Robin	20220225	2022-07-20	628.70
<b>Total Outstanding Cheques</b>			<b>628.70</b>

(628.70)

And Adjustments

Your Bank Balance Should Be 603,895.74

Your Reconciled Bank Balance Is 603,895.74

Difference 0.00

\*\*\* End of Report \*\*\*





# Summer Village of Sandy Beach

## Revenue/Expense Statement JULY-2022

General Ledger	Description	2022 Budget	2022 Actual	2022 Budget Remaining \$
<b>Revenues</b>				
1-00-00-110	Real Property Taxes	(1,250.00)	(16.93)	(1,233.07)
1-00-00-111	Minimum Levy	(6,850.00)	0.00	(6,850.00)
1-00-00-112	Taxes - Commercial	(5,500.00)	(9,117.51)	3,617.51
1-00-00-113	Taxes - Residential	(352,295.00)	(383,613.24)	31,318.24
1-00-00-115	Taxes-Linear	(3,100.00)	0.00	(3,100.00)
1-00-00-190	Snow and Maintenance	0.00	0.00	0.00
1-00-00-510	Penalties & Costs On Taxes	(8,100.00)	(2,681.35)	(5,418.65)
1-00-00-520	Lagoon Maintenance - split cost	0.00	(2,510.57)	2,510.57
1-00-00-530	Misc. Income	(17,500.00)	(4,669.00)	(13,331.00)
1-00-00-531	Village Land Sale Revenue	0.00	0.00	0.00
1-00-00-590	Other Revenue/Tax Certificates/GST	(2,500.00)	(1,275.00)	(1,225.00)
1-00-00-740	Provincial Government/Agencies	0.00	0.00	0.00
1-00-00-840	AMIP	0.00	0.00	0.00
1-00-00-990	Other Revenue/Tax Recovery	(26,150.00)	(470.00)	(25,680.00)
1-01-00-550	Interest Income	(2,000.00)	(4,582.59)	2,582.59
1-02-00-550	Interest Income Trust	(27,650.00)	(8,066.10)	(19,583.90)
1-12-00-560	Rentals/Shop Rent	(1,000.00)	0.00	(1,000.00)
1-12-00-561	Office Rent	0.00	0.00	0.00
1-32-00-830	Federal Infrastructure Grants Road Survey	0.00	0.00	0.00
1-32-00-840	Prov. Conditional Grants & MSP/MOST	(30,000.00)	0.00	(30,000.00)
1-32-00-841	MSI-Capital	(49,927.00)	(123,118.00)	73,191.00
1-32-00-842	MSI-Operating	(10,000.00)	0.00	(10,000.00)
1-32-00-844	GTF + FRIAA	(30,000.00)	0.00	(30,000.00)
1-32-00-845	OTHER Prov.Grants	(10,750.00)	0.00	(10,750.00)
1-32-00-846	Def. Rev. (Prof. Consult)	0.00	0.00	0.00
1-32-00-847	Snow/ Maintenance	0.00	0.00	0.00
1-32-00-848	Canada Day (Prov. Grant)	0.00	0.00	0.00
1-32-30-845	STEP	0.00	0.00	0.00
1-51-00-840	Provincial Conditional Grants/FCSS	(7,320.00)	(1,754.00)	(5,566.00)
1-61-00-410	Planning/Zoning/Dev. Charges	0.00	(138.40)	138.40
1-74-00-560	Rental Income/Facilities	(1,000.00)	(900.00)	(100.00)
1-74-00-840	Provincial Conditional Grants	0.00	0.00	0.00
1-99-00-750	School Foundation - Non-Residential	(2,208.00)	(1,342.28)	(865.72)
1-99-00-751	School Foundation - Residential	(114,472.00)	(114,420.86)	(51.14)
1-99-00-752	School Foundation - Linear	0.00	(876.61)	876.61
1-99-00-753	Senior Foundation	(9,755.00)	(9,749.48)	(5.52)
1-99-00-756	Senior Foundation - Residential	0.00	0.00	0.00
<b>*P TOTAL Revenues</b>		<b>(719,327.00)</b>	<b>(669,301.92)</b>	<b>(50,525.08)</b>



# Summer Village of Sandy Beach

## Revenue/Expense Statement

General Ledger	Description	2022 Budget	2022 Actual	2022 Budget Remaining \$
<b>Expenses</b>				
2-11-00-110	Honorariums	13,000.00	4,333.32	8,666.68
2-11-00-211	Mileage & Subsistence	1,850.00	823.84	1,026.16
2-11-00-510	General Supplies/Conventions	1,000.00	688.75	311.25
2-12-00-110	Salaries/Wages Administration	70,000.00	35,233.31	34,766.69
2-12-00-111	Ad Hoc Committee	0.00	0.00	0.00
2-12-00-130	Employer Contributions (O)	5,500.00	4,909.37	590.63
2-12-00-131	WCB	3,600.00	2,695.31	904.69
2-12-00-200	Contract Admin/DEM/DDEM	4,000.00	666.68	3,333.32
2-12-00-211	Travel & Subsistence	6,000.00	205.32	5,794.68
2-12-00-215	Freight, Postage, Telephone	7,000.00	2,730.69	4,269.31
2-12-00-216	Newsletter	500.00	0.00	500.00
2-12-00-217	Internet	850.00	504.93	345.07
2-12-00-218	Website	4,500.00	3,540.00	960.00
2-12-00-219	Conferences/CAO CLGM Coursework-MC	2,000.00	1,265.88	734.12
2-12-00-220	Subscriptions, Memberships, Printing, Ad	13,000.00	8,256.57	4,743.43
2-12-00-221	Dues and Memberships	0.00	975.00	(975.00)
2-12-00-222	Donations/Appreciations	0.00	0.00	0.00
2-12-00-230	Professional and Special Services	6,500.00	2,355.00	4,145.00
2-12-00-231	Audit	6,950.00	7,127.80	(177.80)
2-12-00-232	Assessment Services	9,000.00	6,427.00	2,573.00
2-12-00-233	WILD Waterline (Operating)	4,000.00	2,012.22	1,987.78
2-12-00-234	WILD Waterline (Debenture Phase I & II)	6,000.00	3,008.33	2,991.67
2-12-00-250	Repairs & Maintenance	2,500.00	758.88	1,741.12
2-12-00-260	Water/Sewer Admin Building	1,750.00	1,208.03	541.97
2-12-00-263	Computer	0.00	188.32	(188.32)
2-12-00-265	1985 Lot research	0.00	0.00	0.00
2-12-00-266	Organize Files-Archive	0.00	0.00	0.00
2-12-00-270	Bank Charges	350.00	114.30	235.70
2-12-00-274	Insurance and Bond Premiums	14,500.00	750.00	13,750.00
2-12-00-505	Canada Day Celebration	850.00	0.00	850.00
2-12-00-510	General Office Supplies	6,500.00	1,064.46	5,435.54
2-12-00-511	Computer Repairs	0.00	0.00	0.00
2-12-00-512	Financial Software	10,000.00	1,229.92	8,770.08
2-12-00-519	Other Services/Donations/Appreciations	500.00	0.00	500.00
2-12-00-540	Utilities-Administration EPCOR	2,500.00	909.64	1,590.36
2-12-00-762	Transfer to Capital Reserve - Water	2,500.00	0.00	2,500.00
2-12-00-810	Short Term Borrowing Costs	0.00	0.00	0.00
2-12-00-811	Interest Expense	0.00	41.55	(41.55)
2-12-00-990	Other/Miscellaneous	0.00	0.00	0.00
2-12-00-992	Bank Charges	0.00	89.60	(89.60)
2-12-00-994	Assessment Review Board	1,000.00	0.00	1,000.00
2-23-00-200	Fire / Sturgeon County	4,000.00	2,050.00	1,950.00
2-23-00-201	Fire Supression/Support	4,000.00	630.00	3,370.00
2-25-00-212	Policing	11,000.00	8,234.00	2,766.00
2-25-00-220	Physician Recruitment	0.00	0.00	0.00
2-26-00-220	MSP (Fire, Police, Ambulance)	0.00	0.00	0.00
2-26-00-651	Amortization-vehicles	0.00	0.00	0.00
2-32-00-110	Salaries & Wages	90,000.00	77,026.06	12,973.94
2-32-00-111	Contract Services/Weed Inspector	600.00	410.00	190.00
2-32-00-130	Employer Contributions	8,000.00	5,749.04	2,250.96
2-32-00-200	Gravel/Maintenance/Drainage	1,000.00	700.00	300.00
2-32-00-201	Signs	1,000.00	3,318.54	(2,318.54)
2-32-00-202	Paving Reconstruction Roads	1,000.00	0.00	1,000.00
2-32-00-211	Fuel/Mileage/UFA	4,500.00	3,815.65	684.35



# Summer Village of Sandy Beach

## Revenue/Expense Statement

General Ledger	Description	2022 Budget	2022 Actual	2022 Budget Remaining \$
2-32-00-212	Reserve Roads	2,500.00	0.00	2,500.00
2-32-00-215	Telus (Shop/Public Works)	1,350.00	57.45	1,292.55
2-32-00-230	Tree Removal	10,500.00	0.00	10,500.00
2-32-00-240	Fire Mitigation	0.00	0.00	0.00
2-32-00-250	Road/Street Contractors-non Gov.	5,000.00	0.00	5,000.00
2-32-00-255	Repairs and Maint to other equipment	10,000.00	7,230.79	2,769.21
2-32-00-260	Snow Removal	1,000.00	0.00	1,000.00
2-32-00-270	Miscellaneous General Services/Bylaw	10,000.00	9,940.00	60.00
2-32-00-280	Equipment Purchases	5,500.00	2,011.49	3,488.51
2-32-00-350	Roads - Government Grant	0.00	0.00	0.00
2-32-00-510	General Goods & Supplies	6,000.00	4,881.39	1,118.61
2-32-00-511	Beautification	500.00	716.42	(216.42)
2-32-00-540	Utilities - Street Lights	14,750.00	9,005.43	5,744.57
2-32-00-611	Amortization - Engineered structures	0.00	0.00	0.00
2-32-00-621	Amortization-buildings	0.00	0.00	0.00
2-32-00-631	Amortization-machinery/equipment	0.00	0.00	0.00
2-32-00-651	Amortization-vehicles	0.00	0.00	0.00
2-32-00-762	Contributed to Capital Function	0.00	1,400.00	(1,400.00)
2-32-00-840	Prov. Conditional Grants & MSP/MOST	30,000.00	0.00	30,000.00
2-32-00-841	MSI - Capital	49,927.00	0.00	49,927.00
2-32-00-842	MSI - Operating	10,000.00	0.00	10,000.00
2-32-00-844	GTF + FRIAA	30,000.00	69,383.87	(39,383.87)
2-42-00-200	Lagoon Maintenance/Manager	1,000.00	107.57	892.43
2-42-00-210	Waste Water Service Cost	0.00	0.00	0.00
2-42-00-230	Professional Consult	8,000.00	5,511.89	2,488.11
2-42-00-641	Amortization-Wastewater	0.00	0.00	0.00
2-42-00-762	Transfer to Reserve- Sewage	2,500.00	0.00	2,500.00
2-43-00-200	Garbage Contract/GFL	11,500.00	4,686.37	6,813.63
2-43-00-270	Land Reclamation Site/Garbage Collection	7,500.00	0.00	7,500.00
2-43-00-350	Landfill - Hwy 43 Waste Commission	7,500.00	3,264.36	4,235.64
2-43-00-762	Transfer To Capital Functions	0.00	0.00	0.00
2-51-00-750	FCSS/Recreation	9,065.00	0.00	9,065.00
2-61-00-510	Development Officer Fees	6,500.00	2,130.00	4,370.00
2-61-00-511	Planning, Zoning & Development	1,000.00	0.00	1,000.00
2-61-00-512	Development Enforcement	2,000.00	500.00	1,500.00
2-62-00-211	East End Bus	250.00	0.00	250.00
2-71-00-540	Utilities Shop	5,500.00	4,857.88	642.12
2-71-00-541	Utilities Old Shop	1,250.00	494.49	755.51
2-71-00-762	Transfer to Reserve Equipment	2,500.00	0.00	2,500.00
2-72-00-200	Daypark/Recreation	500.00	0.00	500.00
2-72-00-540	Daypark Expenses/Utilities	2,000.00	895.00	1,105.00
2-72-00-541	MSI C-Playground Equipment	500.00	0.00	500.00
2-72-00-661	Amortization-land improvements	0.00	0.00	0.00
2-72-00-762	Transfers To Capital Functions	0.00	0.00	0.00
2-74-00-200	Hall Cleaning	500.00	0.00	500.00
2-74-00-210	General Services/Maintenance/Hall	500.00	0.00	500.00
2-74-00-510	General Goods and Supplies/Hall	500.00	0.00	500.00
2-74-00-540	Utilities-Hall	2,000.00	1,686.81	313.19
2-99-00-750	School Foundation - Non-Residential	2,208.00	0.00	2,208.00
2-99-00-751	School Foundation - Residential	114,472.00	49,567.52	64,904.48
2-99-00-753	Senior Foundation	9,755.00	9,754.54	0.46
<b>*P</b>	<b>TOTAL Expenses</b>	<b>719,327.00</b>	<b>384,130.58</b>	<b>335,196.42</b>
<b>**P</b>	<b>(Profit)/Loss</b>	<b>0.00</b>	<b>(285,171.34)</b>	<b>284,671.34</b>

## SUMMER VILLAGE of SANDY BEACH, AB



### CAO REPORT August 20<sup>th</sup>, 2022

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#### 1. TAXES

- Current OUTSTANDING = \$275,000
- 1 YEAR ARREARS = \$23,700
- 2 YEAR Arrears = \$2,200

#### 2. NEW RESIDENTS

Land Title Changes AVERAGE AROUND 2 a month.

#### 3. DEVELOPMENT ACTIVITY

See Development report.

#### 4. TAX ACTIVITY

Tax payments steady.

#### 5. OPERATIONS

- Trail work Lakeshore Drive is ongoing and await feedback and update from contractor and additional estimates on culvert work;
- Lakeshore Drive crack filling and gravel road grading, wash boarding and dust control completed end of July;
- Lakeshore Drive new traffic signage has been installed – tree clearing for signage to be done;
- MSI SFE's are now submitted and received – June 2022;

#### 6. MAJOR PROJECTS toward mid Sept (there was quite the weather delay due to rain)

- ✓ Lakeshore Drive All asphalt work = \$34,500;
- ✓ Lagoon Entrance asphalt repairs = \$6,500;
- ✓ Blue Heron Drive gravel & dust control = \$5,500;
- ✓ West Cove Drive gravel & dust control = \$11,200;
- ✓ Retaining wall repairs at roll off bin or garbage site = \$11,500;
- Lakeshore Drive Trail work = \$17,000; (ongoing)
- Lakeshore Drive ditches excavation and painting = \$15,000; (postponed until 2023)
- ✓ Lakeshore Drive Traffic signage = \$3,500; (completed)

#### 7. CORRESPONDENCE

Darwell Commission is looking to set up a meeting to discuss the way forward and costs regarding Transmission Line A.

**August 2022: ACTION ITEM List**

Employee	Task	Action Taken	Progress	Date
<b>Rudolf.</b>	Municipality Accountability Review MAP Communications Strategy <b>Survey</b> Integrated Plans Spending Policy 01-2022 MSI 2022 Website Financials MuniWare Audit 2021 Trails Lakeshore Tax Recovery Hall Rentals Enforcement and Clean Up Orders DEM/Emergency Management Safety Codes Council Assessment Review Public Works Lakeshore and all Road work + traffic signage Meetings with staff Staff appraisals ANNUAL Budget 2022	final work to be completed in May and letter received Council direction – tabled Nov 2022 Results posted June 2022 Tabled until Nov 2022 Council to approve – draft submitted for review Payment 2021 = \$121,000 received January New Website launched May 24 <sup>th</sup> Completed Completed/FIR submitted with Property Tax Bylaw Received = \$17,500 work started await culvert estimate Ongoing Agreement: S&S RL await their comments on final draft Ongoing – new rolls added Brian Brady appointed July 2022 Completed and report received: 3 months action plan Brushing/Mowing/Maintenance/Roads/Garbage Started mid June to mid Sept Office staff after Council meeting and PW every Tue. Completed in October 2022 Approved April 2022	Completed In progress Completed In progress In progress Received Completed Completed Completed Ongoing Ongoing Ongoing Ongoing Completed In progress In progress In progress In progress Approved	May 2022 Sept 2022 June 2022 Nov 2022 Dec 2022 Feb 2022 Sept 2022 Nov 2021 March 2022 Sept 2022 Dec 2022 Dec 2022 Oct 2022 Apr 2022 Sept 2022 Sept 2022 Oct 2022 Oct 2021 April 2022
<b>Robin.</b>	Payroll – Accounts Payable - Invoices Administration/Financial Software Filing, website, phone calls, land titles Audit 2021	Input invoices – entering payroll – printing cheques Correspondence and Letters mailed/system training Keeping everything current Working with Auditor	On-Going On-Going On-Going On-Going	July 2022 July 2022 July 2022 March 2022
<b>COUNCIL.</b>	Training Course work <b>All Connect</b> <b>Survey</b> <b>Audit 2021</b> <b>Wastewater</b>	MEO, Muni’s 101 - contact details provided BEM, ICS 100 - contact AEMA training directly Completed and on website Results posted Completed FIR submitted Await LSA County Hydraulic Study feedback + Alex	90 days 18 months ongoing ongoing Completed Completed	Nov 2021 Feb 2023 April 2022 May 2022 Feb 2022 Aug 2022