
AGENDA



Summer Village of Sandy Beach

REGULAR MEETING of COUNCIL
MYRNA NOYES COMMUNITY HALL
63 Lakeshore Drive, SANDY BEACH, AB
September 15th, 2022 @ 7 PM.

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

- 1.0 CALL TO ORDER** Action
- 2.0 ACCEPTANCE OF AGENDA** Action
- 3.0 APPROVAL OF MINUTES**
- A. August 20th, 2022 Annual Organizational Meeting Minutes (*approve*); Action
 - B. August 20th, 2022 Regular Council Meeting Minutes (*approve*); Action
- 4.0 DELEGATIONS** Sun & Sand Rec League;

BUSINESS

5.0 BUSINESS ARISING

- A. Budget 2023 (*review*); Action
- B. Wastewater (*discussion*); Action
- C. OHV Bylaw 03-2022 (*review/adopt/readings*); Action
- D. Action

6.0 DEVELOPMENT MATTERS

7.0 NEW BUSINESS

- A.
- B.
- C.

REPORTS & Information

- 8.0 COUNCILLOR REPORT(S)** (*one motion to accept all as info*);
- A. Mayor Report Aug Info/Action
 - B. Deputy Mayor Report Aug Info/Action
 - C. Councillor Report Aug Info/Action
- 9.0 CAO REPORT(S)**
- A. Accounts Payable List (Year to Date) (*accept info*); Info/Action
 - B. Action Items List Aug (*accept info*); Info/Action
- 10.0 CORRESPONDENCE**
- A. accept as information all presented;

NEXT MEETING 20 October 2022

ADJOURNMENT Action

**Minutes of the Organizational Meeting of the Summer Village of Sandy Beach held Thursday,
August 20th, 2022 at Myrna Noyes Community Hall 63 Lakeshore Drive at 9.45 am.**

Council Present: Denise Lambert, Larysa Luciw, Michael Harney.


Administration: Robin Murray

	Motion #	
1.		<u>CALL TO ORDER</u> Robin Murray called the meeting to order at 9.45 am.
2.	Motion # 122-22	<u>AGENDA</u> MOVED by Larysa Luciw that the agenda be accepted as presented. CARRIED
3.	Motion #123-22	<u>NOMINATIONS</u> <u>MAYOR</u> Robin Murray called for nominations for the position of Mayor. Michael Harney nominated Denise Lambert. Robin Murray called for nominations for Mayor a second and third time. MOVED by Denise Lambert that nominations for Mayor cease. CARRIED Denise Lambert was declared Mayor and took the Oath of Office Robin Murray turned the meeting over to Mayor Denise Lambert to chair. Mayor Denise Lambert called for nominations for Deputy Mayor.
	Motion #124-22	<u>DEPUTY MAYOR</u> Michael Harney nominated Larysa Luciw. Mayor Denise Lambert called for nominations for Deputy Mayor a second and third time. MOVED by Michael Harney that Larysa Luciw be appointed as Deputy Mayor for the Summer Village of Sandy Beach. CARRIED

**Minutes of the Organizational Meeting of the Summer Village of Sandy Beach held Thursday,
August 20th, 2022 at Myrna Noyes Community Hall 63 Lakeshore Drive at 9.45 am.**

		<p>Larysa Luciw took Oath of Office for the position of Deputy Mayor.</p> <p>Michael Harney took Oath of Office for the position of Councillor.</p>
<p>4.</p>	<p>Motion # 125-22</p>	<p><u>COMMITTEE APPOINTMENTS</u> MOVED by Deputy Mayor Larysa Luciw that Council approve the following Committee appointments:</p> <ol style="list-style-type: none"> 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 Michael Harney. 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. <p align="right">CARRIED</p>
<p>5.</p>	<p>Motion #126-22</p>	<p><u>FINANCIAL</u> MOVED by Councillor Michael Harney that the following be approved:</p> <ul style="list-style-type: none"> • ATB Financial (Onoway) as Banker & Signing Authority - All of Council with 2 signatures required - 1 elected/1 administration (CAO only) (Council - Denise Lambert, Larysa Luciw, Michael Harney) (Administration - Rudolf Liebenberg). <p align="right">CARRIED</p>
	<p>Motion #127-22</p>	<p>MOVED by Councillor Michael Harney that the following be approved:</p> <ul style="list-style-type: none"> • Council Remuneration (\$361.11.00/month plus mileage @.59/km, expenses to include hotels, parking and sundries as per receipts (breakfast \$10.30, lunch \$14.50 and supper \$22.50) <p align="right">CARRIED</p>

**Minutes of the Organizational Meeting of the Summer Village of Sandy Beach held Thursday,
August 20th, 2022 at Myrna Noyes Community Hall 63 Lakeshore Drive at 9.45 am.**

6.	<p>Motion #128-22</p>	<p><u>AUDITOR</u> MOVED by Deputy Mayor Larysa Luciw that Metrix Group LLP be appointed Auditor for the Summer Village of Sandy Beach for the 2022 financial year. CARRIED</p>
7.	<p>Motion #129-22</p>	<p><u>ASSESSOR</u> MOVED by Deputy Mayor Larysa Luciw that the Municipal Assessment Services Group Inc. be appointed Assessor for the Summer Village of Sandy Beach. CARRIED</p>
8.	<p>Motion #130-22</p>	<p><u>MEETING DATES</u> MOVED by Councillor Michael Harney that the following be approved:</p> <ul style="list-style-type: none"> • Meetings will be the 3rd Thursday of each month. • Meetings will commence at 7 p.m. • Meetings will be held at the Myrna Noyes Community Hall, 63 Lakeshore Drive, Highway 642. • Meeting notice will be posted in the Administration office, the website under Council/Meeting Dates and Times exclusively and on the Village sign near/across from the hall and the new Village sign on the hall property. CARRIED
9.		<p><u>ADJOURNMENT</u> As all matters on the agenda have been addressed, Mayor Denise Lambert declared the meeting adjourned at 9.56 am.</p> <div style="text-align: right; margin-right: 100px;">  </div> <hr style="width: 25%; margin-left: 0;"/> <p>Mayor</p> <hr style="width: 25%; margin-left: 0;"/> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> Recording Secretary/CAO 20th August 2022 </div> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> Date </div>

COUNCIL MEETING MINUTES



Summer Village of Sandy Beach

August 20th, 2022 at 10.15 am.
Myrna Noyes Community Hall
63 Lakeshore Drive, Sandy Beach, AB

IN ATTENDANCE

Denise Lambert, Mayor (*Chair*)
Larysa Luciw, Deputy Mayor
Michael Harney, Councillor
Robin Murray Administration

1.0 CALL TO ORDER

Mayor Denise Lambert called the meeting to order at 10.15 AM.

2.0 ACCEPTANCE OF AGENDA

MOVED by Deputy Mayor Larysa Luciw that the agenda be approved as presented and amended: Additions 5E & 7C

- Yellowhead Regional Library System;
- Sept 30th Day of Reconciliation: Recognition and Paid Holiday;

Res. # 131 – 22

CARRIED

3.0 APPROVAL OF MINUTES

MOVED by Councillor Michael Harney that the attached minutes of the Regular Council Meeting July 21st, 2022 be approved as presented and printed.

Res. # 132 – 22

CARRIED

4.0 DELEGATIONS

Sun & Sand Rec League; (*regrets*)

5.0 BUSINESS ARISING

A.

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

Res. # 133 – 22

MOVED by Councillor Michael Harney that the verbal report from Administration be accepted as information: awaiting a reply (return of signed agreement) from the Sun & Sand Rec League.

CARRIED

B.

Wastewater: Darwell Transmission Line Phase A

Res. # 134 – 22

MOVED by Mayor Denise Lambert that Administration request copies of all formal agreements, expressions of Interest and meeting minutes as it pertains to Phase A of the Darwell Transmission line from the Darwell Commission; that formal communique be sent to Lac Ste. Anne County and the Darwell Commission requesting as priority a date for operational cost discussions and Council authorize the mayor contact Alexander First Nation regarding progress on this item.

CARRIED

C.

Financial Reporting & Expenditure Policy 01-2022

Res. # 135 – 22

MOVED by Deputy Mayor Larysa Luciw that Council receive, accept and approve the adoption of Financial Reporting & Expenditure Policy 01-2022 as presented in writing and Council authorize the mayor sign the final copy.

CARRIED

COUNCIL MEETING MINUTES



Summer Village of Sandy Beach

August 20th, 2022 at 10.15 am.
Myrna Noyes Community Hall
63 Lakeshore Drive, Sandy Beach, AB

D.
Res. # 136 – 22 **OHV Bylaw 03-2022**
MOVED by Councillor Michael Harney that Administration make the corrections to the draft bylaw as reviewed and presented here and the final copy be presented at the next available Regular Council meeting for final adoption.

CARRIED

E.
Res. # 137 – 22 **Yellowhead Regional Library System**
MOVED BY Deputy Mayor Larysa Luciw that Council table this item until the September Regular Council meeting with the intent of joining the service for one year.

CARRIED

6.0 DEVELOPMENT MATTERS none

7.0 NEW BUSINESS

A.
Res. # 138 – 22 **Policing Letter**
MOVED by Deputy Mayor Larysa Luciw that Council table this item until the September Regular Council meeting until more information is gathered from the webinars regarding the matter.

CARRIED

B.
Res. # 139 – 22 **BYLAW 258-17 TO ESTABLISH A REGIONAL EMERGENCY
ADVISORY COMMITTEE AND PROVIDE FOR EMERGENCY
MANAGEMENT**
MOVED by Councillor Michael Harney that Council gives first reading to Bylaw No. 258-17.

CARRIED

Res. # 140 – 22 MOVED by Deputy Mayor Larysa Luciw that Council gives second reading to Bylaw No. 258-17.

CARRIED

Res. # 141 – 22 MOVED by Councillor Michael Harney that Council gives agreement to consider third and final reading of Bylaw No. 258-17.

UNANIMOUSLY CARRIED

Res. # 142 – 22 MOVED by Deputy Mayor Larysa Luciw that Council gives third and final reading to Bylaw No. 258-17.

CARRIED

COUNCIL MEETING MINUTES



Summer Village of Sandy Beach

August 20th, 2022 at 10.15 am.
Myrna Noyes Community Hall
63 Lakeshore Drive, Sandy Beach, AB

C. Ste. Anne Summer Villages Regional Emergency Partnership TERMS OF REFERENCE

Res. # 143 – 22 MOVED by Councillor Michael Harney that Council receive, accept and approve the Ste. Anne Summer Villages Regional Emergency Partnership TERMS OF REFERENCE and Council authorize the mayor sign the final copy presented here in writing. CARRIED

8.0 COUNCILLOR REPORTS

A. All reports

Res. # 144 – 22 MOVED by Councillor Michael Harney that Council receive and accept as information all the written reports presented at this meeting. CARRIED

9.0 CAO REPORTS

A. Accounts Payable List/Revenue & Expenses: July 2022

Res. # 145 – 22 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 July 2022 as presented in written format by Administration. CARRIED

B. Action Item List

Res. # 146 – 22 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 Administration and Council approve the photo contest for office renovations. CARRIED

10.0 CORRESPONDENCE

Res. # 147 – 22 MOVED by Deputy Mayor Larysa Luciw that Council receive as information all correspondence as presented in writing at this meeting. CARRIED

ADJOURNMENT

Being that the agenda matters had been concluded the meeting was declared adjourned at 11.38 AM by Mayor Denise Lambert.

Mayor

Chief Administrative Officer

REVENUE G/L Code	BUDGET ITEM	2025 Budget	2026 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget	1 2
1-00-00-00-00-110	Real Property Taxes	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	3
1-00-00-00-00-111	Minimum Levy	\$ 23,853.00	\$ 23,853.00	\$ 6,850.00	\$ 6,850.00	\$ 23,853.39	\$ 23,853.00	4
1-00-00-00-00-112	Taxes - Non-Residential	\$ 5,227.00	\$ 5,227.00	\$ 5,500.00	\$ 5,500.00	\$ 5,227.38	\$ 5,227.00	5
1-00-00-00-00-113	Taxes - Residential	\$ 360,394.00	\$ 360,394.00	\$ 342,295.00	\$ 352,295.00	\$ 360,394.17	\$ 360,394.00	6
1-00-00-00-00-115	Taxes - Linear	\$ 3,413.00	\$ 3,413.00	\$ 3,100.00	\$ 3,100.00	\$ 3,413.86	\$ 3,413.00	7
1-00-00-00-00-510	Penalties & Costs	\$ 8,100.00	\$ 8,100.00	\$ 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	\$ 17,500.00	\$ 17,500.00	\$ 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	\$ 2,500.00	\$ 2,500.00	\$ 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	\$ 25,000.00	\$ 25,000.00	\$ 19,482.00	\$ 26,150.00	\$ 25,000.00	\$ 25,000.00	15
1-01-00-00-00-550	Interest Income	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	16
1-02-00-00-00-550	Interest Income Trust	\$ 25,000.00	\$ 25,000.00	\$ 22,000.00	\$ 27,650.00	\$ 25,000.00	\$ 25,000.00	17
1-12-00-00-00-560	Rentals/Shop Rent	\$ 1,000.00	\$ 1,000.00	\$ 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	\$ 15,000.00	\$ 15,000.00	\$ 71,196.00	\$ 30,000.00	\$ 15,000.00	\$ 15,000.00	21
1-32-00-00-00-841	MSI - Capital	\$ 20,000.00	\$ 20,000.00	\$ 123,118.00	\$ 49,927.00	\$ 49,927.00	\$ 18,947.00	22
1-32-00-00-00-842	MSI - Operating	\$ 12,000.00	\$ 12,000.00	\$ 9,349.85	\$ 10,000.00	\$ 11,000.00	\$ 11,000.00	23
1-32-00-00-00-843	NDCC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	24
1-32-00-00-00-844	GTF + FRIAA	\$ 35,000.00	\$ 35,000.00	\$ 90,000.00	\$ 30,000.00	\$ 35,000.00	\$ 35,000.00	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	\$ 7,500.00	\$ 7,500.00	\$ 7,018.00	\$ 7,320.00	\$ 7,500.00	\$ 7,500.00	31
1-74-00-00-00-560	Rental Income/Facilities (Hall)	\$ 2,000.00	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00	\$ 2,000.00	32
1-74-00-00-00-840	Provincial Conditional Grants (Culture)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	33

OPERATING BUDGET

1-99-00-00-00-750	School Foundation - Non-Residential	\$ 2,218.00	\$ 2,218.00	\$ 2,219.00	\$ 2,208.00	\$ 2,218.30	\$ 2,218.00	34
1-99-00-00-00-751	School Foundation - Residential	\$ 114,472.00	\$ 114,472.00	\$ 96,725.00	\$ 114,472.00	\$ 114,471.52	\$ 114,472.00	35
1-99-00-00-00-753	Senior Foundation	\$ 9,755.00	\$ 9,755.00	\$ 8,308.15	\$ 9,755.00	\$ 9,754.54	\$ 9,755.00	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
	TOTAL REVENUES	\$ 693,182.00	\$ 693,182.00	\$ 840,511.00	\$ 719,327.00	\$ 722,110.16	\$ 691,129.00	42
	Projections (+/-)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	43
								44
		2025	2026	2021	2022	2023	2024	45
A	2016 Unrestricted Surplus							46
	2016 Year End Statement		\$ 393,332.00	\$ 393,332.00	2017 surplus/deficit		Estimated Reserves	47
	Less		Transfer Res #97-17	\$ 25,000.00	\$ 25,000.00		2017 (Year End)	48
	Budgeted 2017		Year End unaudited	\$ 368,332.00		Unrestricted Reserve	\$ 368,332.00	49
	2016 Restricted Reserves		2016	2017	Res #94-17 Added	Res #123-17 Deleted		50
B	Sewage	\$ 320,000.00	\$ 320,000.00	\$ 340,000.00	\$ 20,000.00		\$ 340,000.00	51
C	Equipment	\$ 260,000.00	\$ 260,000.00	\$ 280,000.00	\$ 20,000.00	\$ 9,256.80	\$ 270,743.20	52
D	Water	\$ 222,095.00	\$ 222,095.00	\$ 234,190.00	\$ 12,095.00		\$ 234,190.00	53
E	Roads	\$ 223,500.00	\$ 223,500.00	\$ 243,500.00	\$ 20,000.00		\$ 243,500.00	54
F	MSI Capital	\$ 85,325.00	\$ 85,325.00	\$ -				55
G	Total		Restricted Reserves	\$ 1,183,015.00		Restricted Reserves	\$ 1,088,433.20	56
H	Budgeted 2017		Year End unaudited	\$ 1,576,347.00		TOTAL RESERVES	\$ 1,456,765.20	57
	EXPENSES	2025	2026	2021	2022	2023	2024	58
	G/L Code	Budget	Budget	Budget	Budget	Budget	Budget	59
	BUDGET ITEM							
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	\$ 75,000.00	\$ 75,000.00	\$ 70,000.00	\$ 70,000.00	\$ 75,000.00	\$ 75,000.00	63
2-12-00-00-00-111	Ad Hoc Committee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	64
2-12-00-00-00-130	Employer Contributions	\$ 5,500.00	\$ 5,500.00	\$ 5,280.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	65
2-12-00-00-00-131	WCB	\$ 3,500.00	\$ 3,500.00	\$ 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	\$ 4,000.00	\$ 4,000.00	\$ 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	\$ 1,250.00	\$ 1,250.00	\$ 6,000.00	\$ 6,000.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	69
2-12-00-00-00-215	Freight/Postage/Telephone	\$ 7,000.00	\$ 7,000.00	\$ 6,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	70
2-12-00-00-00-216	Newsletter	\$ 100.00	\$ 100.00	\$ 500.00	\$ 500.00	\$ 100.00	\$ 100.00	\$ 100.00	71
2-12-00-00-00-217	High Speed Internet	\$ 900.00	\$ 900.00	\$ 850.00	\$ 850.00	\$ 850.00	\$ 850.00	\$ 850.00	72
2-12-00-00-00-218	Website	\$ 1,000.00	\$ 1,000.00	\$ 850.00	\$ 4,500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	73
2-12-00-00-00-219	Conferences/CAO CLGM Coursework-MC	\$ 1,500.00	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	74
2-12-00-00-00-220	Dues/Memberships/Printing/Adverts	\$ 13,000.00	\$ 13,000.00	\$ 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	\$ 2,500.00	\$ 2,500.00	\$ 6,500.00	\$ 6,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	76
2-12-00-00-00-231	Audit	\$ 7,500.00	\$ 7,500.00	\$ 6,850.00	\$ 6,950.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	77
2-12-00-00-00-232	Assessment Services	\$ 8,750.00	\$ 8,750.00	\$ 8,500.00	\$ 9,000.00	\$ 8,500.00	\$ 8,500.00	\$ 8,500.00	78
2-12-00-00-00-233	WILD Waterline (Operating Requisition)	\$ 4,500.00	\$ 4,500.00	\$ 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)	\$ 6,500.00	\$ 6,500.00	\$ 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	\$ 1,500.00	\$ 1,500.00	\$ 2,500.00	\$ 2,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	81
2-12-00-00-00-260	Water/Sewer Admin Building	\$ 1,850.00	\$ 1,850.00	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00	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	\$ 450.00	\$ 500.00	\$ 350.00	\$ 350.00	\$ 350.00	\$ 400.00	\$ 400.00	85
2-12-00-00-00-274	Insurance	\$ 14,500.00	\$ 15,000.00	\$ 13,500.00	\$ 14,500.00	\$ 14,000.00	\$ 14,500.00	\$ 14,500.00	86
2-12-11-00-00-290	Election Expenses	\$ 3,500.00	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	87
2-12-00-00-00-505	Canada Day Celebrations	\$ 500.00	\$ 500.00	\$ 250.00	\$ 850.00	\$ 500.00	\$ 500.00	\$ 500.00	88
2-12-00-00-00-510	Office Purchased Supplies	\$ 6,500.00	\$ 6,500.00	\$ 5,000.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	89
2-12-00-00-00-512	IT/Financial Software	\$ 1,850.00	\$ 1,850.00	\$ 10,000.00	\$ 10,000.00	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00	90
2-12-00-00-00-519	Other Services/Appreciation/Donations	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	91
2-12-00-00-00-540	Utilities Admin Bldg (Epcor)	\$ 2,850.00	\$ 2,950.00	\$ 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)	\$ 2,000.00	\$ 2,000.00	\$ 2,500.00	\$ 2,500.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	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	\$ 1,000.00	\$ 1,000.00	\$ 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	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	98
2-23-00-00-00-201	Fire Supression/Support	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	99
2-25-00-00-00-212	Police Funding Model	\$ 15,000.00	\$ 15,000.00	\$ -	\$ 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	\$ 127,922.00	\$ 130,022.00	\$ 82,850.00	\$ 90,000.00	\$ 135,573.80	\$ 132,572.00	101
2-32-00-00-00-111	Contracted Services/Weed Inspector	\$ 600.00	\$ 600.00	\$ 500.00	\$ 600.00	\$ 600.00	\$ 600.00	102
2-32-00-00-00-130	Employer Contribution	\$ 8,000.00	\$ 8,000.00	\$ 7,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	103
2-32-00-00-00-200	Gravel/Maintenance/Drainage	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	104
2-32-00-00-00-201	Signs	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	105
2-32-00-00-00-202	Paving Reconstruction Roads	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	106
2-32-00-00-00-211	Travel/Subsistence/Fuel/Mileage	\$ 6,500.00	\$ 6,500.00	\$ 4,000.00	\$ 4,500.00	\$ 5,500.00	\$ 6,500.00	107
2-32-00-00-00-212	Transfer to Reserve (Roads)	\$ 1,000.00	\$ 1,000.00	\$ 2,500.00	\$ 2,500.00	\$ 1,000.00	\$ 1,000.00	108
2-32-00-00-00-215	Postage/Telephone	\$ 1,500.00	\$ 1,500.00	\$ 1,000.00	\$ 1,350.00	\$ 1,500.00	\$ 1,500.00	109
2-32-00-00-00-230	Tree Removal	\$ 4,500.00	\$ 4,500.00	\$ 8,050.00	\$ 10,500.00	\$ 4,500.00	\$ 4,500.00	110
2-32-00-00-00-250	Road and Street Contractors NGO	\$ 1,000.00	\$ 1,000.00	\$ 4,000.00	\$ 5,000.00	\$ 1,000.00	\$ 1,000.00	111
2-32-00-00-00-255	Repairs and Maint to other equipment	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00	112
2-32-00-00-00-260	Snow Removal	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	113
2-32-00-00-00-270	Bylaw Services	\$ 15,000.00	\$ 15,000.00	\$ 19,000.00	\$ 10,000.00	\$ 15,000.00	\$ 15,000.00	114
2-32-00-00-00-280	Equipment Purchases	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,500.00	\$ 5,000.00	\$ 5,000.00	115
2-32-00-00-00-510	General Goods & Supplies	\$ 8,500.00	\$ 9,000.00	\$ 5,000.00	\$ 6,000.00	\$ 7,000.00	\$ 8,000.00	116
2-32-00-00-00-511	Beautification	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	117
2-32-00-00-00-540	Utilities - Street Lights	\$ 14,950.00	\$ 15,000.00	\$ 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	\$ 15,000.00	\$ 15,000.00	\$ 71,196.00	\$ 30,000.00	\$ 15,000.00	\$ 15,000.00	96
2-32-00-00-00-841	MSI - Capital	\$ 20,000.00	\$ 20,000.00	\$ -	\$ 49,927.00	\$ 49,927.00	\$ 18,947.00	124
2-32-00-00-00-842	MSI - Operating	\$ 12,000.00	\$ 12,000.00	\$ 9,349.85	\$ 10,000.00	\$ 11,000.00	\$ 11,000.00	125
2-32-00-00-00-844	GTF + FRIAA	\$ 35,000.00	\$ 35,000.00	\$ 90,000.00	\$ 30,000.00	\$ 35,000.00	\$ 35,000.00	126
2-42-00-00-00-200	Lagoon Maintenance	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	127
2-42-00-00-00-230	Professional Consult	\$ 4,000.00	\$ 4,000.00	\$ 8,000.00	\$ 8,000.00	\$ 4,000.00	\$ 4,000.00	128
2-42-00-00-00-762	Transfer to Reserve (Sewer)	\$ 1,000.00	\$ 1,000.00	\$ 2,500.00	\$ 2,500.00	\$ 1,000.00	\$ 1,000.00	129
2-43-00-00-00-200	Garbage Contract/GFL	\$ 12,000.00	\$ 12,000.00	\$ 10,500.00	\$ 11,500.00	\$ 11,500.00	\$ 11,500.00	130
2-43-00-00-00-270	RR13 Landfill /Garbage Collect	\$ 3,500.00	\$ 3,500.00	\$ 2,500.00	\$ 7,500.00	\$ 3,500.00	\$ 3,500.00	131
2-43-00-00-00-350	Landfill Requisition/HWY 43	\$ 7,500.00	\$ 7,500.00	\$ 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	\$ 6,500.00	\$ 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	\$ 1,000.00	\$ 1,000.00	138
2-62-00-00-00-211	East End Bus	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	139
2-71-00-00-00-540	Utilities-Shop	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	140
2-71-00-00-00-541	Utilities-Old Shop	\$ 1,450.00	\$ 1,550.00	\$ 1,000.00	\$ 1,250.00	\$ 1,350.00	\$ 1,450.00	141
2-71-00-00-00-762	Transfer to Reserve (Equipment)	\$ 1,000.00	\$ 1,000.00	\$ 2,500.00	\$ 2,500.00	\$ 1,000.00	\$ 1,000.00	142
2-71-00-00-00-810	Petty Cash	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	143
2-72-00-00-00-200	Daypark/Recreation	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	144
2-72-00-00-00-540	Utilities/Day Park Expenses	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	145
2-72-00-00-00-541	Playground Equipment	\$ 500.00	\$ 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	\$ -	\$ -	\$ 123,118.00	\$ -	\$ -	\$ -	148
2-74-00-00-00-200	Hall Cleaning	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	149
2-74-00-00-00-210	General Services/Maintenance/Hall	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 1,000.00	\$ 1,000.00	150
2-74-00-00-00-510	General Goods and Supplies/Hall	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 500.00	\$ 1,000.00	\$ 1,000.00	151
2-74-00-00-00-540	Utilities-Hall	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,000.00	\$ 2,500.00	\$ 2,500.00	152
2-99-00-00-00-750	School Foundation - Non-Residential	\$ 2,218.00	\$ 2,218.00	\$ 2,219.00	\$ 2,208.00	\$ 2,218.30	\$ 2,218.00	153
2-99-00-00-00-751	School Foundation - Residential	\$ 114,472.00	\$ 114,472.00	\$ 96,725.00	\$ 114,472.00	\$ 114,471.52	\$ 114,472.00	154
2-99-00-00-00-753	Senior Foundation	\$ 9,755.00	\$ 9,755.00	\$ 8,308.15	\$ 9,755.00	\$ 9,754.54	\$ 9,755.00	155
2-99-00-00-00-754	Waste Cell Improvement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	156
2-99-00-00-00-755	Ambulance Requisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	157
	TOTAL	\$ 693,182.00	\$ 693,182.00	\$ 840,511.00	\$ 719,327.00	\$ 722,110.16	\$ 691,129.00	158
	EXPENSES	2025	2026	2021	2022	2023	2024	159

Annual Surplus/Deficit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-------------------------------	------	------	------	------	------	------	------

Accumulated Surplus/Deficit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
------------------------------------	------	------	------	------	------	------	------

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
	Sub Totals	\$ 456,082.00	\$ 343,118.00	\$ 4,408,000.00	\$ 445,000.00	\$ 445,000.00
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
	Sub Totals	\$458,861.00	\$ 166,000.00	\$ 220,000.00	\$ 220,000.00	\$ 220,000.00
	Annual Surplus/Deficit	-\$2,779.00	\$177,118.00	\$4,188,000.00	\$225,000.00	\$225,000.00
Annual Accumulated Surplus/Deficit		0	\$ -	\$ -	\$ -	\$ -

GOVERNMENT OF ALBERTA

ALBERTA TRANSPORTATION

**ALBERTA MUNICIPAL WATER/WASTEWATER PARTNERSHIP
WATER FOR LIFE PROGRAM**

AGREEMENT FOR THE

DARWELL REGIONAL WASTEWATER TRANSMISSION LINE - PHASE "A"

MEMORANDUM OF AGREEMENT MADE THIS 25th DAY OF JULY A.D., 2019

HER MAJESTY THE QUEEN, in right of the Province of Alberta
herein represented by the Minister of Transportation
(hereinafter referred to as the "Province")

OF THE FIRST PART

- and -

DARWELL LAGOON COMMISSION

in the Province of Alberta (hereinafter referred to as the "Municipality")

OF THE SECOND PART

WHEREAS, the Province desires to transfer funds to the Municipality in accordance with the terms of the Alberta Municipal Water/Wastewater Partnership; and

WHEREAS, under the provisions of the Transportation Grants Regulation, being Alberta Regulation 79/2003, the Minister is authorized to make grants and to enter into an agreement with respect to any matter relating to the payment of a grant.

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the Minister paying to the Municipality the financial assistance and performing the obligations provided in the Agreement, the Municipality, while this Agreement is in effect, will undertake its obligations in accordance with the provisions stated in this Agreement, and the parties agree as follows:

1. The Municipality hereby agrees:
 - (a) to finance the entire cost of the project,
 - (b) to undertake to acquire all necessary permits, licenses, authorities, property easements and lands required to allow the implementation of the Project,
 - (c) to retain competent engineering expertise as required to meet the design and construction standards acceptable to the Province,
 - (d) that when undertaking the construction on a Contract basis, the Municipality shall invite tenders; and where the Municipality recommends that any tender other than the low tender be accepted, the Municipality shall submit to the Province for its written approval its recommendation respecting such awarding, together with details of all tenders received; and
 - (e) that when undertaking the construction on a Day Labour basis; rates for equipment rental shall not exceed the Alberta Roadbuilders and Heavy Construction Association "Equipment Rental Rates Guide" currently in effect at the time the work is undertaken.
 - (f) to construct the Project at its sole risk in a proper and workmanlike manner, complete in all respects in accordance with the plans and specifications for the Project and pay all costs and expenses relating thereto,

- (g) to assume all liability for all damages of any nature whatsoever caused by the Municipality, its servants, workmen, or agents, in the construction, use, operation, maintenance, repair and replacement of the Project, or any part thereof, and will indemnify and save harmless the Minister in respect of all claims or demands or actions of whatever kind and nature that may be made against the Minister or his employees, workmen, or agents by reason of the financial assistance given to the Municipality for the construction of the Project under this Agreement,
- (h) to invest all funds (in excess of current expenditures) advanced from this grant, or received from the Alberta Capital Finance Authority with respect to the Project. The interest earned therefrom shall be applied to reduce the costs of the Project,
- (i) to provide to the Minister, copies, certified in a manner satisfactory to the Minister, of any documents that the Minister may deem necessary for the purpose of this Agreement,
- (j) to submit a statement of costs incurred and revenues received with respect to the Project, and attest in writing that the expenditures and revenues so submitted for the Project are reasonable, are attributable to the Project, and that the accounting of the same has been performed in a manner that complies with the intent and meaning of this Agreement,
- (k) to submit progress reports to the Province on a regular basis and to submit to the Province for its written approval any costs incurred above those listed in Schedule "A" for which the municipality is requesting funding, before such costs are incurred,

- (l) to allow the Province or its agents access to the Project site, any engineering drawings or documents, any books of accounts relating to expenditures claimed under this Agreement, and other such project-related documents as deemed necessary by the Province in performing an audit of the Project,
- (m) to maintain the completed works at the municipality's own expense.

2. The Province agrees:

- (a) to contribute to the Municipality an amount as listed in Schedule "A", under the terms of the Alberta Municipal Water/Wastewater Partnership.

- (b) to issue payments as outlined in Schedule "B" attached.

3. The parties agree that their respective contributions toward the project are for the work comprising of the **Darwell Regional Wastewater Transmission Line – Phase 3 project**.


4. The parties hereto agree to give this Agreement a fair and liberal interpretation and to negotiate with fairness and candor, from time to time, any modification or alteration thereof, that may be rendered necessary by changing conditions.

IN WITNESS WHEREOF this Agreement has been duly executed by the parties hereto.

SIGNED, SEALED, AND DELIVERED

by the Province, in the presence of:



Witness


Regional Director
Alberta Transportation

SIGNED, SEALED, AND DELIVERED

by the Municipality, **Commission**, in the presence of:


Witness


Chairperson

SCHEDULE "A"

"SCHEDULE OF COSTS"

GRANT NUMBER 706098
MUNICIPALITY: DARWELL LAGOON COMMISSION
GRANT PROGRAM: Water for Life Program
PROJECT NAME: Darwell Regional Wastewater Transmission Line - Phase "A"
POPULATION: N/A
GRANT FUNDING PERCENTAGE: 90 Percent
CONSULTANT: To Be Determined

Total Estimated Project Costs	\$12,525,000.00 \$
Less Ineligible Costs and/or Interest	\$ N/A
Engineering (Eligible Costs Only)	\$ included above
OTHER (Please specify)	\$ N/A
TOTAL ESTIMATED ELIGIBLE COSTS	\$12,525,000.00
MUNICIPALITY SHARE AT 10%	\$ 1,252,500.00
ALBERTA TRANSPORTATION SHARE AT 90%	<u>\$11,272,500.00</u>

Schedule B
Schedule of Payments

1. The Province hereby agrees to issue the following grant payments with respect to the Project, *subject to budget availability*:
 - (a) an initial payment in the amount to coincide with the progress of the project.
 - (b) a payment representing the balance of the grant after receipt of the final statement of costs together with:
 - i) a certification that the Project is complete and that no additional costs will be submitted, and
 - ii) such other documentation as requested by the Province.
 - (c) notwithstanding (1) and (a) above, upon identifying available budget funds in any fiscal year, issue at its discretion, any payments, including advance payments and/or payment in full.

MINISTER'S LETTER



ALBERTA
TRANSPORTATION

*Office of the Minister
Government House Leader
MLA, Edmonton - Highlands - Norwood*

March 15, 2019

AR 75230

Mr. Robert Kohn
Chairperson
Darwell Lagoon Commission
PO Box 219
Sangudo, AB T0E 2A0

Dear Mr. Kohn:

I am pleased to advise your council that your project, Darwell Regional Wastewater Transmission Line - Phase A, will be funded under the Water for Life program.

Based on your submission/application, Darwell Lagoon Commission will receive a grant of 90 per cent of the estimated eligible project costs, or up to \$11,272,500 for the project under this program. The final grant amount will be based on the actual eligible costs at the time of the project completion. You may wish to share this information internally with your council, but I would ask that you not make this public at this time.

Our government has made an historic investment in hospitals, schools, roads, bridges, transit, and water infrastructure. This investment will help stimulate Alberta's economic recovery and get Albertans back to work.

Alberta Transportation staff will be in contact with your administration to formalize the funding agreement to undertake this work.

Sincerely,

Brian Mason
Minister

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.
- 7. "Speeding" means in excess of posted speed limits.
- 8. "Stunting" means performing or engage in any stunt or other activity on a roadway that is likely to distract, startle, or interfere with other users of the roadway.

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 or roadway:
 - (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. Speeding and Stunting is prohibited.
 - (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 approved 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 150 meters 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 presented in Alberta, 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.
- k) 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.
- l) OHV Bylaw enforcement on Crown land allows the municipality through this bylaw to exercise jurisdiction and enforcement on the basis of noise and amenity disturbance as per the effective noise / nuisance Bylaw's for The Summer Village of Sandy Beach. The Summer Village of Sandy Beach actively discouraged the access of OHV 's on Crown land, the water's edge and lakefront properties with lake fronting land that have encroached on the water's edge and authorize the Bylaw Officer to implement and exercise for offenders in this order: i) education and ii) noise/disturbance Bylaw warnings and finally iii) fines when noise and amenity infractions are incurred.

- m) Dirt bikes are banned on all municipal lands and roadways and noise and amenity disturbance will be enforced through the noise and community standards bylaws. Dirt bikes are responsible for excessive erosion on pristine lands and are considered not environmentally friendly.
- n) This Bylaw allows the municipality to ban the use of OHV's during any local or Provincial emergencies or SOLE events.
- o) Children 14 years of age or under must be accompanied by an adult or a valid Class 7 License Holder.
- p) During times of high to extreme fire hazard or weather conditions, as defined by the Alberta Environmental Protection Land & Forest Services, the CAO or designate shall have the authority to ban the use of Off-Highway vehicles.
- q) The fire breaks off West Cove Drive does not allow for the use of OHV's or dirt bikes and any use of OHV's or dirt bikes on this pathway from West Cove Drive to Highway 642 is completely prohibited and subject to the fines prescribed in this Bylaw.

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 15th day September 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

Schedule A Penalties and Fines

Operating an OHV without a helmet:	\$100
Operating an OHV on any other land or highway as described in this Bylaw:	\$150
Speeding with an OHV:	\$150
Operating an OHV under the influence of alcohol, drugs or cannabis:	\$250
Failure to display a registered license plate:	\$150
Operating an OHV without insurance or operating an OHV deemed to be unregistered:	\$150
Operating an OHV or dirt bike on the West Cove Drive Fire Break:	\$200
Operating a dirt bike outside the limits as prescribed in this Bylaw:	\$200
Operating and OHV and dirt bike in contravention of any noise or community standards bylaw applicable for the municipality:	\$200



Summer Village of Sandy Beach

Cheque Listing for Council: August

2022-Aug-24
3:38:04PM

Cheque					Invoice	Cheque
Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Amount	Amount
20220232	2022-08-10	ATB FINANCIAL MasterCard	July 27, 2022	PAYMENT ATB MC PAYMENT	349.29	349.29
20220233	2022-08-10	EPCOR	JULY 20, 2022 JULY 20, 2022 JULY 20, 2022	PAYMENT ACCT#21611009 ACCT#15279763 ACCT#21649348	94.37 242.33 96.80	433.50
20220234	2022-08-10	Telus	JULY 31, 2022	PAYMENT ACCT#38585081	180.97	180.97
20220235	2022-08-10	██████████	NB16-2022	PAYMENT NB16-2022 PAYROLL	1,337.73	1,337.73
20220236	2022-08-10	Canada Revenue Agency	AUGUST 2022 JULY 2022	PAYMENT PD7A SOURCE DED. 13200 3666 PD7A ACCT#13200 3666 RP0001	1,734.61 3,884.67	5,619.28
20220237	2022-08-10	East End Bus Society	RES. #111-22	PAYMENT 2022 DONATION	350.00	350.00
20220238	2022-08-10	GFL Environmental Inc.	565028	PAYMENT ACCT#PG-9028	2,090.77	2,090.77
20220239	2022-08-10	Handi-Can (2003) Ltd.	54130	PAYMENT CUSTOMER#001804-000005	364.88	364.88
20220240	2022-08-10	Liebenberg, Christiaan	CAO JULY-22	PAYMENT JULY 2022 CAO SALARY	4,585.68	4,585.68
20220241	2022-08-10	██████████	RM16-2022	PAYMENT RM16-2022 PAYROLL	1,108.03	1,108.03
20220242	2022-08-10	██████████	DP16-2022	PAYMENT DP16-2022	1,861.43	1,861.43
20220243	2022-08-10	Standstone Vacuum Services Ltd.	31060	PAYMENT CLEAR CULVERTS	705.60	705.60
20220244	2022-08-10	Tom Puffer	033 034	PAYMENT JUNE 2022 BYLAW SERVICES JULY BYLAW SERVICES	1,234.90 1,253.75	2,488.65
20220245	2022-08-10	UFA Co-operative Limited	JULY 31, 2022	PAYMENT ACCT#8872103	363.20	363.20
20220246	2022-08-10	Xplornet Communications Inc	INV43932980	PAYMENT ACCT#229348	78.74	78.74
20220247	2022-08-25	EPCOR	AUGUST 5,	PAYMENT ACCT#21716709	1,293.02	1,293.02
20220248	2022-08-25	Ste Anne Gas Co-op	907378 910827	PAYMENT ACCT#005034-00 ACCT #006593-00	50.98 35.36	86.34
20220249	2022-08-25	Telus Mobility	AUGUST 9,	PAYMENT ACCT#31932068	132.25	132.25
20220250	2022-08-23	██████████	NB17-2022	PAYMENT NB17-2022 PAYROLL	1,440.99	1,440.99
20220251	2022-08-23	Canada Revenue Agency	AUG. 2022	PAYMENT PD7A SOURCE DED. 13200 3666	4,006.98	4,006.98
20220252	2022-08-23	Harney, Michael	AUG 19, 2022	PAYMENT MILEAGE	37.76	37.76
20220253	2022-08-23	Highway 43 East Waste Commission	16526	PAYMENT JULY 2022 DISPOSAL FEES	491.63	491.63
20220254	2022-08-23	Liebenberg, Christiaan	CAO Aug-22	PAYMENT AUGUST 2022 CAO PAYROLL	4,585.68	4,585.68



Summer Village of Sandy Beach

Cheque Listing for Council

2022-Aug-24
3:38:04PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20220255	2022-08-23	██████████	RM17-2022	PAYMENT RM17-2022 PAYROLL	1,238.21	1,238.21
20220256	2022-08-23	Patriot Law	12256	PAYMENT FILE 22-0713	1,070.93	1,070.93
20220257	2022-08-23	██████████	DP17-2022	PAYMENT DP17-2022 PAYROLL	1,861.43	1,861.43
20220258	2022-08-23	RFS Canada	5021287466	PAYMENT ACCT#3691120062	575.62	575.62
20220259	2022-08-23	Ricoh Canada Inc	SC093769328	PAYMENT ACCT#735113252	279.80	279.80
20220260	2022-08-23	Standstone Vacuum Services Ltd.	162004417	PAYMENT WATER/SEPTIC SERVICES	554.05	554.05
20220261	2022-08-23	Sun & Sand Recreation League	AUG 20, 2022	PAYMENT CANADA DAY 2022	221.43	221.43
20220262	2022-08-23	Workers Compensation Board	25789292	PAYMENT ACCT #80987	341.60	341.60

Total 40,135.47

*** End of Report ***



Summer Village of Sandy Beach

Accounts Payable Bank Reconciliation

Page 1 of 1

2022-Sep-6
1:20:04PM

August Balance Shown on Bank Statement

640,990.22

Add Outstanding Deposits

Less Outstanding Cheques

Payee	Cheque #	Cheque Date	Amount
Canada Revenue Agency	20220251	2022-08-23	4,006.98
Highway 43 East Waste Commiss	20220253	2022-08-23	491.63
Ricoh Canada Inc	20220259	2022-08-23	279.80
Sun & Sand Recreation League	20220261	2022-08-23	221.43
Total Outstanding Cheques			4,999.84

(4,999.84)

And Adjustments

Your Bank Balance Should Be 635,990.38

Your Reconciled Bank Balance Is 635,990.38

Difference 0.00

*** End of Report ***



Summer Village of Sandy Beach

Revenue/Expense Statement: YTD August

General Ledger	Description	2022 Budget	2022 Actual	2022 Budget Remaining \$
Revenues				
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)	(4,773.00)	(12,727.00)
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)	(1,474.50)	(1,025.50)
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)	(7,504.94)	5,504.94
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)	(8,747.00)	(1,253.00)
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	(238.40)	238.40
1-74-00-560	Rental Income/Facilities	(1,000.00)	(1,175.00)	175.00
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
*P TOTAL Revenues		(719,327.00)	(681,649.77)	(37,677.23)



Summer Village of Sandy Beach

Revenue/Expense Statement

General Ledger	Description	2022 Budget	2022 Actual	2022 Budget Remaining \$
Expenses				
2-11-00-110	Honorariums	13,000.00	4,333.32	8,666.68
2-11-00-211	Mileage & Subsistence	1,850.00	861.60	988.40
2-11-00-510	General Supplies/Conventions	1,000.00	688.75	311.25
2-12-00-110	Salaries/Wages Administration	70,000.00	47,733.31	22,266.69
2-12-00-111	Ad Hoc Committee	0.00	0.00	0.00
2-12-00-130	Employer Contributions (O)	5,500.00	5,865.13	(365.13)
2-12-00-131	WCB	3,600.00	3,036.91	563.09
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	3,201.34	3,798.66
2-12-00-216	Newsletter	500.00	0.00	500.00
2-12-00-217	Internet	850.00	579.92	270.08
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	9,071.26	3,928.74
2-12-00-221	Dues and Memberships	0.00	975.00	(975.00)
2-12-00-222	Donations/Appreciations	0.00	350.00	(350.00)
2-12-00-230	Professional and Special Services	6,500.00	3,374.93	3,125.07
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	1,744.01	5.99
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	1,316.33	5,183.67
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	1,140.43	1,359.57
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	89.10	(89.10)
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	88,603.34	1,396.66
2-32-00-111	Contract Services/Weed Inspector	600.00	410.00	190.00
2-32-00-130	Employer Contributions	8,000.00	6,618.97	1,381.03
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	4,161.55	338.45



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	12,428.65	(2,428.65)
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	4,974.17	1,025.83
2-32-00-511	Beautification	500.00	404.12	95.88
2-32-00-540	Utilities - Street Lights	14,750.00	10,236.88	4,513.12
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	6,677.58	4,822.42
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	3,755.99	3,744.01
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	4,891.58	608.42
2-71-00-541	Utilities Old Shop	1,250.00	586.68	663.32
2-71-00-762	Transfer to Reserve Equipment	2,500.00	0.00	2,500.00
2-72-00-200	Daypark/Recreation	500.00	221.43	278.57
2-72-00-540	Daypark Expenses/Utilities	2,000.00	1,914.50	85.50
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	1,825.27	174.73
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
*P	TOTAL Expenses	719,327.00	421,995.91	297,331.09
**P	(Profit)/Loss	0.00	(259,653.86)	259,653.86

SUMMER VILLAGE of SANDY BEACH, AB



CAO REPORT

September 15th, 2022

1. **TAXES**

- Current Outstanding = \$224,028.54 (Aug 30)
- 1 YEAR ARREARS = \$23,700
- 2 YEAR Arrears = \$2,200

2. **NEW RESIDENTS**

Land Title Changes are behind by quite a few months so updates on new ownership is challenging. Ownership updates are only done when the new land titles are received month 1st and 15th unless a lawyer's letter for new owners are submitted confirming new ownership and mailing address.

3. **DEVELOPMENT ACTIVITY**

See Development report: hopefully October meeting.

4. **TAX ACTIVITY**

Taxes due Sept 30th;

Also: Administration does not deal with roll owners who has their taxes paid by their banks – the office deals with the bank directly regarding payments, tax notices and receipts or any queries and updates regarding taxes. The office in this regard does not deal with residents – roll owners are required to communicate or complain with their bank and then the bank with Administration. This pertains to roll owners who has their taxes paid by bank institutions. All roll owners regardless are responsible for informing administration of any mailing address changes.

5. **OPERATIONS**

- Trail work Lakeshore Drive is ongoing and await feedback and update from contractor and additional estimates on culvert work;

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

- Lakeshore Drive Trail work = \$17,000; (ongoing)
- Lakeshore Trail Culverts – await estimate completion/submission;
- Lakeshore Drive painting = \$12,000; (await estimate)

7. **CORRESPONDENCE**

Darwell Commission is looking to set up a meeting to discuss the way forward and costs regarding Transmission Line A. They have confirmed that they are trying to get all together but it proves to be difficult. Council is reminded that there is a regional meeting taking place October 24th at Alberta Beach which can also serve as starting point for this item. The County encourages agenda items to be forwarded by Oct 17th. A copy of the invite is in your package and Sandy Beach has replied saying at least one attendee will be present.

September 2022: ACTION ITEM List

Employee	Task	Action Taken	Progress	Date
Rudolf.	Municipality Accountability Review MAP Communications Strategy Survey 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 th 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
Robin.	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	Aug 2022 Aug 2022 Aug 2022 March 2022
COUNCIL.	Training Course work All Connect Survey Audit 2021 Wastewater	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

**LAC STE. ANNE FOUNDATION
BOARD MEETING MINUTES
June 22, 2022
In Person
1:00 p.m.**

1. Call to Order- 11:35 a.m. by Ross Bohnet

Present: Ross Bohnet, Sandy Morton, Daryl Weber, Bernie Poulin, & Len Kwasny

Guest:

Absent: Marge Hanssen, Paul Chauvet & Jeremy Wilhelm

Staff: Dena Krysik –CAO, Robin Strome- Finance Officer

2. Approval of Agenda

Board Member Len Kwasny moves:

Motion #22-022: The Board approves the agenda for March 23, 2022 as presented.

Carried

3. 2022-2026 LSAF Strategic Plan

Board Member Bernie Poulin moves:

Motion #22-023: The Board approves the 2022 – 2026 Strategic Plan as presented.

Carried

4. Approval of Board Meeting Minutes

Board Member Sandy Morton moves:

Motion #22-024: The Board approves the March 23, 2022 Board Meeting Minutes as presented.

Carried

5. Financial

Board Member Len Kwasny moves:

Motion #22-025: The Board approves the Quarterly Financial Reports at June 22, 2022 as presented.

Carried

6. Informational Items

Board Member Bernie Poulin moves:

Motion #22-026: The Board accepts items 8a, 8b, 8c & 8d for the June 22, 2022 meeting as information.

Carried

7. In Camera

Board Member Len Kwasny moves:

Motion #22-027: The Board moves to go in camera at 1:03pm

Carried

Board Member Bernie Poulin moves:

Motion #22-028: The Board moves to come out of camera at 1:17pm

Carried

Board Member Daryl Weber moves:

Motion #22-029: The Board moves to ratify the hiring an external contractor to complete the Chief Administrative Officer's annual performance evaluation not to exceed \$2000.00.

Carried

Board Member Len Kwasny moves:

Motion #22-030: The Board moves to approve the hiring of Nolan Crouse Development Inc. to complete the Chief Administrative Officers annual performance evaluation in the amount of \$1175.00 plus GST.

Carried

8. Date, Place & Time of Next Meeting

All Board members move:

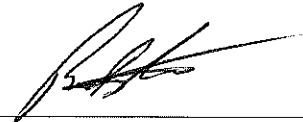
Motion #22-031: The next Board Meeting will be August 24, 2022 at the Pleasant View Lodge Community Center

Carried

9. Adjournment

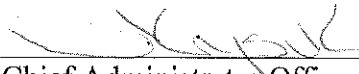
The Chair declares that as all matters have been attended to the meeting is now adjourned at 1:23 pm.

Carried



Chairperson

Sept 11/22
Date



Chief Administrator Officer

Sept 1/22
Date

**LAC STE. ANNE FOUNDATION
BOARD MEETING MINUTES
March 23, 2022
Pleasant View Lodge Community Center
1:00 p.m.**

1. Call to Order- 1:00 p.m. by Ross Bohnet

Present: Ross Bohnet, Sandy Morton, Daryl Weber, Bernie Poulin, Len Kwasny, Paul Chauvet, & Jeremy Wilhelm

Guest: Rae-Lee Doll and Leon Pfeiffer – RSM Canada

Absent: Marge Hanssen

Staff: Dena Krysik –CAO, Kristine Klause –Recording Secretary, Robin Strome- Finance Officer

2. External Financial Audit – RSD Canada Presentation

3. Approval of Agenda

Board Member Len Kwasny moves:

Motion #22-014: The Board approves the agenda for March 23, 2022 as presented.

Carried

4. Approval of Board Meeting Minutes

Board Member Bernie Poulin moves:

Motion #22-015: The Board approves the February 23, 2022 Board Meeting Minutes as presented.

Carried

5a. 2022 Cost of Living Adjustment

Board Member Jeremy Wilhelm moves:

Motion #22-016: The Board approves a 3.5% Cost of Living Adjustment for all Lac Ste. Anne Foundation Employees effective April 1, 2022.

Carried

6a. Chateau Lac Ste. Anne Lodge – Walk in Cooler Repair

Board Member Jeremy Wilhelm moves:

Motion #22-017: The Board approves to proceed with the walk in cooler repair at the Chateau Lac Ste. Anne Lodge as presented with a total budget not to exceed \$5946.83 to be allocated from 2022 surplus requisition funds.

Carried

6b. Board Competency Matrix

Board Member Jeremy Wilhelm moves:

Motion #22-018: The Board directs Chief Administrative Office to develop a draft process for determining required Board competencies to improve long term planning for organizational stability and growth to be reviewed at the regular board meeting in May 2022 and to draft a letter to take back to the Municipalities regarding Lac Ste. Anne Foundations over all concerns.

Carried

6c. Municipal Needs Assessment

Board Member Bernie Poulin moves:

Motion #22-019: The Board accepts the information regarding the Municipalities involvement in creating Housing Needs Assessments as presented.

Carried

8a. Information Items

Board Member Len Kwasny moves:

Motion #22-020: To accept items 8a & 8b for the March 23, 2022 meeting as information.

Carried

9. Date, Place & Time of Next Meeting

All Board members move:

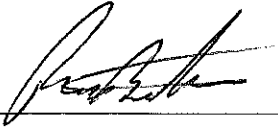
Motion #22-021: The next Board Meeting will be May 2022 at the Pleasant View Lodge Community Center

Carried

10. Adjournment

The Chair declares that as all matters have been attended to the meeting is now adjourned at 3:02 pm.

Carried



Chairperson

Date



Chief Administrator Officer

Date



August 18, 2022

To Whom it may concern,

Re: Save the Date – Regional Municipalities Meeting

Lac Ste. Anne County is inviting you to “SAVE THE DATE” for a Regional Municipalities Meeting to be held at the Alberta Beach Senior’s Center located at 5012 49 Ave., Alberta Beach, AB on Monday, October 24, 2022, commencing at 9:30 a.m.

Ensure you rsvp prior to October 17, 2022, we require numbers for the caterer and any food allergies. There will be morning snacks and a light lunch provided.

Agenda items to be forwarded by October 17, 2022, to Cindy Suter at csuter@lsac.ca. Further should you have any questions feel free to contact Cindy Suter at csuter@lsac.ca or 1-866-880-5722.

Regards,

A handwritten signature in blue ink, appearing to read "Joe Blakeman".

Joe Blakeman
Reeve

Cc: County Council
Shane Getson, MLA Lac Ste. Anne Parkland
Alexis Nakota Sioux Nation
Summer Village of Birch Cove
Summer Village of Castle Island
Summer Village of Nakamun Park
Summer Village of Ross Haven
Summer Village of Sandy Beach
Summer Village of Silver Sands
Summer Village of South View
Summer Village of Sunrise Beach
Summer Village of Sunset Point
Summer Village of Val Quentin
Summer Village of West Cove



LAC STE. ANNE COUNTY

Summer Village of Yellowstone
Town of Onoway
Town of Mayerthorpe
Village of Alberta Beach

September 2, 2022

Summer Village of Sandy Beach
RR1, Site 1
Box 63
Onoway AB T0E 1V0

Attention: Mr. Rudolf Liebenberg, Chief Administrative Officer

Dear Mr. Liebenberg:

Re: Audit Engagement Letter

The Objective and Scope of the Audit

Metrix Group LLP is pleased to serve as auditors for Summer Village of Sandy Beach for the fiscal year ending December 31, 2022. The purpose of this letter is to outline the terms of our engagement to audit the financial statements of Summer Village of Sandy Beach which comprise the statement of financial position as at December 31, 2022, and the statements of operations and accumulated surplus, changes in net financial assets and cash flows for the year then ended. Philip Dirks, CPA, CA, will be responsible for the services that Metrix Group LLP performs for Summer Village of Sandy Beach. He will, as considered necessary, call upon individuals at Metrix Group LLP to assist in the performance of our services.

We are pleased to confirm our acceptance and our understanding of the nature, scope and terms of this audit engagement and all services related thereto, by means of this letter (the "Engagement").

The objectives of our audit 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 auditor's 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.

The Responsibilities of the Auditor

We will conduct our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements. 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:

- a. 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.



- b. 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 entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies in internal control relevant to the audit of the financial statements that we have identified during the audit.
- c. Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- d. 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 entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's 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 entity to cease to continue as a going concern.
- e. 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.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, there is an unavoidable risk that some material misstatements may not be detected, even though the audit is properly planned and performed in accordance with Canadian generally accepted auditing standards.

Form and Content of Audit Opinion

Unless unanticipated difficulties are encountered, our report will be substantially in the following form:

To the Mayor and Council of Summer Village of Sandy Beach

Opinion

We have audited the financial statements of Summer Village of Sandy Beach (the Village), which comprise the statement of financial position as at December-31-22, and the statements of operations and accumulated surplus, 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 Village as at December 31, 2022 and the results of its operations 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:

- 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 auditor's 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.

If we conclude that a modification to our opinion on the financial statements is necessary, we will discuss the reasons with you in advance.

The Responsibilities of Management

Our audit will be conducted on the basis that management and, where appropriate, those charged with governance acknowledge and understand that they have responsibility:

- a. For the preparation and fair presentation of the financial statements in accordance with the Canadian public sector accounting standards;
- b. For the design and implementation of 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; and
- c. To provide us with timely:
 - i. Access to all the information of which management is aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation and other matters;
 - ii. Information about all known or suspected fraud, any allegations of fraud or suspected fraud and any known or probable instances of non-compliance with legislative or regulatory requirements;

- iii. Additional information that we may request from management for the purpose of the audit; and
- iv. Unrestricted access to persons within Summer Village of Sandy Beach from whom we determine it necessary to obtain audit evidence.

As part of the audit process:

- a. We will make inquiries of management about the representations contained in the financial statements. At the conclusion of the audit, we will request from management [and, where appropriate, those charged with governance] written confirmation concerning those representations. If such representations are not provided in writing, management acknowledges and understands that we would be required to disclaim an audit opinion.
- b. We will communicate any misstatements identified during the audit other than those that are clearly trivial. We request that management correct all the misstatements communicated.

Communications

In performing our services, we will send messages and documents electronically. As such communications can be intercepted, misdirected, infected by a virus, or otherwise used or communicated by an unintended third party, we cannot guarantee or warrant that communications from us will be properly delivered only to the addressee. Therefore, we specifically disclaim, and you release us from any liability or responsibility whatsoever for interception or unintentional disclosure of communications transmitted by us in connection with the performance of this Engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from such communications, including any that are consequential, incidental, direct, indirect, punitive, exemplary or special damages (such as loss of data, revenues, or anticipated profits).

If you do not consent to our use of electronic communications, please notify us in writing.

Use of Information

It is acknowledged that we will have access to all information about identified individuals ("personal information") in your custody that we require to complete our Engagement. Our services are provided on the basis that:

- a. You represent to us that management has obtained any required consents for our collection, use, disclosure, storage, transfer and process of personal information required under applicable privacy legislation and professional regulation; and
- b. We will hold all personal information in compliance with our Privacy Statement.

Use and Distribution of Our Report

The examination of the financial statements and the issuance of our audit report are solely for the use of Summer Village of Sandy Beach and those to whom our report is specifically addressed by us. We make no representations or warranties of any kind to any third party in respect of these financial statements or our audit report, and we accept no responsibility for their use by any third party or any liability to anyone other than Summer Village of Sandy Beach.

For greater clarity, our audit will not be planned or conducted for any third party or for any specific transaction. Accordingly, items of possible interest to a third party may not be addressed and matters may exist that would be assessed differently by a third party, including, without limitation, in connection with a specific transaction. Our audit report should not be circulated (beyond Summer Village of Sandy Beach) or relied upon by any third party for any purpose, without our prior written consent.

You agree that our name may be used only with our prior written consent and that any information to which we have attached a communication be issued with that communication, unless otherwise agreed to by us in writing.

Reproduction of Auditor's Report

If reproduction or publication of our audit report (or reference to our report) is planned in an annual report or other document, including electronic filings or posting of the report on a website, a copy of the entire document should be submitted to us in sufficient time for our review and approval in writing before the publication or posting process begins.

Should some of the information in the annual report not be available until after the date of the auditor's report, we will request management to provide a written representation that the final version of the document(s) will be provided to us when available (and prior to its issuance) so we can complete our required procedures.

Management is responsible for the accurate reproduction of the financial statements, the auditor's report and other related information contained in an annual report or other public document (electronic or paper-based). This includes any incorporation by reference to either full or summarized financial statements that we have audited.

We are not required to read the information contained in your website or to consider the consistency of other information on the electronic site with the original document.

Preparation of Schedules

We understand that your employees will prepare certain schedules and locate specified documents for our use before our Engagement is planned to commence.

This assistance will facilitate our work and help to minimize our costs. Any failure to provide these working papers or documents on a timely basis may impede our services and require us to suspend our services or even withdraw from the Engagement.

Ownership

The working papers, files, other materials, reports and work created, developed or performed by us during the course of the Engagement are the property of our firm, constitute our confidential information and will be retained by us in accordance with our firm's policies and procedures.

During the course of our work, we may provide, for your own use, certain software, spreadsheets and other intellectual property to assist with the provision of our services. Such software, spreadsheets and other intellectual property must not be copied, distributed or used for any other purpose. We also do not provide any warranties in relation to these items and will not be liable for any lost or corrupted data or other damage or loss suffered or incurred by you in connection with your use of them.

We retain the copyright and all intellectual property rights in any original materials provided to you.

File Inspections

In accordance with professional regulations (and by our firm policy), our client files may be periodically reviewed by practice inspectors and by other engagement file reviewers to ensure that we are adhering to our professional and firm standards. File reviewers are required to maintain confidentiality of client information.

Accounting Advice

Except as outlined in this letter, this Engagement does not contemplate the provision of specific accounting advice or opinions or the issuance of a written report on the application of accounting standards to specific transactions and to the facts and circumstances of the entity. Such services, if requested, would be provided under a separate engagement letter.

Other Services

In addition to the audit services referred to above, we will, as allowed by the *Alberta Code of Professional Conduct /Code of Ethics*, prepare the Non-Profit Organization (NPO) Information Return and corporate tax return. Management will, on a timely basis, provide the information necessary to complete these federal and provincial income tax returns and will review and file them with the appropriate authorities on a timely basis.

Dispute Resolution

You agree that any dispute that may arise regarding the meaning, performance or enforcement of this Engagement will, prior to resorting to litigation, be submitted to mediation.

Estimated Fees

We estimate that our fees for these services will be \$6,800 for the Engagement, plus direct out-of-pocket expenses and applicable GST. This fee estimate is based on:

- a. The anticipated cooperation from all your personnel in preparing the requested information on a timely basis;
- b. The ongoing assistance of personnel throughout the Engagement; and
- c. The assumption that unexpected circumstances will not be encountered.

If significant additional time is likely to be incurred, we will discuss the reasons with you and agree on a revised fee estimate before we incur the additional costs.

Costs of Responding to Government or Legal Processes

In the event we are required to respond to a subpoena, court order, government agency or other legal process for the production of documents and/or testimony relative to information we obtained and/or prepared during the course of this Engagement, you agree to compensate us at our normal hourly rates for the time we expend in connection with such response and to reimburse us for all of our out-of-pocket costs (including applicable GST) incurred.

Termination

Management acknowledges and understands that failure to fulfill its obligations as set out in this engagement letter will result, upon written notice, in the termination of the Engagement.

Either party may terminate this agreement for any reason upon providing written notice to the other party [*not less than 30 calendar days before the effective date of termination*]. If early termination takes place, Summer Village of Sandy Beach shall be responsible for all time and expenses incurred up to the termination date.

If we are unable to complete the audit or are unable to come to a conclusion on the financial statements, we may withdraw from the audit before issuing an auditor's report, or we may issue a denial of assurance on the financial statements. If this occurs, we will communicate the reasons and provide details.

Not Liable For Any Failures or Delays Beyond Our Control

We will use all reasonable efforts to complete the engagement as described in this letter within the agreed-upon time frames. However, we shall not be liable for failures or delays in performance that arise from causes beyond our control, including the untimely performance by your company of its obligations.

Metrix privacy

The privacy and security of the personal information you provide is important to us. We strive to ensure the strictest compliance with all applicable provincial and federal standards of protection and disclosure of personal information by any and all of our employees, agents, divisions and/or affiliates. You may review our privacy policy at www.metrixgroup.ca. We will not collect, use, or disclose any of your personal information without your knowledge and consent, or as may be required by law or our profession's Rules of Conduct.

By signing this engagement letter you agree that for the purposes of this engagement, Metrix Group LLP may collect, use, and disclose personal information in accordance with our privacy policy. You also agree that Metrix Group LLP may collect and use personal information from you for the purposes of providing other services or informing you of other opportunities from time to time. Personal information that is not relevant to the purposes of this engagement or any other matters will not be disclosed to anyone for any reason without your further prior consent.

Metrix working papers

Metrix Group LLP owns all working papers and files, other materials, reports and work created, developed or performed during the course of the engagement, including intellectual property used in the preparation thereof. We will provide management with a copy of all practitioner-prepared working papers necessary for the company's accounting records. Metrix Group LLP may develop software, including spreadsheets, documents, databases, and other electronic tools, to assist us with our assignment. As these tools were developed specifically for our purposes and without consideration of any purpose for which the company might use them, any such tools provided to the company, are made available on an "as is" basis only and should not be distributed to or shared with any third party.

Conclusion

This engagement letter includes the relevant terms that will govern the Engagement for which it has been prepared. The terms of this letter supersede any prior oral or written representations or commitments by or between the parties. Any material changes or additions to the terms set forth in this letter will only become effective if evidenced by a written amendment to this letter, signed by all of the parties.

The arrangements outlined in this letter will continue in effect from year to year unless changed by either party.

If you have any questions about the contents of this letter, please raise them with us. If the services outlined are in accordance with your requirements, and if the above terms are acceptable to you, please sign the attached copy of this letter in the space provided and return it to us. We appreciate the opportunity of continuing to be of service to the Village.

Yours truly,

METRIX GROUP LLP

Chartered Professional Accountants

Acknowledged and agreed to on behalf of Summer Village of Sandy Beach by:

Mr. Rudolf Liebenberg, Chief
Administrative Officer

Date signed

Mayor Denise Lambert

Date signed