
AGENDA



Summer Village of Sandy Beach

REGULAR MEETING of COUNCIL
MYRNA NOYES COMMUNITY HALL
63 Lakeshore Drive, SANDY BEACH, AB
February 16th, 2023 @ 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. January 19th, 2022 Regular Council Meeting Minutes (*approve*); Action
- 4.0 DELEGATIONS** DEM Brian Brady

BUSINESS

5.0 BUSINESS ARISING

- A. Wastewater Updates from Feb 9th Onoway and Feb 15th JLC (*review/info*) & Darwell
Letter Jan 04 **Cost approval** = \$14,867; Action
- B. Emergency Management Updates from Jan 23-2023 (*info*); Action
- C. Audit/ Financial Statements 2022 (*approve*); Action
- D. FCSS 2023 = \$8,000 Action
- E. Action

6.0 DEVELOPMENT MATTERS

7.0 NEW BUSINESS

- A. Action
- B. Action
- C. Action

REPORTS & Information

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

10.0 CORRESPONDENCE

- A. accept as information all presented;

NEXT MEETING 16th March 2023;

ADJOURNMENT Action

COUNCIL MEETING MINUTES



Summer Village of Sandy Beach

January 19th, 2023 at 7 pm.
Myrna Noyes Community Hall
63 Lakeshore Drive, Sandy Beach, AB

IN ATTENDANCE

Denise Lambert, Mayor (*chair*)
Michael Harney, Deputy Mayor
VACANT, Councillor
Rudolf Liebenberg Chief Administrative Officer

1.0 CALL TO ORDER

Mayor Denise Lambert called the meeting to order at 7.00 PM.

2.0 ACCEPTANCE OF AGENDA

MOVED by Deputy Mayor Michael Harney that the agenda be approved as presented and amended: Additions:

- Item 7C Superior Tanker Shuttle Service;

Res. # 001 – 23

CARRIED

3.0 APPROVAL OF MINUTES

MOVED by Deputy Mayor Michael Harney that the attached minutes of the Regular Council Meeting December 15th, 2022 be approved as presented and printed.

Res. # 002 – 23

CARRIED

4.0 DELEGATIONS

None

5.0 BUSINESS ARISING

A.

Wastewater Update: Phase A cost update Darwell January 4th - 2023

Res. # 003 – 23

MOVED by Deputy Mayor Michael Harney that Council acknowledge receipt of the Darwell Lagoon Commission letters dated December 14th 2022 and January 4th 2023, providing project cost and scope updates and accept these letters as information; Council encourage all residents to review the written report on the transmission line timeline 2018-2023 presented by the Joint Lagoon Committee Chair and Council reinforce that as of today's date no decision has been made on joining the Transmission Line Phase A project.

CARRIED

Res. # 004 – 23

Wastewater Update: Alexander First Nation Transfer Station

MOVED by Mayor Denise Lambert that in the event of Alexander First Nation reaching out to the Summer Village of Sandy Beach about their transfer station project, Council authorize Administration draft a letter, to be approved by Council, in reply to such inquiry.

CARRIED

Res. # 005 – 23

Wastewater Update: Phase A cost update Darwell January 4th - 2023

MOVED by Deputy Mayor Michael Harney that Council reply to the Darwell Lagoon Commission letter dated January 4th 2023 advising the Commission that the Summer Village of Sandy Beach is unable to reply to their letter by the January 30th 2023 deadline due to their by-election taking place February 4th; a February 9th Transmission Line Phase A meeting with Sunrise Beach and that the understanding from earlier

COUNCIL MEETING MINUTES



Summer Village of Sandy Beach

January 19th, 2023 at 7 pm.
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discussions was that no commitment to any cost updates is required until the scheduled open house on the project as suggested by the Commission, involving all stakeholders is held.

CARRIED

B.
Res. # 006 – 23

FCSS applications 2022

MOVED by Deputy Mayor Michael Harney that Council approve the FCSS funding request from the Sun & Sand Recreation League for 2022 in the amount of \$1263.37 and the monies be paid from the appropriate budget line item FCSS.

CARRIED

C.
Res. # 007 – 23

Fire Response Sturgeon County reply January 2023

MOVED by Deputy Mayor Michael Harney that Council acknowledge the written report from the Sturgeon County Fire Chief providing clarification on when fire trucks are dispatched as part of Alberta Health Services Emergency Medical Services dispatches and accept and receive the written report as information.

CARRIED

6.0 DEVELOPMENT MATTERS None

7.0 NEW BUSINESS

A.
Res. # 008 – 23

Christmas light Up Contest 2022

MOVED by Deputy Mayor Michael Harney that Council approve the contest winners and authorize Administration to make the appropriate payments once the final list has been submitted by Council; payments to be made from donation and appreciations.

CARRIED

B.
Res. # 009 – 23

Bylaw Services

MOVED by Deputy Mayor Michael Harney that Council authorize Administration to reach out to Lac Ste. Anne County, Sturgeon County or the Town of Onoway to source a bylaw enforcement service.

CARRIED

C.
Res. # 010 – 23

Superior Tanker Shuttle Service

MOVED by Mayor Denise Lambert that Council authorize Administration to investigate the possible reclassification of the Summer Village of Sandy Beach fire insurance grading purposes.

CARRIED

8.0 COUNCILLOR REPORTS

A.
Res. # 011 – 23

Council reports

MOVED by Mayor Denise Lambert that Council receive and accept as information all the verbal Council reports presented at this meeting.

CARRIED

COUNCIL MEETING MINUTES



Summer Village of Sandy Beach

January 19th, 2023 at 7 pm.
Myrna Noyes Community Hall
63 Lakeshore Drive, Sandy Beach, AB

9.0 CAO REPORTS

A.

Res. # 012 – 23

Accounts Payable List/Revenue & Expenses: December 2022

MOVED by Deputy Mayor Michael Harney that Council receive as information the revenue and expense statement, and receive, accept and approve the accounts payable list for December 2022 as presented in written format by Administration.

CARRIED

B.

Res. # 013 – 23

Action Item List and CAO Report

MOVED by Deputy Mayor Michael Harney that Council receive and accept as information the CAO report and action item list for January 2023 as presented in writing by the Chief Administrative Officer.

CARRIED

10.0 CORRESPONDENCE

Res. # 014 – 23

MOVED by Mayor Denise Lambert 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 7.34 PM by Mayor Denise Lambert.

Mayor

Chief Administrative Officer

Delegation to Town of Onoway Council

Feb 9th 2023

I thank Council for their time on this matter.

The Summer Villages of Sandy Beach and Sunrise Beach, have deeply appreciated that the Town of Onoway has allowed our wastewater to be brought to the Onoway Lagoon over the past 4 years, due to the closing of our lagoon.

As you are aware, the County of Lac Ste. Anne has proposed a Wastewater Transmission Line, to run from Sandy Beach & Sunrise Beach to the Onoway Lagoon.

Our two villages have had much discussion with the County, in regards to the options and costs that such a project represents to our residents. We basically have three (3) options to consider.

1. A collection system of lateral lines within the two villages, that would feed into the Transmission Line. Although this would be the best overall long-term solution to wastewater disposal, it is extremely expensive, and there would be substantial costs to residents to hook in to this system. Unfortunately, the S.V. of Sandy Beach **Does Not** have the necessary full-time population to support this. (We have 322 lots of which about 122 are fulltime).

2. A truck dump outside our village that ties into the Transmission Line. This is a much more cost effective alternative, but it still represents about a 12-15 % increase in costs, and does not remove the need of truck hauling from the resident to the truck dump.

3. To continue operating as we are, truck hauling from the resident to the Onoway Lagoon. Unfortunately, I was not able to find a copy of our agreement with Onoway, in regards to our dumping privileges, but I do believe it will be due for renewal, this year.

Our question to Council is:

1) Are you willing **to continue** your disposal agreement with our two (2) villages, if we remain strictly on a Truck Haul to Onoway, and would you be willing to **extend this agreement for a minimum of five (5) and possibly more years?**

2) If we go with option 2, there would be a truck dump at our Village, and the Transmission Line to Onoway. We understand that the County would also be using this truck dump station; And **would this mean that there would be more than one hauler** have access to use this station?

As mentioned, we sincerely appreciate our current agreement with Onoway, and I thank you for your consideration of this matter.

Michael Harney, Deputy Mayor for the Summer Village of Sandy Beach



Summer Village of Sandy Beach

DARWELL LAGOON COMMISSION

Box 219

Sangudo, Alberta T0E 2A0

Phone: (780) 785-3411 or 1-866-880-5722

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

December 14, 2022

e-mail: svsandyb@xplornet.ca

To Whom It May Concern,

Re: REGIONAL WASTEWATER TRANSMISSION LINE – PHASE A (SANDY BEACH to ONOWAY)

With the completion of the feasibility costs to incorporate wastewater collections systems in the Summer Villages and portions of Lac Ste. Anne County now completed and the Municipalities have had the opportunity to review these costs, the Commission now understands that the Municipalities want to return to the original scope of the Phase A Project. The original scope includes the construction of:

- Lift Station No. 1 in vicinity of WILD Regional Water Supply Station
- Septage Receiving Station at Lift Station No. 1
- Lift Station No. 2 approximately halfway to Onoway
- Wastewater transmission line from Lift Station No. 1 to Town of Onoway Lagoon System

It should be noted that the Septage Receiving Station originally proposed at the Onoway lagoons has been deleted because the Town has purchased a Septic Receiving Station (SRS) and is installing it. This affects the Proposed Operations and Maintenance Budget for the municipalities because 4000 m3 of wastewater disposal revenue will now be collected by the Town of Onoway.

Since Project A has been on the “shelf” for some time a number of tasks need to be redone and finalized to go to tender on the project. MPE has provided the Commission with the attached Scope of Work to Prepare Tender Package for Phase A at a cost of \$89,330.

Based on the amount spent to date and the projected cost to go to tender, the individual municipalities commitments are also summarized for your information.

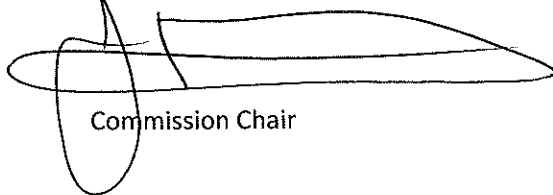
As indicated, the revenue stream for the Project has been affected and a revised Financial Plan is attached for your information. The Financial Plan includes a contribution to the Capital

Reserve Fund that will be allocated to each individual municipality and paid annually (this was a request for information by the Summer Village of Sandy Beach).

Since the Darwell Lagoon Commission is only the signatory agent for the three (3) municipalities for the receipt of Water for Life Grant funds from Alberta Transportation for the Project, the Commission requests confirmation from each municipality of the financial responsibility of any costs spent to date, projected costs to be spent to finalize design, and any future costs related to the construction of the project.

When acknowledgement is received from all municipalities, MPE will be advised to proceed with the required work to go to tender.

Yours Truly,

A handwritten signature in black ink, consisting of a large, stylized loop on the left and a long, horizontal stroke extending to the right.

Commission Chair

**SCOPE OF WORK TO PREPARE FINAL TENDER PACKAGE FOR PHASE A
DARWELL LAGOON COMMISSION**

Here is a breakdown on tasks that need to be completed in order to finalize and update the tender package at a cost of \$89,330:

1. Update all Crossing Agreements. (Most agreements have expired)
2. Finalize the forcemain route and update hydraulics (if necessary).
3. Obtain crossing agreements with Alberta Transportation to cross Highways 642 and 37. Note AT had some feedback for the Highway 37 crossing and the alignment may need to be adjusted.
4. Obtain ROW use agreement with AT for use of the Highway 642 Highway, review location of regional water main and adjust forcemain alignment if necessary.
5. Update and (re)submit crossing agreements under the Water Act for all wetlands and water bodies. We have an allowance of \$5,000 for CPP Environmental that will be used only if necessary to update the wetland and water body boundaries and coordination of regulatory submissions.
6. Review drawings and specifications for the forcemain and update as necessary. The specifications will also need to be updated to meet the new lien legislation.
7. Finalize Lift Station Design:
 1. Review site layout at the Sandy Beach Lift Station site. Now that the regional water system and truckfill is built, review record documentation and survey, adjust building/underground locations as required to work around regional water infrastructure.
 2. Finalize the process design at both lift stations. The design is at a 90% stage so minimal work should be needed to complete the process design.
 3. Coordinate pump selections with Xylem for both sites (confirm if the previous pump selections are still valid and/or if any modifications are required to the pumps and associated equipment).
 4. Update the SRS quote package with Flowpoint for the Sandy Beach Lift Station site.
 5. Finalize the land acquisition at the Intermediate Lift Station site. We have an allowance for Scott Land (\$2,500) that may need to be used for finalizing the land acquisition. Legal survey was being completed just before the project was put on hold.
 6. Complete the structural design for the building and generator pad foundations at both lift station sites.
 7. Complete the electrical design for both lift station sites.
 8. Update and apply for a new power service at the intermediate lift station site and coordinate with the regional water commission on power service at the Sandy Beach lift station.
8. Hold two project coordination/update meetings with the Darwell Lagoon Commission.
9. Tender Administration as previously outlined in the proposal including posting the tender, holding a pre-bid meeting, answering contractor questions, review of tender submissions, providing a tender summary and recommendation of Contract award.

DARWELL REGIONAL WASTEWATER TRANSMISSION LINE PHASE A (SANDY BEACH to ONOWAY)

ALLOCATION of COSTS

| | | 31-Oct-22 | | TO OBTAIN TENDER PRICE |
|--|-----|---------------------|--------------------|---------------------------|
| | | SPENT to DATE | FINALIZE DESIGN | TOTAL |
| LAC ST ANNE COUNTY | 51% | \$ 20,174.79 | \$ 4,555.83 | \$ 24,730.62 |
| SUMMER VILLAGE of SANDY BEACH | 30% | \$ 11,867.53 | \$ 2,679.90 | \$ 14,547.43 |
| SUMMER VILLAGE of SUNRISE BEACH | 19% | \$ 7,516.10 | \$ 1,697.27 | \$ 9,213.37 |
| MUNICIPALITY SHARE (10% AFTER W4L GRANT) | | <u>\$ 39,558.42</u> | <u>\$ 8,933.00</u> | <u>\$ 48,491.42</u> |

DARWELL REGIONAL WASTEWATER TRANSMISSION LINE - PHASE A SANDY BEACH to ONOWAY

FINANCIAL PLAN

OPERATION & MAINTENANCE COSTS

The Proposed 202X Budget is:

O&M Costs include the day-to-day expenditures for such items as labor, materials, utilities (power), supplies, and other miscellaneous items (insurance, professional fees, etc.). These costs are the actual cash outlays to operate and maintain the Project.

For the purposes of the development of the O&M Budget certain assumptions have been made:

Administrative services will be contracted to a third-party.

Operation and maintenance services will be contracted to a third-party.

Professional Fees (audit, legal, etc. will be coordinated thru County)

All contributions to the Capital Reserve Fund will be made by each Municipality based on the cost-sharing arrangement.

REVENUE

| | | | | |
|---------------------------------|---------|-----------|--|------------|
| Wastewater Disposal Fees | \$ 9.20 | 10,000 m3 | | \$ 92,000 |
| Capital Reserve Contribution | | | | |
| Lac Ste. Anne County | | 51% | | \$ 63,878 |
| Summer Village of Sandy Beach | | 30% | | \$ 37,575 |
| Summer Village of Sunrise Beach | | 19% | | \$ 23,798 |
| | | | | \$ 217,250 |

EXPENSES

| | | | | |
|---------------------------------------|----------------|--|--|-------------------------|
| Town of Onoway Charges | \$ 6.50 per m3 | | | \$ 65,000 |
| Contract Administrative Fees | | | | \$ 1,000 |
| Contract O&M Fees | | | | \$ 6,000 |
| Power and Other Utilities | | | | \$ 12,000 |
| General Maintenance/Minor Repairs | | | | \$ 500 |
| Materials and Supplies | | | | \$ 1,000 |
| Insurance | | | | \$ 2,500 |
| Audit Fees | | | | \$ 2,000 |
| Other Profession Fees | | | | \$ - |
| Transfer to Major Repair Fund | | | | \$ 2,000 see below |
| Transfer Capital Reserves | | | | \$ 125,250 see below |
| Transfer to Rate Stabilization Fund | | | | \$ - see below |
| Amorization of Assets (NON-CASH Item) | | | | \$ 25,050 Detail Req'd. |
| | | | | \$ 242,300 |
| | | | | -\$ 25,050 |
| | | | | \$ 217,250 |

DARWELL LAGOON COMMISSION
Box 219
Sangudo, Alberta T0E 2A0
Phone: (780) 785-3411 or 1-866-880-5722

January 4, 2023

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

e-mail: svsandyb@explornet.ca

To Whom It May Concern

Re: REGIONAL WASTEWATER TRANSMISSION LINE – PHASE A (SANDY BEACH to ONOWAY)

With the completion of the feasibility costs to incorporate wastewater collections systems to the Summer Villages and portions of Lac Ste Anne County now completed, the Commission now understands that the Municipalities want to return to the original scope of the Phase A Project.

The original scope includes the construction of:

- Lift Station No. 1 in vicinity of WILD Regional Water Supply Station
- Septage Receiving Station at Lift Station No. 1
- Lift Station No. 2 approximately halfway to Onoway
- Wastewater transmission line from Lift Station No. 1 to Town of Onoway Lagoon System

It should be noted that the Septage Receiving Station originally proposed at the Onoway lagoon has been deleted because the Town has purchased their own. This affects the Proposed Operations and Maintenance Budget for the municipalities because 4000 m3 of wastewater disposal revenue will now be collected by the Town of Onoway.

Since Project A has been on the “shelf” for a period of time, updated costs need to be calculated to tender the project. MPE has provided the Commission with the attached Scope of Work to Prepare Tender Package for Phase A at a cost of \$89,330. An allowance of \$100,000 is recommended by the Commission for the completion of this activity.

Based on the amount spent to date and the projected cost to go to tender, the individual municipalities financial commitments are also summarized for your information.

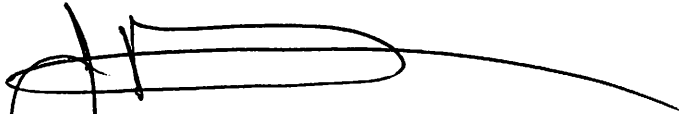
As indicated, the revenue stream for the Project has been affected and a revised Financial Plan is attached for your information. The Financial Plan includes a contribution to the Capital Reserve Fund

that will be allocated and tracked for each individual municipality and paid annually (this was a request for information by the Summer Village of Sandy Beach).

Since the Darwell Lagoon Commission is only the signatory agent for the three (3) municipalities for the receipt of Water for Life Grant funds from Alberta Transportation, the Commission requests confirmation from each municipality of the financial responsibility of any cost spent to date, projected to be spent to finalize design, and any future costs related to the construction of the project.

When acknowledgement is received from all municipalities, MPE will be advised to proceed with the required work to go to tender. Please complete the letter of response by January 30, 2023.

Regards,



Joe Blakeman
Commission Chair

DARWELL REGIONAL WASTEWATER TRANSMISSION LINE PHASE A (SANDY BEACH TO ONOWAY)

31-OCT 2022

| | SPENT TO DATE | | FINALIZE DESIGN | TOTAL COST |
|--|---------------|--------------------|--------------------|--------------------|
| LAC STE ANNE COUNTY | 51% | \$ 20,174.79 | \$ 5,100.00 | \$ 25,274.79 |
| SUMMER VILLAGE OF SANDY BEACH | 30% | \$ 11,867.53 | \$ 3000.00 | \$ 14,867.00 |
| SUMMERVILLAGE OF SUNRISE BEACH | 19% | <u>\$ 7,516.00</u> | <u>\$ 1,900.00</u> | <u>\$ 9,416.10</u> |
| MUNICIPALITY SHARE (10% AFTER W4L GRANT) | | \$ 39,558.00 | \$ 10,000.00 | \$ 49,558.00 |

WASTEWATER UPDATE AND REVIEW

The Summer Village of Sandy Beach



ALL Residents

January 2023

There is a perception, rumours, and concerns that council is attempting to force a particular agenda about how our village should manage wastewater disposal over the next 5-10 to 20 years.

I wish to make it clear **that council has not made any decisions that have** obligated our village towards any particular new program on how we dispose of wastewater.

We have however, been put in the position to consider, and make decisions on proposed solutions regarding wastewater disposal by the County. Currently we have a truck haul agreement with the Town of Onoway that is up for renewal in April this year.

The previous and present council has been involved in various engineering studies in cooperation with Sunrise Village and Lac Ste. Anne County, in regards to the proposed Transmission Line and the options within that proposed system. The two villages also undertook preliminary engineering studies to assess the future potential of our own lagoon. The goal of these studies was to **gain information and costs** that could be presented to the public and discussed.

To gather information and present it to the public is the mandate of municipal councils and that is what we have done, and are continuing to do, in order to have as complete an information package as possible to present to the public. Much of

this information has been presented at council meetings and posted on the website as it is obtained.

Final decisions on the outcome of this information HAVE NOT been made.

A SUMMARY OF THE PROCESS

- Jan 2018 our lagoon was closed due to extreme high levels and critical potential for an environmental spillage that would have flowed onto Alexander First Nation lands. An agreement with the Town of Onoway was obtained to truck our sewage to their lagoon, it being the closest to our villages. One hauler was authorized by Onoway.
- During 2019 we obtained the services of Morrison Hershfield engineering to work with Environment for a one-time emergency discharge. We also had the engineers complete a study and provide options on bringing our lagoon back online. March 2020, the most feasible and long-term (20 years) proposal was to build an addition 4th cell.

Project cost at that time approximately \$3 million dollars. The discharge would need to be complete to proceed with a further study to assess actual existing lagoon repair costs.

- 2020 the Councils of Sunrise Beach and Sandy Beach were brought into the discussions with Lac Ste. Anne County with regards to a County wide transmission line project that would tie the existing lagoons into a line that would eventually go to the Edmonton Regional Wastewater Treatment facility. Alexander First Nation was included in the original project and would have a pipeline to our lagoon, which would then be piped to Onoway with future tie-in to Edmonton System. When Alexander declined participation in the project, our lagoon was taken off, and a truck dump just outside our village was proposed. (NOTE that if our lagoon had remained in

the project the county would have wanted access, which would have increased traffic a Lakeshore Drive considerably.)

- The build cost associated with a truck dump and transmission line to Onoway was \$9,700,00.00 with 90% government funding, municipalities would be responsible for \$969,320.00. County @ 51% = \$494,353.00 Sunrise @ 19% = \$184,171.00 and **Sandy Beach @ 30% = \$290,796.00**. This **build** cost is well within our ability to pay for, without borrowing or tax increase.
- The issue that concerned both Sandy and Sunrise Councils at this point, was the cost of operating the line and the required return on Capital Reserves. Discussions with the Hauler did not indicate that there would be a significant reduction in their charges, since they had a system in place that reduced their transportation costs to Onoway.
- January 19 2021 County requested a “definitive answer as to our participation in the phase A transmission line project (with truck dump station) by March 1 2021. February 25 2021 letters were sent to the County expressing our concerns, and requesting definitive costs on the proposed operation budget. On April 2021 both villages sent letters declining to join the project as is stands, but would consider other options and/or future participation.
- March 2022 Both Sunrise and Sandy Beach Councils agreed to participate in a Hydraulic Study as **proposed by the county**, to determine the costs of adding village wide collection systems to the transmission line project. The study was government funded at 90%, and was completed July 13 2022.
- Feb 9 2023 The Deputy Mayor will be meeting with Onoway council to request their consideration of a 5-to-10-year extension of dumping privileges to their lagoon, if we remain on a truck haul only system.

- **LAGOON** November 2021: The joint lagoon committee agrees to have our engineering firm Morrison Hershfield submit a grant application on our behalf, for a study to further investigate the issues on our existing lagoon. **The grant is denied.** Alberta Environment will not approve expansion of a non-discharging (evaporative only) lagoon, when there is a more environmentally sustainable option such as the Transmission Line, available to our village.
- **Alexander First Nation:** On April 2022 our Council met with Alexander First Nation to discuss various infrastructure projects that they are pursuing. They are hoping to build a treatment plant on their lands, but have not gotten back to us about any costs or timelines in regards to this project.

WHERE WE ARE TODAY: January 19, 2023

1. We will not be receiving funding for any upgrades or expansion to our lagoon as long as there is a transmission line project being developed within Lac Ste. Anne County.
2. We can afford the cost of the build, for the Transmission Line and a truck dump station. The operating costs (at this time) would be \$0.012 per gallon hauled, or \$12.00 per 1000 gallons. There would be a capital recovery cost of about \$175.00 per year for all village taxable lots. There is no guarantee on the proposed operational costs, and they will be subject to change.
3. The costs of a village collection system are high. The operation and capital cost would be around \$100.00 per month per taxable lot, whether used or not. In addition there is the individual cost of hooking into the system averaging around \$7,500.00, and for some, a possible tank replacement.
4. Remain on a truck haul only system. This of course, is the least environmentally friendly solution. Other considerations are potential future

changes by the Provincial Government in regards to the use of holding tanks near bodies of water. Costs of Truck Hauling will always be subject to increased fuel and maintenance costs.

Conclusion

This is the information that council has been gathering over the past 4 years.

Council HAS NOT committed our village to any one option and has put forth new information and updates when received.

We will be discussing with the County to set a date in May for a public hearing/open house on this matter.

We appreciate the interest that the community has shown in this matter, and their participation in the Nov. 2022, Lagoon Committee and Council meetings. We encourage all to come to the REGULAR Council meetings and ask questions during the question/round table session at the end of our regular meeting AFTER adjournment.

There is much to be considered, and any final decision will have an effect on this village today and into the future.

Deputy Mayor,

Michael Harney

18 Jan 2023

From: [Marlene Walsh](#)
To: [REDACTED]
Subject: Fwd: SVREMP ADVISORY COMMITTEE MEETING MINUTES - JANUARY 24, 2023
Date: January 27, 2023 10:41:15 AM

Good Morning

At the SVREMP Advisory Committee Meeting held on January 24, 2023, there was a discussion regarding a Joint Meeting with all SVREMP Partners, including Agency, Advisory and Council members.

The following motion was made - and you are welcome to share it at your upcoming Council Meetings:

Following discussion, Liz Turnbull made the motion for an April 2023 Joint Meeting for SVREMP Agency, Advisory, and Council members to proceed, and then consider a larger meeting in the fall. CARRIED UNANIMOUSLY

The April Joint Meeting Agenda may include Table Top training and Mock Exercise

Gwen Jones recommended Meeting details be shared with CAO's to bring forward at their respective Council Meetings.

This is just a "heads up", and the specific meeting details, including date, time, location, and Agenda Items will be provided once they have been confirmed.

Marlene

From: [Janice Christiansen](#)
To: [Janice Christiansen](#)
Cc:

[REDACTED]

Subject: Re: SV - ACTIVATION-CALL OUT PROCESS 12-31-2022
Date: January 23, 2023 11:03:45 AM

One more note: once you have reviewed this with your council, please advise me so that I may update your Project Tracking report accordingly.

Thank you
SV-REMP
Janice Christiansen
Regional Director of Emergency Management
[REDACTED]

On Mon, Jan 23, 2023 at 10:14 AM Janice Christiansen (via Google Sheets)

[REDACTED] wrote:

Janice Christiansen attached a spreadsheet

[REDACTED] | Janice Christiansen [REDACTED] has attached the following spreadsheet:

As reviewed at our Agency meeting, please find attached the Activation Plan. The following things should be paid attention to:

1. Who will be contacting you in the event of an Emergency Incident.
2. Who will you be contacting and are they set up in your phone contacts (NOTE: due to delayed messaging - text messages are NOT to be used)
3. As defined in our training, activation of the Regional Group would be required at a level 1-2-3, other level incidents would most likely be handled by first responders

with perhaps some local DEM, Deputy DEM assistance.

4. Please have this information shared with all of your council members, preferably presented at a council meeting so Council and CAO members have the chance to ask any questions. If you require assistance in this process, let us know and we can attend as well.

If you have any questions, please do not hesitate to contact me as this WILL BE part of our Exercise that we complete.

Thank you
SV-REMP
Janice Christiansen
Regional Director of Emergency Management



SV - ACTIVATION-CALL OUT PROCESS 12-31-2022

This is a courtesy copy of an email for your record only. It's not the same email your collaborators received. Click [here](#) to learn more.



**STE ANNE SUMMER VILLAGES PARTNERSHIP
ACTIVATION/CALL OUT PROCESS**

**SUMMER VILLAGES REGIONAL
ADVISORY COMMITTEE**
Ren Griesbriecht 780-967-
0271

**REGIONAL DIRECTOR OF
EMERGENCY MANAGEMENT**
Janice Christiansen 780-924-
3195/780-719-9473

**REGIONAL DEPUTY
DIRECTOR OF EMERGENCY
MANAGEMENT**
Marlene Walsh 780 668-3182

**INCIDENT COMMANDER
as assigned**

SAFETY OFFICER Milos
Tajek 780-777-0063

LIAISON OFFICER Rudolf
Liebenberg 780-718-1894

INFORMATION OFFICER
Marlene Walsh 780-668-3182
Colleen Richardson 780-993-0067

OPERATIONS SECTION CHIEF
Jason Madge 780-
868-4467

PLANNING SECTION CHIEF
Matthew Ferris 780-
665-5866

LOGISTICS SECTION CHIEF
Dennis Woolsey 780-975-8489
Diane Wannamaker 780-910-8185

**FINANCE/ADMINISTRATION
SECTION CHIEF**
Dwight Moskalyk 780-298-8584

**DEPUTY OPERATIONS SECTION
CHIEF**
Brian Brady 780-915-6539

MASTER SCRIBE
Marlene Walsh 780-668-3182
Jason Madge 780-868-4467
Janice Christiansen 780-924-3195

**EMERGENCY SOCIAL SERVICES
BRANCH DIRECTOR**
Wendy Henderson 780-
445-9023

RECEPTION CENTRE MANAGER
Tony Sonnleitner 780-999-6654
Jim Deeks 780-919-9099

DEM'S - Deputy DEM's not holding role
Renee Jackson
Peter Jackson Noel
Tomm
Greg King
Rick Wagner
Garth Ward
Wendy Wildman

INDIVIDUAL/LOCAL SUMMER VILLAGE level 4-5 only

STE ANNE SUMMER VILLAGES PARTNERSHIP - ACTIVATION/CALL OUT PROCESS

LOCAL LEVEL ACTIVATION PROCESS Needs to be by phone call

| | | |
|---|------------------------------------|---|
| 1 | LOCAL DEM | Notification received (first responders/Mayor/Social Media) of Incident Assess level of emergency (working with site incident commander/first responder) Contact the following advising of activation and what services will be required (EG: Evacuation Centre) >AEMA Field Officers >Regional Director of Emergency Management (you are the DEM until passed off to R-DEM) >Committee Chairperson >Mayor of affected Municipality >Site Incident Commander |
| 2 | LOCAL DEPUTYDEM | Contact the following advising of activation and what services will be required (EG: Evacuation Centre) >Liaison Officer >Safety Officer |
| 3 | LIAISON OFFICER | Contact the following advising of activation and what services will be required (EG: Evacuation Centre) >Operation Chief >Planning Section Chief >Logistics Section Chief >Finance/Administration Chief >Local DEM's and D-DEM's >Update Mutual Aid Partners - possible standby |
| 4 | INFORMATION OFFICER | Contact the following advising of activation and what services will be required (EG: Evacuation Centre) >Alberta Emergency Alert (as discussed with R-DEM) >All-Net communications >Monitor/post on Social Media (Facebook) |
| 5 | COMMITTEE CHAIRPERSON | Contact the following advising of activation and what services will be required (EG: Evacuation Centre) >Committee Chair members |
| 6 | OPERATION SECTION CHIEF | Contact the following advising of activation and what services will be required (EG: Evacuation Centre) >Deputy Operations Section Chief >Reception Centre Manager >Emergency Social Services Director |
| 7 | RECEPTION CENTRE MANAGER | Contact the following advising of activation and what services will be required (EG: Evacuation Centre) >additional staff/vendors/suppliers (if required or notice to be on standby) |
| 8 | EMERGENCY SOCIAL SERVICES DIRECTOR | Contact the following advising of activation and what services will be required (EG: Evacuation Centre) >additional staff/vendors/suppliers (if required or notice to be on standby) |

| | | |
|----|----------------------------|---|
| 9 | PLANNING SECTION CHIEF | Contact the following advising of activation and what services will be required (EG: Evacuation Centre) >Scribe |
| | | |
| 10 | LOGISTICS SECTION CHIEF | Contact the following advising of activation and what services will be required (EG: Evacuation Centre) >additional staff/vendors/suppliers (if required or notice to be on standby) |
| | | |
| 11 | FINANCE ADMINISTRATION | Contact the following advising of activation and what services will be required (EG: Evacuation Centre) >additional staff/vendors/suppliers (if required or notice to be on standby) |
| | | |
| 12 | MAYOR | Contact the following advising of activation and what services will be required (EG: Evacuation Centre) >Municipal Affairs |
| | | |

REGIONAL/MULTIPLE SUMMER VILLAGES INCIDENT level 3-2-1 incident

STE ANNE SUMMER VILLAGES PARTNERSHIP - ACTIVATION/CALL OUT PROCESS

Regional Level Activation Process Needs to be by phone call

| | | |
|---|------------------------------------|--|
| 1 | REGIONAL DEM | Notification received (first responders/Mayor/Social Media) of Incident Assess level of emergency (working with site incident commander/first responder) Contact the following advising of activation and what services will be required (EG: Evacuation Centre) >AEMA Field Officers >Regional Deputy Director of Emergency Management >Committee Chairperson >Mayor of affected Municipality >Site Incident Commander |
| 2 | REGIONAL DEPUTY DEM: | Contact the following advising of activation and what services will be required (EG: Evacuation Centre) >Information Officer >Liaison Officer >Safety Officer |
| 3 | LIAISON OFFICER | Contact the following advising of activation and what services will be required (EG: Evacuation Centre) >Operation Chief >Planning Section Chief >Logistics Section Chief >Finance/Administration Chief >Local DEM's and D-DEM's >Update Mutual Aid Partners - possible standby |
| 4 | INFORMATION OFFICER | Contact the following advising of activation and what services will be required (EG: Evacuation Centre) >Alberta Emergency Alert (as discussed with R-DEM) >All-Net communications >Monitor/post on Social Media (Facebook) |
| 5 | COMMITTEE CHAIRPERSON | Contact the following advising of activation and what services will be required (EG: Evacuation Centre) >Committee Chair members |
| 6 | OPERATION SECTION CHIEF | Contact the following advising of activation and what services will be required (EG: Evacuation Centre) >Deputy Operations Section Chief >Reception Centre Manager >Emergency Social Services Director |
| 7 | RECEPTION CENTRE MANAGER | Contact the following advising of activation and what services will be required (EG: Evacuation Centre) >additional staff/vendors/suppliers (if required or notice to be on standby) |
| 8 | EMERGENCY SOCIAL SERVICES DIRECTOR | Contact the following advising of activation and what services will be required (EG: Evacuation Centre) >additional staff/vendors/suppliers (if required or notice to be on standby) |

| | | |
|----|----------------------------|---|
| 9 | PLANNING SECTION CHIEF | Contact the following advising of activation and what services will be required (EG: Evacuation Centre) >Scribe |
| | | |
| 10 | LOGISTICS SECTION CHIEF | Contact the following advising of activation and what services will be required (EG: Evacuation Centre) >additional staff/vendors/suppliers (if required or notice to be on standby) |
| | | |
| 11 | FINANCE ADMINISTRATION | Contact the following advising of activation and what services will be required (EG: Evacuation Centre) >additional staff/vendors/suppliers (if required or notice to be on standby) |
| | | |
| 12 | MAYOR | Contact the following advising of activation and what services will be required (EG: Evacuation Centre) >Municipal Affairs |
| | | |

From: [Janice Christiansen \(via Google Docs\)](#)
To: svsandyb@xplornet.ca
Cc:

[REDACTED]

Subject: SV - SHELTER IN PLACE - 12-31-2022
Date: January 23, 2023 11:12:21 AM
Attachments: [SV - SHELTER IN PLACE - 12-31-2022.pdf](#)

Janice Christiansen attached a document



Janice Christiansen [REDACTED] has attached the following document:

As reviewed at our Agency Meeting, please find attached the SHELTER IN PLACE plan:

1. Page 1 and 2: each SV need to complete the information for communication contacts (once completed return to me include in our Emergency Plans.
2. This process needs to be reviewed with your Council and CAO's to ensure everyone is aware of this portion of the plan. Once this has been completed, please let me know so that I may update our records to reflect this.
3. Each DEM, Deputy DEM needs to understand this process as it may be part of our next Exercise.

If you have any questions, or require assistance, please let me know

Thanks
SV-REMP

Janice Christiansen
Regional Director of Emergency Management



SV - SHELTER IN PLACE - 12-31-2022

Google LLC, 1600 Amphitheatre Parkway, Mountain View, CA 94043,
USA

You have received this email because jan.al.christiansen@gmail.com
shared a document with you from Google Docs.



SHELTER IN PLACE

OVERVIEW:

A Shelter in Place is declared by the Director of Emergency Management (DEM) or the Regional Director of Emergency Management (R-DEM) when the safety of residents is in imminent danger and it is **not** safe or deemed necessary to evacuate residents. Examples are: Chemical leaks or an active shooter in the area.

DECISION TREE:

The Local SV DEM or Regional DEM will assess the situation based on information from first responders, partners that are subject matter experts, or the Site Incident Commander. (Usually event will be a level 3)

The attached decision tree is used to assist in the assessment of requirements for a Shelter in Place to be declared.

If an incident has occurred and assessed as **NOT** requiring a Shelter in Place at this time, it must be monitored by the DEM/R-DEM every fifteen (15) minutes to reassess if the situation has changed/escalated causing potential serious risk to public safety

If it is determined by the Local SV Dem or Regional DEM that there is a serious risk to public safety and a Shelter in Place will provide adequate protection to residents (uncontrolled substance release, natural disaster or extreme weather) a Shelter In Place will be declared.

- The DEM or Information Officer will complete the documentation for a Shelter in Place declaration (DEM or R-DEM declaring signs completed document) and submit messaging to:
 - Alberta Emergency Alert alberta.emergency.alert@gov.ab.ca
 - AEMA Field Officers [REDACTED]
 -
- The DEM or Information Officer will advise residents of declaration and what precautions need to take place depending on the type of emergency.
 - Allnet _____
 - Facebook _____
 - Website _____
 - DEM/R-DEM communicates to Command Staff of event and potential for escalation

- The DEM/R-DEM will reassess every 15 minutes to see if situation changes and if the Shelter in Place still is required and if so will it provide adequate protection or has the situation escalated and residents can be safely evacuated. (NOTE: for chemical/substance release it has six (6) hours elapsed since release OR an air quality clearance has been declared). This process to continue until all clear is declared
- If the situation escalates, assess if the residents can be safely evacuated. If yes, for both items declare a State of Local Emergency and begin a supervised evacuation process.
- The Shelter in Place declaration will remain in place until the all clear is given by the DEM or R-DEM based on information received from first responders, partners, Subject Matter Experts.
- DEM or the Information Officer will communicate rescind of order:
 - Alberta Emergency Alert alberta.emergency.alert.@gov.ca
 - AEMA Field Officers [REDACTED]
- The DEM or Information Officer will advise residents of the declaration being rescinded and what actions may need to take place.
 - Allnet _____
 - Facebook _____
 - Website _____
 - DEM/R-DEM communicates to Command Staff of event status.

A Shelter In Place Order has been issued for the Summer Village of _____ due to _____

For personal safety, anyone within the area should see immediate shelter in place protection.

A Shelter In Place may mean:

- Immediately bring everyone, including pets, inside
- KEEP PHONE ACCESS FREE
- Close all windows, curtains, doors and vents
- Turn off Furnace, air conditioners and exhaust fans
- DO NOT use indoor wood fires, clothes dryers, gas fireplaces or gas stoves.
- Go into an interior room with no windows, if at all possible
- Take your emergency supply kit with you unless you have reason to believe it has been contaminated
- Seal a room with duct tape and plastic sheets
- Prepare for a possible evacuation
- Notify absent household member(s) to stay away from area until notified safe to return
- UNLESS ADVISED BY AUTHORITIES - DO NOT EVACUATE OR TRAVEL
- Access your community's social media website, Allnet, Alberta Emergency Alert Notification, radio or television for updates.

You will be advised when the emergency has ended and it is safe to leave your home.

DECLARED BY _____

DATE: _____

From: [Janice Christiansen \(via Google Docs\)](#)
To: svsandyb@xplornet.ca
Cc: [REDACTED]
Subject: SV-STATE OF LOCAL EMERGENCY 12-31-22
Date: January 23, 2023 11:29:48 AM
Attachments: [SV-STATE OF LOCAL EMERGENCY 12-31-22.pdf](#)

Janice Christiansen attached a document



Janice Christiansen [REDACTED] has attached the following document:

As reviewed at our Agency Meeting, please find attached the Plan for the State of Local Emergency (SOLE):

1. Please review and update the information on Pages 3&4 and return to me
2. Please review this process with your Councils and CAO's, advise once this is completed so I may update our records.
3. This process MUST be understood completely by all DEM's, CAO's and Council members due to the impact of the process.

This WILL be part of our exercise in some capacity so we really need to understand.

If you have any questions or need help with the process let me know.

SV-REMP
Janice Christiansen
Regional Director of Emergency Management



SV-STATE OF LOCAL EMERGENCY 12-31-22

Google LLC, 1600 Amphitheatre Parkway, Mountain View, CA 94043, USA

You have received this email because jan.al.christiansen@gmail.com shared a document with you from Google Docs.



STATE OF LOCAL EMERGENCY

A State Of Local Emergency or “SOLE” is a declaration made under the Emergency Management Act (2018) by a local authority that grants special powers to the local authority in order to adequately address the emergency. According to Section 21 of the Emergency Management Act (2018), a local authority can declare a State of Local Emergency at any time when there is or may be an emergency in the community, provided that the local authority believes that a significant emergency exists that poses a serious threat to people or property within the Community.

REASONS TO DECLARE A SOLE: *Note: local authority will provide compensation for any property that is used, takes or demolishes.*

- Does a serious emergency exist that requires unusual powers or resources from the local authority in order to address the emergency that is deemed large enough to constitute a disaster?
- Does the Municipality need to acquire or use personal property?
- Does the Municipality need to control or prohibit travel to/from/within the community?
- Does the Municipality need to evacuate people or livestock?
- Does the Municipality need to enter any buildings or land without a warrant?
- Does the Municipality need to demolish or remove trees, crops or structures?
- Does the Municipality need to ensure fixed pricing?
- Does the Municipality need to conscript people to work/assist?(if they do not do so willingly)

A SOLE IS NOT REQUIRED FOR THE FOLLOWING PURPOSES:

- SOLE is not required to activate your Incident Command Center
- SOLE is not required for a local authority or resident to be eligible for financial assistance through the Disaster Recovery Program (DRP)

HOW LONG IS A SOLE EFFECT:

- Until lifted/removed (terminated) by the local authority
- A maximum of seven (7) days
- In the event of a PANDEMIC SOLE, remains in effect for 28 days

WHO HAS THE AUTHORITY TO DECLARE A SOLE:

(As mandated by Bylaw #213-2019 item 11)

LOCAL SUMMER VILLAGE:

Each Summer Village has the power to declare, terminate or renew a State Of Local Emergency under the act for their individual Summer Village by elected Mayor or in their absence by two Council members. If the local Council members are not available in an emergency situation, this power is delegated to the Ste Anne Summer Villages Regional Emergency Advisory Committee.

The Ste Anne Summer Villages Regional Emergency Advisory Committee (minimum two (2) representatives) may, at any time when it is satisfied that an emergency exists or may exist, by resolution make a declaration of a State of Local Emergency within the geographic boundaries of one or more of the partners. In all declarations, the Local and/or Regional Director of Emergency Management should be involved in the decision process (time permitting).

MULTIPLE SUMMER VILLAGE COMMUNITIES INVOLVED:

In the event of an emergency incident that affects more than one Summer Village a SOLE may be declared by the Ste Anne Summer Villages Regional Emergency Advisory Committee.

The Ste Anne Summer Villages Regional Emergency Advisory Committee (minimum two (2) representatives) may, at any time when it is satisfied that an emergency exists or may exist, by resolution make a declaration of a State of Local Emergency within the geographic boundaries of one or more of the partners. In all declarations, the Local and/or Regional Director of Emergency Management should be involved in the decision process (time permitting).

MULTIPLE: Any two (2) members of the Lac Ste Anne Summer Villages Regional Emergency Advisory Committee (upon consulting with Local and Regional DEM's)

In the event that a Summer Villages Local Council members are not available in an emergency situation, this power is delegated to the Ste Anne Summer Villages Regional Emergency Advisory Committee.

HOW TO DECLARE A STATE OF LOCAL AUTHORITY:

Usually recommended by the Local or Regional Director of Emergency Management, Emergency Advisory Committee or other emergency personnel who believe that a serious emergency incident exists. This incident requires unusual power(s) or resources from the community to manage the emergency incident.

DEM/R-DEM completes a Declaration of State of Local Emergency document (NOTE: must ensure that the declaration identifies the nature of the emergency and the area that the emergency exists in)

Present form to be reviewed and signed by the authorized parties

E-mail completed/signed document to:

Authorized AEMA Field Officers

[FAX: 780-422-1549](tel:7804221549)

Make Alberta Emergency Alert public announcement of the Declaration, completed by the Information Officer and approved by the Local or Regional DEM

Submit Alberta Emergency Alert form as follows:

>If Alberta Emergency Alert Training is completed, email the Completed forms to: alberta.emergency.alert@gov.ca

>If **NO** training has been completed - email completed, signed form to AEMA Field Officers

Send out declaration on any social media sites that are available to the Summer Village

Allnet _____

Facebook _____

Website _____

DEM/R-DEM communicates to Command Staff of incident and potential to escalation/activation.

HOW TO RESCIND A STATE OF EMERGENCY MANAGEMENT:

A Termination of Declaration of State of Local Emergency is completed by the Local DEM/R-DEM or Information Officer Present to authorized person(s) to review and sign.

E-mail completed/signed document to:

Authorized AEMA Field Officers

[FAX: 780-422-1549](tel:780-422-1549)

Make Alberta Emergency Alert public announcement of the Termination of Declaration, completed by the Information Officer and approved by the Local or Regional DEM

Submit Alberta Emergency Alert form as follows:

- If Alberta Emergency Alert Training is completed, email the Completed forms to:

alberta.emergency.alert@gov.ca

- If **NO** training has been completed email completed, signed form to AEMA Field Officers

Send out Declaration of Termination on any social media sites that are available to the Summer Village

Allnet _____

Facebook _____

Website _____

DEM/R-DEM communicates to Command Staff of incident

NOTE: A State of Local Emergency will automatically terminate after 7 days has lapsed (with the exception of a SOLE declared due to a Pandemic event - this will expire automatically after 28 days has elapsed)

DECLARATION OF STATE OF LOCAL EMERGENCY

WHEREAS an emergency exists in the Summer Village of:

Due to: _____

Therefore, the Council declares that a state of local emergency exists in the _____

TIME: _____ **DATE** _____

SIGNATURES:

Signature

Signature

Name Printed

Name Printed

Title

Title

FAX TO: Alberta Emergency Management Agency 780-422-1549

**TERMINATION OF DECLARATION
OF STATE OF LOCAL EMERGENCY**

WHEREAS an emergency existed in the Summer Village of:

Due to _____

The Local Authority, satisfied that an emergency no longer exists, does hereby terminate the Declaration of a State of Local Emergency effective immediately.

TIME: _____ DATE _____

SIGNATURES:

| | |
|-----------------------|-----------------------|
| _____ Signature | _____ Signature |
| _____ Name Printed | _____ Name Printed |
| _____ Title | _____ Title |

FAX TO: Alberta Emergency Management Agency 780-422-1549

SUMMER VILLAGE OF SANDY BEACH
Financial Statements
For The Year Ended December 31, 2022

DRAFT

MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

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

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

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

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

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

Mr. Rudolf Liebenberg,
Chief Administrative Officer

INDEPENDENT AUDITORS' REPORT

To the Mayor and Council of Summer Village of Sandy Beach

Opinion

We have audited the financial statements of the Summer Village of Sandy Beach (the Village), which comprise the statement of financial position as at December 31, 2022, and the statements of changes in net financial assets, and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Village as at December 31, 2022, and the results of its operations, changes in net financial assets, and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditors' Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Village 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 Village'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 Village or to cease operations, or has no realistic alternative but to do so.

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

Auditors' Responsibilities for the Audit of the Financial Statements

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

(continues)



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

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

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

METRIX GROUP LLP

Chartered Professional Accountants

Edmonton, Alberta
February 16, 2023

SUMMER VILLAGE OF SANDY BEACH**Statement of Financial Position****As At December 31, 2022**

| | <u>2022</u> | <u>2021</u> |
|--|---------------------|---------------------|
| FINANCIAL ASSETS | | |
| Cash and cash equivalents <i>(Note 2)</i> | \$ 1,885,601 | \$ 1,903,562 |
| Receivables <i>(Note 3)</i> | <u>171,868</u> | <u>186,237</u> |
| | <u>2,057,469</u> | <u>2,089,799</u> |
| LIABILITIES | | |
| Accounts payable and accrued liabilities | \$ 25,973 | \$ 23,610 |
| Deferred revenue <i>(Note 4)</i> | <u>544,532</u> | <u>555,167</u> |
| | <u>570,505</u> | <u>578,777</u> |
| NET FINANCIAL ASSETS | <u>1,486,964</u> | <u>1,511,022</u> |
| NON-FINANCIAL ASSETS | | |
| Tangible capital assets <i>(Note 5)</i> | 1,425,158 | 1,524,144 |
| Prepays | <u>11,123</u> | <u>16,625</u> |
| | <u>1,436,281</u> | <u>1,540,769</u> |
| ACCUMULATED SURPLUS <i>(Note 6)</i> | <u>\$ 2,923,245</u> | <u>\$ 3,051,791</u> |

The accompanying notes are an integral part of these

SUMMER VILLAGE OF SANDY BEACH
Statement of Operations and Accumulated Surplus
For the Year Ended December 31, 2022

| | 2022 (Budget) (Note 10) | 2022 (Actual) | 2021 (Actual) |
|--|-------------------------------|---------------------|---------------------|
| REVENUE | | | |
| Net taxation <i>(Schedule 2)</i> | \$ 368,995 | \$ 393,802 | \$ 369,555 |
| Government transfers for operating | 77,320 | 88,575 | 179,031 |
| Return on investments | 25,000 | 35,510 | 11,373 |
| Rentals | 2,000 | 7,790 | 6,150 |
| Penalties on taxes | 8,100 | 6,953 | 3,878 |
| Sales and user charges | 46,150 | 5,589 | 13,314 |
| | <u>527,565</u> | <u>538,219</u> | <u>583,301</u> |
| EXPENSES | | | |
| Roads, streets, walks and lighting | 202,600 | 290,825 | 236,319 |
| General administration | 198,100 | 157,519 | 145,416 |
| Land use planning, zoning and development | 8,250 | 20,176 | 7,107 |
| Waste management | 25,500 | 17,833 | 18,309 |
| Council and other legislative | 15,850 | 15,373 | 13,831 |
| Bylaw enforcement | 21,000 | 15,121 | 12,396 |
| Culture: libraries, museums, halls | 4,200 | 12,189 | 2,269 |
| Policing | - | 10,309 | 11,729 |
| Water | 11,000 | 8,029 | 8,678 |
| Wastewater | 9,000 | 6,593 | 26,493 |
| Parks and recreation | 3,000 | 5,741 | 4,896 |
| Fire | 10,000 | 5,358 | 97,767 |
| Family and community support services | 9,065 | 1,263 | 150 |
| Amortization | - | 118,136 | 129,391 |
| | <u>517,565</u> | <u>684,465</u> | <u>714,751</u> |
| ANNUAL SURPLUS (DEFICIT) BEFORE OTHER REVENUE | 10,000 | (146,246) | (131,450) |
| OTHER REVENUE | | | |
| Government transfers for capital | 90,000 | 17,700 | 19,705 |
| ANNUAL SURPLUS (DEFICIT) | 100,000 | (128,546) | (111,745) |
| ACCUMULATED SURPLUS, BEGINNING OF YEAR | 3,051,791 | 3,051,791 | 3,163,536 |
| ACCUMULATED SURPLUS, END OF YEAR (Note 6) | <u>\$ 3,151,791</u> | <u>\$ 2,923,245</u> | <u>\$ 3,051,791</u> |

The accompanying notes are an integral part of these

SUMMER VILLAGE OF SANDY BEACH
Statement of Changes in Net Financial Assets
For the Year Ended December 31, 2022

| | 2022 (Budget) (Note 10) | 2022 (Actual) | 2021 (Actual) |
|--|-------------------------------|--------------------------|------------------|
| ANNUAL SURPLUS (DEFICIT) | \$ 100,000 | \$ (128,546) | \$ (111,745) |
| Acquisition of tangible capital assets | (90,000) | (19,150) | (40,145) |
| Amortization of tangible capital assets | - | 118,136 | 129,391 |
| | 10,000 | (29,560) | (22,499) |
| Use (acquisition) of prepaid expenses | - | 5,502 | (6,040) |
| INCREASE (DECREASE) IN NET FINANCIAL ASSETS | 10,000 | (24,058) | (28,539) |
| NET FINANCIAL ASSETS, BEGINNING OF YEAR | 1,511,022 | 1,511,022 | 1,539,561 |
| NET FINANCIAL ASSETS, END OF YEAR | \$ 1,521,022 | \$ 1,486,964 | \$ 1,511,022 |

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SUMMER VILLAGE OF SANDY BEACH
Statement of Cash Flows
For The Year Ended December 31, 2022

| | 2022 | 2021 |
|--|----------------------------|----------------------------|
| OPERATING ACTIVITIES | | |
| Annual surplus (deficit) | \$ (128,546) | \$ (111,745) |
| Non-cash items not affecting annual surplus: | | |
| Amortization | <u>118,136</u> | 129,391 |
| | <u>(10,410)</u> | 17,646 |
| Changes in non-cash working capital balances related to operations: | | |
| Receivables | 14,369 | (28,124) |
| Accounts payable and accrued liabilities | 2,363 | 4,673 |
| Prepays | 5,502 | (6,040) |
| Deferred revenue | <u>(10,635)</u> | 87,504 |
| | <u>11,599</u> | 58,013 |
| Cash flow from operating activities | <u>1,189</u> | 75,659 |
| CAPITAL ACTIVITIES | | |
| Purchase of tangible capital assets | <u>(19,150)</u> | (40,145) |
| INCREASE (DECREASE) IN CASH FLOW | (17,961) | 35,514 |
| CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR | <u>1,903,562</u> | <u>1,868,048</u> |
| CASH AND CASH EQUIVALENTS - END OF YEAR | <u>\$ 1,885,601</u> | <u>\$ 1,903,562</u> |

The accompanying notes are an integral part of these

SUMMER VILLAGE OF SANDY BEACH
Schedule of Equity in Tangible Capital Assets
For the Year Ended December 31, 2022

(Schedule 1)

| | 2022 | 2021 |
|--|---------------------|--------------|
| BALANCE, BEGINNING OF YEAR | \$ 1,524,144 | \$ 1,613,390 |
| Acquisition of tangible capital assets | 19,150 | 40,145 |
| Amortization | (118,136) | (129,391) |
| BALANCE, END OF YEAR | \$ 1,425,158 | \$ 1,524,144 |
| Equity in tangible capital assets is comprised of the following: | | |
| Tangible capital assets (net book value) <i>(Note 5)</i> | \$ 1,425,158 | \$ 1,524,144 |

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SUMMER VILLAGE OF SANDY BEACH
Schedule of Property Taxes
For the Year Ended December 31, 2022

(Schedule 2)

| | 2022 (Budget) (Note 10) | 2022 (Actual) | 2021 (Actual) |
|-------------------------------------|-------------------------------|--------------------------|-------------------|
| TAXATION | | | |
| Real property taxes | \$ 495,430 | \$ 520,236 | \$ 476,998 |
| REQUISITIONS | | | |
| Alberta School Foundation Fund | 116,680 | 116,680 | 99,135 |
| Lac Ste. Anne Foundation | 9,755 | 9,754 | 8,308 |
| | <u>126,435</u> | <u>126,434</u> | <u>107,443</u> |
| NET MUNICIPAL PROPERTY TAXES | \$ 368,995 | \$ 393,802 | \$ 369,555 |

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SUMMER VILLAGE OF SANDY BEACH
Schedule of Segmented Information
For the Year Ended December 31, 2022

(Schedule 3)

| | 2022 (Budget) (Note 10) | 2022 (Actual) | 2021 (Actual) |
|---|-------------------------------|--------------------------|-------------------|
| Salaries, wages and benefits | \$ 198,000 | \$ 249,367 | \$ 224,281 |
| Contracted and general services | 126,750 | 160,961 | 226,304 |
| Materials, goods and supplies | 183,500 | 154,339 | 134,390 |
| Amortization | - | 118,136 | 129,391 |
| Grants and transfer payments to other organizations | 9,065 | 1,263 | 150 |
| Bank charges | 250 | 399 | 235 |
| | \$ 517,565 | \$ 684,465 | \$ 714,751 |

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SUMMER VILLAGE OF SANDY BEACH

Notes to Financial Statements

December 31, 2022

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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

(a) *Reporting Entity*

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

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

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

(b) *Basis of Accounting*

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

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

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

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

(c) *Cash and Cash Equivalents*

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

(d) *Use of Estimates*

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

(continues)

SUMMER VILLAGE OF SANDY BEACH

Notes to Financial Statements

December 31, 2022

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

(e) *Tax Revenue*

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

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

(f) *Tangible Capital Assets*

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

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

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

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

(g) *Contaminated Sites*

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

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

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

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

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

(continues)

SUMMER VILLAGE OF SANDY BEACH

Notes to Financial Statements

December 31, 2022

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

(i) *Non-Financial Assets*

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

(j) *New Accounting Standards not yet Adopted*

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

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

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SUMMER VILLAGE OF SANDY BEACH
Notes to Financial Statements
December 31, 2022

2. CASH AND CASH EQUIVALENTS

| | <u>2022</u> | <u>2021</u> |
|-----------------------|---------------------|---------------------|
| Operating account | \$ 540,152 | \$ 590,787 |
| Savings account | 5,788 | 5,659 |
| Temporary investments | <u>1,339,661</u> | <u>1,307,116</u> |
| | <u>\$ 1,885,601</u> | <u>\$ 1,903,562</u> |

Temporary investments consist of 31 - 90 day notice on amount accounts and earn interest at prime (currently 6.7%) less 1.80% and 1.65%.

3. RECEIVABLES

| | <u>2022</u> | <u>2021</u> |
|------------------------------------|-------------------|-------------------|
| Taxes and grants in place of taxes | \$ 91,344 | \$ 51,986 |
| Grants and government transfers | 71,586 | 123,965 |
| Goods and Services Tax | <u>8,938</u> | <u>10,286</u> |
| | <u>\$ 171,868</u> | <u>\$ 186,237</u> |

4. DEFERRED REVENUE

| | <u>2021</u> | <u>Funds Received</u> | <u>Funds Expended</u> | <u>2022</u> |
|---|-------------------|-----------------------|-----------------------|-------------------|
| Municipal Sustainability Initiative - capital component | \$ 470,750 | \$ 60,188 | \$ (94,601) | \$ 436,337 |
| Canada Community Building Fund | 69,600 | 23,287 | - | 92,887 |
| Family and Community Support Services | 14,817 | 1,754 | (1,263) | 15,308 |
| | <u>\$ 555,167</u> | <u>\$ 85,229</u> | <u>\$ (95,864)</u> | <u>\$ 544,532</u> |

SUMMER VILLAGE OF SANDY BEACH
Notes to Financial Statements
December 31, 2022

5. TANGIBLE CAPITAL ASSETS

| | 2022 Net Book Value | 2021 Net Book Value |
|-------------------------|---------------------------|---------------------------|
| Engineered Structures | | |
| Roadway systems | \$ 607,112 | \$ 676,044 |
| Wastewater systems | 72,304 | 77,647 |
| | 679,416 | 753,691 |
| Buildings | 342,861 | 354,965 |
| Land | 222,015 | 222,015 |
| Machinery and equipment | 136,430 | 160,315 |
| Work in progress | 23,143 | 5,443 |
| Vehicles | 13,573 | 17,451 |
| Land improvements | 7,720 | 10,264 |
| | \$ 1,425,158 | \$ 1,524,144 |

| | Cost Beginning of Year | Purchased Additions | Disposals | Transfers | Cost End of Year |
|-------------------------|------------------------------|------------------------|-------------|-------------|------------------------|
| Engineered Structures | | | | | |
| Roadway systems | \$ 1,923,062 | \$ - | \$ - | \$ - | \$ 1,923,062 |
| Wastewater systems | 240,422 | - | - | - | 240,422 |
| | 2,163,484 | - | - | - | 2,163,484 |
| Buildings | 642,545 | - | - | - | 642,545 |
| Machinery and equipment | 467,403 | 1,450 | - | - | 468,853 |
| Land | 222,015 | - | - | - | 222,015 |
| Land improvements | 74,448 | - | - | - | 74,448 |
| Vehicles | 55,281 | - | - | - | 55,281 |
| Work in progress | 5,443 | 17,700 | - | - | 23,143 |
| | \$ 3,630,619 | \$ 19,150 | \$ - | \$ - | \$ 3,649,769 |

| | Accumulated Amortization Beginning of Year | Current Amortization | Disposals | Transfers | Accumulated Amortization End of Year |
|-------------------------|---|-------------------------|-------------|-------------|---|
| Engineered Structures | | | | | |
| Roadway systems | \$ 1,247,018 | \$ 68,932 | \$ - | \$ - | \$ 1,315,950 |
| Wastewater systems | 162,775 | 5,343 | - | - | 168,118 |
| | 1,409,793 | 74,275 | - | - | 1,484,068 |
| Buildings | 287,580 | 12,104 | - | - | 299,684 |
| Land improvements | 64,184 | 2,544 | - | - | 66,728 |
| Vehicles | 37,830 | 3,878 | - | - | 41,708 |
| Machinery and equipment | 307,088 | 25,335 | - | - | 332,423 |
| | \$ 2,106,475 | \$ 118,136 | \$ - | \$ - | \$ 2,224,611 |

SUMMER VILLAGE OF SANDY BEACH**Notes to Financial Statements****December 31, 2022****6. ACCUMULATED SURPLUS**

| | 2022 | 2021 |
|--|---------------------|--------------|
| Unrestricted surplus | \$ 243,191 | \$ 282,751 |
| Restricted surplus | | |
| Sewage reserve | 396,274 | 393,774 |
| Equipment reserve | 298,037 | 295,537 |
| Roads reserve | 284,500 | 282,000 |
| Water reserve | 276,085 | 273,585 |
| | 1,254,896 | 1,244,896 |
| Equity in tangible capital assets (Schedule 1) | 1,425,158 | 1,524,144 |
| | \$ 2,923,245 | \$ 3,051,791 |

7. SALARIES AND BENEFITS

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

| | Salary (1) | Benefits (2) | 2022 | 2021 |
|------------------------------|------------------|-----------------|------------------|------------------|
| Village Council | | | | |
| Mayor Lambert | \$ 4,333 | \$ - | \$ 4,333 | \$ 4,333 |
| Harney | 4,333 | - | 4,333 | 4,333 |
| Luciw | 3,611 | - | 3,611 | 1,444 |
| Drybrough | - | - | - | 2,528 |
| | \$ 12,277 | \$ - | \$ 12,277 | \$ 12,638 |
| Designated Officers | \$ 23,140 | \$ - | \$ 23,140 | \$ 20,679 |
| Chief Administrative Officer | \$ 72,733 | \$ 7,055 | \$ 79,788 | \$ 78,802 |

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

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

SUMMER VILLAGE OF SANDY BEACH

Notes to Financial Statements

December 31, 2022

8. DEBT LIMITS

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

| | <u>2022</u> | <u>2021</u> |
|--|-------------------|-------------------|
| Total debt limit | \$ 807,329 | \$ 874,952 |
| Total debt | - | - |
| Total debt limit remaining | \$ 807,329 | \$ 874,952 |
| Service on debt limit | \$ 134,555 | \$ 145,825 |
| Service on debt | - | - |
| Total service on debt limit remaining | \$ 134,555 | \$ 145,825 |

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

9. FINANCIAL INSTRUMENTS

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

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

10. BUDGET FIGURES

Budget figures are provided for informational purposes only and are unaudited. The 2022 budget, prepared by the Summer Village of Sandy Beach, reflects all municipal activities including capital projects and reserves for future use. The reconciliation below is provided to encompass these items and is provided for information purposes only.

| | <u>2022 Budget</u> | <u>2022 Actual</u> |
|-------------------------------------|--------------------|---------------------|
| Annual surplus (deficit) | \$ 100,000 | \$ (128,546) |
| Purchase of tangible capital assets | (90,000) | (17,700) |
| Net transfers (to) from reserves | (10,000) | (10,000) |
| | <u>\$ -</u> | <u>\$ (156,246)</u> |

11. APPROVAL OF FINANCIAL STATEMENTS

These financial statements were approved by Council and management.

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SUN & SAND RECREATION LEAGUE

2023 Proposal To
Summer Village Sandy Beach
Family and Community Support Services

Summer Village of Sandy Beach

Family and Community Support Services (FCSS) Grant Funding

Application Year: **January 1 to December 31, 2023**

| | | |
|--|---|-----------------------------------|
| Program Name: Community Social Development Project: Connecting & Engaging Community | GRANT AMOUNT REQUESTED \$ 8,000.00 | GRANT AMOUNT AWARDED \$ |
| Organization Information: | | |
| Organization Name: | Sun & Sand Recreation League | |
| Mailing Address: | RR1 Site 1 Comp 77, Onoway AB T0E 1V0 | |
| Contact person: | Mandy Smallwood | Position/title: President |
| Email address: | admin@sunsandrecreationleague.org | |
| Telephone: | Cell: 780-996-5155 | Fax: N/A |
| Is your organization registered as a society or a corporation: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | | |
| Charitable Number: | Incorporation Number: 503863433 | |
| Please provide a brief overview of your agency | Incorporated in 1988, the organization is a volunteer-driven community league structured to help build a strong community that meets the current and future diverse needs of community members through the offerings of preventative community-based initiatives. | |

Eligibility for Financial Support

To be eligible, each proposed program or project must be managed by, or under the auspices of a community group or agency that is incorporated (or in the process of becoming incorporated) as a **non-profit society** in Alberta; or operating under the administrative jurisdiction of a school division

or municipality.

ONLY applications that identify the Specific piece of the project or program that fits the FCSS Act and Regulation and identifies the Outcomes and Indicators will be considered.

| | | |
|--|--------------------------|--------------------------------|
| Deadline Dates | | |
| Applications for FCSS Grant Funding | February 20, 2023 | <i>(for the upcoming year)</i> |
| Please note A Year End Summary report must be submitted by: | January 31, 2024 | <i>(of the following year)</i> |

| Additional Organization Information: | |
|--|---|
| Brief Description of your agency Mission, Mandate, History | For over thirty-four years, the league has focused on achieving its mandate and mission to build and sustain a welcoming and safe community culture through the offerings of preventative community-based initiatives that promote social wellness for all community members. |
| Funded by | Provincial Gov't Federal Gov't Other (please list all) Cash and in-kind donations from the public and, partnering municipalities, businesses, and organizations. |
| Reason why you need additional funding for this project | FCSS funding is requested in order to cover FCSS program eligible expenses above the day-to-day operational cost of our organization |

| | |
|--|--|
| Program/Project Title: | Connecting and Engaging Community: Community Social Development |
| Statement of Need: <i>What community need or issue does this program or project address?</i> | Community members have advised that there are few or no opportunities for them to connect, build relationships or to socialize with others within the neighborhood/community. Some community members are not aware of existing opportunities to connect with others and/or to get involved in their communities. Some community members do not feel a sense of belonging to their community. Due to a variety of circumstances, e.g., busy lifestyles, commuter community, bedroom community, some people struggle to build and/or maintain social connections within the |

| | |
|--|--|
| | <p>community where they live.</p> <p>Few opportunities exist for the community as a whole, to come together.</p> <p>A Needs Assessment report presented by Lac Ste. Anne County, concluded that residents of rural communities are at greater risk of developing mental and social challenges than their urban counterparts.</p> <p>The report identified the following concerns:</p> <ul style="list-style-type: none"> • A void in community-based initiatives related to promoting social networking and relationship building • Limited access to preventative emotional and social supports and resources • Lower levels of social connectedness indicators than urban communities <p>As a result, individuals and families residing in rural communities are more likely to:</p> <ul style="list-style-type: none"> • Be unaware of community support and resources • Feel disconnected from their community • Have feelings of loneliness and isolation • Be at a higher risk of developing mental conditions such as depression • Be at a greater risk of alcohol and drug dependency • Be less likely to graduate, or retain meaningful employment |
| <p>Overall Goal: <i>What do you hope to achieve with the program or project [overall change or impact in the long term]</i></p> | <ol style="list-style-type: none"> 1. A connected and engaged community 2. People have enhanced capacity to meet their social needs. |
| <p>Broad Strategy: <i>In general terms, how will the program or project address the community need?</i></p> | <p>Provide a variety of assessable, affordable community-based programs opportunities for community members to come together to connect and create a sense of community and to receive support and guidance from others</p> |
| <p>Rationale: <i>What evidence do you have that would support this approach, i.e., if you do these things, then these results will occur? What</i></p> | <p>If community members are provided with organized opportunities to connect and socialize, then they are more likely to develop relationships with others living in the community, leading to enhanced support networks and a greater sense of belonging to their community.</p> |

| | |
|--|---|
| <p><i>is your “if/then statement?”</i></p> | <p>When individuals and families have access to community support and resources that are strategically preventative in nature, community members feel safe, have positive relationships, are successful in achieving their academic and employment goals, and overall live qualitative lives as contributing members of society.</p> <p>Research indicates that having a sense of community & belonging is an important social need for people and helps promote their social well-being. Often people’s busy lives interfere with their ability to initiate social interactions with community members or to organize fun family activities. Supporting research: See the Chief Public Health Officer’s Report on the State of Public Health 2008: Addressing Health Inequalities section on social support and connectedness pages 51-53 See: The Importance of Community on the University of Washington website.</p> <p>If people feeling a need for support in addressing specific life issues are provided with support & info, then they will have enhanced ability to deal with these transitions.</p> <p>http://www.counselling-directory.org.uk/solution-focused-brief-therapy.html Solution-focused brief therapy - also known as solution-focused therapy - is an approach to psychotherapy based on solution-building rather than problem-solving. Although it acknowledges present problems and past causes, it predominantly explores an individual's current resources and future hopes - helping them to look forward and use their own strengths to achieve their goals.</p> |
| <p>Who is served? <i>What is the Target Group or population you want to reach with this program or project? (youth, seniors, adults etc.)</i></p> | <p>Community members of all ages, including newcomers; seasonal residents, guests</p> |
| <p>Inputs : <i>Identify the specific resources you have available for this program or to complete the project.</i></p> | <ul style="list-style-type: none"> • Meetings • Staff • Guest presenters • Volunteers • Money • Program Materials and supplies • Strategic Plans • Needs Assessments • Partners • Information: Signage, website, bulletins |

| | |
|---|---|
| | <ul style="list-style-type: none"> • Facility • Food |
| <p>Outputs: Identify the specific Activities and processes you will use to work toward your program or project goals.</p> | <p>Types of programs/activities/events:</p> <ul style="list-style-type: none"> • Community Education and Awareness Sessions with presentations on fraud awareness, budgeting and finances, mental health awareness, etc 6 times per year • Information and Referral: Website/Social Media/Signage/Bulletins • Community Events sessions 6 times per year • Seasonal events: Family Day, Canada Day, Volunteer Recognition Week, other: Summer Kid’s Activities, Family Focused Events, etc. • Newcomer information and community resource awareness • Community fairs: Plant swap, bake sale, book fair, etc. |
| <p>Outputs: <i>Who will you reach (students, volunteers, seniors etc.)</i></p> | <p>Must report to the province so please collect:</p> <ul style="list-style-type: none"> # Of participants: 240 # Of unique participants: 20 # Of volunteers – 40 # Of new volunteers: 6 # Of volunteer hours related to this FCSS initiative: 400 <p>If partners are involved:</p> <ul style="list-style-type: none"> # Of partners: 2 # Of new partners: 6 Procured Partners: SV Sanndy Beach, Girl Guides of Canada Tentative Partners: RCMP, CPA, AHS, CMHA, etc. <p># Of workshops/presentations offered: 6</p> |
| <p>FCSS Overarching Goal <i>FCSS programs must be of a preventive nature that enhances the social well-being</i></p> | <p>FCSS enhances the social well-being of individuals, families and community through prevention. Protective and risk factors are the aspects of an individual, family, or community (or group) and environment or personal experience that make it less likely (protective factors) or more likely (risk</p> |

| | |
|--|--|
| of individuals and families through promotion or intervention strategies provided at the earliest opportunity. How does this program or project contribute? | factors) that people will achieve a desired outcome or experience a given problem. |
|--|--|

Below: Outcome Data to be collected and reported on the Year End Summary Report after surveying

| | | | | |
|---------------------------|-----------------------|-----------------------------------|----------------------|--|
| Total # of People: | | | | |
| # Completing the tool: | # completing measure: | # experiencing a positive change: | % of positive change | |

| Outcome Statement: | Measures: Question On the Survey | 2023 Alignment with Accountability Framework: Prevention Strategy | Old Measures Bank Number | 2010-2022 Alignment with the FCSS Outcomes Model: Chart of Outcomes and Indicators: | Strategic Direction from FCSS Regulation |
|---|--|---|--------------------------|--|---|
| Community members know what is happening in their neighbourhood/ community. | [Insert name] has helped me to know what is happening in my neighbourhood/community. | Prevention Strategy 1: Promote and encourage active engagement in the community. | PM1 | COMMUNITY OUTCOME 1 <i>The community is connected and engaged.</i> <i>Indicator: Social Engagement</i> | SD1 help people develop independence, strengthen coping skills and become more resistant to crisis. |
| Community members know how to access the community resources they need | As a result of this program, I know how to access the community resources I need. | Prevention Strategy 5: Enhance access to social supports | PM1 | COMMUNITY OUTCOME 1 <i>The Community is connected and engaged.</i> <i>Indicator: Awareness of Community</i> | SD1 help people develop independence, strengthen coping skills and become more resistant to crisis. |
| Community members have enhanced confidence to deal with their issues. | As a result of this program, I am more confident in my ability to deal with life's challenges. | Prevention Strategy 6: Develop and strengthen skills that build resilience | PM8 | INDIVIDUAL OUTCOME 1 <i>Individuals experience Personal Well-being</i> <i>Indicator: Resilience</i> | SD1 help people develop independence, strengthen coping skills and become more resistant to crisis. |
| Community members feel | [Insert name] helped me to feel welcome in my | Prevention Strategy 2: Foster a sense of belonging | PM6 | COMMUNITY OUTCOME 1 <i>The community is connected</i> | SD5 provide supports that help sustain people |

| | | | | | |
|---|--|---|-------------|---|---|
| welcome in their community | neighborhood/community. | | | <i>and engaged. Indicator: Social Engagement</i> | as active participants in the community |
| Community members feel connected to the people in their community | [Insert name] has helped me to feel more connected to the people in my neighborhood/community. | Prevention Strategy 2: Foster a sense of belonging | PM10 | COMMUNITY OUTCOME 1 The community is connected and engaged. Indicator: Social Engagement | SD3 help people to develop interpersonal and group skills which enhance constructive relationships among people |
| Community members feel a sense of belonging to their community | This program has helped me to feel a sense of belonging to my neighbourhood/community. | Prevention Strategy 2: Foster a sense of belonging | PM4 | INDIVIDUAL OUTCOME 2 Individuals are connected with others. Indicator: Trust and Belonging | SD3 help people to develop interpersonal and group skills which enhance constructive relationships among people |

| PROPOSED BUDGET | | |
|--|-------------|--------------|
| REVENUE: | | |
| FCSS Grant Funding | \$ 8,000.00 | |
| Other Funding Sources | \$ 4,050.00 | |
| | \$ | |
| Total Revenue: | | \$ 12,050.00 |
| EXPENDITURES: | | |
| Program/Project Materials | \$ 3,900.00 | |
| Speaker/Presenter Expenses 6 presenters@ 200 | \$ 1,200.00 | |
| Advertising/Promotions | \$ 750.00 | |
| Community Events 6 @ 600.00 | \$ 3,600.00 | |
| Facility Rentals | \$ 3,600.00 | |
| Other Costs: Nutritional expenses | \$ | |
| Administration/Coordination/Telephone/Postage/copying | \$ | |
| Program Coordinator & Rev Canada Remit [if applicable] | \$ | |
| Total Expenditures | | \$ 12,050.00 |
| Surplus (Deficit) | | |

| Declaration of Applicant | |
|--|-------------------|
| <p>I/we do certify to the best of my/our knowledge that this application contains a full and correct account of all matters stated herein and complies with the requirements and conditions set out in the Family and Community Support Services Act and Regulation. (http://humanservices.alberta.ca/family-community/14876.html):</p> | |
| <p>I acknowledge that should this application be approved, I/we will be required to enter into this funding agreement in its entirety.</p> | |
| Print Name | Mandy Smallwood |
| Authorized Signature | |
| Date Signed | February 13, 2023 |
| Date submitted to Village of Sandy Beach | February 13, 2023 |
| <p style="color: red;">Please keep a copy of this application for your records along with supporting financials. This report will coincide with the Year End Summary.</p> | |

Forward completed application to: Summer Village of Sandy Beach

Contact: CAO Rudolf Liebenberg **Email:** svsandyb@xplornet.ca **Phone: Office: 780-967-2873**
Cell: 780.718.1894

| FOR OFFICE USE ONLY | | |
|----------------------------|------------------------------------|------------------------|
| Date Received: | \$ Amount Approved: | |
| By Mail: | Date Approved: | |
| By Email | Notes/Special requests or comments | Future Recommendations |
| | | |



Summer Village of Sandy Beach

Cheque Listing for Council: January 2023

2023-Jan-27
10:02:12AM

| Cheque | | | | | Invoice | Cheque |
|----------|------------|--|---------------|--------------------------------|----------|----------|
| Cheque # | Date | Vendor Name | Invoice # | Invoice Description | Amount | Amount |
| 20230001 | 2023-01-11 | ATB FINANCIAL MasterCard | | PAYMENT | | 140.67 |
| | | | DEC. 28, 2022 | ACCT#5475 XXXX 3895 | 140.67 | |
| 20230002 | 2023-01-11 | EPCOR | | PAYMENT | | 472.72 |
| | | | DEC 19 2022 | ACCT#15279763 | 362.53 | |
| | | | DEC. 19 2022 | ACCT#21611009 | 83.67 | |
| | | | DEC. 19, 2022 | ACCT#21649348 | 26.52 | |
| 20230003 | 2023-01-11 | Telus Mobility | | PAYMENT | | 173.63 |
| | | | DECEMBER | ACCT#31932068 | 173.63 | |
| 20230004 | 2023-01-11 | GFL Environmental Inc. | | PAYMENT | | 1,010.43 |
| | | | PG0000591255 | ACCT#PG-9028 | 1,010.43 | |
| 20230005 | 2023-01-11 | Highway 43 East Waste Commission | | PAYMENT | | 351.33 |
| | | | 16623 | NOVEMBER 2022 DISPOSAL FEES | 351.33 | |
| 20230006 | 2023-01-11 | Lac Ste. Anne County | | PAYMENT | | 500.00 |
| | | | 29996 | SDAB ANNUAL MEMBERSHIP 2022 | 500.00 | |
| 20230007 | 2023-01-11 | Liebenberg, Rudolf | | PAYMENT | | 387.63 |
| | | | OCT-DEC 2022 | MILEAGE EXPENSE 2022 | 387.63 | |
| 20230008 | 2023-01-11 | Patriot Law | | PAYMENT | | 45.50 |
| | | | 12464 | FILE 22-0713 | 45.50 | |
| 20230009 | 2023-01-11 | Safeguard | | PAYMENT | | 248.85 |
| | | | 035214227 | CUSTOMER #R041G4 | 248.85 | |
| 20230010 | 2023-01-11 | The Lac Ste. Anne Bulletin | | PAYMENT | | 100.33 |
| | | | 2022-22129 | DECEMBER 19, 2022 NOMINATION | 100.33 | |
| 20230011 | 2023-01-11 | Tom Puffer | | PAYMENT | | 1,200.00 |
| | | | BYLAW DEC | DECEMBER 2022 BYLAW | 1,200.00 | |
| 20230012 | 2023-01-11 | UFA Co-operative Limited | | PAYMENT | | 727.90 |
| | | | DEC. 31, 2022 | ACCT#8872103 | 727.90 | |
| 20230013 | 2023-01-11 | ██████████ | | PAYMENT | | 1,105.55 |
| | | | NB1-2023 | NB1-2023 | 1,105.55 | |
| 20230014 | 2023-01-11 | Municipal Assessment Services Group Inc. | | PAYMENT | | 2,226.00 |
| | | | SV024233 | 2023 ASSESSMENT SERVICES | 2,226.00 | |
| 20230015 | 2023-01-11 | ██████████ | | PAYMENT | | 1,115.47 |
| | | | RM1-2023 | RM1-2023 | 1,115.47 | |
| 20230016 | 2023-01-11 | ██████████ | | PAYMENT | | 1,382.20 |
| | | | DP1-2023 | DP1-2023 | 1,382.20 | |
| 20230017 | 2023-01-11 | The Lac Ste. Anne Bulletin | | PAYMENT | | 100.33 |
| | | | 22129 | JAN. 2, 2023 NOMINATION DAY AD | 100.33 | |
| 20230018 | 2023-01-11 | XPLORE | | PAYMENT | | 78.74 |
| | | | INV46040116 | ACCT#229348 JANUARY 2023 | 78.74 | |
| 20230019 | 2023-01-25 | EPCOR | | PAYMENT | | 1,756.11 |
| | | | JANUARY 6, | ACCT#2176709 | 1,756.11 | |
| 20230020 | 2023-01-25 | Ste Anne Gas Co-op | | PAYMENT | | 1,705.28 |
| | | | 941799 | ACCT#6593-00 | 1,492.42 | |
| | | | 945038 | ACCT#5034-00 | 212.86 | |
| 20230021 | 2023-01-25 | Telus | | PAYMENT | | 180.97 |
| | | | JAN 19/23 PAD | OFFI CE/SHOP PAD-NO ACCESS | 180.97 | |
| 20230022 | 2023-01-25 | Telus Mobility | | PAYMENT | | 173.63 |
| | | | JANUARY 9, | ACCT#31932068 | 173.63 | |
| 20230023 | 2023-01-25 | Highway 43 East Waste Commission | | PAYMENT | | 274.01 |
| | | | 16647 | DECEMBER 2022 DISPOSAL FEE | 274.01 | |
| 20230024 | 2023-01-25 | Standstone Vacuum Services Ltd. | | PAYMENT | | 168.91 |



Summer Village of Sandy Beach

Cheque Listing for Council

2023-Jan-27

10:02:12AM

| Cheque | | | | | Invoice | Cheque |
|----------|------------|---|--------------|---|----------|----------|
| Cheque # | Date | Vendor Name | Invoice # | Invoice Description | Amount | Amount |
| 20230024 | 2023-01-25 | Standstone Vacuum Services Ltd. | 162008425 | NOVEMBER 2022 SEPTIC | 168.91 | 168.91 |
| 20230025 | 2023-01-25 | Sun & Sand Recreation League | RES.#006-23 | PAYMENT FCSS FUNDING 2022 | 1,263.37 | 1,263.37 |
| 20230026 | 2023-01-25 | ALBERTA MUNICIPALITIES | 20230061 | PAYMENT ACCT#480A | 1,175.27 | 1,175.27 |
| 20230027 | 2023-01-25 | Association of Summer Villages of Alberta | SI-61 | PAYMENT 2023 DUES | 975.00 | 975.00 |
| 20230028 | 2023-01-25 | ██████████ | NB2-2023 | PAYMENT NB2-2023 | 530.85 | 530.85 |
| 20230029 | 2023-01-25 | Canada Revenue Agency | JANUARY 2023 | PAYMENT PD7A SOURCE DEDUCTIONS | 4,564.04 | 4,564.04 |
| 20230030 | 2023-01-25 | Liebenberg, Christiaan | CAO JAN-23 | PAYMENT JANUARY 2023 SALARY | 4,615.69 | 4,615.69 |
| 20230031 | 2023-01-25 | ██████████ | RM2-2023 | PAYMENT RM2-2023 | 1,115.47 | 1,115.47 |
| 20230032 | 2023-01-25 | ██████████ | DP2-2023 | PAYMENT DP2-2023 | 1,795.89 | 1,795.89 |
| 20230033 | 2023-01-25 | Standstone Vacuum Services Ltd. | 162009661 | PAYMENT JANUARY 2023 SEPTIC SERVICES | 180.92 | 180.92 |
| 20230034 | 2023-01-25 | Workers Compensation Board | 26071331 | PAYMENT ACCT#808987 | 399.27 | 399.27 |

Total \$32,241.96

*** End of Report ***



Summer Village of Sandy Beach

Revenue/Expense Statement YTD (January 2023)

| General Ledger | Description | 2023 Budget | 2023 Actual | 2023 Budget Remaining \$ |
|-----------------|---|-------------------|-------------------|--------------------------|
| Revenues | | | | |
| 1-00-00-110 | Real Property Taxes | 16.93 | 0.00 | 16.93 |
| 1-00-00-111 | Minimum Levy | 23,853.39 | 0.00 | 23,853.39 |
| 1-00-00-112 | Taxes - Commercial | 5,227.38 | 0.00 | 5,227.38 |
| 1-00-00-113 | Taxes - Residential | 360,394.17 | 0.00 | 360,394.17 |
| 1-00-00-115 | Taxes-Linear | 3,413.86 | 0.00 | 3,413.86 |
| 1-00-00-190 | Snow and Maintenance | 0.00 | 0.00 | 0.00 |
| 1-00-00-510 | Penalties & Costs On Taxes | 10,130.98 | (2,457.26) | 12,588.24 |
| 1-00-00-520 | Lagoon Maintenance - split cost | 3,000.00 | 0.00 | 3,000.00 |
| 1-00-00-530 | Misc. Income | 7,500.00 | (500.00) | 8,000.00 |
| 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 | (85.00) | 2,585.00 |
| 1-00-00-740 | Provincial Government/Agencies | 0.00 | 0.00 | 0.00 |
| 1-00-00-840 | AMIP | 0.00 | 0.00 | 0.00 |
| 1-00-00-990 | Other Revenue/Tax Recovery | 500.00 | 0.00 | 500.00 |
| 1-01-00-550 | Interest Income | 13,500.00 | 0.00 | 13,500.00 |
| 1-02-00-550 | Interest Income Trust | 20,000.00 | 0.00 | 20,000.00 |
| 1-12-00-560 | Rentals/Shop Rent | 500.00 | 0.00 | 500.00 |
| 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 | 15,000.00 | 0.00 | 15,000.00 |
| 1-32-00-841 | MSI-Capital | 49,927.00 | 0.00 | 49,927.00 |
| 1-32-00-842 | MSI-Operating | 11,000.00 | 0.00 | 11,000.00 |
| 1-32-00-844 | GTF + FRIAA | 35,000.00 | 0.00 | 35,000.00 |
| 1-32-00-845 | OTHER Prov.Grants | 0.00 | 0.00 | 0.00 |
| 1-32-00-846 | Def. Rev. (Prof. Consult) | 41,335.66 | 0.00 | 41,335.66 |
| 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 | 7,018.00 | 0.00 | 7,018.00 |
| 1-61-00-410 | Planning/Zoning/Dev. Charges | 1,175.00 | 0.00 | 1,175.00 |
| 1-74-00-560 | Rental Income/Facilities | 1,500.00 | (40.00) | 1,540.00 |
| 1-74-00-840 | Provincial Conditional Grants | 0.00 | 0.00 | 0.00 |
| 1-99-00-750 | School Foundation - Non-Residential | 2,218.89 | 0.00 | 2,218.89 |
| 1-99-00-751 | School Foundation - Residential | 116,689.95 | 0.00 | 116,689.95 |
| 1-99-00-752 | School Foundation - Linear | 0.00 | 0.00 | 0.00 |
| 1-99-00-753 | Senior Foundation | 10,221.79 | 0.00 | 10,221.79 |
| *P | TOTAL Revenues | 741,623.00 | (3,082.26) | 744,705.26 |



Summer Village of Sandy Beach

Revenue/Expense Statement

| General Ledger | Description | 2023 Budget | 2023 Actual | 2023 Budget Remaining \$ |
|-----------------|--|-------------|-------------|--------------------------|
| Expenses | | | | |
| 2-11-00-110 | Honorariums | 13,000.00 | 0.00 | 13,000.00 |
| 2-11-00-211 | Mileage & Subsistence | 2,000.00 | 0.00 | 2,000.00 |
| 2-11-00-510 | General Supplies/Conventions | 1,500.00 | 0.00 | 1,500.00 |
| 2-12-00-110 | Salaries/Wages Administration | 75,000.00 | 6,250.00 | 68,750.00 |
| 2-12-00-111 | Ad Hoc Committee | 0.00 | 0.00 | 0.00 |
| 2-12-00-130 | Employer Contributions (O) | 7,250.00 | 497.15 | 6,752.85 |
| 2-12-00-131 | WCB | 4,000.00 | 399.27 | 3,600.73 |
| 2-12-00-200 | Contract Admin/DEM/DDEM | 4,000.00 | 0.00 | 4,000.00 |
| 2-12-00-211 | Travel & Subsistence | 1,555.00 | 0.00 | 1,555.00 |
| 2-12-00-215 | Freight, Postage, Telephone | 5,000.00 | 339.93 | 4,660.07 |
| 2-12-00-216 | Newsletter | 100.00 | 0.00 | 100.00 |
| 2-12-00-217 | Internet | 850.00 | 74.99 | 775.01 |
| 2-12-00-218 | Website | 3,550.00 | 0.00 | 3,550.00 |
| 2-12-00-219 | Conferences/CAO CLGM Coursework-MC | 1,500.00 | 0.00 | 1,500.00 |
| 2-12-00-220 | Subscriptions, Memberships, Printing, Ad | 13,000.00 | 2,094.30 | 10,905.70 |
| 2-12-00-221 | Dues and Memberships | 0.00 | 0.00 | 0.00 |
| 2-12-00-222 | Donations/Appreciations | 0.00 | 0.00 | 0.00 |
| 2-12-00-230 | Professional and Special Services | 3,500.00 | 0.00 | 3,500.00 |
| 2-12-00-231 | Audit | 7,000.00 | 0.00 | 7,000.00 |
| 2-12-00-232 | Assessment Services | 8,550.00 | 2,120.00 | 6,430.00 |
| 2-12-00-233 | WILD Waterline (Operating) | 4,500.00 | 0.00 | 4,500.00 |
| 2-12-00-234 | WILD Waterline (Debenture Phase I & II) | 6,500.00 | 0.00 | 6,500.00 |
| 2-12-00-250 | Repairs & Maintenance | 2,250.00 | 0.00 | 2,250.00 |
| 2-12-00-260 | Water/Sewer Admin Building | 2,250.00 | 172.30 | 2,077.70 |
| 2-12-00-263 | Computer | 0.00 | 0.00 | 0.00 |
| 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 | 0.00 | 350.00 |
| 2-12-00-274 | Insurance and Bond Premiums | 14,000.00 | 0.00 | 14,000.00 |
| 2-12-00-011 | Election Expenses | 250.00 | 95.55 | 154.45 |
| 2-12-00-505 | Canada Day Celebration | 500.00 | 0.00 | 500.00 |
| 2-12-00-510 | General Office Supplies | 1,500.00 | 0.00 | 1,500.00 |
| 2-12-00-511 | Computer Repairs | 0.00 | 0.00 | 0.00 |
| 2-12-00-512 | IT/Financial Software | 3,000.00 | 0.00 | 3,000.00 |
| 2-12-00-519 | Other Services/Donations/Appreciations | 500.00 | 0.00 | 500.00 |
| 2-12-00-540 | Utilities-Administration EPCOR | 2,250.00 | 0.00 | 2,250.00 |
| 2-12-00-762 | Transfer to Capital Reserve - Water | 2,000.00 | 0.00 | 2,000.00 |
| 2-12-00-810 | Short Term Borrowing Costs | 0.00 | 0.00 | 0.00 |
| 2-12-00-811 | Interest Expense | 0.00 | 0.00 | 0.00 |
| 2-12-00-990 | Other/Miscellaneous | 0.00 | 0.00 | 0.00 |
| 2-12-00-992 | Bank Charges | 0.00 | 0.00 | 0.00 |
| 2-12-00-994 | Assessment Review Board | 1,000.00 | 0.00 | 1,000.00 |
| 2-23-00-200 | Fire / Sturgeon County | 2,050.00 | 0.00 | 2,050.00 |
| 2-23-00-201 | Fire Supression/Support | 4,000.00 | 0.00 | 4,000.00 |
| 2-25-00-212 | Police Funding Model | 12,000.00 | 0.00 | 12,000.00 |
| 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 | 130,887.37 | 8,801.52 | 122,085.85 |
| 2-32-00-111 | Contract Services/Weed Inspector | 500.00 | 0.00 | 500.00 |
| 2-32-00-130 | Employer Contributions | 9,500.00 | 676.49 | 8,823.51 |
| 2-32-00-200 | Gravel/Maintenance/Drainage | 1,000.00 | 0.00 | 1,000.00 |
| 2-32-00-201 | Signs | 2,500.00 | 0.00 | 2,500.00 |
| 2-32-00-202 | Paving Reconstruction Roads | 1,000.00 | 0.00 | 1,000.00 |



Summer Village of Sandy Beach

Revenue/Expense Statement

| General Ledger | Description | 2023 Budget | 2023 Actual | 2023 Budget Remaining \$ |
|----------------|--|---------------------|------------------|--------------------------|
| 2-32-00-211 | Fuel/Mileage/UFA | 5,500.00 | 0.00 | 5,500.00 |
| 2-32-00-212 | Reserve Roads | 1,000.00 | 0.00 | 1,000.00 |
| 2-32-00-215 | Telus (Shop/Public Works) | 100.00 | 0.00 | 100.00 |
| 2-32-00-230 | Tree Removal | 9,500.00 | 0.00 | 9,500.00 |
| 2-32-00-240 | Fire Mitigation | 0.00 | 0.00 | 0.00 |
| 2-32-00-250 | Road/Street Contractors-non Gov. | 1,000.00 | 0.00 | 1,000.00 |
| 2-32-00-255 | Repairs and Maint to other equipment | 8,500.00 | 0.00 | 8,500.00 |
| 2-32-00-260 | Snow Removal | 1,000.00 | 0.00 | 1,000.00 |
| 2-32-00-270 | Miscellaneous General Services/Bylaw | 16,000.00 | 0.00 | 16,000.00 |
| 2-32-00-280 | Equipment Purchases | 5,000.00 | 0.00 | 5,000.00 |
| 2-32-00-350 | Roads - Government Grant | 0.00 | 0.00 | 0.00 |
| 2-32-00-510 | General Goods & Supplies | 12,500.00 | 0.00 | 12,500.00 |
| 2-32-00-511 | Beautification | 500.00 | 0.00 | 500.00 |
| 2-32-00-540 | Utilities - Street Lights | 14,850.00 | 0.00 | 14,850.00 |
| 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 | 0.00 | 0.00 |
| 2-32-00-840 | Prov. Conditional Grants & MSP/MOST | 15,000.00 | 0.00 | 15,000.00 |
| 2-32-00-841 | MSI - Capital | 49,927.00 | 0.00 | 49,927.00 |
| 2-32-00-842 | MSI - Operating | 11,000.00 | 0.00 | 11,000.00 |
| 2-32-00-844 | GTF + FRIAA | 35,000.00 | 0.00 | 35,000.00 |
| 2-42-00-200 | Lagoon Maintenance/Manager | 500.00 | 0.00 | 500.00 |
| 2-42-00-210 | Waste Water Service Cost | 0.00 | 0.00 | 0.00 |
| 2-42-00-230 | Professional Consult | 5,500.00 | 0.00 | 5,500.00 |
| 2-42-00-641 | Amortization-Wastewater | 0.00 | 0.00 | 0.00 |
| 2-42-00-762 | Transfer to Reserve- Sewage | 1,000.00 | 0.00 | 1,000.00 |
| 2-43-00-200 | Garbage Contract/GFL | 11,500.00 | 0.00 | 11,500.00 |
| 2-43-00-270 | Land Reclamation Site/Garbage Collection | 3,500.00 | 0.00 | 3,500.00 |
| 2-43-00-350 | Landfill - Hwy 43 Waste Commission | 5,000.00 | 0.00 | 5,000.00 |
| 2-43-00-762 | Transfer To Capital Functions | 0.00 | 0.00 | 0.00 |
| 2-51-00-750 | FCSS/Recreation | 8,773.00 | 0.00 | 8,773.00 |
| 2-61-00-510 | Development Officer Fees | 6,500.00 | 0.00 | 6,500.00 |
| 2-61-00-511 | Planning, Zoning & Development | 4,000.00 | 0.00 | 4,000.00 |
| 2-61-00-512 | Development Enforcement | 8,500.00 | 0.00 | 8,500.00 |
| 2-62-00-211 | East End Bus | 250.00 | 0.00 | 250.00 |
| 2-71-00-540 | Utilities Shop | 4,500.00 | 0.00 | 4,500.00 |
| 2-71-00-541 | Utilities Old Shop | 1,350.00 | 0.00 | 1,350.00 |
| 2-71-00-762 | Transfer to Reserve Equipment | 1,000.00 | 0.00 | 1,000.00 |
| 2-72-00-200 | Daypark/Recreation | 500.00 | 0.00 | 500.00 |
| 2-72-00-540 | Daypark Expenses/Utilities | 2,850.00 | 0.00 | 2,850.00 |
| 2-72-00-541 | MSI C-Playground Equipment | 500.00 | 0.00 | 500.00 |
| 2-72-00-661 | Amortization-land improvements | 0.00 | 0.00 | 0.00 |
| 2-72-00-762 | Transfers To Capital Functions | 0.00 | 0.00 | 0.00 |
| 2-74-00-200 | Hall Cleaning | 500.00 | 0.00 | 500.00 |
| 2-74-00-210 | General Services/Maintenance/Hall | 1,500.00 | 0.00 | 1,500.00 |
| 2-74-00-510 | General Goods and Supplies/Hall | 250.00 | 0.00 | 250.00 |
| 2-74-00-540 | Utilities-Hall | 2,500.00 | 0.00 | 2,500.00 |
| 2-99-00-750 | School Foundation - Non-Residential | 2,218.89 | 0.00 | 2,218.89 |
| 2-99-00-751 | School Foundation - Residential | 116,689.95 | 0.00 | 116,689.95 |
| 2-99-00-753 | Senior Foundation | 10,221.79 | 0.00 | 10,221.79 |
| *P | TOTAL Expenses | 741,623.00 | 21,521.50 | 720,101.50 |
| **P | (Profit)/Loss | 1,483,246.00 | 18,439.24 | 1,464,806.76 |

SUMMER VILLAGE of SANDY BEACH, AB



CAO REPORT February 16th, 2023

1. **TAXES**

- Current Outstanding = \$1,282.87 (Jan 31st 2023)
- 1 YEAR ARREARS = \$56,301.79
- 2 YEAR Arrears = \$11,614.61
- 3 YEAR Arrears = \$0

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**

Enforcement and Clean Up order for 2 properties on West Cove Drive in progress: Spring 2023.

4. **TAX ACTIVITY**

Taxes due Dec 31st – penalty 3% Jan 1st 2023 were applied;

5. **OPERATIONS**

- Trail work Project Lakeshore Drive is ongoing and await feedback and update from contractor and additional estimates on culvert work: Spring 2023;
- FCSS needs to submit correct application and survey returns; required for Reporting;
- Sturgeon County Fire replied to their due process on emergency responses;

6. **MAJOR PROJECTS** towards Spring 2023.

- Lakeshore Drive Trail work = \$17,000; (ongoing: to continue in Spring 2023)
- Lakeshore Trail Culverts – await estimate completion/submission;
- Lakeshore Drive painting = \$7,500; (completed)
- Lakeshore (8) Streets = Public works is working on this project through the Winter;

7. **CORRESPONDENCE**

- n/a

February 2023: ACTION ITEM List

| Employee | Task | Action Taken | Progress | Date |
|-----------------|---|--|--|---|
| Rudolf. | MSI 2023 Audit 2022 Lakeshore Trails Culvert Darwell Transmission Line Phase A Emergency Management | Met with Auditor Jan 30-Feb 1 all set Feedback Feb 9 th and JLC meeting Feb 15 th DEM UPDATE Feb 16 th | Completed In progress In progress In progress | May 2023 March 2023 June 2023 May 2023 |
| Robin. | Payroll - Accounts Payable - Invoices Administration/Financial Software Filing, website, phone calls, land titles Audit 2022 | Input invoices – entering payroll – printing cheques Correspondence and Letters mailed/system training Keeping everything current Working with Auditor: end of Jan 2023 to meet Audit | On-Going On-Going On-Going On-Going | Jan 2023 Jan 2022 Jan 2022 March 2023 |
| COUNCIL. | Wastewater/Darwell Transmission Line Phase A Alex | Commission feedback (from Dec 14/Jan 4-2023 letters) updated cost / scope change News update on OPEN HOUSE? Transfer Station UPDATE? | Jan 19 | Jan 2023 |