

**SUMMER VILLAGE OF WEST COVE
AGENDA**

Wednesday, February 28th, 2024 – 6:30 p.m.

West Cove Community Hall & via Zoom

As per Bylaw 448-2018 there will be no audio/video recordings of Meetings

1.	<u>Call to Order</u>		The Summer Village of West Cove acknowledges that we are meeting on Treaty 6 Territory and on the homelands of the Metis Nation. We acknowledge all indigenous peoples who have walked these lands for centuries. We pay our respect to the First Nations and Metis ancestors of this place, and we reaffirm our commitment to move forward in partnership with indigenous communities in a spirit of reconciliation and collaboration.
2.	<u>Agenda</u> Pages 1-5	a)	February 28 th , 2024 Regular Council Meeting <i>(approve as is or as amended)</i>
3.	<u>Minutes:</u> Pages 6-11	a)	January 31 st , 2024 Regular Council Meeting Minutes <i>(approve as is or with amendments)</i>
4.	<u>Appointments</u> DEM – Wendy Henderson DDEM - Jim Deeks	a)	6:35 p.m. – Local Director of Emergency Management (DEM) and Local Deputy Director of Emergency Management (DDEM) to discuss the recent FireSmart program meeting and further emergency management details. <i>(that the Emergency Management FireSmart program meeting report and information be accepted as presented)</i> Or <i>(some other direction as given by Council at meeting time)</i>
5.	<u>Bylaws</u>	a)	N/A
6.	<u>Business</u> Pages 12-19	a)	Assessment Sub Class Bylaw – further to previous discussions on potentially implementing an assessment sub class bylaw that would consider either a different tax rate or a different minimum amount payable for lots that have been consolidated, attached is a draft bylaw that contemplates same, as well as a list of consolidated lots by street and a corresponding map of these as well. There have been discussions prior, to introduce this to the public and get their feedback before continuing on. If that is still the suggestion, we would request that this public consultation take place in summer 2024. <i>(that the Summer Village of West Cove initiate public engagement with respect to the potential establishment of assessment sub classes in the summer of 2024)</i>

**SUMMER VILLAGE OF WEST COVE
AGENDA**

Wednesday, February 28th, 2024 – 6:30 p.m.

West Cove Community Hall & via Zoom

As per Bylaw 448-2018 there will be no audio/video recordings of Meetings

		<p>interest in co-hosting and South View may approach the County to ascertain if they would be interested in co-hosting and sharing the costs as well.</p> <p><i>(that the Summer Village of West Cove co-host an Alberta Working Well Workshop in conjunction with other interested municipalities, up to a maximum cost of \$_____)</i></p> <p>Or</p> <p><i>(some other direction as given by Council at meeting time)</i></p>
Page 20	d)	<p>Alberta Municipalities (ABMunis) – Alberta’s 2024 Budget Overview – Webinar Registration – with the release of the Province’s 2024/2025 fiscal year budget, ABMunis will conduct a comprehensive analysis, release a report and host a webinar on March 1st, 2024 from 3:00 – 4:30 p.m. to share their findings with Municipal Mayors, Councillors and CAO’s.</p> <p><i>(that Council and Administration be authorized to attend the ABMunis webinar respecting Alberta’s 2024 Budget Overview scheduled for March 1st, 2024 from 3:00 to 4:30 p.m.)</i></p> <p>Or</p> <p><i>(some other direction as given by Council at meeting time)</i></p>
Page 21	e)	<p>2024 Alberta Municipalities Spring Municipal Leaders Caucus – the annual ABMunis Spring Municipal Leaders Caucus is taking place on March 14th and 15th at the Westin Edmonton. This event covers current issues facing Alberta Communities and provides an opportunity to hear from other government leaders. The cost to attend is \$250/person for in-person attendance and \$125 for virtual attendance.</p> <p><i>(that those Council members and Administration wishing to attend the 2024 Alberta Municipalities Spring Municipal Leaders Caucus on March 14th and 15th, 2024 in Edmonton be authorized to do so)</i></p> <p>Or</p> <p><i>(that the information and discussion regarding the 2024 Alberta Municipalities Spring Municipal Leaders Caucus be accepted for information)</i></p>
Pages 22-29	f)	<p>Ombudsman Complaint (Case #23-02938) – Loretta Muir – Administration as well as the Development Officer met with Lisa Emmerzael from the ombudsman office on January 25th, 2024 to discuss the merits of the</p>

**SUMMER VILLAGE OF WEST COVE
AGENDA**

Wednesday, February 28th, 2024 – 6:30 p.m.

West Cove Community Hall & via Zoom

As per Bylaw 448-2018 there will be no audio/video recordings of Meetings

			<p>complaint filed by Ms. Muir. Attached is the response to this meeting and suggested steps in satisfying the early resolution process.</p> <p><i>(direction as given by Council at meeting time)</i></p>
		g)	<p>2024 Draft Operating and Capital Budget – the noted draft budget will be presented and reviewed at meeting time. This will be our fourth review of the 2024 draft budget. Changes have been made as directed at last meeting and this draft budget has a 6.03% increase in municipal tax dollars collected.</p> <p>Note: We have left the legal fees the same as what was in last years budget, knowing that there are outstanding legal matters. We should have more clarity on this before the budget is passed as to whether we anticipate further costs related to an appeal of the SDAB decision. The appeal deadline is Monday, February 26th, 2024.</p> <p><i>(that Administration make changes to the 2024 Draft Operating and Capital budget as directed by Council at meeting time and that a revised Draft Budget comes back to the next Council meeting for review and consideration)</i></p>
		h)	
		i)	
		j)	
7.	<u>Financial</u>	a)	N/A, included in budget
8.	<u>Councillors' Reports</u>	a)	Mayor
		b)	Deputy Mayor
		c)	<p>Councillor</p> <p><i>(that Council accept the Council Reports for information)</i></p>
9.	<u>Administration Reports</u>	a)	Continuing with 2023 Audit Prep
		b)	Budgeting

**SUMMER VILLAGE OF WEST COVE
AGENDA**

Wednesday, February 28th, 2024 – 6:30 p.m.
West Cove Community Hall & via Zoom

As per Bylaw 448-2018 there will be no audio/video recordings of Meetings

	Pages 30-32	c) d) e) f) g) h) i)	Attending various webinars & training sessions SDAB Appeal – total cost for the appeal is \$12,038 to date Roles and Responsibilities Workshop New Community Peace Officer online reporting tool January 31 st , 2024 To Do list
10.	<u>Information and Correspondence</u>		
	Page 33	a)	Community Peace Officer report January, 2024
		b)	Cheque received for lagoon gate \$13,279.88 from insurance
	Page 34	c)	January 31 st , 2024 email from Alberta Municipalities President, Tyler Gandam, regarding the May 31 st , 2024 deadline to submit a resolution
	Page 35-36	d)	Article from Alberta Municipalities Casual Legal Services entitled "Taxes Start at Home." This article is based on the recent Court Decision out of the Summer Village of South View.
		e)	
		f)	
		g)	
11.	<u>Closed Session</u>		N/A
12.	<u>Adjournment</u>		

Next Meetings: March 27th, 2024
 April 24th, 2024
 June 26th, 2024
 July 31st, 2024
 August 28th, 2024
 September 25th, 2024
 November 27th, 2024

SUMMER VILLAGE OF WEST COVE
REGULAR COUNCIL MEETING MINUTES
WEDNESDAY, JANUARY 31ST, 2024
SUMMER VILLAGE OF WEST COVE COMMUNITY HALL

	PRESENT	<p>Mayor: Ren Giesbrecht Deputy Mayor: Chris Kelly Councillor: Greg Woronuk</p> <p>Administration: Wendy Wildman, Chief Administrative Officer (via zoom) Diane Wannamaker, Administrative Assistant</p> <p>Public attendance (in person): 2</p> <p>Public via teleconference: 1</p>
1.	CALL TO ORDER	<p>Deputy Mayor Kelly called the meeting to order at 6:35 p.m.</p> <p>The Summer Village of West Cove acknowledges that we are meeting on Treaty 6 Territory and on the homelands of the Metis Nation. We acknowledge all indigenous peoples who have walked these lands for centuries. We pay our respect to the First Nations and Metis ancestors of this place, and we reaffirm our commitment to move forward in partnership with indigenous communities in a spirit of reconciliation and collaboration.</p>
2.	AGENDA 24-207	<p>MOVED by Mayor Giesbrecht that the January 31st, 2024 agenda be accepted with the following additions:</p> <p>Appointments 4.b) Jim Deeks – Directory of Emergency Management Report & Maintenance report</p> <p>Council Reports 8. Summer Village of West Cove Interlakes Regional Trails Master Plan</p> <p style="text-align: right;">CARRIED</p>
3.	MINUTES 24-208	<p>MOVED by Councillor Woronuk that the minutes of the November 9th, 2023 Council Meeting be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
4.	APPOINTMENTS Wendy Henderson	<p>Wendy Henderson arrived for the meeting at 6:39 p.m. to discuss the following:</p> <ul style="list-style-type: none"> - The proposed increase in fees for permits

SUMMER VILLAGE OF WEST COVE
REGULAR COUNCIL MEETING MINUTES
WEDNESDAY, JANUARY 31ST, 2024
SUMMER VILLAGE OF WEST COVE COMMUNITY HALL

	<p>Jim Deeks</p> <p>Wendy Henderson and Jim Deeks</p> <p>24-209</p>	<p>- Bylaws and who enforces them</p> <p>Mr. Deeks arrived for the meeting at 6:45 p.m. to provide a Directory of Emergency Management Report and Village maintenance report.</p> <p>Wendy Henderson and Jim Deeks left the meeting at 7:07 p.m.</p> <p>MOVED by Mayor Giesbrecht that the presentation provided by resident Wendy Henderson on the proposed increase in fees for permits and Bylaws and who enforces them and the presentation by Jim Deeks on the Emergency Management and Village maintenance be accepted for information.</p> <p style="text-align: right;">CARRIED</p>
<p>5.</p>	<p>BYLAWS</p> <p>24-210 Bylaw 488-2023 Fees & Charges Bylaw</p> <p>24-211 Bylaw 490-24 Emergency Management Bylaw</p> <p>24-212</p>	<p>MOVED by Mayor Giesbrecht that Bylaw 488-2023, a Bylaw to establish fees and charges for the provision of goods and services be given third and final reading, amended as follows (<i>in italics</i>):</p> <ul style="list-style-type: none"> - Assessment Appeal Fee – (<i>refundable is applicant is successful</i>) \$500 - Development Appeal Fee – (<i>non refundable</i>) - Subdivision Appeal Fee – (<i>non refundable</i>) - Stop Order Appeal Fee - \$1,250 <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Kelly that Bylaw 490-2024, a Bylaw to outline participation in the Summer Villages Regional Emergency Management Partnership (SVREMP) be given first reading as amended as follows (<i>in italics</i>):</p> <p>8. (a) and (b) a Director of Emergency <i>Management from each partner Municipality</i></p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Woronuk that Bylaw 490-24 be given second reading as amended.</p> <p style="text-align: right;">CARRIED</p>

SUMMER VILLAGE OF WEST COVE
REGULAR COUNCIL MEETING MINUTES
WEDNESDAY, JANUARY 31ST, 2024
SUMMER VILLAGE OF WEST COVE COMMUNITY HALL

	<p>24-213</p> <p>24-214</p> <p>24-215</p> <p>24-216</p> <p>24-217</p>	<p>MOVED by Councillor Woronuk that Bylaw 490-24 be given consideration for third and final reading as amended.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p> <p>MOVED by Deputy Mayor Kelly that Bylaw 490-24 be given third and final reading as amended.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Kelly that the Summer Village of West Cove endorse the Ste. Anne Summer Villages Regional Emergency Management Partnership Agreement as presented.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Kelly that the Summer Village of West Cove endorse the Ste. Anne Summer Villages Regional Emergency Management Partnership Workplan as presented.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Woronuk that the Summer Village of West Cove endorse the Summer Villages of Regional Emergency Management Partnership 2024 Draft Budget as revised December 5th, 2023, inclusive of 10 members and the projected costs of \$3,900/member.</p> <p style="text-align: right;">CARRIED</p>
<p>6. BUSINESS</p>	<p>24-218</p> <p>24-219</p> <p>24-220</p>	<p>MOVED by Councillor Woronuk that the request for a donation to the Alberta Beach Snowmobile Club to assist in the purchase of a new trail groomer be accepted for information.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Mayor Giesbrecht that the letter from the Minister of Environment and Protected Areas regarding the drought concerns in Alberta be accepted for information.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Kelly that the projected cost of \$883.21 for Administration and Governance and Phase III and IV debenture payments of \$3,140 payable to the West Inter Lake District Regional Water Services Commission (WLD) for 2024 be accepted for information and included in the 2024 Draft Budget.</p> <p style="text-align: right;">CARRIED</p>

SUMMER VILLAGE OF WEST COVE
REGULAR COUNCIL MEETING MINUTES
WEDNESDAY, JANUARY 31ST, 2024
SUMMER VILLAGE OF WEST COVE COMMUNITY HALL

	<p>24-221</p> <p>24-222</p> <p>24-223</p> <p>24-224</p> <p>24-225</p> <p>24-226</p>	<p>MOVED by Mayor Giesbrecht that the Summer Villages 2024 Municipal Requisition to the Lac Ste. Anne Foundation in the amount of \$15,008.29 (up from \$12,272.63 in 2023) be approved and included in the 2024 Draft Operating and Capital Budget.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Mayor Giesbrecht that the opportunity to provide a written submission to the Alberta Public Safety and Emergency Services (PSES) Engagement Team, on their pending establishment of civilian governance bodies and regulations which will include regional and municipal policing committees and a Provincial Police Advisory Board (PABB), on behalf of the Summer Village of West Cove be accepted for information.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Mayor Giesbrecht that the Summer Village of West Cove request a meeting with the Minister of Municipal Affairs during the upcoming ABMunis Spring Municipal Leaders Caucus with topics to discuss to include: LGFF Funding, Municipal Status Change, proposed Special Intention Fund for Water Quality, Wetlands, Sewage and Stormwater; and that attendance of Mayor Giesbrecht be authorized to the ABMunis Spring Municipal Leaders Caucus scheduled for March 14th and 15th, 2024 in Edmonton, Alberta</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Kelly that Administration make changes to the 2024 Draft Operating and Capital budget as directed by Council at meeting time and that an updated Draft Budget comes back to the next Council meeting for further review and consideration.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Kelly that Administration draft a Bylaw with regard to consolidated lots (including subclasses) and bring back to the next meeting for review and discussion and further that if additional funds are required for consultation, that those costs be included in the 2024 budget.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Mayor Giesbrecht that the project to bury the log piles on the east road allowance of the lagoon road and clean up the area to a condition of grass mowing be awarded to H & P Kosik Construction for a project cost of up to \$10,000.</p> <p style="text-align: right;">CARRIED</p>
7.	FINANCIAL	N/A, included in budget.

SUMMER VILLAGE OF WEST COVE
REGULAR COUNCIL MEETING MINUTES
WEDNESDAY, JANUARY 31ST, 2024
SUMMER VILLAGE OF WEST COVE COMMUNITY HALL

8.	COUNCIL REPORTS 24-227 24-228	<p>MOVED by Mayor Giesbrecht that the Council reports be accepted for information.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Woronuk that the Summer Village of West Cove support in principle the Interlakes Regional Trails Master Plan.</p> <p style="text-align: right;">CARRIED</p>
9.	ADMINISTRATION REPORTS 24-229	<p>MOVED by Councillor Woronuk that the Administration reports be accepted for information.</p> <p style="text-align: right;">CARRIED</p>
10.	INFORMATION / CORRESPONDENCE 24-230	<p>MOVED by Mayor Giesbrecht that the following Information and correspondence be accepted:</p> <ul style="list-style-type: none"> ➤ November 24th, 2023 letter from Alberta Municipalities to Municipal Affairs Minister Ric McIver regarding the Province’s engagement on changes to the Local Authorities Election Act ➤ December 15th, 2023 letter from Municipal Affairs Minister Ric McIver regarding the launch of the Local Government Fiscal Framework (LGFF) program ➤ December 15th, 2023 Summary of key information on the LGFF program ➤ FortisAlberta – December 13th, 2023 information regarding FortisAlberta’s 2024 Estimated Distribution & Transmission Rates ➤ Summer Village of West Cove – 2023 Issued Safety Code Permits ➤ Community Peace Officer (CPO) reports for November and December, 2023 ➤ January 3rd, 2024 Summer Village of South View Byelection Results and Organizational Chart ➤ January 19th, 2024 letter regarding 2023 Tax Year – Reconciled Designated Industrial (DI) Property Requisition ➤ Alberta Municipal Affairs – undated letter from Minister Ric McIver on their assessment model review ➤ Summer Village of West Cove LGFF Allocations 2024/2025

SUMMER VILLAGE OF WEST COVE
REGULAR COUNCIL MEETING MINUTES
WEDNESDAY, JANUARY 31ST, 2024
SUMMER VILLAGE OF WEST COVE COMMUNITY HALL

		<ul style="list-style-type: none"> ➤ Alberta Summer Villages Association – January 15th, 2024 LGFF Base Fund Issues, Briefing Note ➤ December 13th, 2023 update on Connect Mobility ➤ Alberta’s Local Government Fiscal Framework (LGFF) – an Overview and the Need for Increased Funding for Community Infrastructure ➤ Lakewatch – the Alberta Lake Management Society Volunteer Lake Monitoring Program – Lac Ste. Anne – East Basin <p style="text-align: right;">CARRIED</p>
11.	CLOSED SESSION	N/A
12.	ADJOURNMENT	The meeting adjourned at 9:02 p.m.

Deputy Mayor, Chris Kelly

Chief Administrative Officer, Wendy Wildman

BY LAW NO. _____

A BYLAW OF THE SUMMER VILLAGE OF [INSERT NAME], IN THE PROVINCE OF ALBERTA, TO DIVIDE THE RESIDENTIAL ASSESSMENT CLASS INTO SUB-CLASSES

WHEREAS pursuant to sections 297 and 313 of the *Municipal Government Act*, R.S.A. 2000, c M-26 (the “Act”), a municipal council may pass bylaws setting the assessment and supplementary assessment sub-classes for residential property, and authorizing the assessor to assign these sub-classes in preparing the assessment of property;

AND WHEREAS pursuant to section 325.1 of the Act, such bylaws may remain in force in subsequent years until they are repealed;

NOW THEREFORE the Municipal Council of the Summer Village of [Insert Name], duly assembled, hereby **ENACTS AS FOLLOWS:**

PART 1 SHORT TITLE

1 This Bylaw may be cited as the “Residential Assessment and Supplementary Assessment Sub-Class Bylaw”.

PART 2 PURPOSE

2 The purpose of this bylaw is to authorize the assessment and supplementary assessment sub-classes for residential property.

PART 3 DEFINITIONS

3 In this Bylaw, unless the context otherwise requires:

- (a) “Act” means the *Municipal Government Act*, R.S.A. 2000, c M-26, as amended;
- (b) “Assessed Property” means assessed property as defined in section 284 of the Act;
- (c) “Assessment Roll” means assessment roll as defined in section 303 of the Act;
- (d) “Consolidated Parcel Residential “ means a sub-class of property classified as Class 1 – Residential, as set out in the Act, which is a property that:
 - (i) Falls within the geographic area displayed on Schedule “A”; and
 - (ii) Contains either or both of the following:
 - (A) two or fewer self-contained Dwelling Units occupied by a single family which are used or intended to be used for permanent living accommodation, together with any other buildings or amenity areas located on the property that are ancillary to the Dwelling Units;
 - (B) vacant land that in the future, as designated by a land use by law, may be developed into a property used for permanent living accommodation that will not contain more than two self-contained Dwelling Units; and

- (iii) Is a parcel of land which was previously consolidated with another parcel of land pursuant to any one of the following means of such consolidation:
 - (A) application for Consolidation of Titles pursuant to Section 75 of the *Land Titles Act*, R.S.A. 2000, c L-4, as amended;
 - (B) consolidation of parcels pursuant to a Descriptive Plan pursuant to section 88 of the *Land Titles Act*, R.S.A. 2000, c L-4, as amended; or
 - (C) consolidation of parcels effected by a Plan Cancellation Bylaw pursuant to s. 658 of the Act;
- (e) “Derelict Residential” means a sub-class of property classified as Class 1 – Residential, as set out in the Act, which is property that contains a fully or partially constructed improvement, designed to have a residential living area, where the improvement shows serious signs of neglect, is dilapidated, falling into significant disrepair, or is uninhabitable, including but not limited to improvements:
 - (i) that are deserted, or abandoned;
 - (ii) which are partially or fully boarded up or secured;
 - (iii) for which an order indicating an improvement or the property is unfit for habitation has been issued;
 - (iv) which were abandoned while in the process of being constructed without construction being complete; or
 - (v) which were abandoned while in the process of demolition without demolition being complete.
- (f) “Dwelling Unit” means one or more rooms operated or capable of being operated as a residence for a household containing cooking, sleeping and sanitary facilities;
- (g) “Single Family Residential” means a sub-class of property classified as Class-1 Residential, as set out in the Act, which is property, or a portion of property, that contains:
 - (i) two or less self-contained Dwelling Units occupied by a single family which are used or intended to be used for permanent living accommodation, together with any other buildings or amenity areas located on the property that are ancillary to the dwelling units;
 - (ii) vacant land that in the future, as designated by a land use by law, may be developed into a property used for permanent living accommodation that will not contain more than two self-contained Dwelling Units;but does not include any portion of a property that falls into the Consolidated Residential subclass or a property that falls into the Derelict Residential subclass, or a property that falls into the Tourist Home subclass.
- (h) “Residential Assessment Class Property” means residential property as defined in section 297(4(c) of the Act;

- (i) "Supplementary Assessment" means an assessment made pursuant to section 314 of the Act;
- (j) "Supplementary Assessment Roll" means a supplementary assessment roll as defined in section 315 of the Act;
- (k) "Tourist Home" means a sub-class of property classified as Class 1 – Residential, as set out in the Act, which is a property that contains a dwelling unit which has been approved as a tourist home in accordance with the Summer Village of [Insert name]'s Land Use Bylaw;

PART 4 CLASS 1 – RESIDENTIAL SUB-CLASSES

4 For the purpose of the Assessment and Supplementary Assessment Rolls for the 2024 taxation year and any future Assessment and Supplementary Assessment Rolls, all Residential Assessment Class Property within the Summer Village of [Insert Name] is hereby divided into the following sub-classes:

- (1) Consolidated Parcel Residential;
- (2) Derelict Residential;
- (3) Single Family Residential; and
- (4) Tourist Home.

PART 5 GENERAL

5 Should any provision of this bylaw be invalid, then such provision shall be severed, and the remainder of the bylaw shall remain in force.

PART 6 TRANSITION AND COMING INTO FORCE

Bylaw Coming into Effect

6 This Bylaw takes effect on the final passing thereof and, on such final passing, Bylaw _____ is hereby repealed.

READ A FIRST TIME THIS _____ DAY OF _____, 20____

READ A SECOND TIME THIS _____ DAY OF _____, 20____

UNANIMOUS CONSENT to proceeding to third reading this _____ DAY OF _____, 20____

READ A THIRD TIME THIS _____ DAY OF _____, 20____

SUMMER VILLAGE OF [Insert Name]

[NAME]

Mayor

[NAME]

Chief Administrative Officer

Schedule A: Consolidated Residential Parcel Sub-Class Map

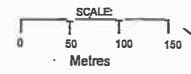
SUMMER VILLAGE of WEST COVE

LAND USE BYLAW

Bylaw 417-16

LEGEND

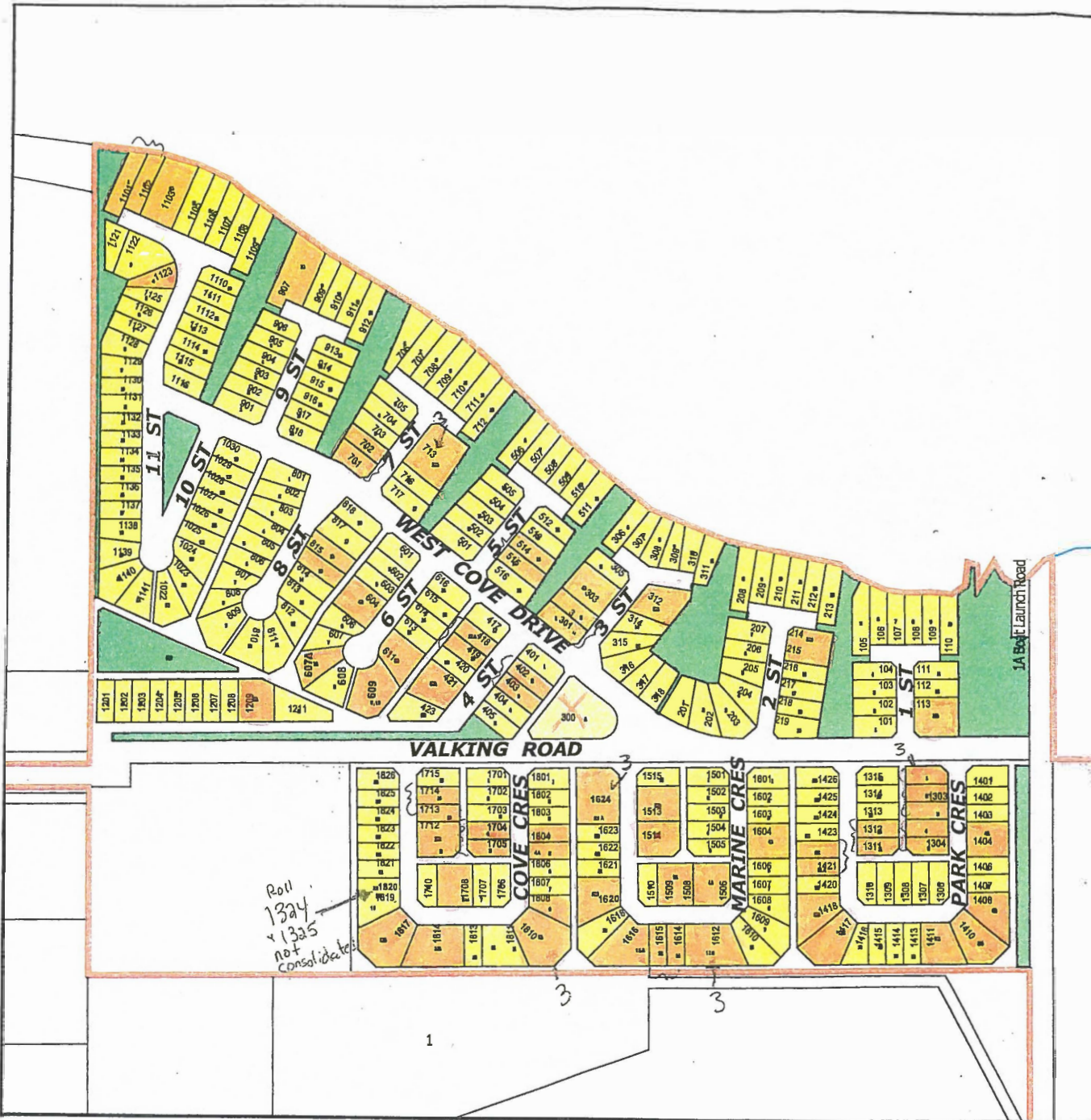
-  R - RESIDENTIAL DISTRICT
-  P - PARK
-  UR - URBAN RESERVE DISTRICT
-  US - URBAN SERVICES DISTRICT



JULY 2016



NORTH STAR PLANNING
FILE/REVISION #2016



Lot	Blk	Plan	New Lot #	Address	Roll #	Bylaw #		Lots		Size - in sq ft
1	1	6983 KS	1A	1A Boat Launch Rd	1001	rezoned		N/A		
13 & 14	1	6983 KS	13A	113 1st Street	1014	271-06		2	consolidated prior to building	13,638
3	2	6983 KS	3	203 2nd Street	1018	N/A		1	this has always been a large lot - no consolidation	11,029
14 & 15	2	0420025	14A	215 2nd Ave	1029	older file missing		2	no previous notices attached	12,388
1 & 2	3	6983 KS	1A	301 3rd Street	1035	no hard copy		2	no notices prior to consolidation	15,374
3 & 4	3	6983 KS	4A	303 3rd Street	1037	411-16		2	tax notices 2016 for both lots attached and 2017 consolidated	13,270
12 & 13	3	6983 KS	12A	312 3rd Street	1046	244-02		2	no notices prior to cons.	12,393
14 & 15	4	6983 KS	14A	515 5th Street	1067	485-23		2	wait for 2024 tax notice	
1 & 2	5	6983 KS	1A	701 7th Street	1070	484-23		2	wait for 2024 tax notice	
13 & 14	5	6983 KS	13A	713 - 7th Ave	1081	570-M-90/91		3	no notices prior to consolidation	19,439
7 & 8	6	6983 KS	7A	907 9th Street	1092	305-11		2	no notices prior to consolidation	18,876
Lots 1 & 2	7	6983 KS	N/A	1101 & 1102 11 Street	1104/1105	N/A		0	lots, issued a variance in 1992	N/A
3 & 4	7	6983 KS	4A	1103 11 Street	1106	403-15		2	cannot locate land file for further info	18,043
A	8	6983 KS	A	300 Valking Road	1120	N/A		1	site of old store	27,878
2 & 3	8	6983 KS	2A	402 4th Street	1122	468-20		2	tax notices for 2020 for both lots & 2021 cons.	12,000
4 & 5	9	6983 KS	4A	604 6th Street	1129	282-08		2	no notices prior to consolidation	11,988
7 & 8	9	6983 KS	7A	607A 6th Street	1132	LTO June 9/70		2	no notices prior to consolidation	9,627
Ptn 9 & 10	14	102 5920	10A	1410 Park Crescent	1134	by descriptive plan		2	no notices prior	14,740
9 & 10	9	6983 KA	9/10	609 6th Street	1135	I believe this is tied by build		2	nothing definitive or historical in file	15,584
21 & 22	9	6983 KS	21A	421 4th Street	1147	274-06		2	no notices prior to consolidation	12,000
11 & 12	9	6983 KS	11A	611 - 6th Street	1137	215-99		2	house & garage on either lot, no notices	11,991
18 & 19	9	6983 KS	18A	419 - 4th Street	1144	461-19		2	tax notices for 2019 for both and 2020 for consolidation	12,000
15 & 16	10	6983 KS	15/16	815 8th Street	1165	tied by building		2	this has been consolidated since prior to 1976	14,179
3 & 4	11	6983 KS	3/4	1123 11th Street	1170	tied by building		2	this has been consolidated since prior to 1978	13,854
12 & 13	11	6983 KS	13A	1133 11 Street	1179/1180	410-16		0	these are 2 separate lots in muniware	
9 & 10	12	6983 KS	9A	1209 Valking Road	1206	265-06		2	no notices prior to consolidation	11,691
1, 2 & 3	13	721 MC	1,2,3	1303 Park Cres.	1211	LTO May 11/84		3	no notices prior to consolidation	18,040
4 & 5	13	721 MC	4/5	1304 Park Cres.	1212	LTO Nov. 9/79		2	no notices prior to con. Bldg crosses boundary	11,800
4 & 5	14	721 MC	4/5	1404 Park Cres.	1227	tied by building		2	joined sometime after 1987, no records	12,000
7 & 8	14	102 5920	8A	1408 Park Cres.	1233	by descriptive plan		2	no notice prior	14,740
11 & 12	14	721 MC	11A	1411 Park	1234	302-11		2	no notices for both prior to consolidation	12,642
17, 18 & 19	14	872-1048	17A	1417 Park Cres.	1240	Cons. Via subdivision 1987		3	no previous notices attached	12,767

18 & 19	14	872-1048	18A	1418 Park Cres.	1242	LTO Dec. 4/06		2	no previous notice attached	10,402
21 & 22	14	721 MC	21A	1422 Park Crescent	1244	455-19		2	notices for both lots before cons. Attached	12,000
6 & 7	15	721 MC	6A	1506 Marine Cresc.	1255	307-12		2	no notices prior to consolidation	12,400
8 & 9	15	072-4078	9A	1509 Marine Cres.	1258	Desc. Plan 072271249		2	no notices attached	12,000
11 & 12	15	721 MC	11A	1511 Marine Cres.	1260	B/O 318-M-94/95		2	no notices prior to consolidation	11,800
13 & 14	15	721 MC	13A	1513 Marine Cres.	1262	294-10		2	no notices prior to consolidation	12,000
4 & 5	16	721 MC	4A	1604 Marine Cresc.	1268	312-13		2	prior tax notifications attached	12,000
11 & 12	16	6983 KS	12B	1612 Marine Cres.	1276	308-12/452-18		3	308-12 for 11 & 12/452-18 for 12A & 13	18,642
14 & 15	16	721 MC	14A	1615 Marine Cres.	1279	466-20		2	notices prior to consolidation attached	12,000
16 & 17	16	721 MC	16A	1617 Marine Cres.	1280	459-19		2	notices attached	16,369
19 & 20	16	721 MC	20A	1620 Marine Crescent	1284	402-15		2	notices attached	13,362
24, 25 & 26	16	721 MC	24A	1624 Marine Crescent	1288	414-16		3	notices attached	19,000
4 & 5	17	721 MC	4A	1705 Cove Cres	1295	487-23		2	check in 2025	
8 & 9	17	721 MC	8A	1708 Cove Crescent	1298	419-16		2	notices attached	12,000
11 & 12	17	721 MC	12A	1712 Cove Crescent	1302	314-14		2	notices attached	11,800
13 & 14	17	721 MC	13A	1714 Cove Crescent	1304	486-23		2	check in 2024	
4 & 5	18	721 MC	4A	1804 Cove Cres.	1309	451-18		2	notices attached	12,000
8, 9 & 10	18	721 MCq	9A	1810 Cove Cres.	1315	248-03		3	lots 8, 9 & 10 consolidated, no notices	19,807
11 & 12	18	721 MC	12A	1316 Cove Crescent	1316	207-97		2	no notices prior to consolidation	19,807
14 & 15	18	721 MC	14A	1814 Cove Cres.	1319	COT 38-D-243 1972		2	no notices attached	18,642
17 & 18	18	721 MC	17A	1817 Cove Crescent	1322	291-09		2	no notices attached	19,807

Webinar Registration - Alberta's 2024 Budget Overview

Tyler Gandam <president@abmunis.ca>

Tue 2024-02-20 3:12 PM

To: Wendy Wildman <swestcove@outlook.com>

Dear Mayors, Councillors, and CAOs:

On February 29, the Government of Alberta will release its budget for the 2024-25 fiscal year. As usual, our ABmunis team will conduct a comprehensive analysis and release a report the day after that outlines how the 2024-25 provincial budget supports municipalities.

In addition to our report, we will host a webinar on March 1, 2024, at 3:00 – 4:30 p.m. where we will walk through the numbers, share our perspectives, and provide you the opportunity to ask questions. If you aren't free at that time, don't worry, we will record it and share a link to the video in the next edition of our weekly newsletter. If you aren't subscribed to The Weekly newsletter, sign up for free at <https://www.abmunis.ca/news>.

Any municipal elected official or municipal employee is welcome to attend the budget webinar. [Register for the webinar today!](#)

Lastly, a quick reminder that you are invited to attend our Spring Municipal Leaders' Caucus in Edmonton or online on March 14-15. I hope you choose to join us for two days of educational sessions, networking, and dialogue with provincial ministers and MLAs. [View the MLC agenda.](#)

Thank you,
Tyler Gandam | President

E: president@abmunis.ca
300-8616 51 Ave Edmonton, AB T6E 6E6
Toll Free: 310-MUNI | 877-421-6644 | www.abmunis.ca



This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the sender. This message contains confidential information and is intended only for the individual named. If you are not the named addressee, you should not disseminate, distribute or copy this email.

We respectfully acknowledge that we live, work, and play on the traditional and ancestral territories of many Indigenous, First Nations, Métis, and Inuit peoples. We acknowledge that what we call Alberta is the traditional and ancestral territory of many peoples, presently subject to Treaties 4, 6, 7, 8 and 10 and Six Regions of the Métis Nation of Alberta.

**Draft Agenda for Spring 2024 Municipal Leaders Caucus
March 14 and 15, 2024**

Thursday, March 14	
9:00 a.m.	Registration and Breakfast
10:00 a.m.	President's Opening Remarks
10:15 a.m.	Minister of Municipal Affairs' Remarks
10:30 a.m.	<p>Whiskey's for Drinking; Water's for Fighting: Preparing for Possible Drought in Summer 2024</p> <p>Alberta experienced drought in several parts of the province in 2023. Significant drought was avoided through the effective use of water storage in southern Alberta, but now many water storage reservoirs are very low, with a warm and dry winter forecasted. These factors could lead to a significant drought in 2024.</p> <p>Alberta Environment & Protected Areas will present an update on the current and forecasted situation. The province is also taking steps to prepare to respond and to collaborate with key water license holders and other stakeholders. Alberta Municipalities will present its work to support long term increased water conservation.</p>
11:30 a.m.	President's Report
11:45 p.m.	Lunch
12:45 p.m.	<p>Bridge over Troubled Waters: Fostering Respect in Polarized Communities</p> <p>Healthy debate is central to democracy, but too often political discourse crosses the line into vitriol and personal attacks. The degradation of public discourse is taking its toll on municipal officials' mental health and pushing moderate voices to the sidelines. This session will feature a panel of municipal officials along with legal and communications experts, who will discuss their experiences and highlight opportunities to create space for constructive dialogue on local issues.</p>
2:00 p.m.	Break
2:15 p.m.	<p>Policy Palooza: Crafting Resolutions That Hit the Right Notes</p> <p>ABmunis will spin our top records for adopted resolutions past and present. We will also provide an update on changes to the playbook that governs our resolution process to ensure we're all in harmony, as well as tips to help write a resolution that is a smash hit with other members. You will also have the opportunity to find municipal bandmates interested in jamming on resolutions to address similar issues.</p>
3:00 p.m.	Requests for Decision
3:15 p.m.	Break and transition to breakout rooms
3:30 p.m. – 4:45 p.m.	<p>Mingle in the Municipality: Member-Led Discussions Based on Municipal Type</p> <p>Join your peers from cities, towns, or villages and summer villages to discuss top-of-mind municipal issues; brainstorm solutions; and provide feedback on ABmunis advocacy, events, and communications.</p>
5:00 – 6:30 p.m.	RMRF Networking Reception
6:30 p.m.	Hospitality Suite sponsored by Alberta Counsel (Craft Beer Market)

Friday, March 15	
8:00 a.m.	Registration and Breakfast
9:00 a.m.	Opposition Leader's Remarks
9:15 a.m.	Ministers' Dialogue Session I
10:15 a.m.	Break
10:30 a.m.	Ministers' Dialogue Session II
11:30 a.m.	Premier's Remarks
11:50 a.m.	Closing Remarks
12:00 – 1:00 p.m.	Ministers' Reception and Stand-Up Lunch

Begin forwarded message:

From: Lisa Emmerzael <Lisa.Emmerzael@ombudsman.ab.ca>
Date: February 8, 2024 at 4:09:33 PM MST
To: "wendy wildwillowenterprises.com" <wendy@wildwillowenterprises.com>
Cc: svwestcove@outlook.com
Subject: Follow-up on Ombudsman Complaint (case #23-02938)

Dear Wendy Wildman,

I'm following up with you in relation to Loretta Muir's complaint about the Summer Village of West Cove (the Village). Thank you again for meeting with me to discuss this case and providing me with additional information and context. As you are aware, Ms. Muir complained to the Ombudsman about the Village's response to her concerns about drainage issues resulting from a new development on the lot adjacent to hers (lot 808).

I have completed my assessment of Ms. Muir's complaint using our early resolution (ER) process. The purpose of the ER process is to complete an objective and impartial assessment of the issue, after preliminary information gathering, to determine administrative fairness. If issues are identified through the ER process, we may attempt to resolve those issues without opening a full investigation. Our office uses the administrative fairness guidelines during such reviews.

I have identified concerns with the administrative fairness of the Village's June 29 and November 30, 2023 responses to Ms. Muir. The issues I identified, and the relevant administrative fairness guidelines, are as follows:

- In the Village's June 29, 2023 letter, it invited Ms. Muir to share her proposal for resolving the drainage issues. Ms. Muir responded to the Village's letter the same day. I found the Village did not respond to the concerns Ms. Muir identified with the Village's June 29 letter or her proposed solutions to the drainage issue (legitimate expectation).
- The letters do not outline the Village's role or responsibilities regarding lot grading for new developments or drainage (legislative authority).
- The letters do not explain the steps the Village took to investigate Ms. Muir's concerns, its findings, or give reasons explaining why the Village determined no further action is necessary (duty of fairness; adequate reasons).

<https://outlook.live.com/mail/0/id/AQMkADAwATMwMAItZDRmZS0xMGJiAC0wMAItMDAKAEYAAAMo18B1S4h%2BRmwqZ9IZOPpBwDS02f2gTH2...> 1/2

To resolve my concerns, I am requesting the Village send Ms. Muir another response which addresses the issues identified above. This response should:

- Explain the Village's role and responsibilities as they relate to regulating grading and drainage of new developments.
- Describe the steps the Village took in response to Ms. Muir's complaint and provide its findings.
- Respond to the solutions Ms. Muir proposed in her letter of June 29, 2023.
- State the Village's decision and provide reasons for it.
- Include information about what the Village can do (if applicable), such as reconstructing the swale on her lot, as mentioned by Mr. Sonnleitner during our meeting.

Please let me know if you agree to fulfill my ER proposal by Friday, February 23, 2024. If you have questions, you can contact me at 780-641-8674 or email me to schedule a time for a call.

Thank you,

Lisa Emmerzael

Investigator

9925 - 109 Street NW, Suite 700

Edmonton, Alberta T5K 2J8

Phone: 780-641-8674

Toll Free: 1-888-455-2756



www.ombudsman.ab.ca

CONFIDENTIALITY NOTICE: This message is intended only for the use of the individual or entity to which it is addressed and contains information that is strictly confidential. If the reader of this message is not the intended recipient, you are hereby notified that any disclosure, distribution or copying of this message and any attachments is strictly prohibited. If you have received this message and any attachments in error, please notify the sender immediately, and delete this message and any attachments from your computer system, and refrain from saving or copying this communication or forwarding it to any other recipient.

Please note: Any materials prepared as a result of a complaint submitted to the Ombudsman, including the complaint itself, and any material produced by the Ombudsman, such as this email, cannot be used in any other proceedings, including before a board or court. This applies whether you or the Ombudsman have possession of any of these materials.



SUMMER VILLAGE OF WEST COVE

721 Valking Road

West Cove, Alberta, T0E 0A2

Phone: 780-967-0271 Fax: 780-967-0431

Website: www.svwestcove.ca

Email: svwestcove@outlook.com

June 29th, 2023

Ms. Loretta Muir
807-8 Street
West Cove, AB. T0E 0A2
email: lorettamuir@xplornet.ca

Dear Ms. Muir:

Re: Flooding Issues – 807 and 809 – 8th Street – Tax Rolls 1156 and 1158

In response to your inquiries with regard to the flooding on your property we wish to provide some history and further information. It is our understanding that years ago, these lots were developed perhaps without regard for drainage. We understand that prior to the development of Lot 8, there was a large pond at the back of all three lots. As this pond covered a large area, the water was not very deep except in very wet years.

Now that the new development on Lot 8 has been set at what appears to be typical elevations, the pond does not inundate that lot. However, there would seem to be an amount of runoff, now flowing to a smaller area, thus it is deeper. As the parcels, particularly Lot 9 is bound by higher lands on all sides, there is nowhere for stormwater to flow, hence the garden on Lot 9 is subject to flooding. Although we do not profess to be engineers, we anticipate that a certain amount of fill will be required to be placed on your property to create a swale to direct stormwater. Without the benefit of a grading plan, it is difficult to ascertain how much fill should be placed, and where.

We understand that this is not an easy situation, and there are multiple properties involved, if a resolution is to be achieved we would suspect all parties would need to come to the table and agree on a plan. Should you have a proposal to resolve this matter, please feel free to share that.

Thank you Loretta, we look forward to your feedback.

Sincerely,

Wendy Wildman
Chief Administrative Officer
Summer Village of West Cove

WW/dw

c.c. Summer Village Council
Summer Village Development Officer
Summer Village Public Works Consultant

June 29, 2023

Summer Village Council

721 Valking Road,

West Cove, Alberta

Flooding Issues -807 and 809 8 Street

Attention West Cove Council;

I was very happy to receive your reply to my numerous emails regarding this issue.

I am not sure where you got your historical information but we have never had a flooding issue on our 807 lot. Lot 808 however flooded regularly and we have pumped water from run-off there in previous years. The previous part owner Armen Resler had dug a sump whole in the front of this property to pump-out water on 808. In severe precipitation years we did experience some flooding on 809. We did not have a pond there in any years. Our other neighbours will all attest to that and I am sure the previous owner of 808 would also. Armen Resler did say that a huge pool of water including 808-809 existed but this was 40 years ago and was prior to any ditches being dug. We have resided here when both the ditches bordering 808 and 809 were dug. By your own acknowledgement West Cove can be a very wet place with poor drainage and high ground water perhaps this should have been taken into account at the onset.

Lot 9 has a drainage ditch running along the back of the property. 807 has a drainage ditch in the lane so your assertion that the storm water has no place to go is completely false. Both of my lots drain appropriately to these ditches. We have trenched down our lot 809 to try to drain lot 808 to the ditch. I fail to see why this is my responsibility, The owner of 808 has made no attempt to rectify this situation.

When 808 was developed the lot should have been graded to the back ditch and not to each side! I would also like to dispute the statement that lot 808 has been built to typical elevations. Adjacent properties should always be taken into account when approving developments. A typical example would be if you had a

underground garage next door would you allow a NEW development to drain into it. Not sure why you would propose that I build a swale on my property when my developments are not the problems. Why should I have any expenses related to this new development.

I am not objecting to the building at all but rather the grading of this lot. Why was this lot not required to be graded to the back for drainage as would be normal procedure .In all other jurisdictions drainage must be front to back NOT side to side so you flood your neighbors. It is clear that the development codes require proper grading as stated by the information provided by Municipal Affairs. The owner of 808 has hauled in additional loads of dirt and tried to cover the bottom 4" of my fence. How many more loads can he haul in and when does it stop.

My proposal is a simple solution. He must be required to slope his lot to the back or dig a drainage ditch down each side. Also there is precedent for a holding pond to be dug with the eavestroughs draining into it, as is the case in many new lakefront developments. The currently have dirt piled along my fence on lot 809 now. It is dirt that I have hauled in to fill stump holes that Mr. Ziener left after removing a line of spruce trees.

The Village has acknowledged in your letter that this development has created the drainage issues on both my properties. Safety Codes should have investigated this as advised by Municipal affairs but they referred it back to the Village as a drainage issue so I would assume that a grading plan would be part of the solution.

My developments were here first and the permits all state that no person/development should cause damage to adjacent properties.

If you find that any of the statements I have made are untrue or are being disputed by the occupants of 808 I can provide affidavits from other people on the block.

I have had a garden on 809 for 30 years. It has flooded on occasion but always dries out and produces good crops that a lot of people benefit from. The last 2 years it has flooded and even though it has been 2 weeks of hot weather it still has not dried out. It is Super saturated and my garden is rotting. When 808 was

built the owner knew he had a water problem and his solution was to give it to me. It is incumbent upon the Village to rectify this problem.

We would be willing to meet to discuss this issue. If the Village or the Development Officer is just going to reiterate the letter of June 29 I am not sure what this would accomplish.

My home was here first and I was here before the pavement (as Tony likes to use this as how high an elevation should be allowed). You cannot wear blinders and not see previous developments. All these problems are a direct result of this new development. I have been here for 35 years and I still can't understand why all these issues are now my problem. If we had not been home when we had the super rainfall 2 weeks ago we would have experienced overland flooding as we had to sandbag our basement window. We also operated 3 pumps. All this water running off 808 as indicated in my pictures. This has not occurred in 35 previous years. The solution should lie with the owners of 808. You cause the problem maybe you should solve it. It is all smoke and mirrors to bring into question my water problems. If he redirects his drainage to the back ditch. Problem solved!

Sincerely

Loretta Muir



SUMMER VILLAGE OF WEST COVE

721 Valking Road

West Cove, Alberta, T0E 0A2

Phone: 780-967-0271 Fax: 780-967-0431

Website: www.svwestcove.ca Email: svwestcove@outlook.com

November 30th, 2023

Ms. Loretta Muir
807-8 Street
West Cove, AB. T0E 0A2
email: lorettamuir@xplornet.ca

Dear Ms. Muir:

Re: Alleged Flooding Issues – 807 and 809 – 8th Street – Tax Rolls 1156 and 1158

In reference to previous correspondence, please be advised the Summer Village of West Cove is of the opinion this is a matter to which the Summer Village will not take further action, and that if you as a property owner feel there is remediation work that can be done on your property to alleviate or rectify matters that you feel are a concern, we encourage you to consider same.

Further, the Summer Village encourages you to consider engaging the services of a professional to complete a site grading plan of your property to give you guidance in this review (attached is an example plan).

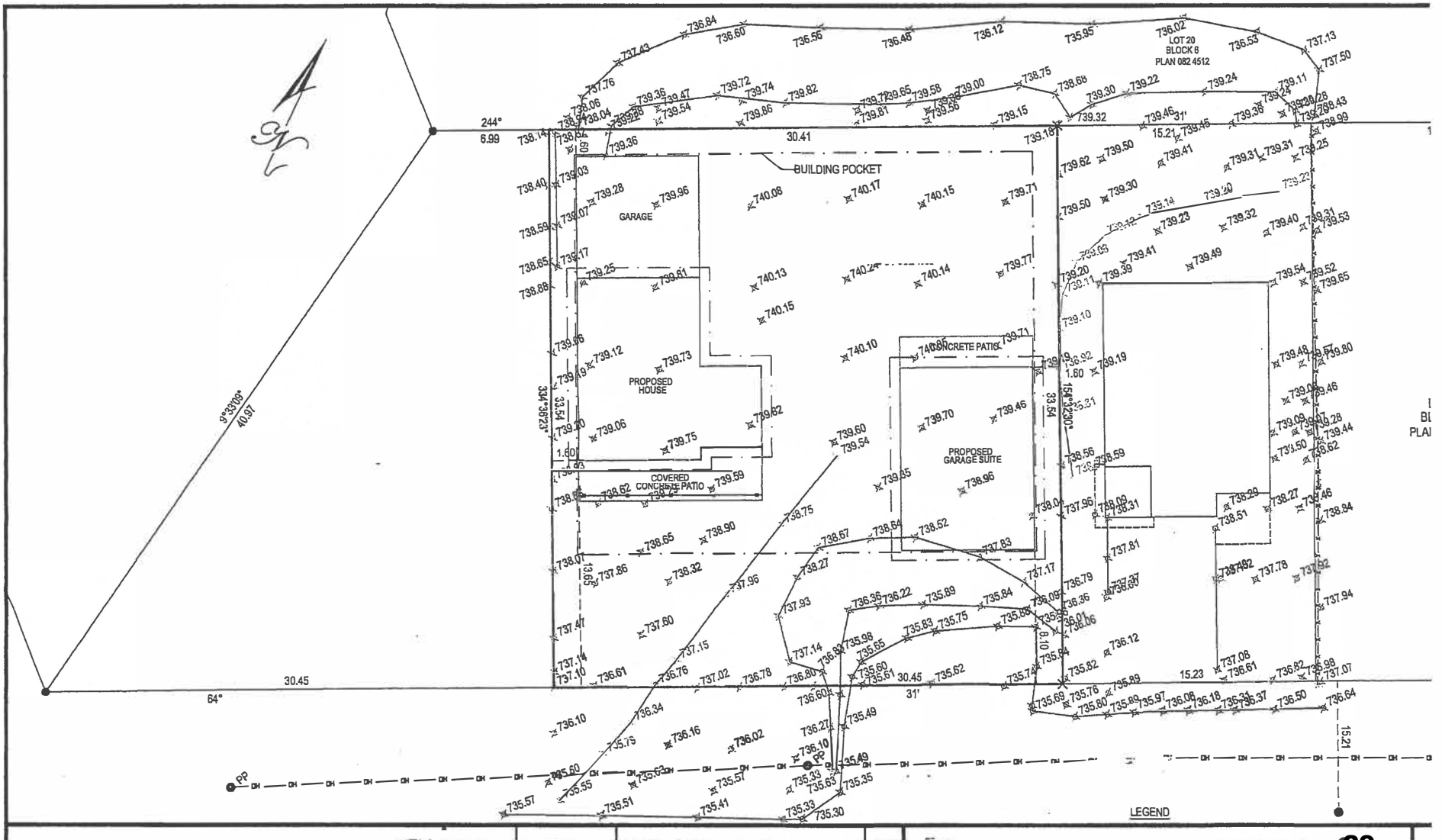
Sincerely,

for: Wendy Wildman
Chief Administrative Officer
Summer Village of West Cove

/ww

encl.

c.c. Summer Village Council
Summer Village Development Officer
Summer Village Public Works Consultant
Lisa Emmerzael, Investigator Alberta Ombudsman



LEGEND

svsouthview@outlook.com

From: Summer Village of South View on behalf of /o=First Organization/ou=Exchange Administrative Group(FYDIBOHF23SPDLT)/cn=Recipients/cn=00030000633313A8
Sent: January 25, 2024 1:21 PM
To: 'wendy wildwillowenterprises.com'; Summer Village Office; 'Nakamun Park'; West Cove Admin; svsunrisebeach wildwillowenterprises.com; cao@birchcove.ca; reception wildwillowenterprises.com
Subject: RE: Roles and Responsibilities Workshop

Thank you for the comments, Wendy. I have a few things to add, much of which we already know, but it was good to refresh my memory.

- The MGA is enabling legislation whose purpose is to provide municipal autonomy. As in, unless it is expressly prohibited or addressed, municipalities have the same rights as a person or corporation.
- Economic Development was added as a municipal purpose in 2022 and we are expected to actively promote and encourage economic development. What this would look like for a summer village is less clear.
- Committees of Council **MUST** be formed by bylaw, but a committee a councillor sits on can be approved via a resolution. Committee meetings must be advertised.
- When going into closed session you should put a brief description of the topic on the agenda and in the minutes to provide transparency.
- If a Council provides direction that is unethical or illegal, your role is to inform council, **IN WRITING**, of their obligations and the potential repercussions. Other than that, there is not much you can do.
- On the Code of Conduct Bylaw, Council can outline sanctions that are different than those provided for in the MGA. However, it is recommended to get legal advice before doing so.
- Assessment notices have to be sent out by July 1, but tax notices technically don't need to go out until Dec 31. It was discussed that this is not practical, but perfectly legal (unless you have a bylaw that says otherwise).
- We can develop an advertising bylaw to allow us to advertise public notices differently than in the local paper.

Have a great day,

Angela Duncan
Assistant CAO
Summer Village of South View
780-967-0271
<http://www.summervillageofsouthview.com/>

From: wendy wildwillowenterprises.com <wendy@wildwillowenterprises.com>
Sent: Thursday, January 25, 2024 8:28 AM
To: Summer Village Office <administration@wildwillowenterprises.com>; 'Nakamun Park' <cao@svnakamun.com>; svsouthview@outlook.com; West Cove Admin <svwestcove@outlook.com>; svsunrisebeach wildwillowenterprises.com <svsunrisebeach@wildwillowenterprises.com>; cao@birchcove.ca; reception wildwillowenterprises.com <reception@wildwillowenterprises.com>
Subject: Roles and Responsibilities Workshop

Goodmorning folks - some highlights I noted from the Roles and Responsibilities Workshop I took yesterday (and Angela may have more to add):

-Closed Session: and how we apply the recesses. Motion to go into Closed Session then a recess. Motion to come out of Closed Session and then a recess (Desiree said the Act is not clear here so you could do it either way and suggests you just be consistent whichever way you do it). She also said this should be specifically outlined in your procedural bylaw so check there.

-Procedural Bylaw should not be the Mayor is only elected at organizational meeting time or if the Mayor can be elected at any time during the year

-refer to your procedural bylaw was kind of a "catch all" reply

-don't let a vocal view who are a minority within the municipality take over the welfare of the municipality as a whole

-Mayor's (CEO) are no longer ex-officio on all boards and committees (this was removed in the last round of changes)

-Mayor does not hold more power than any other Council member

-to be effective, a CAO needs a supportive and respectful Council, and a Council who gives clear direction and decisions

-engage the public whenever reasonable

-if a Council member misses the entirety of a public hearing they can not vote on the matter (which we knew), but if a Council member participates in part of a public hearing they can choose to vote or not vote (I did not realize that)

-there has been a great deal of feedback received by AMA on the Code of Conduct bylaw, and we can expect to see changes coming

-I suggested the \$50.00 Assessment Appeal Fee is archaic (was in place in 1986 when I first started). The province sets the requirements for member and clerk training and this training has become more over the years (use to be most munis did it inhouse or from a fellow local munis - but now most contract the service out). The training Assessor take is as development and regulated by the Province, the Province goes in every year (I thought it was 2 years) and completes an audit and then every 3 or 4 years for do a detailed out. So the Province sets the parameters and regulations and leaves the cost to the municipalities - so in my opinion the munis should get to set the price of the appeal. I referenced our \$1,700.00 cost for a partial hearing to which a settlement occurred and an adjust of less than \$170 was granted - Des was surprised. Chris O'Meara worked for the City of Edmonton in their Assessment Appeal Department and he recognized and supported my comments.

-I referenced our Council disqualification and in general terms how the MGA is our Bible but while we have input into what's in it the Province controls the end product. I referenced how they make the rules and we are expected to follow those rules and enforce them when there are breaches, and that those costs of enforcing their Act fall on us. I suggested that this is a very good reason to leave the MSI Operating funding in place to help municipalities cover the costs of enforcing their Act (I got a couple notes of support on this from both Des and Chris).

-Tax collection: Des suggested that shortfalls in collection of taxes in one year should be added and collected in the next year. This was an interesting comment and not something that we have done, and I have a lot of thoughts on how this may in fact be a little premature or unrealistic. But I would like everyone's feedback on that. I think it may be different if the properties are at the end of a tax recovery process and the municipality is taking title and thereby not collecting taxes in the future, but if there is a reasonable expectation that taxes will be collected from that property (at some point) I am not sure we should be asking the rest of the municipalities to also pay. I guess if we did this it certainly should lead to a higher reserve or unrestricted balance.

-on AMA website there is a resource page that speaks to the principals of bylaws (and has sample bylaws) I think we knew that

- Public Participation Policy and Plan - at the end of the legislation it says you need a ppp and a ppp, but that you don't really need to follow it (sigh)
- Annual Information Meetings (AIM) should be considered a Council meeting and follow regulations/procedures for Council meetings (this is not how we have been doing it)
- Tips for better engagement: build relationships, meeting people where they are, know your target audience, make it fun, eliminate barriers, don't stop (my comment: we would need a budget to support this)

That's my comments. I actually really enjoyed the session, well 2 of the 3 presenters. The 3rd presenter I could not understand and the feedback and engagement from the participants was noticeably lower during that session (which was on financial, budget and tax rates)

W

Wendy Wildman,
Chief Administrative Officer
Summer Village Administration/Wildwillow Enterprises Inc.

Phone: 780-967-0271

Email: wendy@wildwillowenterprises.com

FEB 08 2024

Town of Mayerthorpe

Report Title : WEST COVE TOTAL CONTRACT HRS

Report Range Start: 2024/01/01 0000 End: 2024/01/31 2359

Man Hour Report by User

TOWN OF MAYERTHORPE

KASAMBA, GERVAIS

Event start: 2024/01/05 1300 Event end: 2024/01/05 1430 Time: (90) Minutes

Address: SUMMER VILLAGE

Activity Type: GENERAL PATROL

Total Time on Call for this Event : 1 Hours 30 Minutes

Event start: 2024/01/12 1430 Event end: 2024/01/12 1600 Time: (90) Minutes

Address: SUMMER VILLAGE

Activity Type: GENERAL PATROL

Total Time on Call for this Event : 1 Hours 30 Minutes

Event start: 2024/01/19 1200 Event end: 2024/01/19 1330 Time: (90) Minutes

Address: SUMMER VILLAGE

Activity Type: GENERAL PATROL

Total Time on Call for this Event : 1 Hours 30 Minutes

Event start: 2024/01/26 1230 Event end: 2024/01/26 1400 Time: (90) Minutes

Address: SUMMER VILLAGE

Activity Type: GENERAL PATROL

Total Time on Call for this Event : 1 Hours 30 Minutes

KASAMBA, GERVAIS : Total Time On Calls 6 Hours 0 Minutes

Total Group Time: 6 Hours 0 Minutes

All Officers: Total Time On Calls 6 Hours 0 Minutes

Submit a resolution for debate at ABmunis 2024 Convention – Due by May 31

Tyler Gandam <president@abmunis.ca>

Wed 2024-01-31 12:01 PM

To: Christopher Kelly <swestcove@outlook.com>

Dear Mayors, Councillors, and CAOs:

Is there a municipal issue that you think requires advocacy by Alberta Municipalities (ABmunis) to the provincial or federal governments? Sponsoring a resolution for debate at ABmunis' 2024 Convention is an excellent way to bring attention to an issue and empower ABmunis to take action if your resolution is supported by the majority of ABmunis' members.

Alberta Municipalities' members are now invited to submit resolutions that will be debated at our 2024 Convention in Red Deer on September 25-27, 2024. If your municipal council is interested in sponsoring a resolution, please visit our [Resolutions page](#) to access all the details including our Resolution Tips sheet, Resolution Template, and Resolutions Policy.

Change for 2024

Beginning this year, the mover municipality and the seconder municipality must represent at least two of the following population categories:

- Less than 2,500 population
- 2,500 to 10,000 population
- Greater than 10,000 population

For example, if the moving municipality has a population of 7,000, then the seconder municipality must be less than 2,500 population or greater than 10,000 population. The purpose of this change is to increase the likelihood that each resolution is applicable to most municipalities.

Deadline for 2024 Resolutions

This year, the deadline for submitting a resolution is May 31, 2024. Don't delay because the councils for the moving and seconding municipality must approve the resolution by the May 31 deadline.

Have a more urgent issue?

If your municipality has a pressing issue that cannot wait until the resolution session at our September Convention, then your municipality can present a request for decision (RFD) for consideration at ABmunis' Spring Municipal Leaders Caucus on March 14-15, 2024. The deadline to [submit an RFD](#) is February 23, 2024.

If you have questions about resolutions or RFDs, please contact our Policy & Advocacy team at advocacy@abmunis.ca. Also, make sure that you are registered to attend our [Spring Municipal Leaders Caucus](#) to discuss the resolutions process, action on adopted resolutions from recent years, and connect with municipalities that may be interested in co-sponsoring a resolution with you.

Thank you,

Tyler Gandam | President

CASUAL LEGAL: TAXES START AT HOME

[Home](#) / [News](#) / Casual Legal: Taxes start at home

← News

By Emma Banfield
Reynolds Mirth Richards Farmer LLP
Alberta Municipalities Casual Legal Service Provider

A recent decision of the Court of King's Bench confirmed a councillor who was in arrears on his property taxes was disqualified from his seat on council pursuant to s. 175 of the *Municipal Government Act* (MGA).

Prior to being elected, the councillor owned property with an extended history of problems related to development. One issue resulted in an Order to Remedy requiring the completion of the exterior of a building on the property. Before becoming a councillor, he sought a review of the Order and received an extension. However, the work was not completed as required and the CAO of the municipality instructed commencement of enforcement proceedings.

As a result, legal enforcement costs and other legal costs were added to the property tax roll. Before being elected, the future councillor attended a council meeting and asked for the legal costs to be removed, but the question was deferred to a future meeting.

The councillor then put his name forward for election and was elected. At the time, he was in arrears for the legal enforcement costs added to the tax roll. After he was elected, council considered and denied the councillor's request to have the legal costs removed from his property tax roll.

The municipality later notified the councillor that he had an outstanding property tax balance and the CAO notified the councillor his eligibility as a councillor would be discussed at a forthcoming council meeting. When the matter was raised at the meeting, the councillor asked for additional information and for consideration to be deferred to a later meeting. At the subsequent meeting, the councillor was declared disqualified. This would ordinarily require the councillor resigning immediately but, in this case, the councillor refused to resign. The councillor maintained he had paid his property taxes and disputed the legal costs being added to the tax roll.

The Court found the version of the MGA in force at the time specifically permitted a council to add the expenses and costs of enforcing orders to the property tax roll. These constituted an amount owing to the municipality under s. 549 of the MGA. The Court also found the municipality's bylaws specifically authorized the application of penalties to the tax roll. Therefore, the legal enforcement costs had been properly added to the tax roll according to the MGA and the applicable bylaws.

The Court then turned to the *Local Authorities Election Act* (LAEA) which provides a person is ineligible for nomination as a candidate in any election under the LAEA if, on the day of nomination, the person is in debt to the municipality for taxes in excess of \$50 (excluding current taxes and other inapplicable circumstances). As a result, the Court determined the councillor was disqualified and required to resign. Because he refused to do so, the Court issued a declaration he was disqualified from council, and further, he was ineligible to run in any by-election to fill the vacant seat created by the Court's declaration.

This case is a reminder to all elected officials to keep your own houses in order! It is important for councillors and all civic leaders to lead by example. There is no better place to start than by making sure your property taxes are paid.

*To access the Alberta Municipalities Casual Legal Helpline, Alberta Municipalities members can call toll-free to 1-800-661-7673 or send an **email** to reach the municipal legal experts at Reynolds Mirth Richards and Farmer LLP. For more information on the Casual Legal Service, please call 310-MUNI (6864) or send an **email** to speak to Alberta Municipalities Risk Management staff. Any Regular or Associate member of Alberta Municipalities can access the Casual Legal Service.*

DISCLAIMER: This article is meant to provide information only and is not intended to provide legal advice. You should seek the advice of legal counsel to address your specific set of circumstances. Although every effort has been made to provide current and accurate information, changes to the law may cause the information in this article to be outdated.

Jan 30

2024