

**REGULAR MEETING AGENDA
SUMMER VILLAGE OF HALF MOON BAY
MARCH 8, 2023 @ 9:00 A.M.**

A. CALL TO ORDER

B. AGENDA - additions/deletions
 - adoption

C. ADOPTION OF MINUTES - Regular Meeting Minutes, January 18, 2023

D. DELEGATION

- 1) Metrix Group

E. INFORMATION ITEMS

- 1) Accounts Payable Report
- 2) Yearend Financial Report
- 3) Public Works Report
- 4) Development Update
- 5) CAO Report

F. REQUEST FOR DECISION

1) Finance

- a) Capital Budget/Plan

2) Council & Legislation

- a) Municipal Leaders' Caucus
- b) Community Standards Bylaw
- c) Communication Policy
- d) Dog Control Bylaw
- e) Fiber Optic Project

G. COUNCIL, COMMITTEES, AND CORRESPONDENCE

1) Council Reports

- a) Mayor Johnston
- b) Deputy Mayor Remington
- c) Councillor Pashak

2) Committee Reports

- a) Julie Maplethorpe, Summer Village of Jarvis Bay
 - Town of Sylvan Lake Library Board
 - Parkland Regional Library Board

3) Correspondence

- a) National Police Federation

4) Upcoming Meetings

- a) Council Meeting – April 11, 2023

H. ADJOURNMENT

Minutes of a Regular Council Meeting of the Summer Village of Half Moon Bay, Province of Alberta, held January 18, 2023, in the Summer Villages on Sylvan Lake Administration Office at Sylvan Lake, Alberta.

PRESENT	Mayor:	Jon Johnston (via Zoom)
	Deputy Mayor:	Andrea Remington (via Zoom)
	Councillor:	Mike Pashak (via Zoom)
	CAO:	Tanner Evans (via Zoom)
	Development Officer:	Kara Kashuba
	Public Works Manager:	Owen Olynyk
	Recording Secretary:	Teri Musseau

CALL TO ORDER The Meeting was called to order at 9:02 a.m. by Mayor Johnston.

AGENDA APPROVAL

HMC-23-001 MOVED by Councillor Pashak that the agenda be adopted as presented.
CARRIED

CONFIRMATION OF MINUTES

HMC-23-002 MOVED by Councillor Pashak that the minutes of the Regular Meeting of Council held on November 2, 2022, be approved as presented.
CARRIED

INFORMATION ITEMS

- 1) Accounts Payable
- 2) Public Works Report
- 3) Development Update
- 4) CAO Report
- 5) Audit Plan

HMC-23-003 MOVED by Mayor Johnston that the information items be accepted as presented.
CARRIED

REQUESTS FOR DECISION

COUNCIL & LEGISLATION

HMC-23-004 Office Location
MOVED by Mayor Johnston that Council proclaim the administrative office be located at 2 Erickson Drive, Sylvan Lake, Alberta.
CARRIED

HMC-23-005 Emerging Trends in Municipal Law
MOVED by Councillor Pashak that Council accept the Emerging Trends in Municipal Government seminar as information.
CARRIED

PUBLIC WORKS

- Bylaw #173-23
HMC-23-006**

Waste Management Bylaw
MOVED by Deputy Mayor Remington that Council give 1st reading to the Waste Management Bylaw #173-23.
CARRIED
- HMC-23-007**

MOVED by Councillor Pashak that Council give 2nd reading to the Waste Management Bylaw #173-23.
CARRIED
- HMC-23-008**

MOVED by Mayor Johnston that Council by unanimous consent give 3rd reading to the Waste Management Bylaw #173-23 at this meeting.
CARRIED UNANIMOUSLY
- HMC-23-009**

MOVED by Mayor Johnston that Council give 3rd and final reading to the Waste Management Bylaw #173-23.
CARRIED

PLANNING & DEVELOPMENT

- HMC-23-010**

Land Use Bylaw Rewrite
MOVED by Councillor Pashak that Council accept the quote from Municipal Planning Services for the Land Use Bylaw rewrite with funding to come from general operating reserves unless CIP (Communities Initiatives Program) funding is approved; and further, Administration to inquire about the possibility of CIP funding for the project.
CARRIED

COUNCIL REPORTS

- Mayor Johnston

- No reports
- Deputy Mayor Remington

- No Reports
- Councillor Pashak

- Sylvan Lake Regional Wastewater Commission
 - Sylvan Lake Regional Wastewater Commission South Shore Line
 - Association of Summer Villages of Alberta
 - Alberta Municipalities

COMMITTEE REPORTS

- Julie Maplethorpe, Summer Village of Jarvis Bay

- Town of Sylvan Lake Library Board
 - Parkland Regional Library Board

CORRESPONDENCE

- Sylvan Lake EMS proposed schedule change.
- Red Deer River Watershed Alliance
- Urgent Care Committee

INFORMATION ITEMS

- Association of Summer Villages of Alberta

HMC-23-011 MOVED by Mayor Johnston that the Council, Committee, Correspondence and Information items be accepted as information.
CARRIED

NEXT MEETING

HMC-23-012 MOVED by Mayor Johnston that the next meeting of Council be held March 8, 2022, at 9:00 a.m.
CARRIED

ADJOURNMENT

HMC-23- 013 MOVED by Mayor Johnston that being the agenda matters have been concluded, the meeting adjourned at 10:50 a.m.
CARRIED

JON JOHNSTON, MAYOR

TANNER EVANS, CAO

Summer Village of Half Moon Bay**Finance & Administration****Request for Decision****Agenda Item:** *Delegation – Metrix Group***Background:**

The 2022 audit has now been completed. Phil Dirks from the Metrix Group will be zooming in to present the 2022 audited financial statements and answer any questions you may have.

The Draft Financial Statement and Audit Finding Report is included for your review.

Options for Consideration:

Council accept the 2022 audited financial statements as presented and authorize the Mayor to sign the financial return.

Administrative Recommendations:

Council accept the 2022 audited financial statements as presented and authorize the Mayor to sign the financial return.

Authorities:

MGA Section 281(1)

The auditor for the municipality must report to the council on the annual financial statements and financial information return of the municipality.



March 8, 2023

Summer Village of Half Moon Bay
#2 Erickson Drive
Sylvan Lake, AB T4S 1P5

Attention: Council Members

Dear Council Members:

RE: 2022 AUDIT FINDINGS REPORT

The purpose of this communication is to summarize certain matters arising from the audit that we believe would be of interest to Council. Additionally, during the course of our audit we identified matters that may be of interest to management.

The objective of our audit was to obtain reasonable assurance that the financial statements as a whole are free of material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Our audit was not designed for the sole purpose of identifying matters to communicate. Accordingly, our audit would not necessarily identify all such matters that may be of interest to Council and management and it is inappropriate to conclude that no such matters exist.

This communication should be read in conjunction with the financial statements and our report thereon, and it is intended solely for the use of Council and should not be distributed to external parties without our prior consent. Metrix Group LLP accepts no responsibility to a third party who uses this communication.

SIGNIFICANT FINDINGS FROM THE AUDIT

Our objective is to communicate appropriately to Council deficiencies in internal control that we have identified during the audit and that, in our professional judgment, are of sufficient importance to merit being reported to Council.

The audit findings contained in this letter did not have a material effect on the Summer Village's financial statements, and as such, our audit report is without reservation with respect to these matters.

Significant Qualitative Aspects of Accounting Practices

Management is responsible for determining the significant accounting policies. The choice of different accounting policy alternatives can have a significant effect on the financial position and results of the Summer Village. The application of those policies often involves significant estimates and judgments by management.

Accounting Estimates

The Summer Village has made the following significant accounting estimates in preparing its financial statements.

Amortization of Tangible Capital Assets - \$51,468 (2021 - \$52,957)

The number of years the Summer Village's tangible capital assets are being amortized are estimates.

We are of the opinion that the significant accounting policies, estimates and judgments made by management do not materially misstate the financial statements taken as a whole.

Corrected and Uncorrected Misstatements

Corrected Misstatements

During the course of the audit, we identified nine (9) adjustments that were communicated to management and subsequently corrected in the financial statements. This type of assistance is common with our smaller local government clients.

Uncorrected Misstatements

There were no significant uncorrected misstatements aggregated by our Firm for the year ended December 31, 2022.

After considering both quantitative and qualitative factors with respect to the uncorrected misstatements above, we agree with management that the financial statements are not materially misstated.

Significant Difficulties Encountered During the Audit

We encountered no significant difficulties during our audit that should be brought to the attention of Council. We had the full co-operation of Summer Village management and staff throughout our work and we received full access to all necessary records and documentation.

Management Representations

Management's representations are integral to the audit evidence we will gather. Prior to the release of our report, we will require management's representations in writing to support the content of our report.

AUDITOR INDEPENDENCE

We believe it is important to communicate, at least annually, with Council regarding all relationships between the Summer Village and our Firm that, in our professional judgment, may reasonably be thought to bear on our independence

In determining which relationships to report, these standards require us to consider relevant rules and related interpretations prescribed by CPA Alberta and applicable legislation, covering such matters as:

- (a) holding a financial interest, either directly or indirectly, in a client;
- (b) holding a position, either directly or indirectly, that gives the right or responsibility to exert significant influence over the financial or accounting policies of a client;
- (c) personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with a client;
- (d) economic dependence on a client; and
- (e) provision of services in addition to the audit engagement.

We are not aware of any relationships between the Summer Village and ourselves that, in our professional judgment, may reasonably be thought to bear on our independence that have occurred from January 1, 2022 – March 8, 2023.

We appreciated the assistance of Tina Leer, Tanner Evans, and the other staff during the audit. We appreciate the opportunity to provide audit services to the Summer Village.

Yours truly,

METRIX GROUP LLP



Philip J. Dirks, CPA, CA
Partner

cc: Tanner Evans, Chief Administrative Officer

SUMMER VILLAGE OF HALF MOON BAY
Financial Statements
For The Year Ended December 31, 2022

DRAFT

INDEPENDENT AUDITORS' REPORT

To the Mayor and Council of Summer Village of Half Moon Bay

Opinion

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

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

Basis for Opinion

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

Those charged with governance are responsible for overseeing the Summer 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 Half Moon Bay *(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 Summer 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 Summer 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 Summer 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
March 8, 2023

MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

To His Worship the Mayor and Members of Council of the Summer Village of Half Moon Bay

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 Summer Village Council to express an opinion on the Summer Village's financial statements.

Mr. Tanner Evans
Chief Administrative Officer

Statement of Financial Position

As At December 31, 2022

	2022	2021
FINANCIAL ASSETS		
Cash and cash equivalents	\$ 918,681	\$ 930,821
Receivables (Note 2)	427,176	4,590
	<u>1,345,857</u>	<u>935,411</u>
LIABILITIES		
Accounts payable and accrued liabilities	8,689	26,512
Deposit liabilities	5,500	5,000
Deferred revenue (Note 3)	504,769	122,232
Due to other Sylvan Summer Villages (Note 4)	226,713	297,524
	<u>745,671</u>	<u>451,268</u>
NET FINANCIAL ASSETS	<u>600,186</u>	<u>484,143</u>
NON-FINANCIAL ASSETS		
Tangible capital assets (Note 5)	829,350	898,488
Prepaid expenses	-	103
	<u>829,350</u>	<u>898,591</u>
ACCUMULATED SURPLUS (Note 6)	<u>\$ 1,429,536</u>	<u>\$ 1,382,734</u>
Contingencies (Note 8)		

Statement of Annual Surplus and Accumulated Surplus

For the Year Ended December 31, 2022

	2022 (Budget) (Note 13)	2022 (Actual)	2021 (Actual)
REVENUE			
Net municipal taxes (Schedule 2)	\$ 145,318	\$ 145,325	\$ 145,413
Interest	4,000	18,293	3,731
Government transfers for operating (Schedule 3)	4,919	4,919	11,243
Penalties and costs on taxes	2,080	1,073	2,132
Licenses and permits	870	919	1,758
Other	520	803	579
Sales and user charges (Schedule 4)	465	600	700
	158,172	171,932	165,556
EXPENSES			
Administration	47,220	61,323	67,750
Parks and recreation	27,822	45,154	36,437
Roads, streets, walks and lighting	31,540	31,338	29,408
Waste management	11,740	10,349	8,902
Fire	8,248	8,190	26,852
Waste water treatment and disposal	8,379	7,729	8,274
Legislative	14,961	7,213	12,186
Policing and bylaws enforcement	4,222	3,814	3,169
Family and community support services	571	571	238
Culture: libraries, museums and halls	359	359	359
Environment	1,850	346	1,718
	156,912	176,386	195,293
ANNUAL SURPLUS (DEFICIT) BEFORE OTHER REVENUE	1,260	(4,454)	(29,737)
OTHER REVENUE			
Government transfers for capital (Schedule 3)	45,000	40,696	71,405
Gain on disposal of tangible capital assets	-	10,560	-
	45,000	51,256	71,405
ANNUAL SURPLUS	46,260	46,802	41,668
ACCUMULATED SURPLUS, BEGINNING OF YEAR	1,382,734	1,382,734	1,341,066
ACCUMULATED SURPLUS, END OF YEAR (Note 6)	\$ 1,428,994	\$ 1,429,536	\$ 1,382,734

The accompanying notes are an integral part of these financial statements.

SUMMER VILLAGE OF HALF MOON BAY
Statement of Changes in Net Financial Assets
For the Year Ended December 31, 2022

D-1

	2022 (Budget) (Note 13)	2022 (Actual)	2021 (Actual)
ANNUAL SURPLUS	\$ 46,260	\$ 46,802	\$ 41,668
Acquisition of tangible capital assets	(45,000)	(43,787)	(403,118)
Amortization of tangible capital assets	-	51,410	52,957
Proceeds on disposal of tangible capital assets	-	72,075	-
(Gain) on sale of tangible capital assets	-	(10,560)	-
	1,260	115,940	(308,493)
Use of prepaid expenses	-	103	(15)
INCREASE IN NET FINANCIAL ASSETS	1,260	116,043	(308,508)
NET FINANCIAL ASSETS, BEGINNING OF YEAR	484,143	484,143	792,651
NET FINANCIAL ASSETS, END OF YEAR	\$ 485,403	\$ 600,186	\$ 484,143

The accompanying notes are an integral part of these financial statements.

Statement of Cash Flows

For The Year Ended December 31, 2022

	2022	2021
OPERATING ACTIVITIES		
Annual surplus	\$ 46,802	\$ 41,668
Non-cash items not included in annual surplus:		
Amortization	51,410	52,957
Gain on disposal of tangible capital assets	(10,560)	-
	<u>87,652</u>	<u>94,625</u>
Changes in non-cash working capital balances related to operations:		
Receivables	(422,586)	20,381
Accounts payable and accrued liabilities	(17,823)	1,200
Deferred revenue	382,537	(66,756)
Deposit liabilities	500	(1,000)
Prepaid expenses	103	(15)
Deposits	-	100,000
	<u>(57,269)</u>	<u>53,810</u>
Cash flow from operating activities	<u>30,383</u>	<u>148,435</u>
CAPITAL ACTIVITIES		
Purchase of tangible capital assets	(43,787)	(403,118)
Proceeds on sale of tangible capital assets	72,075	-
Cash flow from (used by) capital activities	<u>28,288</u>	<u>(403,118)</u>
FINANCING ACTIVITIES		
Advances from other Sylvan Summer Villages	(70,811)	226,712
DECREASE IN CASH	<u>(12,140)</u>	<u>(27,971)</u>
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	<u>930,821</u>	<u>958,792</u>
CASH AND CASH EQUIVALENTS - END OF YEAR	<u>\$ 918,681</u>	<u>\$ 930,821</u>

SUMMER VILLAGE OF HALF MOON BAY
Schedule of Equity in Tangible Capital Assets
For the Year Ended December 31, 2022

D-1
(Schedule 1)

	2022	2021
BALANCE, BEGINNING OF YEAR	\$ 600,964	\$ 477,515
Acquisition of tangible capital assets	43,787	403,118
Amortization of tangible capital assets	(51,410)	(52,957)
Advances from other Sylvan Summer Villages	70,811	(226,712)
Net book value of tangible capital assets disposed of	(61,515)	-
BALANCE, END OF YEAR	\$ 602,637	\$ 600,964
Equity in tangible capital assets is comprised of the following:		
Tangible capital assets (net book value) <i>(Note 5)</i>	\$ 829,350	\$ 898,488
Due to other Sylvan Summer Villages	(226,713)	(297,524)
	\$ 602,637	\$ 600,964

SUMMER VILLAGE OF HALF MOON BAY
Schedule of Property Taxes
For the Year Ended December 31, 2022

D-1
(Schedule 2)

	2022 (Budget) (Note 13)	2022 (Actual)	2021 (Actual)
TAXATION			
Real property taxes	\$ 258,053	\$ 258,057	\$ 252,140
REQUISITIONS			
Alberta School Foundation Fund	112,735	112,732	106,727
NET MUNICIPAL PROPERTY TAXES	\$ 145,318	\$ 145,325	\$ 145,413

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SUMMER VILLAGE OF HALF MOON BAY
Schedule of Government Transfers
For the Year Ended December 31, 2022

D-1
(Schedule 3)

	2022 (Budget) (Note 13)	2022 (Actual)	2021 (Actual)
TRANSFERS FOR OPERATING			
Provincial government conditional transfers	\$ 4,919	\$ 4,919	\$ 11,243
TRANSFERS FOR CAPITAL			
Provincial government conditional transfers	45,000	40,696	71,405
TOTAL GOVERNMENT TRANSFERS	<u>\$ 49,919</u>	<u>\$ 45,615</u>	<u>\$ 82,648</u>

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SUMMER VILLAGE OF HALF MOON BAY
Schedule of Segmented Information
For the Year Ended December 31, 2022

D-1
(Schedule 4)

	General Administration	Recreation & Culture	Protective Services	Transportation Services	Environmental Services	All Other	Total
REVENUE							
Taxation	\$ 23,835	\$ 3,414	\$ 12,004	\$ 32,907	\$ 18,078	\$ 55,087	\$ 145,325
Interest	18,293	-	-	-	-	-	18,293
Government transfers	4,919	-	-	-	-	-	4,919
All other	3,395	-	-	-	-	-	3,395
	50,442	3,414	12,004	32,907	18,078	55,087	171,932
EXPENSES							
Contracted and general services	19,586	13,955	12,004	22,367	18,078	2,883	88,873
Salaries, wages and benefits	27,889	-	-	-	-	5,247	33,136
Materials, goods, and supplies	2,967	-	-	-	-	-	2,967
	\$ 50,442	\$ 13,955	\$ 12,004	\$ 22,367	\$ 18,078	\$ 8,130	\$ 124,976
NET REVENUE, BEFORE AMORTIZATION	-	(10,541)	-	10,540	-	46,957	46,956
Amortization	(10,881)	(31,558)	-	(8,971)	-	-	(51,410)
NET REVENUE	\$ 10,881	\$ 21,017	\$ -	\$ 19,511	\$ -	\$ 46,957	\$ (4,454)

The accompanying notes are an integral part of these financial statements.

SUMMER VILLAGE OF HALF MOON BAY
Schedule of Segmented Information
For the Year Ended December 31, 2021

D-1
(Schedule 4)

	General Administration	Recreation & Culture	Protective Services	Transportation Services	Environmental Services	All Other	Total
REVENUE							
Taxation	\$ 32,894	\$ 5,179	\$ 30,021	\$ 22,781	\$ 17,177	\$ 37,361	\$ 145,413
Government transfers	11,243	-	-	-	-	-	11,243
All other	5,169	-	-	-	-	-	5,169
Interest	3,731	-	-	-	-	-	3,731
	<u>53,037</u>	<u>5,179</u>	<u>30,021</u>	<u>22,781</u>	<u>17,177</u>	<u>37,361</u>	<u>165,556</u>
EXPENSES							
Contracted and general services	\$ 20,160	\$ 5,179	\$ 30,021	\$ 22,781	\$ 17,177	\$ 4,638	\$ 99,956
Salaries, wages and benefits	27,640	-	-	-	-	9,503	37,143
Materials, goods, and supplies	5,237	-	-	-	-	-	5,237
	<u>53,037</u>	<u>5,179</u>	<u>30,021</u>	<u>22,781</u>	<u>17,177</u>	<u>14,141</u>	<u>142,336</u>
NET REVENUE, BEFORE AMORTIZATION	-	-	-	-	-	23,220	23,220
Amortization	(14,713)	(31,617)	-	(6,627)	-	-	(52,957)
NET REVENUE	<u>\$ 14,713</u>	<u>\$ 31,617</u>	<u>\$ -</u>	<u>\$ 6,627</u>	<u>\$ -</u>	<u>\$ 23,220</u>	<u>\$ (29,737)</u>

The accompanying notes are an integral part of these financial statements.

1. ACCOUNTING POLICIES

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

(a) Reporting Entity

The financial statements reflect the assets, liabilities, revenues and expenses of the reporting entity (Summer Village). The entity is comprised of the municipal operations and all the organizations that are owned or controlled by the Summer Village and are, therefore, accountable to Summer Village 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

The financial statements are prepared using the accrual 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 Summer Village has met any eligibility criteria, and reasonable estimates of the amounts can be made.

Expenditures 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, are subject to an insignificant risk of change in value, and have a maturity of 90 days or less at acquisition. Cash consists of an operating account at a financial institution.

(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.

The Village has used estimates to determine the useful lives of tangible capital assets.

(continues)

1. ACCOUNTING POLICIES (continued)**(e) Tax Revenue**

Property tax revenue is based on market value assessments determined in accordance with the Municipal Government Act. Tax mill rates are established annually. Taxation revenues are recorded at the time tax billings are issued. Assessments are subject to appeal.

Construction and borrowing costs associated with local improvement projects are recovered through annual special assessments during the period of the related borrowing. These levies are collectable from property owners for work performed by the Town 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:

Engineered structures:	
Roadway systems	10 - 25 years
Land improvements	15 years
Buildings	25 years
Machinery & equipment	5 - 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 Town 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.

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

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

(continues)

1. 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 excess of revenues over expenses, 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 unilateral transactions.

DRAFT

Notes to Financial Statements

Year Ended December 31, 2022

2. RECEIVABLES

	2022	2021
Government transfers	\$ 420,177	\$ -
Goods and Services Tax rebate	6,940	2,768
Taxes and grants in place of taxes	59	1,822
	\$ 427,176	\$ 4,590

3. DEFERRED REVENUE

Deferred revenue consists of government grant funding received which relate to expenditures that will be incurred in future periods.

	2021	Allocations	Revenue	2022
Municipal Sustainability Initiative	\$ 83,466	\$ 377,681	\$ (40,696)	\$ 420,451
Canada Community-Building Fund	38,766	45,552	-	84,318
	\$ 122,232	\$ 423,233	\$ (40,696)	\$ 504,769

4. DUE TO (FROM) OTHER SYLVAN SUMMER VILLAGES

During 2021, the Summer Villages of Jarvis Bay, Norglenwold, Halfmoon Bay, Sunbreaker Cove, and Birchcliff entered into a Co-ownership Agreement ("the Agreement") for the purchase of a new Administration Building. Under the terms of this Agreement each of the five Summer Villages has a 20% interest in the new Administration Building.

In the event that any of the Summer Villages elect to sell either of the buildings, each of the Summer Village will proportionately receive a return of their initial contribution and all remaining proceeds will be divided equally.

	2022	2021
Due to other Sylvan Summer Villages		
Summer Village of Jarvis Bay	\$ 157,522	\$ 157,522
Summer Village of Norglenwold	69,191	140,002
	\$ 226,713	\$ 297,524

Notes to Financial Statements

Year Ended December 31, 2022

5. TANGIBLE CAPITAL ASSETS

	2022 Net Book Value	2021 Net Book Value
Engineered structures		
Roadways	\$ 198,782	\$ 166,748
Buildings	274,407	348,379
Land improvements	207,651	230,171
Land	107,001	107,001
Machinery and equipment	38,727	46,189
Vehicles	2,782	-
	\$ 829,350	\$ 898,488

	Cost Beginning of Year	Additions	Disposals	Write-downs	Cost End of Year
Engineered structures					
Roadways	\$ 291,247	\$ 40,696	\$ -	\$ -	\$ 331,943
Buildings	407,250	-	95,812	-	311,438
Machinery and equipment	122,583	-	-	-	122,583
Land	107,001	-	-	-	107,001
Land improvements	346,885	-	-	-	346,885
Vehicles	-	3,091	-	-	3,091
	\$ 1,274,966	\$ 43,787	\$ 95,812	\$ -	\$ 1,222,941

	Accumulated Amortization Beginning of Year	Current Amortization	Disposals	Write-downs	Accumulated Amortization End of Year
Engineered structures					
Roadways	\$ 124,499	\$ 8,662	\$ -	\$ -	\$ 133,161
Buildings	58,871	12,457	(34,297)	-	37,031
Machinery and equipment	76,394	7,462	-	-	83,856
Land improvements	116,714	22,520	-	-	139,234
Vehicles	-	309	-	-	309
	\$ 376,478	\$ 51,410	\$ (34,297)	\$ -	\$ 393,591

Notes to Financial Statements

Year Ended December 31, 2022

6. ACCUMULATED SURPLUS

	2022	2021
Unrestricted surplus	\$ 35,510	\$ -
Restricted surplus		
Capital reserves (Note 7)	546,460	533,551
Operating reserves (Note 7)	244,929	248,219
Equity in tangible capital assets (Schedule 1)	602,637	600,964
	\$ 1,429,536	\$ 1,382,734

7. RESTRICTED SURPLUS

	2022	2021
Operating Reserves		
General	\$ 214,429	\$ 223,219
Tax rate stabilization	25,000	25,000
Environment	5,500	-
	\$ 244,929	\$ 248,219
Capital Reserves		
Water and sewer	\$ 481,846	\$ 466,846
Roads, streets, walks, lighting	60,488	60,488
Fleet replacement	3,138	5,229
Environmental	988	988
	\$ 546,460	\$ 533,551

8. CONTINGENCIES

- a) The Summer Village is a member of the Alberta Municipal Insurance Exchange (MUNIX). Under the terms of membership, the Summer Village could become liable for its proportionate shares of any claim losses in excess of the funds held by the exchange. Any liability incurred would be accounted for as a current transaction in the year the losses are determined.
- b) The Summer Village is a member of the Sylvan Lake Regional Wastewater Commission. Under the terms of this membership, the Summer Village is liable for its proportionate share of any losses incurred by the Commission. Any liability would be accounted for in the year the losses are determined.

9. CONTRACTUAL OBLIGATIONS

- a) The Summer Village has entered into an agreement for assessment services for five years from April 2020 to March 2025. The cost of assessment services will be \$2,800 for each of the five years respectively.
- b) The Summer Village has entered into an agreement for fire protection services for three years from 2020 to 2023. The cost of assessment services will be \$6,300 for each of the three years respectively.

Notes to Financial Statements

Year Ended December 31, 2022

10. 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 Summer Village be disclosed as follows:

	2022	2021
Total debt limit	\$ 257,898	\$ 248,334
Total debt	-	-
Total debt limit remaining	\$ 257,898	\$ 248,334
Service on debt limit	\$ 42,983	\$ 41,389
Service on debt	-	-
Total service on debt limit remaining	\$ 42,983	\$ 41,389

The debt limit is calculated at 1.5 times revenue of the Summer 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 a financial risk if further debt is acquired. The calculation taken alone does not represent the stability of the Summer Village. Rather, the financial statements must be interpreted as a whole.

11. FINANCIAL INSTRUMENTS

The Summer Village's financial instruments consist of cash, receivables, and accounts payable and accrued liabilities. It is management's opinion that the Summer Village is not exposed to significant interest, currency or credit risk arising from these financial instruments. Unless otherwise noted, the fair values of these financial instruments approximate their carrying values.

The Summer Village is exposed to credit risk with respect to receivables. Credit risk arises from the possibility that customers may experience financial difficulty and be unable to fulfill their obligations. The large number and diversity of customers minimizes the Summer Village's credit risk.

12. SEGMENTED INFORMATION

The Summer Village provides a range of services to its citizens. For each reported segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in Note 1.

Notes to Financial Statements

Year Ended December 31, 2022

13. BUDGET FIGURES

The 2022 budget data presented in these financial statements is based on the operating and capital budgets approved by Council on January 26, 2022. The chart below reconciles the approved financial plan to the figures reported in these financial statements.

Budget figures are presented for information purposes only and are unaudited.

	2022 Budget	2022 Actual
Annual surplus	\$ 46,260	\$ 46,802
Purchase of tangible capital assets	(45,000)	(43,787)
Transfer (to) from reserves	(1,260)	(12,710)
	<u>\$ -</u>	<u>\$ (9,695)</u>

14. SALARIES AND BENEFITS DISCLOSURE

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

	Salary (1)	Benefits (2)	2022	2021
Mayor Johnston	\$ 1,585	\$ 38	\$ 1,623	\$ 1,484
Councillors				
Pashak	1,900	47	1,947	3,745
Remington	700	-	700	1,439
Hiscock	-	-	-	1,000
Skakun	-	-	-	1,000
	<u>\$ 4,185</u>	<u>\$ 85</u>	<u>\$ 4,270</u>	<u>\$ 8,668</u>
Chief Administrative Officer:				
Evans	\$ 5,673	\$ 481	\$ 6,154	\$ 5,831
			<u>\$ 6,154</u>	
Designated Officer				
(Assessor)	\$ 3,000	\$ -	\$ 3,000	\$ 3,000

(1) Salary includes regular base pay, bonuses, overtime lump sum payments, gross honoraria and any other direct cash remuneration.

(2) Employer's share of all employee benefits and contributions or payments made on behalf of employees including pension, health care, dental coverage, vision coverage, group life insurance, accidental disability and dismemberment insurance, long and short term disability plans, professional memberships and tuition.

(3) Benefits and allowances figures also include the employer's share of the costs of additional taxable benefits including special leave with pay, financial planning services, retirement planning services, concessionary loans, travel allowances, car allowances and club memberships.

15. COMPARATIVE FIGURES

Some of the comparative figures have been reclassified to conform to the current year's presentation.

16. APPROVAL OF FINANCIAL STATEMENTS

These financial statements were approved by Council and management.

DRAFT

Summer Village of Half Moon Bay

Administration and Finance

March 8, 2023

Information Item

Agenda Item: *Accounts Payable Update*

Background:

Total payables processed and presented to Council \$ 19,905.55

The following list identifies any payments over \$3,000 and monthly costs:

- | | |
|--------------------------------------------|-------------|
| 1. AMSC Insurance Services Ltd. | \$ 3,584.00 |
| a. Municipal Insurance | |
| 2. Town of Sylvan Lake | \$ 6,313.80 |
| a. Fire Dispatch Fees | |
| b. 2023 FCSS | |
| c. 2023 Fire Requisition | |
| 3. Summer Village of Norglenwold | \$ 5,750.14 |
| a. Dec 31 2022 Muni Specific Costs-Accrued | |
| b. Dec 31 2022 Shared Costs-Accrued | |
| c. Jan 2023 Muni Specific Costs | |
| d. Jan 2023 Shared Costs | |

Council Expense Claims Report:

January 2023

- | | |
|--------------------|-----|
| ▪ Jon Johnston | \$0 |
| ▪ Andrea Remington | \$0 |
| ▪ Mike Paskak | \$0 |

Administrative Recommendations:

Council to accept as information.

Authorities:

MGA 207 (c): The chief administrative officer advised and informs the council on the operations and affairs of the municipality.

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2023-02-28 8:37 AM

Summer Village of Half Moon Bay
List of Accounts for Approval (Detailed)
Batch: 2023-00007 to 2023-00016

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Bank Code - NewAcct - New Main Bank Code

COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
106	2023-01-31	VOID - Printer Didn't Grab It-Missed in Sequence			
107	2023-01-31	Al's Bobcat & Trucking			
19216		232-000-255 - Plowing Program	Sanding-Jan 2 - 13th	717.00	
		312-000-260 - GST Paid Refund	GST Tax Code	35.85	752.85
19266		232-000-255 - Plowing Program	Jan 16-28, 2023 Sanding/ S	1,072.00	
		312-000-260 - GST Paid Refund	GST Tax Code	53.60	1,125.60
			Payment Total:		1,878.45
108	2023-01-31	Assoc of Summer Villages			
SI-41		211-302-220 - Memb. ASVA	2023 ASVA Membership	975.00	975.00
109	2023-01-31	Empringham Disposal Corp			
42391		243-000-200 - Contracted Servic	Dec 2022 Bi Weekly Collect	164.45	
		312-000-260 - GST Paid Refund	GST Tax Code	8.22	172.67
42399		243-000-200 - Contracted Servic	Jan 2023 Bi Weekly Collecti	180.90	
		312-000-260 - GST Paid Refund	GST Tax Code	9.05	189.95
			Payment Total:		362.62
110	2023-01-31	Association of Alberta Municipalities			
20230041		211-301-220 - Mem. ABmunis	AB Municipalities Membersh	911.02	
		312-000-260 - GST Paid Refund	GST Tax Code	45.55	956.57
111	2023-02-27	AMSC Insurance Services Ltd.			
42085		212-400-275 - Municipal Insuran	Municipal Insurance	3,584.00	3,584.00
112	2023-02-27	Red Deer River Watershed Allia			
RIVER-23		243-102-150 - Red Deer River V	2023 Contributions	23.00	23.00
113	2023-02-27	Town of Sylvan Lake			
IVC120773		223-000-200 - Contracted Fire S	Fire Dispatch Fees	163.80	163.80
FCSS-23		212-403-220 - FCSS Town of Sy	FCSS 2023	600.00	600.00
FIRE2023		223-000-200 - Contracted Fire S	2023 Fire Requisition	5,550.00	5,550.00
			Payment Total:		6,313.80
			Total Computer Cheque:		14,093.44

EFT

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
47	2023-01-17	Summer Village of Norglenwold			
2022-00167	Accrual	212-400-231 - Audit Fees	Metrix-First Audit Dec 31/22	1,700.00	1,700.00
2022-00171	Accrual	212-100-110 - Salaries	SALARIES	0.00	
		212-100-130 - Training	TRAINING	0.00	
		212-100-140 - Benefits	BENEFITS	0.00	
		212-100-210 - Travel & Subsis	Travel & Subsistence	0.00	
		212-100-211 - WCB	WCB	0.00	
		212-100-266 - PW Fleet	PW Fleet	79.31	
		212-200-215 - Postage/Freight/C	Postage/FreightCourier	-8.41	
		212-200-500 - Printing Costs	Printing Costs	18.41	
		212-200-510 - Office Supplies	Office Supplies	16.42	
		212-300-217 - Phone/Fax/Intern	Phone/Fax/Internet	25.66	
		212-300-540 - Utilities	Utilities	32.68	
		212-300-250 - Facility Improvem	Facility Improvements	0.00	

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**Summer Village of Half Moon Bay
List of Accounts for Approval (Detailed)**
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EFT					
Payment #	Date	Vendor Name	GL Transaction Description	Detail Amount	Payment Amount
Invoice #		GL Account			
		212-300-255 - Facility Maintenar	Facility Maintenance	62.35	
		212-300-263 - Condominium Co	Condominium Costs	0.00	
		212-300-240 - Computer Softwa	Computer Software/Mtn	15.41	
		212-300-242 - IT Equipment	IT Equipment	0.00	
		212-300-265 - Equipment Mainte	Equipment Maintenance	-3.06	
		212-300-270 - Equipment Renta	Equipment Rental	3.06	
		212-300-510 - Other Contingenc	Administrative Contingenc	0.00	
		212-300-530 - Building Insuranc	Building Insurance	0.00	241.83
			Payment Total:		1,941.83
48	2023-01-31	Summer Village of Norglenwold			
2023-00011		212-100-110 - Salaries	SALARIES	2,290.96	
		212-100-130 - Training	TRAINING	78.84	
		212-100-140 - Benefits	BENEFITS	74.04	
		212-100-210 - Travel & Subsis	Travel & Subsistence	0.00	
		212-100-211 - WCB	WCB	0.00	
		212-100-266 - PW Fleet	PW Fleet	0.00	
		212-200-215 - Postage/Freight/C	Postage/FreightCourier	11.29	
		212-200-500 - Printing Costs	Printing Costs	23.42	
		212-200-510 - Office Supplies	Office Supplies	52.32	
		212-300-217 - Phone/Fax/Intern	Phone/Fax/Internet	6.64	
		212-300-540 - Utilities	Utilities	120.01	
		212-300-250 - Facility Improvem	Facility Improvements	0.00	
		212-300-255 - Facility Maintenar	Facility Maintenance	148.09	
		212-300-263 - Condominium Co	Condominium Costs	0.00	
		212-300-240 - Computer Softwa	Computer Software/Mtn	638.74	
		212-300-242 - IT Equipment	IT Equipment	49.07	
		212-300-265 - Equipment Mainte	Equipment Maintenance	0.00	
		212-300-270 - Equipment Renta	Equipment Rental	11.71	
		212-300-510 - Other Contingenc	Administrative Contingenc	10.57	
		212-300-530 - Building Insuranc	Building Insurance	0.00	3,515.70
2023-00015		226-000-200 - Enforcement	ATB MC-Petsmart-Kennel C	44.40	
		226-000-200 - Enforcement	ATB MC-Gorilla Surplus-Bai	30.99	
		226-000-200 - Enforcement	ATB MC-Bylaw Organizer &	40.87	
		226-000-200 - Enforcement	ATB MC-Bylaw Officer Body	41.37	
		226-000-200 - Enforcement	ATB MC-Amazon-Animal Cr	48.38	
		226-000-200 - Enforcement	ATB MC-911 Supply-Tactica	61.20	
		226-000-200 - Enforcement	ATB MC-ShowDown-Embro	25.40	292.61
			Payment Total:		3,808.31
			Total EFT:		5,750.14

OTHER					
Payment #	Date	Vendor Name	GL Transaction Description	Detail Amount	Payment Amount
Invoice #		GL Account			
3370	2023-01-31	Epcor			
JAN232023-693		272-000-544 - Recreation Shelte	Utilities	21.61	
		312-000-260 - GST Paid Refund	GST Tax Code	3.58	25.19
3376	2023-01-31	Epcor			
JAN242023-533		272-000-544 - Recreation Shelte	Utilities	35.03	
		312-000-260 - GST Paid Refund	GST Tax Code	1.75	36.78
			Total Other:		61.97

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Summer Village of Half Moon Bay
List of Accounts for Approval (Detailed)
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Total NewAcct: 19,905.55

Summer Village of Half Moon Bay

Finance

Information Item

Agenda Item: *Yearend Financial Report*

Background:

Administration would like to provide the following Yearend Financial information to Council.

Please be aware that these reports have been prepared prior to the yearend audit, amortizations and yearend adjusting entries done by the Auditors.

Options for Consideration:

- The Operating Budget Report to December 31, 2022
- Project Budget Report to December 31, 2022
Stormwater Drainage System Capital Project revenue has been transferred from Deferred Revenue (MSI Funded) to offset project expenses. All other have come from reserve funding chosen by Council during budgeting.
- ASFF Report to December 31, 2022
School collections were on target this year.

Balances at December 31, 2022

- ATB Bank Account \$881,627.48

Reserves and Deferred Accounts

- | | |
|---------------------------------------|------------|
| • Accumulated Surplus | 0.00 |
| • Completions Deposits | 5,500.00 |
| • Deferred Revenue (Grants) | 81,535.78 |
| • JSC IT Reserve | 0.00 |
| • Fleet Replacement Reserve | 3,138.13 |
| • Infrastructure Reserve | 5,550.00 |
| • Reserves Roads | 60,487.87 |
| • Reserves Wastewater | 481,845.93 |
| • Reserves General Operating | 214,428.96 |
| • Reserves Environmental | 987.87 |
| • Mill Rate Stabilization Fund | 25,000.00 |
| | |
| • Unpaid Taxes to date - 1 Property - | \$69.90 |

Administrative Recommendations:

That Council accept this report as information.

Authorities:

MGA 207 (c) "advises and informs the council on the operation and affairs of the municipality"

Report Date
2023-02-02 2:03 PM

Summer Village of Half Moon Bay
Operating Budget
For the Period Ending December 31, 2022

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	Budget	YTD	Variance
Revenue			
101-000-110 - Taxation.	145,318	145,320	2
101-000-510 - Penalties	2,080	1,073	(1,007)
112-000-410 - Sale of Services & Su	65	250	185
112-000-550 - Return on Investments	4,000	21,349	17,349
112-000-570 - Other Revenue	520	1,040	520
112-000-740 - MSI Operational	4,919	4,919	
161-000-410 - Compliance Certificat	100	400	300
161-000-510 - Inspection Fees	515	82	(433)
161-000-520 - Development Permits	255	200	(55)
161-000-590 - Encroachment Fees	400	350	(50)
Total Revenue:	158,172	174,983	16,811
Expenditures			
Council and Legislation			
211-101-210 - May Travel & Sub	1,750	221	1,529
211-101-510 - Mayor Remuneration	3,100	1,585	1,515
211-102-150 - D M Remuneration	2,080	700	1,380
211-102-210 - D M Travel & Sub	1,000		1,000
211-103-150 - Council Remuneration	2,080	1,900	180
211-103-210 - Councillor Travel & S	1,000	756	244
211-201-212 - Convention ASVA	600		600
211-202-212 - Convention AUMA	600		600
211-203-212 - Council Education Opportunity	676		676
211-301-220 - Mem. AUMA	900	887	13
211-302-220 - Memb. ASVA	975	975	
211-303-220 - Memb. Fed. Can. Mun.	100	104	(4)
211-304-220 - Memb. Mayors & Reeves	100		100
Total Council and Legislation:	14,961	7,128	7,833
Shared Administration			
212-100-110 - Salaries	25,646	26,555	(910)
212-100-130 - Training	464	523	(59)
212-100-140 - Benefits	865	925	(60)
212-100-210 - Travel & Subsistence	557	577	(20)
212-100-211 - WCB	430	409	22
212-100-266 - PW Fleet	406	373	33
212-200-215 - Postage/Freight/Couri	466	412	54
212-200-500 - Printing Costs	309	447	(138)
212-200-510 - Office Supplies	754	828	(74)
212-300-217 - Phone/Fax/Internet	290	327	(37)
212-300-240 - Computer Software/Mtn	608	992	(384)
212-300-242 - IT Equipment	116	153	(37)
212-300-250 - Facility Improvements	348	203	145
212-300-255 - Facility Maintenance	1,233	1,332	(99)
212-300-263 - Condominium Costs	269	568	(300)
212-300-265 - Equipment Maintenance	29	29	
212-300-270 - Equipment Rental	174	152	22
212-300-510 - Other Contingency	29	58	(29)
212-300-530 - Building Insurance	148	144	5
212-300-540 - Utilities	754	1,111	(357)
Total Shared Administration:	33,895	36,118	(2,223)

Report Date
2023-02-02 2:03 PM

Summer Village of Half Moon Bay
Operating Budget
For the Period Ending December 31, 2022

Page 2

	Budget	YTD	Variance
Municipal Specific Administration			
212-400-220 - Election Expenses/Mee	300		300
212-400-222 - Advertising	500	1,458	(958)
212-400-231 - Audit Fees	6,200	6,788	(588)
212-400-232 - Assessment Fees	3,200	3,000	200
212-400-233 - Accounting Software License			
212-400-275 - Municipal Insurance	2,851	2,763	88
212-400-910 - Tax Changes	275		275
212-400-930 - Fleet Replacement Reserve	1,000	1,000	
212-402-220 - Donations to organiza			
Total Municipal Specific Administration:	14,326	15,009	(683)
Protective Services			
223-000-200 - Contracted Fire Service	5,748	5,659	89
223-000-201 - Emergency Management	2,500	2,531	(31)
225-000-200 - Policing Costs	4,222	22	4,200
226-000-200 - Enforcement		608	(608)
Total Protective Services:	12,470	8,820	3,650
Public Works			
232-000-200 - Green Space Program	6,000	1,925	4,075
232-000-250 - Road Maintenance Prog	8,000	9,079	(1,079)
232-000-255 - Plowing Program	10,144	10,063	82
232-000-260 - Tree Removal	3,000	1,750	1,250
232-000-265 - Sign Program	200		200
232-000-270 - Pathway Program	5,000		5,000
232-000-530 - Ditch & Culvert Progr	2,455	1,300	1,155
242-000-250 - SLR WasteWater Commis	7,285	6,882	403
242-000-251 - SLR Water Commission			
242-000-253 - Unconnected Member Debenture	1,094	847	247
242-000-266 - Reserve	5,500	5,500	
242-000-720 - Wastewater Reserve Co	15,000	15,000	
243-000-200 - Contracted Services Solid Waste	5,870	3,831	2,039
243-000-255 - Landfill Costs	5,870	6,354	(484)
Total Public Works:	75,418	62,531	12,887
Planning and Development			
261-000-110 - Development Services	250	96	155
261-000-115 - IDP/MDP	500		500
261-000-200 - Contracted Planning S			
261-000-215 - SDAB Costs	400	250	150
261-000-220 - MPC Costs	700		700
Total Planning and Development:	1,850	346	1,504
Recreation			
272-000-544 - Recreation Shelter EI	1,800	712	1,088
212-403-220 - FCSS Town of Sylvan	571	571	
274-000-850 - Parkland Regional Lib	359	359	
272-000-550 - Canada Day Event	2,500	2,321	179
Total Recreation:	5,230	3,963	1,267

Report Date
2023-02-02 2:03 PM

Summer Village of Half Moon Bay
Operating Budget
For the Period Ending December 31, 2022

Page 3

	Budget	YTD	Variance
Environment			
243-102-150 - Red Deer River Waters	22	22	
Total Environment:	22	22	0
Total Expenditures:	158,172	133,937	24,235
Surplus / Deficit	0	41,046	41,046

Report Date
2023-02-02 2:03 PM

Summer Village of Half Moon Bay
Project Budget Report
For the Period Ending December 31, 2022

Page 1

	Budget	Year to Date	Budget Remain
Revenue			
197-203-840 - Project MSI - Stormwater Drainage System	45,000.00	40,696.43	(4,303.57)
197-205-840 - Project RES - East EOS Tree Plant	10,000.00	6,940.00	(3,060.00)
197-206-840 - Project RES-West EOS Danger Tree Removal	5,500.00	1,850.00	(3,650.00)
197-207-840 - Project RES-Primrose Lane Danger Tree	4,740.00		(4,740.00)
Total Revenue:	65,240.00	49,486.43	(15,753.57)
Expenditures			
297-203-840 - Project-Storm Water Drainage System	45,000.00	40,696.43	4,303.57
297-205-840 - Project RES - East EOS Tree Plant	10,000.00	6,940.00	3,060.00
297-206-840 - Project RES-West EOS Danger Tree Removal	5,500.00	1,850.00	3,650.00
297-207-840 - Project RES-Primrose Lane Danger Tree	4,740.00		4,740.00
Total Expenditures:	65,240.00	49,486.43	15,753.57
Surplus / Deficit	0.00	0.00	0.00

Report Date
2023-02-02 2:05 PM

Summer Village of Half Moon Bay
ASFF Budget Report
For the Period Ending December 31, 2022

Page 1

	Budget	Year to Date	Budget Remain
Revenue			
101-000-130 - ASFF Residential	112,581.88	112,583.74	1.86
101-000-190 - ASFF Non-Residential	150.19	150.19	
101-103-130 - DI Designated Industrial	3.14	2.99	(0.15)
Total Revenue:	112,735.21	112,736.92	1.71
Expenditures			
201-100-130 - ASFF-Residential	112,581.88	112,581.88	
201-101-130 - ASFF-Non-Residential	150.19	150.19	
201-300-130 - DI Designated Industrial	3.14		3.14
Total Expenditures:	112,735.21	112,732.07	3.14
Surplus / Deficit	0.00	4.85	4.85

Summer Village of Half Moon Bay**March 8, 2023****Public Works****Information Item****Agenda Item:** *Public Works Report***Background:**

The following will provide Council with an update on Public Works activities and initiatives:

- Epcor has been contacted to energize West shed
- Triangle Construction has completed all tree falling last year, cleanup will be completed this month

Options for Consideration:

That Council accepts this report as information.

Authorities:

MGA 207(c) “advises and informs the council on the operation and affairs of the municipality”

Summer Village of Half Moon Bay

March 8, 2023

Planning and Development

Information Item

Agenda Item: *Development Update*

Background:

Development Permit Update:

Currently there are 96 development permits issued in the Summer Villages (26 in Birchcliff, 3 in Half Moon Bay, 21 in Jarvis Bay, 21 in Norglenwold, and 25 in Sunbreaker Cove).

The following is the list in Half Moon Bay:

49 Lakeview Road (outstanding conditions)	Demolition & Dwelling
32 Lakeview Road (final stages)	Dwelling Addition
43 Lakeview Road (will be complete in the spring)	Hot Tub

Administrative Recommendations:

Council to accept as information.

Authorities:

Land Use Bylaw #123/13.

Summer Village of Half Moon Bay

March 8, 2023

Information

Agenda Item: *CAO Report*

Background:

- Administration is setting up a kick-off meeting with Municipal Planning Services regarding the Lund Use Bylaw rewrite. They have requested the morning of March 21 or the afternoon of March 22. If neither of these dates work for Council, we can propose another date.
- 2022 Assessments have come in with an increase of roughly 4.8 million dollars to Half Moon Bay. After calculating them into your budget prior to the mill rate bylaw, Half Moon Bay has dropped far below it's targeted 1.5% increase. In order to keep the targeted increase, it is administration's opinion that \$17,400 be added to the Infrastructure Reserve line item in the expense side of the budget.

Options for Consideration:

1. Council accept as information.
2. Provide a motion to add \$17,400 to the Infrastructure Reserve line item in the expense side of the budget in order to maintain the targeted mill rate of a 1.5% increase.

Administrative Recommendations:

Provide a motion to add \$17,400 to the Infrastructure Reserve line item in the expense side of the budget in order to maintain the targeted mill rate of a 1.5% increase.

Authorities:

MGA 207 (c) "advises and informs the council on the operation and affairs of the municipality".

Summer Village of Half Moon Bay

Finance

Request for Decision

Agenda Item: *Capital Budget*

Background:

Proposed capital project budget items for 2023.

Options for Consideration:

1) That Council review and discuss the Capital Budget information provided and to provide any necessary input and projects into the 2023 Capital Budget.

A LIVE Capital Budget will be available for changes, amounts and discussion.

Administrative Recommendations:

1) That Council approve a 2023 Capital Budget.

Authorities:

Section 242(1) of the Municipal Government Act, R.S.A. 2000, c M-26, provides that Council must adopt an operating budget for each calendar year.

Capital Projects		Total 2023 Budget
Expenses Anticipated	Road Analysis (46.6k total)	\$ 2,330.00
	GIS Implementation(All SV 10k total)	\$ 500.00
	Admin Bldg Improvements(64.1k total)	\$ 3,208.75
Total Expenses		\$ 6,038.75
Funding Anticipated	CCBF-Road Analysis (46.6k total)	\$ 2,330.00
	CCBF/RSV GIS Implementation(All SV 10k total)	\$ 500.00
	MSI Admin Bldg Improvements(64.1k total)	\$ 3,208.75
Total Grants		\$ 6,038.75
Amount Required from Taxation		\$ -

Summer Village of Half Moon Bay

March 8, 2023

Council and Legislation

Request for Decision

Agenda Item: *Municipal Leaders Caucus*

Background:

Administration has received information about the upcoming 2023 Alberta Municipalities Spring Municipal Leaders' Caucus being held at the Westin Edmonton March 29 & 30, 2023. The caucus is open to all mayors, council members and CAOs.

This year's Spring MLC is being held in conjunction with a President's Summit on the Future of Municipal Government which will run from March 29 to noon on March 30. The Summit will focus on opportunities and challenges related to intermunicipal collaboration.

Registration for both events will open in February.

Full Registration (Both events, in-person) - \$350

President's Summit Only (March 29 to March 30 at noon) - \$200

Municipal Leaders' Caucus Only (March 30 at noon - March 31) - \$200

Municipal Leaders' Caucus Virtual - \$100

Options for Consideration:

- 1) Council discuss and provide direction to Administration.
- 2) Council accept as information.

Administrative Recommendations:

Council to discuss and provide direction to Administration.

Authorities:

MGA Section 153(a)

Councillors have the following duties:

- (a) To consider the welfare and interests of the municipality as a whole and to bring to council's attention anything that would promote the welfare or interests of the municipality.

2023 Spring Municipal Leaders' Caucus

Event Summary

Join us for the 2023 Spring Municipal Leaders' Caucus (MLC), taking place at the Westin Edmonton on March 30 and 31. This important event will cover key, top-of-mind issues facing your communities, and give you a chance to hear from government leaders ahead of the provincial election. The event will kick off with lunch on Thursday, March 30, and run until lunch on Friday, March 31.

This year's Spring MLC is being held in conjunction with a ***President's Summit on the Future of Municipal Government which will run from March 29 to noon on March 30***. The Summit will focus on opportunities and challenges related to intermunicipal collaboration. More details on the MLC and President's Summit will be available soon, including hotel booking details and overview agenda. Registration for both events will open in February.

Requests For Decision (RFD) - Deadline March 6

The Spring MLC also provides an opportunity for members to bring forward Requests for Decisions (RFDs) on issues that should be addressed in advance of the 2023 Convention in September.

Members interested in sponsoring an RFD are encouraged to reach out to advocacy@abmunis.ca, to determine if an RFD is the right tool to bring forward an issue for consideration by ABmunis members. An RFD template is also available that provides tips on how to draft an RFD. More information on the difference between RFDs and resolutions is available on our webpage on Requesting Action by Alberta Municipalities.

Cost

While the President's Summit and Municipal Leaders' Caucus are separate events, members are encouraged to attend both, but are not required to. Please note, due to the interactive nature of the President's Summit, it will **NOT** be available virtually.

In-person events include food and beverage. President's Summit registration includes an evening event on March 29 which will include dinner and entertainment.

Full Registration (Both events, in-person) - \$350

President's Summit Only (March 29 to March 30 at noon) - \$200

Municipal Leaders' Caucus Only (March 30 at noon - March 31) - \$200
 Municipal Leaders' Caucus Virtual - \$100

Event Category	Advocacy
Location	Westin Edmonton 10135 100 Street Edmonton AB T5J 0N7
Audience	This event is open to all elected officials and senior administrators from Alberta municipalities. Registrations outside of these parameters are not eligible and will be cancelled and refunded.
Ticket pricing	Full Registration (Both events, in-person) - \$350 President's Summit Only (March 29 to March 30 at noon) - \$200 Municipal Leaders' Caucus Only (March 30 at noon - March 31) - \$200 Municipal Leaders' Caucus Virtual - \$100
How to register and submit questions	Registration coming in February!

Cancellation/Refund Policy

Any cancellation made prior to 4:30 pm on Friday, March 17 will be eligible for a full refund minus a \$10 administrative fee. Any cancellation made between March 17 at 4:30 pm and March 24 at 4:30 pm will be eligible for a 50% refund. Any cancellations made after 4:30 pm on March 24 will not be eligible for a refund. Registrations are transferrable. Please send all cancellation requests or changes to registration@abmunis.ca.

Summer Village of Half Moon Bay**March 8, 2023****Council & Legislation****Request for Decision****Agenda Item:** *Community Standards Bylaw***Background:**

Provided for council is the Community Standards Bylaw #162-21. First reading was given to this bylaw on May 31, 2021. At the July 12, 2021, Council meeting, the bylaw was tabled for further consideration. Administration was directed at the January 18, 2023, Council meeting to bring this bylaw back for review and consideration.

Options for Consideration:

1. Council to discuss and give 2nd and 3rd reading to the Community Standards Bylaw either as presented or amended.
2. Council table for amendments or further consideration.

Administrative Recommendations:

1. Council give 2nd reading to the Community Standards Bylaw #162-21.
2. Council give 3rd reading to the Community Standards Bylaw #162-21.

Authorities:

Section 4, Part 2 (7) of the MGA – A Council may pass bylaws for municipal purposes respecting the following matters:

- (a) the safety, health and welfare of people and the protection of people and property;
- (b) people, activities, and things in, on or near a public place or place that is open to the public;
- (c) nuisances, including unsightly property.

SUMMER VILLAGE OF HALF MOON BAY
COMMUNITY STANDARDS BYLAW
BY-LAW 162-21

BEING A BYLAW OF THE SUMMER VILLAGE OF HALF MOON BAY IN THE PROVINCE OF ALBERTA TO PROHIBIT CERTAIN ACTIVITIES IN ORDER TO PREVENT AND COMPEL THE ABATEMENT OF NOISE, NUISANCE, UNSIGHTLY PREMISES AND PUBLIC DISTURBANCES

WHEREAS, the *Municipal Government Act*, R.S.A. 2000, c. M-26 as amended in the Province of Alberta provides that a Municipal Council may by bylaw provide for a system of licensing, permits and approvals and regulating business within the Municipality;

AND WHEREAS, the Council of the Summer Village of Half Moon Bay deems it expedient and in the public’s interest to pass a bylaw to regulate and control noise, nuisance, unsightly premises, and public disturbances.

NOW THEREFORE, the Municipal Council of the Summer Village of Half Moon Bay, in the Province of Alberta, duly assembled, hereby enacts as follows:

1. TITLE

- 1.1 This bylaw may be cited as the “**Community Standards Bylaw.**”

2. DEFINITIONS

- 2.1 In this Bylaw, including this section, unless the context otherwise requires:
 - (a) “**Act**” means the *Municipal Government Act*, R.S.A. 2000, c. M-26 as amended, and any amendment or substitutions thereof.
 - (b) “**Bullying**” means verbal or physical abuse, threats, taunts, teasing, name calling and put downs, written, or electronically transmitted, or repeated abusive communication, direct or through any medium whatsoever.
 - (c) “**Chief Administrative Officer**” means the Chief Administrative Officer of the Summer Village of Half Moon Bay appointed by Council.
 - (d) “**Council**” means the Municipal Council of the Summer Village of Half Moon Bay.
 - (e) “**Graffiti**” means the defacement or disfigurement of any property or object, through the performance of any of the following acts:
 - i. the application of any substance, including paint, ink, stain, or whitewash to any surface or;
 - ii. the affixing of any substance, including paper, fabric, or plastic, by any form of adhesion that does not remove cleanly when pulled away from the applied surface; or
 - iii. the marking, scratching, etching or other alteration or disfigurement of any surface.
 - (f) “**Minor**” means an individual under 18 years of age.

- (g) **“Municipal Ticket”** means a ticket in a form as approved by the Chief Administrative Officer, issued by the Summer Village allowing for voluntary payment of a fine established under this Bylaw.
- (h) **“Nuisance”** for the purpose of this bylaw includes any use of or activity upon any property which is offensive to any person or has or may have a detrimental impact upon any person or other property in the neighbourhood.
- ~~(i) **“Off-Highway Vehicle”** as defined in the *Traffic Safety Act* (Part 6, clause 117), means any motorized mode of transportation built for cross-country travel on land, water, snow, ice, marsh or swamp land or on other natural terrain.~~
- ~~(j)(i)~~ **“Peace Officer”** means:

i. a member of the Royal Canadian Mounted Police;

ii. a Bylaw Officer as appointed by the Summer Village to enforce bylaws of the Summer Village; or

iii. a Community Peace Officer as appointed by the Solicitor General of Canada.
- ~~(k)(j)~~ **“Premises”** means the external surfaces of all buildings and the whole or part of any parcel of real property, including the land immediately adjacent to the building or buildings.
- ~~(l)(k)~~ **“Public Place”** means any place, including privately owned or leased property, to which the public reasonably has or is permitted to have access.
- ~~(m) **“Roadway”** means the part of a road/highway intended for use by vehicular traffic.~~
- ~~(n)(l)~~ **“Sign”** means any word, letter, model, placard, board, notice device or representation, whether illuminated or not, in the nature of and employed wholly or in part for the purposes of advertisement, announcement or direction, and its supporting structure.
- ~~(o)(m)~~ **“Summer Village”** means the Summer Village of Half Moon Bay.
- ~~(p)(n)~~ **“Youth”** means an individual 12 to 17 years of age;

3. NOISE

- 3.1 No person shall cause or permit any noise that annoys or disturbs the peace of any other person.
- 3.2 No person shall permit property that they own or control to be used so that noise from the property annoys or disturbs the peace of any other person.
- 3.3 In determining what constitutes noise likely to annoy or disturb the peace of other persons, consideration may be given, but is not limited to:

3.3.1. type, volume, and duration of sound;

3.3.2 time of day and day of week;

3.3.3. nature and use of the surrounding area.

3.4 Permissible Hours. Noise or disturbance that annoys or disturbs the peace of any other person is not allowed between 11:00 p.m. and 8:00 a.m. any day.

4. INDUSTRIAL/CONSTRUCTION NOISE

4.1 Nothing in this bylaw shall prevent the continual operation or carrying on of an industrial activity where the activity is one which:

4.1.1. is a permitted use; or

4.1.2. is an approved discretionary use; or

4.1.3. is a non-conforming, but not illegal, use as defined in the *Municipal Government Act*.

4.2 In the operation or carrying on of an industrial activity, the person operating or carrying on that activity shall make no more noise than is necessary in the normal method of performing or carrying on that activity.

4.3 With the exception of the activities referred to in section 4.1 herein, no person shall use, operate, or allow to be used or operated, any tools, machinery, or equipment so as to create a noise, or disturbance which may be heard in a residential building between the hours of 8:00 p.m. and 8:00 a.m. any day.

4.4 These provisions do not apply to work carried on by the Summer Village, or by a contractor carrying out the instructions of the Summer Village, providing it is work of an emergent nature of circumstance.

5. CONSTRUCTION WASTE

5.1 Each construction site shall have a waste container to ensure that waste construction materials are placed in the container to prevent the material from being blown away from the construction site.

5.2 No loose construction material is to be stored or accumulated on the construction site unless it is not capable of being blown around the construction area.

6. NUISANCE AND UNSIGHTLY PREMISES

6.1 No person shall permit any use or activity upon their property which is offensive to any person and may have a detrimental impact on any person or property including but not limited to:

6.1.1. the failure to cut grass, weeds, shrubs, trees, or other landscaping features incidental to a landscaped area;

6.1.2. the failure to destroy restricted weeds, control noxious weeds, or prevent the spread or scattering of nuisance weeds;

- 6.1.3.

the growth of trees or shrubs in such a manner that they interfere with utilities or endanger visibility to street signage, or roadway clearance;
- 6.1.4.

the accumulation of any material that creates unpleasant odors, any material that attracts pests or any animal remains, parts of animal remains or animal feces;
- 6.1.5.

the storage or accumulation of or failure to dispose of discarded dilapidated furniture or household appliances, loose garbage, rubbish, packaging material, scrap metals, scrap lumber, tires, parts of disassembled machinery, equipment or appliances and motor vehicle parts;
- 6.1.6.

the causing of opaque or dense smoke and permitting such smoke to be emitted into the atmosphere for a period in excess of six (6) minutes in any one hour, or at a point other than the opening to the atmosphere of the flue, stack, or chimney, unless specifically authorized by Council;
- 6.1.7.

the generation of excessive dust and permitting such dust to escape from the property;
- 6.1.8.

the failure to maintain an accessory building, structure, or fence such that it deteriorates, becomes unsightly or becomes a safety hazard;
- 6.1.9.

the failure to fence or secure an excavation, drain, ditch or other depression so that it does not become a danger to public safety;
- 6.1.10.

the posting or exhibiting of advertising posters, signs, billboards, placards, writings or pictures upon any light standard, utility pole, bench, garbage receptacle, fence, or wall on any property, including municipal property, except as permitted in the Land Use Bylaw.
- 6.1.11.

the burning of anything other than dry untreated clean wood in a residential wood fireplace.
- 6.2

No person being the owner, agent of the owner, leaser, or occupier of any property within the Summer Village shall permit such property, or the activities upon such property to be or remain a nuisance or safety hazard.

7.

GRAFFITI

- 7.1

No person shall place graffiti or cause it to be placed on any property.
- 7.2

Every property owner shall ensure that graffiti placed on their premises is removed, painted over, or otherwise permanently blocked from the public view.
- 7.3

A property owner who breaches the provisions of Section 7.2 where, following the issuance of and failure to comply with an Order under section 545 of the *Municipal Government Act*, shall be liable to payment of a penalty as prescribed in Schedule A.

7.4 In prosecuting for an offence under this Section, the consent of the property owner of any premises to place graffiti shall not be a defense under this bylaw.

8. LITTERING

8.1 No person shall place, deposit, or throw or cause to be placed, deposited, or thrown upon any Summer Village property, including any street, lane, ditches, park, other public place, or water course:

8.1.1 a cardboard or wooden box, carton, container, or receptacle of any kind;

8.1.2 a paper, wrapper, envelope, or covering of any kind, whether paper or not, from food or confectionery;

8.1.3 paper of any kind, whether or not containing written or printed matter thereon;

8.1.4 any human, animal or vegetable matter or waste;

8.1.5 any glass, crockery, nails, tacks, barbed wire or other breakable or sharp objects;

8.1.6 scrap metal, scrap lumber, tires, dismantled, wrecked, or dilapidated motor vehicles or parts there from;

8.1.7 any motor vehicle or any part of any motor vehicle which may, in whole or in part, obstruct any highway, street, lane, alley, bi-way or other public place;

8.1.8 dirt, filth, yard refuse or rubbish of any kind whether similar or dissimilar to the foregoing including by not limited to grass clippings, weeds, materials from pruning such as branches, limbs, twigs, leaves, or any other pruning debris.

8.2 A person who has placed, deposited, or thrown or caused to be placed or thrown anything or any matter mentioned in subsection 8.1 upon any road, ditch, municipal reserve or other public place or water course shall forthwith remove it.

9. CAUSE A DISTURBANCE

9.1 No person located in a public place shall disturb the peace and enjoyment of other members of the public by:

9.1.1 screaming, shouting, or using loud, abusive, or grossly insulting language;

9.1.2 being intoxicated by alcohol or other substances; or

9.1.3 openly exposing or exhibiting an indecent act.

~~10. PARKING WITHIN THE SUMMER VILLAGE~~

- 10.1 — ~~The Traffic Bylaw covers a wide range of rules related to roads in the summer village and in particular states that no person shall park any vehicle on/in ditches, public parks, or green spaces at any time.~~
- 10.2 — ~~No Person shall park a vehicle on private property with any part of the Vehicle extending over a sidewalk or roadway.~~

11. — RECREATIONAL FIRES

- 11.1 — ~~The Burning and Fire Pit Bylaw covers a wide range of rules that regulate and enforce burning within the Summer Village of Half Moon Bay on private property.~~
- 11.2 — ~~Open air recreational fires are only allowed in the Environmental Open Space District, designated beach areas adjacent to the lake and in close proximity to the two community beach shelters. These fires shall be contained within a suitable fire pit as provided by or approved by the Summer Village of Half Moon Bay.~~
- 11.3 — ~~No fires are permitted within the Environmental Open Spaces and public forested areas including but not limited to charcoal briquettes, wood products, or any other combustible materials. Propane gas BBQs for cooking would be considered acceptable.~~

12. — COMMUNITY BEACH SHELTERS

- 12.1 — ~~There are two community beach shelters located in the Environmental Open Space District areas adjacent to the lake. These shelters are for the exclusive use of residents and guests. These shelters may on occasion be used for special events as approved by the Summer Village of Half Moon Bay.~~
- 12.2 — ~~The storage of personal goods and equipment in the shelters or storage sheds is at the risk of the owner.~~

13. — OFF-HIGHWAY VEHICLES

- 13.1 — ~~Nothing in this bylaw should be perceived as providing an exemption to provincial legislation including, but not limited to, the Traffic Safety Act, the Use of Highways and Rules of the Road Regulations.~~
- 13.2 — ~~Any motorized mode of transportation built for cross country travel on land, water, snow, ice, marsh or swamp land or on other natural terrain and, without limiting the generality of the foregoing, includes, when specifically designed for such travel,~~

a) 4-wheel drive vehicles

b) low pressure tire vehicles

c) motorcycles and related 2-wheel vehicles

d) amphibious vehicles

e) all terrain vehicles

f) miniature motor vehicles such as golf carts, go-karts, electric scooters, and pocket bikes

g) snow vehicles

h) minibikes, and

- i) any other means of transportation that is propelled by any power other than muscular or wind
- 13.3 Off-highway vehicle use is only permitted along designated primary pathways within the municipal reserves. The intent is to allow owners of these vehicles to transport people and equipment from their place of residence to their boats and docks or to the beach areas near the community beach shelters.
- 13.4 Off-highway vehicles must stay on designated pathways.
- 13.5 Off-Highway vehicles are not permitted to travel or operate along the shoreline adjacent to the lake; this area is reserved for pedestrian traffic only. The exemption to this rule is for approved shoreline and beach maintenance activities.
- 13.6 The maximum speed at which an off-highway vehicle shall be permitted to travel on a primary pathway within a municipal reserve is 15 km/hr.
- 13.7 The hours of operating an off-highway vehicle shall be restricted to the period of time between 8:00 a.m. and 11:00 p.m.
- 13.8 Operators of all vehicles and off-highway vehicles shall be responsible for all damage incurred by operation of their vehicles in any reserve or municipally owned public area.
- 13.9 The Summer Village of Half Moon Bay assumes no liability for any equipment, or its use by the Owner or the Public.

14. SIGNS

- 14.1 No Person shall erect, remove, modify, or deface signs within the Summer Village of Half Moon Bay.

4510. NUISANCE ENFORCEMENT

- 4510.1 A Peace Officer may, after giving reasonable notice to the owner or occupier of the premises, enter upon the said premises and carry out an inspection.
- 4510.2 Upon completion of the inspection, the Peace Officer may direct the owner or occupant of the property to:
- 4510.2.1 cease the activity which causes the nuisance;
- 4510.2.2 change the way in which such person is carrying out any activity;
- 4510.2.3 direct any person to take any action or measure necessary to compel the elimination or abatement of the nuisance, including:
- a) the removal of any thing or matter from the property, which constitute the nuisance; and
- b) the construction or installations of a garage bin or enclosure or the repair of an existing garbage enclosure;

- c) enter into a cleanliness agreement in a form to the satisfaction of the Peace Officer;
- d) specify the time within which such person must comply with the directions contained in the notice; and

e) notify the owner or occupant that, if compliance with the notice is not affected within a specified time, the municipality will take the actions or measure specified in the notice to abate the nuisance, at the expense of the owner or occupier;

f) offer the owner or occupant of the property an opportunity to enter into any other voluntary agreement with the Summer Village to keep the premises clean, tidy, and free of nuisances.

- 4510.3

Any person who refuses to allow an inspection of the premises under Section 45.410.1 is guilty of an offence.
- 4510.4

Any person who fails to comply with a direction made under this section is guilty of an offence.
- 4510.5

No person shall cause or permit or undertake any activity upon any Summer Village property which is a nuisance.

4611. **AUTHORITY TO REMOVE**

- 4611.1

The Chief Administrative Officer may authorize the removal and put in storage or destroy anything placed upon Summer Village property in contravention of this bylaw.

4712. **ORDER**

- 4712.1

A designated officer may, by written order, require a person responsible for the contravention to remedy the contravention.
- 4712.2

The Order shall:

4712.2.1

state a time within the owner must comply with the order;

4712.2.2

state that if the owner does not comply with the order within a specified time, the Summer Village will take the action or measure at the expense of the owner.
- 4712.3

the Summer Village may, in respect of an order, register a caveat under the Land Titles Act against the certificate of title for the land that is the subject of the order.

4813. **RIGHT TO REMEDY**

- 4813.1

The Summer Village may take whatever actions or measures are necessary to deal with any contraventions if:

	<div>4813.1.1</div> <div>the Summer Village has issued a written Order under Section 47-12 of this bylaw.</div>
	<div>4813.1.2</div> <div>the Order contains a statement referred to in Section 47-212.2 of this bylaw.</div>
	<div>4813.1.3</div> <div>the person to whom the Order is directed has not complied with the Order within the time specified in the Order, and</div>
	<div>4813.1.4</div> <div>the appeal periods respecting the Order have passed or, if an appeal has been made, the appeal has been decided and it allows the Summer Village to take the action or measures.</div>
	<div>4914.</div> <div>PENALTIES</div>
	<div>4914.1</div> <div>Any person who breaches any section of this Bylaw is guilty of an offence and liable to:</div>
	<div>4914.1.1</div> <div>payment of the penalty specified in Schedule “A” hereto;</div>
	<div>4914.1.2</div> <div>for any offence for which there is no penalty specified, to a penalty of not less than \$200.00 and not more than \$10,000.00;</div>
	<div>4914.1.3</div> <div>and in default of payment of any penalty, to imprisonment for up to six (6) months.</div>
	<div>2015.</div> <div>MUNICIPAL AND PROVINCIAL TICKETS</div>
	<div>2015.1</div> <div>Any Peace Officer who has reasonable and probable ground to believe that any person has contravened any provision of the Bylaw, may issue, and serve:</div>
	<div>2015.1.1</div> <div>A Municipal Ticket allowing payment of the specified penalty to the Summer Village; or</div>
	<div>2015.1.2</div> <div>A Provincial Ticket according to the provisions of the Provincial Offences Procedure Act, as amended.</div>
	<div>2015.2</div> <div>Service of a Municipal Ticket will be sufficient if it is:</div>
	<div>2015.2.1</div> <div>personally served; or</div>
	<div>2015.2.2</div> <div>served by regular mail to the person’s last known mailing address.</div>
	<div>2015.3</div> <div>If a violation ticket is issued in respect of an offence, the violation ticket may:</div>
	<div>2015.3.1</div> <div>specify the fine amount established by this Bylaw for the offence; or</div>
	<div>2015.3.2</div> <div>require a person to appear in Court without the alternative of making a voluntary payment.</div>
	<div>2015.4</div> <div>A person who commits an offence may:</div>
	<div>2015.4.1</div> <div>If a violation ticket is issued in respect of the offence; and</div>

2015.4.2 if the violation ticket specifies the fine amount established by this Bylaw for the offence, make a voluntary payment equal to the specified fine by delivering the violation ticket and the specified fine to the Provincial Court Office specified on the violation ticket.

2416 SEVERABILITY

2416.1 If any part of this Bylaw is found to be invalid, then that part shall be severed, and the remaining Bylaw will continue to be in force.

That this bylaw shall take effect on the date of the third and final reading.
Bylaws 15-80 and 17-80 are hereby rescinded.

READ a first time this 31st day of May 2021.

Jonathan Johnston, Mayor

Tanner Evans, C.A.O.

READ a second time this 8th day of March 2023.

READ a third and final time this 8th day of March 2023.

Jonathan Johnston, Mayor

Tanner Evans, C.A.O.

SCHEDULE “A”

Offence	Schedule “A” Schedule of Fines	Section	Fine
Make noise	a) first offence b) second offence within 1 year c) third and subsequent offences within 1 year	3.1	\$250.00 \$500.00 \$750.00
Permit noise	a) first offence a) second offence within 1 year b) third and subsequent offences within 1 year	3.2	\$250.00 \$500.00 \$750.00
Industrial or construction noises	a) first offence b) second offence within 1 year c) third and subsequent offences within 1 year	4.1 or 4.2	\$250.00 \$500.00 \$750.00
Failing to contain construction waste	a) first offence b) second offence within 1 year c) third and subsequent offences	5.1 or 5.2	\$250.00 \$500.00 \$1,000.00
Permitting a nuisance on private property	a) first offence b) second offence within 1 year c) third and subsequent offences within 1 year	6.1	\$200.00 \$400.00 \$600.00
Placing graffiti on property	a) first offence b) a second offence within 1 year c) third and subsequent offences within 1 year	7.1	\$2,500.00 \$5,000.00 \$7,500.00
Failure to remove Graffiti	a) first offence b) second offence within 1 year c) third and subsequent offences within 1 year	7.2	\$250.00 \$500.00 \$1,000.00
Failure to comply with graffiti order		7.3	\$250.00 for each day that the breach continues

Depositing litter on Summer Village property	8.1	
a) first offence		\$500.00
b) second offence within 1 year		\$750.00
c) third and subsequent offences		\$1,000.00
Failing to remove litter	8.2	
a) first offence		\$500.00
b) second offence within 1 year		\$750.00
c) third and subsequent offences within 1 year		\$1,000.00
Cause a disturbance	9.1	
a) first offence		\$250.00
b) second offence within 1 year		\$500.00
c) third and subsequent offences within 1 year		\$1,000.00
Parking within HMB	10.2	
a) first offence		\$100.00
b) second offence within 1 year		\$250.00
c) third and subsequent offences within 1 year		\$500.00
Recreational fires	11.2	
a) first offence		\$250.00
b) second offence within 1 year		\$500.00
c) third and subsequent offences within 1 year		\$1,000.00
Recreational fires	11.3	
a) first offence		\$2,500.00
b) second offence within 1 year		\$5,000.00
c) third and subsequent offences within 1 year		\$10,000.00
Off-highway vehicles	13.3 to 13.7	
a) first offence		\$250.00
b) second offence within 1 year		\$500.00
c) third and subsequent offences within 1 year		\$1,000.00

Summer Village of Half Moon Bay

March 8, 2022

Council and Legislation

Request for Decision

Agenda Item: *Communication Policy*

Background:

Administration is bringing forward the Communication Policy for Council's review to ensure it reflects the current practice of Council. Administration has provided some recommendations for amendments to the policy attached for Council's consideration.

Options for Consideration:

- 1) Council discuss and provide direction to Administration.
- 2) Council accept as information.

Administrative Recommendations:

Council to discuss and provide direction to Administration.

Authorities:

MGA Section 153(a)

Councillors have the following duties:

- (a) To consider the welfare and interests of the municipality as a whole and to bring to council's attention anything that would promote the welfare or interests of the municipality.



Policy Title	Date:	Resolution No.
Communication	March 8, 2023	1062/19

Policy Title: Communication

Purpose

The purpose of this communication policy is to ensure efficient, effective, timely and comprehensive communications to stakeholders of the Summer Village of Half Moon Bay.

Desired Outcomes

- Provide citizens with timely, accurate, clear, ~~objective~~objective, and complete information about policies, programs, services and initiatives.
- Employ a variety of ways and means to communicate and provide information to accommodate diverse needs.
- Citizens will know where to find information on their local government.
- Citizens will be able to attend and participate in public meetings.
- Citizens will have opportunities to best impact local decision making.
- Municipal information, both online and in print, will have a clearly recognized identity.
- Municipal elected and appointed officials will utilize opportunities to disseminate information of interest to citizens and other parties.

I. CITIZENS FINDING INFORMATION

1.

A. MUNICIPAL WEBSITE

A.

A Primary source of official information for citizens of Half Moon Bay is www.sylvansummervillages.ca. The website is utilized to access information written by our administration and it is a resource for searchable reference material on the Municipality.

1. The website will maintain up-to-date user-friendly information to assist citizens in their business with the municipality. The site will be informative to facilitate communication between the public, Councillors and staff. A calendar of municipal meetings and events open to the public will be kept up to date on the municipal website.

- ~~2.~~ 2. The municipal website is the primary source of official municipal information. It shall be neutral in focus, shall archive minutes of official meetings, and shall be updated on a regular basis.
- ~~2.~~ 3. The website is not a forum for commenting on municipal issues and services. The website shall contain links to easily enable e-mails to municipal officials.
- ~~3.~~ 4. Online municipal services shall be expanded where appropriate.

B. Press Releases

~~B.~~

The Summer Village of Half Moon Bay shall issue press releases regarding municipal issues and activities.

Press Releases will be issued by the Chief Administrative Officer in consultation with the Mayor.

C. Advertising

~~C.~~

The municipality shall place advertisements in any medium deemed appropriate to inform residents about their rights, responsibilities, municipal policies, programs, services, initiatives, upcoming meeting, dangers or risks to public safety.

The Summer Village does not purchase ads for general promotion of the municipality.

D. Other Opportunities for Citizens to Find Information

~~D.~~

- ~~1.~~ 1. The Municipal CAO shall provide Council updates each month on municipal activities that may be of interest to the public.
- ~~1.~~ 2. At least two times per year the Mayor in consultation with council will publish a newsletter that will provide update on the activities, meetings and upcoming projects.
- ~~2.~~ 3. The Municipal Council will seek opportunities to speak to local groups on municipal issues on a regular basis as approved by Council.
- ~~3.~~ 4. At least once per year Council will host an informal gathering to facilitate an exchange of ideas and information in an informal setting.

II. CITIZENS COMMUNICATING WITH COUNCIL

~~1.~~

1. Council contact information shall be provided on the municipal website.

~~1.~~

2. Citizens communicating verbally with any member of Council is considered to be general in nature and will not receive a formal response unless specifically requested in writing.

~~2.~~

3. Citizens communicating with any single member of Council in writing, including email communication, is considered to be general in nature and will not receive a formal municipal response unless specifically requested in writing, or unless the member of Council puts the matter before Council on a Council meeting agenda. Written communication received by a Councillor requiring consideration or decision by Council, shall be forwarded to the CAO by the Councillor for inclusion in the next agenda package.

~~3.~~

4. Citizens requesting action from the municipality or wishing to ensure their communication is addressed formally by all of Council should send their communication to the CAO's office addressed to all of Council. This includes written communication received by either regular mail or email. If an email is sent to Council, Council's response must be to direct the email to the CAO for possible action and/or inclusion in the next agenda package.

5. Any communication intended for Council will be forwarded to the Chief Administrative Officer (CAO) in writing and must:

a. be legible, coherent, respectful, and

b. be able to identify the writer and the writer's contact information.

6. Any communication in writing addressed to all members of Council will be added to a Council agenda so that Council can formally deal with the matter. Formal written responses will be sent to all communication listed on Council agenda.

7. If the CAO determines the communication is within the governance authority of Council, the Chief Administrative Officer will:

a. if it relates to an item already on the agenda, deliver a copy of the communication or summary of it to the Councillors prior to or at the meeting at which the agenda is being considered.

b. Acquire all information necessary for the matter to be included on a future Council agenda for consideration by Council.

8. If the standards set out in II (5) are not met and the CAO determines the communication is not within the governance authority of Council, the CAO will:

- a. refer the communication to administration for a report and/or direct response to the writer and provide a copy of the original correspondence and referral to the Councillors; and
- 4.b. take any other appropriate action on the communication.

All electronic communication sent by a member of Council will include all members of Council and the CAO and reflect the vision and goals of Council.

~~Any communication in writing addressed to all members of Council will be added to a Council agenda so that Council can formally deal with the matter. Formal written responses will be sent to all communications listed on Council agenda.~~

III. CITIZENS ATTENDING MEETINGS

A. Meeting Space

~~A.~~

- ~~1. The current Council chamber is, at times, not large enough to accommodate the public in attendance. When anticipated, meetings should be moved to the large Council Chambers to provide appropriate seating for the public.~~
- 2.1. At a time that future renovations might be considered for the municipal administration offices, the opportunity for larger Council chambers and public seating shall be studied located at the Administrative office, will accommodate the public in attendance. When attendance exceeding the capacity of Council chambers is anticipated, meetings will be moved to another location to accommodate the public.

B. Participation at Meetings

~~B.~~

- 1. All Municipal Council meetings and meetings of advisory committees and boards shall provide an opportunity for members of the public to speak through a listed delegation as outlined in the municipal procedural bylaw.

C. Annual Information Meeting

~~C.~~

- 1. An Information Meeting will may, at the discretion of Council, be held annually where members of the public can attend and discuss any matters they wish with their members of Council.
- ~~1.~~
- 2. The Annual Information Meeting will Should Council wish to hold an Annual Information Meeting, it will have an informal format allowing Council to meet face-to-face with local residents. There will be no An agenda for these meetings will be provided and a presentation may be made, but no formal

minutes will be taken, and no public commitment will be made by members of Council.

~~2.~~

~~3.~~ Notice of the Annual Information Meeting will be published in newsletters and extra mailings as well as the municipal website.

~~3.~~

4. Matters brought forward to members of Council that require further study or action may be referred to staff by the members of Council.

IV. CITIZENS HAVING OPPORTUNITIES TO IMPACT LOCAL DECISION MAKING

~~IV.~~

~~1.~~ Except for emergency special meetings, 72 hours' notice of any municipal meeting shall be provided. ~~1.~~ The notice shall include a copy of the agenda items for the meeting posted on the municipal website.

~~1.~~

~~2.~~ The Municipality will provide an opportunity to contact Council members and staff directly via the municipal website.

~~2.~~

~~3.~~ Special public meetings will be held from time to time on matters that have a significant impact on a majority of ratepayers.

~~3.~~

4. The Municipal Council shall invite public input on citizen priorities prior to the completion of Strategic Plans.

V. MEDIA COMMUNICATIONS – Media Enquiries

~~V.~~

The Media play an important role in providing information to the public on matters of civic interest.

The Mayor is the official spokesperson on behalf of Council, and the CAO is the official spokesperson for all operational matters.

While it is recognized that Councillors are able to speak to the media in their capacity as individual Councillors, Council members will be honest and respectful of each other in their communications, and will communicate accurately with the media regarding municipal business.

VI. MUNICIPAL INFORMATION WILL HAVE A CLEARLY RECOGNIZED IDENTITY

~~VI.~~

Municipal Logo

The municipal logo shall be utilized on municipal vehicles, on letterheads, ~~on~~ ~~agendas,~~ on municipal publications, on the website and on signage when appropriate.

Summer Village of Half Moon Bay

March 8, 2022

Council & Legislation

Request for Decision

Agenda Item: *Dog Bylaw*

Background:

With the addition of our Bylaw Enforcement Officer, Administration has been reviewing bylaws to ensure they are enforceable and cohesive between the 5 Summer Villages.

Minor amendments have been made to the Dog Bylaw with increases in fees, and where necessary, expanded definitions. The Dog Bylaw is being brought forward for Council's review and consideration.

Options for Consideration:

- 1) Council give 1st, 2nd, and 3rd readings to the Animal Control Bylaw #175-23.
- 2) Council accept as information.

Administrative Recommendations:

- 1) That Council give 1st reading to the Animal Control Bylaw #175-23.
- 2) That Council give 2nd reading to the Animal Control Bylaw #175-23.
- 3) That Council by unanimous consent give 3rd reading to the Animal Control Bylaw #175-23 at this meeting.
- 4) That Council give 3rd and final reading to the Animal Control Bylaw #175-23.

Authorities:

Municipal Government Act, Section 7

A Council may pass bylaws for municipal purposes respecting the following matters:

(h) wild and domestic animals and activities in relation to them.

SUMMER VILLAGE OF HALF MOON BAY DOG CONTROL BYLAW BY-LAW # 175-23

A Bylaw of the Summer Village of Half Moon Bay, in the Province of Alberta, to provide for the regulating, controlling and confinement of dogs.

WHEREAS pursuant to the provisions of sections 7 and 8 of the *Municipal Government Act*, 2000, Chapter M-26, as amended, a Municipal Council may pass By-laws respecting domestic animals and activities in relation to them;

AND WHEREAS, the Council of the Summer Village of Half Moon Bay deems it necessary to provide for the regulating, control and confinement of dogs running at large within the Summer Village;

NOW THEREFORE, the Council of the Summer Village of Half Moon Bay, in the Province of Alberta duly assembled enacts as follows:

1. TITLE

1.1 This By-law may be known as ***“The Dog Control By-law.”***

2. INTERPRETATION AND APPLICATION

2.1 In the By-law unless the context otherwise requires:

- a) ***“Administrator”*** means the Administrator for the Summer Village of Half Moon Bay and whatever subsequent title may be conferred on that officer by Council or Statute.
- b) ***“Animal Shelter”*** means a place or facility designated by the Administrator for the purpose of holding and caring for any dogs impounded under provision of this By-law.
- c) ***“Animal Shelter Keeper”*** means the owner or operator of an animal shelter.
- d) ***“At Large”*** means when a dog is off the premises of the owner’s property and is not on a leash held by a person able to control the animal.
- e) ***“Bite”*** means a wound to the skin causing it to bruise, puncture or break.
- f) ***“Biting”*** means force applied by an animal by means of its mouth and teeth upon a Person or other Animal.
- g) ***“By-law Enforcement Officer”*** means a person or persons appointed as such by Council whose duties entail carrying out the provision of this By-law.
- h) ***“Control of Dogs”*** means that dogs are on a leash or otherwise restrained by a permitted leash held by a person, and that permitted leash is attached to a choke chain, collar or harness securely holding that animal. If it is difficult for a person to restrain the animal by a permitted leash, then the

animal shall be deemed to be “at large” notwithstanding the presence of a permitted leash.

- i) **“Controlled Confinement”** means the confinement of a dog in a pen, cage, or building, or securely tethered in a manner that will not allow the dog to bite, harm or harass any person or dog.
- j) **“Damage to Property”** means damage to property other than the owner’s property and includes defecating or urinating on such property.”
- k) **“Day”** means a continuous period of twenty-four (24) hours.
- l) **“Dog”** means either a male or female canine.
- m) **“Kennel”** shall mean a dwelling, shelter, room, or place so considered housing or keeping four (4) or more dogs over the age of four (4) months with the provisions of this By-law.
- n) **“Owner”** means:
 - i. a natural person or body corporate who has legal title to the dog;
 - ii. a person who has the care, charge, custody, possession, or control of a dog;
 - iii. a person who owns or harbors a dog; or
 - iv. a person who claims and receives a dog from an animal shelter.
- o) **“Peace Officer”** means:
 - i. a member of the Royal Canadian Mounted Police;
 - ii. a member of a Municipal By-law Enforcement Officer; and
 - iii. a Peace Officer
- p) **“Permitted Leash”** means a leash adequate to control the dog to which it is attached, and which leash shall not exceed three (3) metres in length.
- q) **“Pound”** means such place as may, from time to time, be established for the impounding and keeping of dogs in accordance with the provisions of this By-law.
- r) **“Pound Keeper”** means any person or persons duly authorized to operate a pound and may include an Animal Control Officer.
- s) **“Running at Large”** means any Dog that is not an Aggressive Dog, that is:
 - i. off the premises of the Owner and not in an off-leash area; and

- ii. not on a permitted leash held by a person able to control the dog.
- t) **“Summer Village”** means the Municipal Corporation of the Summer Village of Half Moon Bay or the area contained within the boundary thereof as the context requires.

3. **REGULATIONS**

- 3.1 No dog shall be allowed to run at large in the Summer Village.
- 3.2 The owner of a dog must not leave an animal chained up, in a kennel, or at large outside between the hours of 11:00 p.m. and 8:00 a.m. Animals must be kept indoors during these hours so not to create a barking disturbance.
- 3.3 The owner of a dog shall not permit the dog to be or become a public nuisance by:
 - a) biting, or attempts to bite a person;
 - b) biting, barking at, or chasing bicycles, automobiles, or other vehicles;
 - c) barking, howling, chasing people, or otherwise disturbing any neighbors;
 - d) causing damage to property;
 - e) causing harm (biting) to another dog; or
 - e) keeping a female dog which is in season (*in heat*) at any location where the dog is a source of attention and accessible to other dogs.
- 3.4 An owner of a dog who permits the dog to defecate on property other than his own shall remove forthwith any defecated matter deposited.
- 3.5 No person shall:
 - a) untie, loosen, or otherwise free a dog which has been tied or otherwise restrained which is not in distress unless such person has the authorization of the owner, and any person acting contrary to this section is guilty of an offence;
 - b) negligently or willfully open a gate, door, or other opening in a fence or enclosure in which a dog has been confined and thereby allow a dog to run at large in the Summer Village; and
 - c) no person shall tease, torment, annoy, abuse, or injure any dog, and any person who does so is guilty of an offence.
- 3.6 Breach of, or failure to comply with any of the requirements of Section 3 is an offence under this By-law which may result in

prosecution or, in lieu thereof, require payment of a voluntary fine as set out in Schedule A attached hereto.

3.7 Kennel Operations

- i. shall not be permitted in the Summer Village of Half Moon Bay;
- ii. the keeping of more than three (3) dogs over the age of four (4) months will be considered the operation of a kennel;
- iii. if written complaints are received by the Summer Village or damage is proven as a result of the kennel, Council will direct the person operating the kennel to move or cease to operate the same;
- iv. breach of, or failure to comply with Section 3.7 is an offence under this By-law which may result in prosecution or, in lieu thereof, require payment of a voluntary fine as set out in Schedule "A."

4. **DISEASE CONTROL (RABBIES)**

- 4.1 The Owner of an animal that has caused a serious wound, or that the Owner has reason to suspect may have been exposed to rabies or another communicable disease, shall, in addition to any other duty imposed under the *Public Health Act*, immediately inform a By-law Enforcement Officer or Peace Officer:
 - a) of the infliction of the serious wound or the suspicion of exposure to rabies or other communicable disease;
 - b) in the case of a serious wound, of the name and contact information for the person that has been wounded or the Owner of the animal that has been wounded, as applicable; and
 - c) whether the matter has been reported to the local community health centre, Public Health Inspector, or the Medical Officer of Health.
- 4.2 A By-law Enforcement Officer or Peace Officer that has reasonable ground to believe that an animal found at large may have, or has been, exposed to rabies or another communicable disease may confine the animal at an animal shelter, veterinary facility, or any other location as directed by the Medical Officer of Health or a Public Health Inspector.
- 4.3 A By-law Enforcement Officer or Peace Officer that has reasonable grounds to believe that an animal with the Summer Village has been exposed to rabies or another communicable disease shall report the matter to the Medical Officer of Health or a Public Health Inspector as soon as reasonably possible.
- 4.4 An Owner of an animal which is suffering from rabies or another communicable disease or who has been notified by the Summer Village that an Enforcement Officer has reasonable grounds to

believe the animal has, or has been exposed to, rabies or another communicable disease shall:

- a) not permit the animal to be in any public place; and
- b) not keep the animal in contact with or in proximity to any other animal.

4.5 An Owner who fails to comply with any provision in this part is guilty of an offence.

5. CAPTURE AND IMPOUNDMENT

- 5.1 A By-law Enforcement Officer or Peace Officer may capture and impound any dog in respect of which the Officer believes an offense under this By-law is being or has been committed.
- 5.2 The Animal Shelter Keeper shall report any apparent illness, communicable disease, injury, or unhealthy condition of any dog to an SPCA Officer and shall act upon his recommendations. The owner, if known, shall be held responsible for all charges resulting.
- 5.3 When necessary, the By-law Enforcement Officer or Peace Officer may, in attempting to capture a dog found to be in contravention of this By-law, employ the use of bait or any device or other suitable means to apprehend the dog, provided that:
 - i. it is not prohibited by law; and
 - ii. it is employed with due respect for humane treatment of the dog.
- 5.4 Where a dog is on any private property or premises, without the permission of the owner or occupant, the By-law Enforcement Officer or Peace Officer may, with the permission of the property or premises owner to apprehend the dog.

6. INTERFERENCE AND OBSTRUCTION

- 6.1 No person shall interfere with, hinder or impede an Animal Control Officer in the performance of any duty authorized by this By-law, and any person who does so is guilty of an offence.
- 6.2 No person, whether or not he is the owner of a dog which is being or has been pursued or captured, shall:
 - i. interfere with or attempt to obstruct a By-law Enforcement Officer or a Peace Officer who is attempting to capture or who has captured a dog which is subject to being impounded pursuant to the provisions of this By-law; or
 - ii. unlock or unlatch or otherwise open the vehicle in which dogs are kept for impoundment or have been placed so as to allow or attempt to allow a dog to escape therefrom.

- 6.3 Breach of, or failure to comply with any of the requirements of Section 6 is an offence under this By-law which may result in prosecution or, in lieu thereof, require payment of a voluntary fine as set out in Schedule A which is attached hereto.

7. RECLAIMING OF IMPOUNDED DOG

- 7.1 An impounded dog may be kept at the shelter for a period of ninety-six (96) hours (Saturdays, Sundays and statutory holidays not included). During this period, the owner may reclaim the dog by paying the facility, during normal working hours, an impoundment fee and boarding fee as set out in Schedule "B" of this By-law, and by paying the impound facility directly any veterinarian fees incurred during the impoundment.
- 7.2 The dog be retained for longer than ninety-six (96) hours if, in the opinion of the Administrator, the circumstances warrant the expense.
- 7.3 Subject to Section 7.2, any dog not reclaimed by the owner within a period of ninety-six (96) hours from the date of the impoundment (Saturdays, Sundays and statutory holidays not included) may be sold by the Animal Shelter Keeper provided such sale is not for the purpose of medical research or to a research laboratory. Any proceeds from the sale of the impounded animals shall be the property of the Summer Village.
- 7.4 The purchaser of a dog from the Shelter Keeper pursuant to the provisions of this By-law shall obtain full right and title to it and the right and title of the former owner of the dog shall cease there upon or on a cost recovery basis.
- 7.5 Any dog not reclaimed by the owner within a period of ninety-six (96) hours (Saturdays, Sundays and statutory holidays not included) from the date of the impoundment or sold by the Animal Shelter Keeper shall become the property of the Summer Village which will then instruct the Animal Shelter Keeper to destroy or otherwise dispose of the dog with no liability to the owner for the said disposition.

8. VIOLATION TAG

- 8.1 The By-law Enforcement Officer or Peace Officer is hereby authorized and empowered to issue a Violation Tag to any person the By-law Enforcement Officer has reasonable and probable grounds to believe has contravened any provision of this By-law.
- 8.2 The Violation Tag shall be in such form as determined by the Administrator and shall state:
- i. the name and address of the offender if ascertainable;
 - ii. the offence and location;

- iii. date of the offence;
- iv. the appropriate penalty for the offence as provided in Schedule "A" of this By-law;
- v. that the penalty must be paid within ten (10) days of the issuance of the Violation Tag; and
- vi. any other information as may be required by the Administrator.

8.3 The Violation Tag may be issued to the Offender or Owner

- i. either personally;
- ii. by mailing a copy to such person at their last known address;
- iii. by leaving it for the defendant at his residence with a person on the premises who appears to be at least eighteen (18) years of age; or
- iv. upon retrieval of such person's dog from the Shelter.

8.4 Where a Violation Tag is issued pursuant to Section 8.1 of this By-law, the person to whom the Violation Tag is issued may, in lieu of being prosecuted for the offence, pay to the Summer Village the penalty specified on the Violation Tag.

8.5 Nothing in the By-law shall prevent the Summer Village By-law Enforcement Officer or Peace Officer from immediately issuing a Violation Ticket.

9. VIOLATION TICKETS

9.1 In those cases where a Violation Tag has been issued and if the penalty specified on the Violation Tag has not been paid within the prescribed time, then a Summer Village By-law Enforcement Officer or Peace Officer is hereby authorized to issue a Violation Ticket pursuant to Part II of the *Provincial Offences Procedure Act*, 1988, Chapter P-21.5, as amended, to any person who the Summer Village By-law Enforcement Officer or Peace Officer has reasonable grounds to believe has contravened any provision of this By-law.

9.2 Notwithstanding Section 9.1 of this By-law, a Summer Village By-law Enforcement Officer or Peace Officer is hereby authorized and empowered to immediately issue a Violation Ticket pursuant to Part II of the *Provincial Offences Procedure Act*, supra, to any person who contravenes any provision of this By-law.

9.3 Any person to whom a Violation Ticket has been issued may make voluntary payment in respect to the Violation Ticket by delivering the Violation Ticket along with an amount equal to that specified for the offence as set out in Schedule "A" of this By-law, to the Provincial Court office specified on the Violation Ticket.

10. PENALTIES

- 10.1 Any person who contravenes any provision of this By-law is guilty of an offence and is liable to a penalty as set out in Schedule “A” of this By-law.
- 10.2 Notwithstanding section 10.1 of this By-law, any person who commits a second offence under this By-law within one (1) year of committing the first offence may be liable to a fine of not less than nor more than the sum set out in Schedule “B” of this By-law, while a person who commits a third or subsequent offence under this By-law within one (1) year of committing the first offence may be liable to a fine of not less than nor more than the sum as set out in Schedule “B” of this By-law.
- 10.3 Under no circumstance shall any person contravening any provision of this By-law be subject to the penalty of imprisonment.
- 10.4 Where there has been a breach of this By-law, an Animal Control Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to Part 2 of the *Provincial Offences Procedure Act*, S.A. 1998, c-p-21.5, as amended.

11. GENERAL

- 11.1 Schedule A and Schedule B is attached hereto and shall form a part of this By-law.
- 11.2 Should any provision of this By-law be invalid, then such invalid provision shall be severed, and the remaining By-law shall be maintained.
- 11.3 This By-law shall come into effect on final reading and passing of the By-law.
- 11.4 This bylaw repeals and replaces By-law #90-99.

READ a first time, this 8th day of March 2023.

READ a second time, this 8th day of March 2023.

READ a third and final time, this 8th day of March 2023.

Jonathan Johnston, Mayor

Tanner Evans, Administrator

SCHEDULE “A”

Amount which will be accepted by the Summer Village of Half Moon Bay in lieu of prosecution:

SECTION	OFFENCE DESCRIPTION	PENALTY
3.1	Owner of dog at large	\$200.00
3.2	Leaving dog chained up, in a Kennel, or at large outside between 11 pm and 8 am	\$200.00
3.3 (a)	Owner of any dog which bites, or attempts to bite a person	\$500.00
3.3 (b)	Owner of any dog which bites at, barks at, or chases vehicles	\$100.00
3.3 (c)	Owner of any dog barking, howling, disturbing any neighbours , or chases people	\$200.00
3.3 (d)	Owner of any dog causing damage to property	\$250.00
3.3 (e)	Owner of any dog causing harm (biting) to another dog	\$250.00
3.3 (f)	Owner keeping a female dog which is in season at any location where the dog is a source of attention and accessible to other dogs	\$100.00
3.4	Failure of owner to remove defecation immediately from property which is not the Owner's property	\$100.00
3.5 (a)	Untying, loosening or otherwise freeing any dog without the Owner's consent	\$200.00
3.5 (c)	Teasing, tormenting, annoying, abusing or injuring any dog	\$200.00
4.4	Failure to quarantine rabid dog or dog exposed to rabies or any other communicable disease	\$500.00
6.1	Interfere with, impeding or hindering an Animal Control Officer's enforcement of this By-law	\$250.00
10.2	Second offence within one year of the first offence	***
	Third or subsequent offence within one year of the first offence	+++

- *** Double the amount of the specified
Penalty for the first offence
- +++ Triple the amount of the specified
penalty for the first offence

SCHEDULE “B”

Impound Feesas per required fees

Care and sustenance – per dayas per required fees

Veterinary feesas per expended

Summer Village of Half Moon Bay

March 8, 2023

Council and Legislation

Request for Decision

Agenda Item: *Fiber Optic Project*

Background:

Administration has received a request for support from Red Deer County as part of their application to the Universal Broadband Fund administered by Innovation, Science and Economic Development Canada.

They have provided a sample letter attached should Council wish to support this endeavor.

Options for Consideration:

- 1) That Council accept as information.
- 2) That Council support Red Deer County and Administration send letter.

Administrative Recommendations:

That Council discuss and provide direction to Administration.

Authorities:

Municipal Government Act, Section 153 (a)

Councillors have the following duties:

- (a) To consider the welfare and interests of the municipality as a whole and to bring to Council's attention anything that would promote the welfare or interests of the municipality.

February 9, 2023

Innovation, Science and Economic Development Canada
235 Queen Street
Ottawa, Ontario K1A 0H5

Re: Red Deer County Rural Fiber Optic Project – Letter of support

Dear Innovation, Science and Economic Development Canada (ISED):

On behalf of **Half Moon Bay**, please accept this letter of support to Red Deer County's Rural Fiber Optic Project in their application to the Universal Broadband Fund (UBF) administered by Innovation, Science and Economic Development Canada (ISED).

Half Moon Bay is a summer village in Alberta. It is located on the western shore of Sylvan Lake, near Sylvan Lake Provincial Park. It is surrounded by hundreds of rural residents who regularly face internet accessibility and bandwidth issues.

The lack of reliable internet connections & the very slow upload & download speeds makes conducting business very challenging in rural Alberta. Most businesses today rely heavily on internet for all aspects of their operations. Businesses are extensively using internet to run, manage & operate sales contacts, product demos, invoicing, competitive research, day to day business, access to parts catalogs, system monitoring, security management, record keeping, marketing, logistics management, communications, etc.

The COVID pandemic also exposed how inadequate and outdated the existing systems are. Virtual teaching and working from home efforts were almost impossible to conduct without encountering drops in service. With the recent shift to working from home and virtual schooling, the current internet system has been beyond overloaded. Rather than lag behind the urban municipalities, it is crucial to provide the infrastructure needed to ensure our rural businesses and residents not only survive, but thrive during these already difficult economic conditions.

If you require more information about **Half Moon Bay**, please contact us via email at tevans@sylvansummervillages.ca

Sincerely,

Tanner Evans, CAO

Summer Village of Half Moon Bay

March 8, 2023

Council Reports

Information Item

Council Reports:

Jon Johnston
Andrea Remington
Mike Pashak

Committee Reports:

Julie Maplethorpe, Summer Village of Jarvis Bay

- Town of Sylvan Lake Library Board
- Parkland Regional Library Board

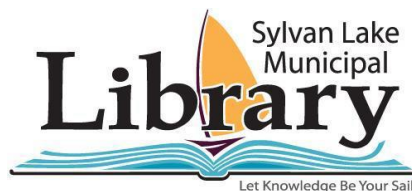
Correspondence:

- National Police Federation

Information Items:

Upcoming Meetings:

Next Council Meeting – April 11, 2023



THE TOWN OF SYLVAN LAKE LIBRARY BOARD – REGULAR MEETING HIGHLIGHTS

WEDNESDAY – JANUARY 11, 2023 – 6:30PM

1. Welcome New Board Members

Two new Board Members were welcomed to The Town of Sylvan Lake Library Board named Amanda and Carol. This is the first term for both of them and the Board is excited to have new perspectives!

2. Treasurer's Report

The Treasurer's Report was approved as presented.

As a course of regular business, signing authority is updated as necessary when Board Members finish a term or are elected to new positions.

3. Director's Report

The Director's Report was approved as presented.

The Lion's Club presented a cheque for \$1,000 to the Library Director on December 5 for use to replenish the Little Free Pantry. If you are interested in donating, please stop by the library during open hours.

The Library Director, Andrea, will be moving on to a position with Parkland Regional Library, her last day at the Sylvan Lake Municipal Library will be January 13. The Board wishes her all the best in this new endeavour and are incredibly appreciative for the wonderful creativity she has put into the library!

Postings for the Library Director position went out at the end of December and the hiring committee is currently reviewing resumes as they come in. In the interim Jeri, currently the Assistant Library Director, will step into this role.

4. Programming Report

In conjunction with National November Writing Month, the library hosted local author Teresa Rilling to talk about her book "Just Breathe: Hope Beyond Hurt". Participants were able to hear about her process of writing the book as well as her journey through her childhood and how she overcame the obstacles that she faced. Teresa is a Councillor for the Town of Sylvan Lake, sits as a Board Member on The Town of Sylvan Lake Library Board and recently got elected as Board Chair for the Parkland Regional Library.

Many of the popular programs continued to the end of the year including Sensory Story Time, Art Attack, Mystery Book Club and Pub Trivia Night. A full listing of all of the exciting programs can be found on the website.

5. Board Elections

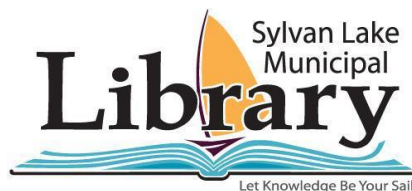
Board elections took place to fill two vacant positions. Amanda was elected as Treasurer and will take over from Briana and Alex was elected as Vice Chair.

6. Policy

The new Board Members were placed on sub-committees to update and review policies.

Meeting adjourned at 7:39pm.

Next Regular Meeting – February 8, 2023, at 6:30pm.



THE TOWN OF SYLVAN LAKE LIBRARY BOARD – REGULAR MEETING HIGHLIGHTS

WEDNESDAY – FEBRUARY 8, 2023 – 6:30PM

1. Treasurer’s Report

The Treasurer’s Report was approved as presented.

2. Director’s Report

The Director’s Report was approved as presented.

The Little Free Pantry received two very generous donations in January. Cenovus Energy – Clearwater Division donated a large amount of dry goods and \$315 in cash from their safety meeting; there were over 100 people in attendance. On the same day Lokal Kitchen stopped by with the dry goods received during their “Season of Giving” campaign in December. This is the fourth year in a row that the Little Free Pantry has benefitted from the generosity of the restaurant and their customers. If you are interested in donating, please stop by the library during open hours:

Sunday 1:00pm – 5:00pm / Monday 1:00pm – 8:00pm

Tuesday / Wednesday / Thursday 10:00am – 8:00pm

Friday / Saturday 10:00am – 5:00pm

The Henday Association for Life Long Learning is holding English as a Second Language classes at the library on Wednesday evenings. This resulted from some Ukrainian immigrants and their sponsors requesting access to this type of service in the area.

3. Programming Report

A Murder Mystery event was held for the first time in January. Participants arrived at the library for an evening of high society decadence with a side of “Murder in Manhattan”. Interrogations were carried out, accusations were thrown, and eventually the murder was solved. Stay tuned for similar events.

Another first was a monthly Drop-In-Card Games program. Crib was the game of choice with Hearts to be explored in February. Many participants requested this program to be offered more than once per month.

The Film Society showed “The Phantom of the Open” in January and will be showing “Buffy Sainte-Marie: Carry It On” on February 27 from 7:00pm-9:00pm. Tickets are \$10.00 + GST, Season Passes are \$40.00 + GST (with a season pass you get one film free). Tickets and Season Passes can be purchased in advance at

the Library, or at the theatre the night of the showing. Please note that only cash can be accepted at the theatre. Films screen the last Monday of the month at Landmark Cinemas.

Many of the popular programs continued including Sensory Story Time, Art Attack, Mystery Book Club and Pub Trivia Night. A full listing of all the exciting programs can be found on the website.

4. New Items

The 2022 Annual Report was presented to the Board and approved.

The Canada Revenue Agency requires a listing of current Board Members, moving forward this task will be updated regularly by the library bookkeeper.

5. Policy

The Personnel Policy was brought forward for its annual review by the sub-committee. This policy was passed with minor amendments.

6. Information and Updates

The hiring sub-committee is moving forward with interviews for the Library Director position that is currently vacant. Once the formal interviews have been conducted the applicant will make a presentation to the Board during a regular Board meeting.

Meeting adjourned at 8:59pm.

Next Regular Meeting – March 8, 2023, at 6:30pm.



Sylvan Lake Municipal Library



The library had **2,301**
open hours in 2022!



1,313 people have a card
at our library



36,380 people walked
through our doors last year



In addition to **50,158**
website visits



The library added **2,408**
new items last year



Bringing the total
collection to **21,515**



There were **3,320**
downloads of e-Content



Contributing to a total of
80,742 checkouts!



We lent our items to
libraries outside of our
system **14,319** times



Our service is delivered
by **13** dedicated staff



And **6** amazing
volunteers



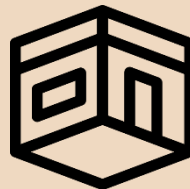
The library has **10** public
computers



And brought in **25,834**
items upon patron
request



We answered **7,600**
reference questions



And our meeting spaces
were booked **97** times



5 mobile devices
available for loan



We offered **749** in-
person programs



110 virtual
programs



And **2** digital
literacy programs



9,364 people
attended in total



And our Wi-Fi had
72,207 connections!

Parkland Update

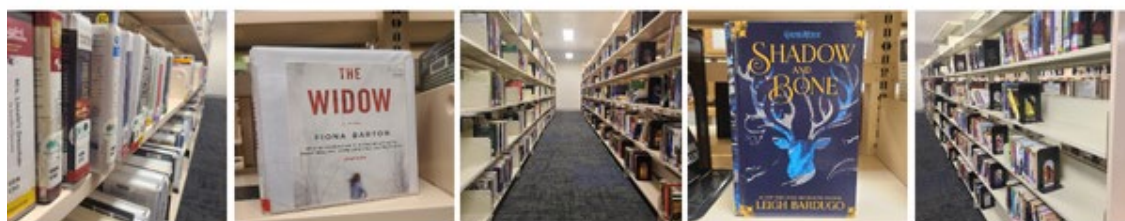
Thursday, January 26, 2023

Get the latest Parkland updates, library news, training, events, and more!

Meet Parkland's New Manager of Library Services

We are excited to announce that Parkland has hired Andrea Newland as the new Manager of Library Services.

Andrea received her MLIS from Western in 2002. In recent years, she completed a Leadership Certificate in 2017 and a Management Certificate in 2018, both from the University of Regina. She has worked as a librarian in North Dakota, Ontario, Saskatchewan, and Alberta. Andrea comes (back) to Parkland from Sylvan Lake, where she served as Director for 3 years. She loves refinishing furniture, space planning, looking at funny Instagram posts over breakfast, and plonking down on the couch at the end of the day!



Click Here to Request Large Print or Audiobooks Today!

Did you know Parkland houses and manages a rotating large print and audiobook collection?

You can request bins of large print or audiobooks by genre via [Parkland's Support Site](#). Your requests can be ongoing so you will automatically receive a bin of our large print or audiobook collection at your specified interval. These materials will stay at your library until you send them back to Parkland. Parkland has created promotional material for large print and audiobooks to help you market the collections to your patrons. You can read our [latest support site article](#) for more information.

Volunteer Management Resources

Parkland has created a folder with resources related to volunteer management, including samples of volunteer handbooks, conflict resolution, the interview process, onboarding, and more! Library staff will have access to the Volunteer Resources and Information folder on the Q Drive.

LIBRARY NEWS

Find out about important deadlines and see what's happening at other Parkland Libraries!

Upcoming Library and Literary Dates

Click the links to find out more about each of the celebrations. To plan further in advance, Library Staff can see our 2023 Notable Library and Literary dates document on the Q Drive.

February	1	- World	Read	Aloud	Day
February	14	- Library		Lovers	Day
February	19-25	- Freedom	to	Read	Week

TRAINING & EVENTS

Dates and registration information for upcoming library training and events.

Upcoming Webinars

If you would like more information about these training opportunities, please contact libraryservices@prl.ab.ca. To watch recordings of past training sessions, visit [Niche Academy](#).

Graphic Novel Webinar

February 7
1pm

Looking for the hottest Graphic Novels for adults and young adults alike? It's all here in this #ReadGraphic webinar. Featuring Fantagraphics Books, Yen Press, Diamond Book Distributors, and Image Comics, attendees will hear about the best thought-provoking, educational, and adventurous titles for you or the graphic novel reader in your life! Whether you're introducing graphic novels into your library or expanding your #ReadGraphic shelves, you won't want to miss this [free, one-hour](#)

[webinar.](#)

Pitch Perfect 2023 Workshop

February 16

1pm

Would your library benefit from some tips for engaging with community partners and stakeholders? Join the Entrepreneurship & Libraries Conference on Thursday, February 16 at 1pm for an exciting opportunity to learn practical skills on creating a compelling pitch designed to generate engagement, excitement, and maybe even funding! [The workshop](#) will conclude with time for networking and conversation.

2023 Fundraising Trends On-Demand Webinar

[This on-demand webinar](#) will help you identify strategies to maintain and grow your organization's impact by capitalizing on the right trends. You'll leave feeling confident in your ability to evaluate your goals and determine if you have the right tools, approach, and technology to achieve them.

Privacy Audits for Public Libraries Webinar

February 8

9am

Unprecedented threats to the privacy and security of library patrons have emerged in recent years, from book challenges to online data and general AI advances that can prey on our communities. Participants completing [this webinar](#) will understand the value of the privacy audit and how to conduct one for their organization, whether large or small.

How to Train Your Community on Libby Webinar

January 31

12pm

With the OverDrive app soon to be a thing of the past, it's time to train your users on Libby, the library reading app! In this free webinar from Libby experts, you'll walk away with a step-by-step guide to hosting your training session and marketing materials to support your efforts in this engaging session. Don't miss out and [register](#) today!

Upcoming Community Development Webinars

Various

The Community Development Unit of the Government of Alberta offers a variety of services such as strategic planning, board governance, building leadership capabilities, fund development and grant writing, evaluation, public and stakeholder engagement, developing partnerships, and collaborative relationships that are tailored to your community groups, non-profit organizations, and volunteer teams. Upcoming webinars of interest:

- February 1: [Board Development - Risk Management](#)
- February 7: [Grant Writing 101](#)
- February 8: [Board Development - Financial Responsibilities](#)

Upcoming Community Development Webinars

Feb 1-8

The Community Development Unit of the Government of Alberta offers a variety of services such as strategic planning, board governance, building leadership capabilities, fund development and grant writing, evaluation, public and stakeholder engagement, developing partnerships, and collaborative relationships that are tailored to your community groups, non-profit

organizations, and volunteer teams.
Upcoming webinars of interest:

- February 1: [Board Development - Risk Management](#)
- February 7: [Grant Writing 101](#)
- February 8: [Board Development - Financial Responsibilities](#)

Intellectual Freedom Webinar

Feb 23

2pm

Register for this [free webinar](#) to learn how library workers can navigate commitments to intellectual freedom and social progress. Explore topics like information disorder and content warnings.

Parkland Update

Thursday, February 9, 2023

Get the latest Parkland updates, library news, training, events, and more!



Benefits of Physical Audiobooks

Physical audiobooks offer benefits over eAudiobooks for many library users. You can request bins of large print or audiobooks by genre via [Parkland's Support Site](#). Parkland has created [promotional material](#) for large print and audiobooks to help you market the collections to your patrons. You can read our [latest support site article](#) for more information.

Promotional Materials List

Parkland has created a spreadsheet with Canva links to [promotional materials](#) that have been created for libraries. With a Canva account, you will be able to apply your own branding and colours and customize the materials in any way. New additions include instructional brochures for all e-resources, large print and audiobook flyers, and book sale promotional materials.

LIBRARY NEWS

Find out about important deadlines and see what's happening at other Parkland Libraries!

Local Author Visit at Clive Library



At the end of January, Clive Library had local author and illustrator, [Ashley Akkermans](#) visit and do a reading of her book *Sully the Rodeo Pickup Horse*, inspired by the real rodeo horse, Sully! They had a great turnout with 28 kids and 11 adults visiting their tiny library to hear her talk; the author was delighted with the turnout.

Ashley would also be happy to do readings at other Parkland libraries. If you're interested, please contact [Ashley](#) via her website.

Upcoming Library & Literary Dates

For events later this year, Library Staff can see our [2023 Notable Library and Literary dates document](#) on the Q Drive.

February 14 - [Library Lovers Day](#)

February 19-25 - [Freedom to Read Week](#)

March 20 - [World Storytelling Day](#)

March 21 - [World Poetry Day](#)

TRAINING & EVENTS

Dates and registration information for upcoming library training and events.

Upcoming Events & Webinars

- February 22 at 10am - Library Managers Coffee Break
- March 6 at 10am - PLC Meeting (in-person and virtual)

If you would like more information about these training opportunities, please contact libraryservices@prl.ab.ca. To watch recordings of past training sessions, visit [Niche Academy](#).

Intellectual Freedom Webinar **February 23** **2pm**

Register for this [free webinar](#) to learn how library workers can navigate commitments to intellectual freedom and social progress. Explore topics like information disorder and content warnings.

Trauma-Informed Leadership Webinar **March 15** **9am**

[This workshop](#) explores how to lead with a trauma-informed approach and provides five key principles that trauma-informed workplaces embody. Some of the topics

Psychological Safety in the Workplace Webinar **March 16** **8am**

[This workshop](#) provides an overview of the characteristics of a psychologically safe workplace and the roles of both the employee and employer in promoting psychological safety. Some of the topics included are the 13 factors that impact psychological safety, the benefits of promoting psychological safety, how employees can support psychological safety, how organizations can implement psychologically safe practices, and how to assess your organization's psychological safety.

include understanding the impact of trauma in the workplace, characteristics of a trauma-informed leader, trauma-informed workplace assessment, 5 Principles of trauma-informed workplaces, and the leadership role in championing these principles.

Parkland Update

Thursday, February 23, 2023

Get the latest Parkland updates, library news, training, events, and more!

First, Then, Next Boards

First, then, next boards are a great way to communicate with young children the schedule of a program. This can make them feel more comfortable in new places, help them understand what to expect in a program, and make them feel more in control. These boards are also a great way to make your programming more inclusive as they are a great visual tool to help people with cognitive disabilities such as autism, attention deficit, dyslexia etc.

If you'd like one of these boards for your programming or would like more information, please email Emma McPherson at emcpherson@prl.ab.ca.

First, Then, Next Boards will come with the basic set of cards for programming, but additional cards can be added to fit your library's needs. Please list any additional cards in your email request, as well, your library brand colours and logo can be added. If not specified the board and cards will come in the green shown.



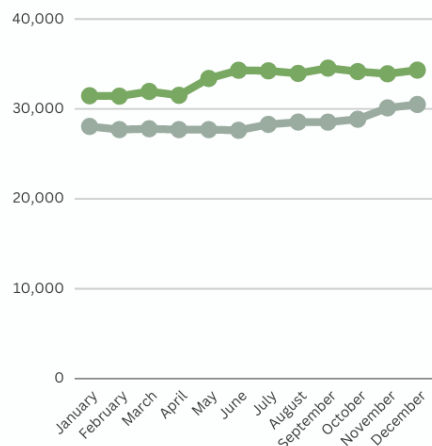
Social Media Resources

Social media can be confusing to navigate, what platform should you be posting on? What time of day is best? How often should we be posting? There are so many questions to consider, so check out our [latest blog post](#) for some helpful tips!

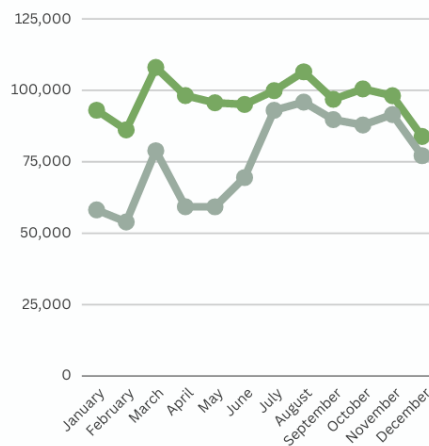
Regional Cardholder Statistics

Parkland has gathered cardholder statistics to get a picture of the health of region-wide library services between 2021 and 2022. Library staff can view these statistics and keep up with the 2023 statistics as they are updated monthly.

Active Patrons 2021 2022



Circulations 2021 2022



LIBRARY NEWS

Find out about important deadlines and see what's happening at other Parkland Libraries!

New York Times Creates a Love Letter to Libraries

On Valentine's Day, writers and photographers at the NY Times published [A Love Letter to Libraries](#). The article takes the reader from myths and perceptions of libraries of yore, and shifts to current-day programming and experiences. If your library has access to the NY Times, it's well worth a few minutes to read this heartwarming ode to libraries.

Enjoy and happy Library Lover's Month!

TD Summer Reading Club StoryWalk

Deadline March 13

The TD SRC StoryWalk is available once again for SRC 2023! This fun, socially distanced activity places a children's book, page by page, on laminated poster boards along a path or in a park. Kids and their families have the opportunity to enjoy reading a book while strolling through their community. StoryWalk is free and available to participating libraries that submitted their statistics and evaluation for the 2022 TD SRC program and that have registered for the 2023 TD SRC. The book this year is *Treasure* by Mireille Messier. If you're eligible and interested in receiving a StoryWalk kit this year, [find out how to get one](#), and don't wait, because there is a limited number of kits available and they will go fast!

Upcoming Webinars

- **PLC Meeting** - March 6 at 10am *Registration with your consultant is required

If you would like more information about these training opportunities, please contact libraryservices@prl.ab.ca. To watch recordings of past training sessions, visit [Niche Academy](#).

Challenging Employee Conversations Without Fear Webinar

**Thursday, February 23
12pm**

In this webinar, you will learn how to think about and prepare for challenging conversations in ways that feel constructive and authentic. Don't miss out on this LibraryWorks webinar and [register today](#). Fee: \$49 (USD)

Dealing with Digital Distractions: Ideas and Recommendations for Libraries Webinar

**Thursday, March 2
12pm**

Library managers and staff have many demands and distractions. [This presentation](#) will help cut through the noise and suggest both technical and non-technical solutions for better balance at work. Attendees will also learn more about how to deal with email stress, creating boundaries and routines, and more. Fee: \$49 (USD)

Expand Content Discovery and Leverage Patron Interests with Libby Webinar

**Wednesday, March 1
11am**

Deep search and Notify Me tags help Libby users discover more content in Libby. In Marketplace, Notify Me tags data offers your library direct feedback from users and helps you satisfy their reading interests in a new and innovative way. [Register for this webinar](#) for an informative session about these highly anticipated updates!

Spring Book Club Picks Webinar

**Tuesday, March 14
12pm**

Are you looking for the next great title for your book club? Check out [this free one hour-webinar](#) for titles that will ignite lively discussion for any reading group!

Romance Book Sales in the Canadian Market: A Love Story Report

In the last six years, the sales of Romance books increased by 42%, with LGBTQ titles seeing a whopping increase of 10,406%. What other Romance subcategories have seen outstanding growth? What topics are readers taking a break from? [Find out in](#)

[this blog post](#) from BookNet Canada.



Parkland Update

Thursday, January 12, 2023

Get the latest Parkland updates, library news, training, events, and more!

New Year, New Audience!

We have added the entire LibShare email group to receive our bi-monthly Parkland update email. Here are some things you should know:

- You can unsubscribe at any time, there is a button in the footer of this email
- Our contacts list will be updated each October to account for board and staff turnover
- If there are newcomers in between audience updates, invite them to subscribe! There is a button at the footer of this email.
- If you have suggestions for content, send an email to hhalberg@prl.ab.ca

Value of the Library Social Media Posts

As an Advocacy initiative, Parkland has created some social media posts to highlight the financial value of the library. You can find ready-to-post pictures and copy [here](#), or edit them to suit your library's branding [in Canva](#).

LIBRARY NEWS

Find out about important deadlines and see what's happening at other Parkland Libraries!

Meet Parkland's New Outreach & Community Engagement Coordinator

We are excited to announce that Parkland has hired Emma McPherson as the new Outreach and Community Engagement Coordinator to help our member libraries with programming, find grants and enhance their social media presence.



Emma was our eContent Summer Student in 2017 as part of her degree program from Vancouver Island University where she got her Degree in Tourism Management, and Certificate in Event Management. She is excited to be back in her hometown after working as the Digital Content Specialist for Tourism Lethbridge. She enjoys traveling, hiking, and exploring new places with her two dogs Tiki and Ada. Her favorite book genres are mysteries and thrillers and she also enjoys listening to autobiographies. Emma is excited to be a part of the PRL team and help our member libraries engage and connect with their local community.

Upcoming Library Dates

January 27 is Family Literacy Day. Access promotional materials on their [website](#).

February 19 - 25 is Freedom to Read Week. Parkland has ordered bookmarks that will be distributed in the coming weeks. Here are [promotional materials](#) that organizers have created.

2023 Alberta Book Publishing Awards

The 2023 Alberta Book Publishing Awards are now open for submissions! The submission period will close on February 28, 2023.

This year, the Book Publishing Awards will introduce the Mystery and Thriller Book of the Year award, which will be awarded to a work of mystery, crime, noir, or thriller fiction published primarily for the trade or bookstore market.

Please pay close attention to the criteria in all categories and the submission checklist when putting together your submissions, as the criteria for some awards categories have been updated this year.

A full overview of this year's process is available on the [Book Publishing Association website](#), along with the jury criteria and forms.

Book Donation

Parkland has received communication regarding a large-scale book donation of a children's picture book by the London Drugs Foundation.

In April, Plumleaf Press will be publishing a children's picture book about the building of the Canadian Pacific Railway, titled *I Am Not a Ghost: The Canadian Pacific Railway* by author David Bouchard and illustrator Sean Huang.

Through David's words and Sean's breathtaking artwork, *I Am Not a Ghost* tells the story of a Chinese railway worker and the difficulties he faces as a newcomer from China working on the Canadian Pacific Railway. After a near-death experience, he is assisted by a fictionalized portrayal of real-life historical figure, Lady Amelia Douglas, a Métis woman and the wife of the first Governor of British Columbia, James Douglas.

The publisher is planning to distribute the books in April, in time to celebrate Asian Heritage Month, to receive a donated copy, please email: angela.paletta@plumleafpress.com.

Upcoming Webinars

If you would like more information about these training opportunities, please contact libraryservices@prl.ab.ca. To watch recordings of past training sessions, visit [Niche Academy](#).

Running Drag Storytime Programs
January 18 - 2pm

Level Up Your Book Displays
January 18 - 12pm

Peace Library System is excited to offer a [webinar on Running Drag Storytime Programs](#). Laura Applebee from Ontario's London Public Library will be discussing everything you need to know about this exciting program. The webinar will take place on Wednesday, January 18, 2023 at 2pm. If you have any questions please forward them to Mallory Bruinsma at mb Bruinsma@peacelibrarysystem.ab.ca.

Design for Libraries

January 19 - 1pm

Learn valuable tools and principles to help you produce awesome designs for social media, flyers, and other media for library programs and services. [This webinar](#) is for librarians and library staff of any type that are involved in programming and services or promoting your library. If you run programs, then that means you create the hand-outs, the flyers, the social media. A hands-on approach lets you learn practical and invaluable skills that helps you develop design skills. Registration fee \$49/person.

Book displays are more than a simple tool for passive Readers' Advisory. A well-crafted display captures patrons' attention and sparks imagination. [This webinar](#) on Wednesday, January 18 at 12pm shares practical approaches for maximizing the impact of book and media displays.

Managing Mental Health in the Workplace

Available Until February 1

Dealing with issues related to mental health in the workplace can be challenging and difficult to navigate. [This webinar](#) provides a roadmap to help managers participate in conversations with employees who may require support when experiencing difficulties related to mental health.

Pitch Perfect 2023

February 16 - 1pm

Would your library benefit from some tips for engaging with community partners and stakeholders? Join the Entrepreneurship & Libraries Conference on Thursday, February 16 at 1pm for an exciting opportunity to learn practical skills on creating a compelling pitch designed to generate engagement, excitement, and maybe even funding! [The workshop](#) will conclude with time for networking and conversation.

From: Maryanne King <mking@npf-fpn.com>
Sent: Friday, January 13, 2023 9:21 AM
To:
Cc: Information <information@sylvansummervillages.ca>
Subject: The NPF's Recommendations for a Safer Alberta - Budget 2023

Good morning Mayor Johnston,

We hope you are well, and that the Summer Village of Half Moon Bay is looking ahead to a prosperous 2023.

We continue to push back against the government's unnecessary, expensive, proposed provincial police service transition that is both unpopular and unfounded.

I'm connecting to share the National Police Federation's 2023 provincial pre-budget submission that was sent to the Government of Alberta earlier this month with you. Instead of spending the proposed \$371 million for one-time transition costs, we have made specific investment recommendations of the same amount to the Government of Alberta. Our recommendations direct this funding into concrete steps that the government can take toward improving public safety across the province today and into the immediate future.

Some highlights of our submission's recommendations include:

- \$164M to increase Regular Member strength by 633 additional positions, plus 250 administrative support staff;
- \$38M invested in proactive initiatives to reduce rural crime across the province, with an additional \$100M invested into areas across the public safety continuum to support rural and remote community access to services; and,
- \$4M in grant funding to municipalities in support of the implementation of Police Advisory Committees.

A release on our recommendations is [available for your reference](#), and a copy of our submission can be [accessed on our website for your consideration](#).

As we move toward a pivotal time for Alberta, we are asking the Government to listen to Albertans and invest in the critical services and programs they care about most.

If you have any questions or comments, please don't hesitate to connect.

Kind regards,

Maryanne King
Policy Advisor | Conseiller Politique
National Police Federation | Fédération de la Police Nationale
(587) 672-0695
npf-fpn.com



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NPF coffee table book
now available to pre-order!

***Why We Serve : Stories of
Today's RCMP Members
– Celebrating 150 Years***



Livre de prestige de la FPN maintenant
disponible en précommande !

***Pourquoi nous servons :
Histoires des membres de la GRC
d'aujourd'hui – Célébrons 150 ans***

The mission of the National Police Federation is to provide strong, professional, fair and progressive representation to promote and enhance the rights of RCMP Members. La mission de la Fédération de la police nationale est de fournir une représentation forte, professionnelle, juste et progressive afin de promouvoir et faire avancer les droits des Membres de la GRC.

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NPF Recommends Timely, Necessary Investments to Bolster RCMP in Alberta



NEWS PROVIDED BY

National Police Federation

Jan 12, 2023, 10:30 ET

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EDMONTON, AB, Jan. 12, 2023 /CNW/ - Earlier this week, the National Police Federation submitted its pre-Budget asks for 2023-2024 to the Government of Alberta, calling for strategic investments into policing to support Alberta's most impacted citizens and communities following a number of years of underfunding.

For too long, our Members have been called on to fill gaps left by diminishing social services. RCMP detachments have remained underfunded across the province, and our Members are consistently told to do more with less when they are already overworked, stressed, and not fully resourced.

"Modern policing requires pragmatic approaches to supporting and delivering effective public safety for communities and their residents – in particular, rural and remote areas that are served by the RCMP," said Brian Sauv , President of the National Police Federation. "Against the backdrop of a growing population and evolving criminal environment, we believe it's time to invest in both policing and public safety for the benefit of our communities and all its residents." Instead of redirecting taxes to an unpopular and costly proposed provincial police transition, the NPF recommends investing \$371 million over three years – money that the Government of Alberta indicated would need to be spent on one-time transition costs – as follows:

- **\$164M to increase Regular Member strength by 633 additional positions, plus 250 administrative support staff**
 - Chronic underfunding of the RCMP and hiring of police officers has not kept pace with population growth or expanding police mandates in the province. In fact, police hiring grew by about 5.7% between 2017 and 2021, while Alberta's population grew by about 7.3% over the same period.
- **\$45M to support modernized and sustainable equipment resources**

- Timely investments are required to address aging equipment, including body worn cameras, hard body armour, vehicle purchase, radios, aerial surveillance, and telecommunications.
- **\$20M to address effective and holistic responses to wellbeing and mental health related calls**
 - To bridge vulnerable Albertans' access to the full spectrum of social supports, \$15M should be invested in expanding Police and Crisis Teams, and an additional \$5M to expand the HealthIM pilot app in RCMP detachments across the province.
- **\$38M invested in proactive initiatives to reduce rural crime across the province**
 - Important funding towards the Gun and Gang Violence Action Fund, the Alberta Community Restorative Justice Program, the Call Back Unit, to Project Lock-Up, and ALERT, for example, would both stop and deter crime and address their root causes.
- **\$4M in grant funding to support the implementation of Police Advisory Committees**
 - This one-time grant would assist in offsetting costs of establishing the now-mandated community-based advisory committees.
- **\$100M invested with a focus on equitable access in rural and remote communities**
 - Addressing the root causes of crime also means investing into other areas of the public safety continuum such as housing, social services, and hospitals and treatment centres.
-

"It's no secret that affordability and prudence are top-of-mind for all Albertans and their families, and our cost-saving recommendations are respectful of that reality," said Kevin Halwa, Director, Prairie Region. "Policing is also no stranger to financial pressures, especially as communities' needs continue to evolve, and we believe these necessary investments will go farther to address immediate public safety concerns in our province than an unnecessary police transition would," he added.

A copy of our Pre-Budget Submission is available here: <https://npf-fpn.com/npf-alberta-pre-budget-2023-submission/>

About the National Police Federation:

The National Police Federation (NPF) was certified to represent ~20,000 RCMP Members serving across Canada and internationally in the summer of 2019. The NPF is the largest police labour relations organization in Canada; the second largest in North America and is the first independent national association to represent RCMP Members.

The NPF is focused on improving public safety in Canada by increasing resources, equipment, training, and other supports for our Members who have been under-funded for far too long. Better resourcing and supports for the RCMP will enhance community safety and livability in the communities we serve, large and small, across Canada.

For more information: <https://npf-fpn.com/> and KeepAlbertaRCMP.ca



NATIONAL
POLICE
FEDERATION

FÉDÉRATION
DE LA POLICE
NATIONALE

G-1,2,3,4

2023 PRE-BUDGET SUBMISSION

TO THE GOVERNMENT OF ALBERTA

JANUARY 2023



NPF Contact:

Sarah Nolan | Director, Government Relations & Policy | snolan@npf-fpn.com

INTRODUCTION

The National Police Federation (NPF) is the sole certified bargaining agent representing ~20,000 Members of the Royal Canadian Mounted Police (RCMP) across Canada, including ~3,500 in Alberta. The NPF is the largest police labour relations organization in Canada and is the first independent national union representing RCMP Members. The NPF is focused on improving public safety in Canada by focusing on increasing resources, equipment, training, and other supports for our Members.

As the Government of Alberta (GoA) has acknowledged, Albertans are facing significant financial pressures. Inflation and the rising cost-of-living will have the per-dollar-value of the GoA's priorities closely scrutinized. The government should not be prioritizing an expensive police transition that will burden Albertans with additional taxes for no proven public safety increases. The government should be focusing its expenditures on initiatives that matter the most to Albertans across the province.

Research conducted by Pollara Strategic Insights in July 2022ⁱ found that Albertans overwhelmingly support the RCMP:

- 84% want to keep the RCMP with improvements, and only 9% support a proposed transition.
- Albertans indicated their top three priorities are affordability (58%), the economy (49%), and healthcare (48%).
- When considering public safety in rural communities, their top priorities were reducing response times (21%), increasing police resources (20%), and increasing resources to tackle petty crime (15%).

Albertans oppose replacing the RCMP with a provincial police service and are asking for increased RCMP resources to improve public safety.

The GoA's proposal for a police transition includes spending \$371M in one-time transition costs, increasing annual operating costs by \$164M, and an additional \$185M annually in costs to cover the federal contribution loss. These costs over a five to eight-year transition period amounts to over \$2 billion in combined spending. This spending does not prove how a new police service would improve public safety. The Alberta (AB) RCMP and the GoA should continue to work together to enhance and strengthen services to tackle public safety priorities.

Prior to 2017, the GoA invested very little into policing and the RCMP, leading to high crime rates, resourcing challenges, and frustrated communities. Since 2017, the GoA has slowly made strategic investments into policing to address the most vulnerable communities. However, after years of underfunding, additional funds must be invested to meet current and future policing needs in Alberta.

The NPF recommends spending a fraction of the above-mentioned costs over a three-year period to significantly and immediately improve the public safety continuum in Alberta.

NPF RECOMMENDATIONS

Invest \$371 over three-years to bolster and enhance essential services across the public safety continuum.

The NPF recommends that the GoA direct the allocated \$371M proposed for one-time transition costs for a new provincial police service to instead, over a three-year period, invest in priorities as set-out by Albertans and communities for immediate benefits and results. Investments should be made as follows:

1. \$164M to increase Regular Member strength by 633 additional positions

Due to chronic underfunding of the RCMP, hiring of police personnel has not kept pace with population growth or expanding police mandates. The Province has been investing in policing, but police personnel numbers has only increased by about 5.6% between 2017 and 2021, while at the same time, the population in Alberta grew by about 7.3%.ⁱⁱⁱⁱⁱ In 2019, the Province changed the Police Funding Model (PFM) so that communities who used the RCMP but hadn't paid for the service in the past would now be required to pay for a percentage of the costs. With the new PFM changes being implemented over four years, the GoA promised to hire an additional 275 Regular Members (RMs) in rural communities. However, this change isn't enough to tackle the cumulative human resource shortage resulting from years of underfunding to meet current and future policing needs. The government has estimated that the annual population growth rate will be about 1.5% steady until 2046, adding an additional 2.2 million residents.^{iv}

The NPF recommends investing \$164M into the hiring of 633 RMs, at a rate of about 211 RMs per year for three-years, including the hiring of 250 administrative support staff. The NPF has been working with the RCMP to improve and streamline the RCMP's recruiting process and the Experienced Police Officer (EPO) program to ensure the demand for recruits and training can be met. We are pleased to announce that we are awaiting the final signatures on changes to the EPO program that will see over 600 EPOs trained across Canada, including about 100 in Alberta.

2. \$45M to support modernized and sustainable equipment resources

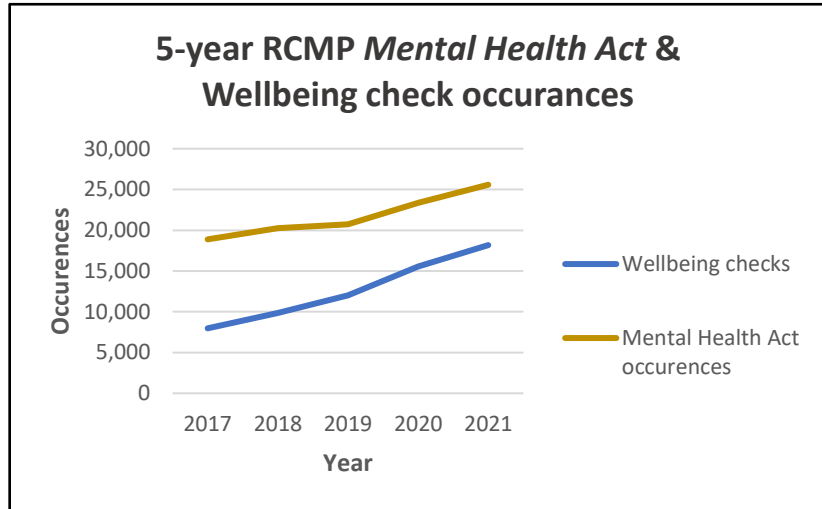
Alberta RCMP Members put their lives on the line every day to protect all Albertans. However, they currently rely on aging equipment to keep themselves safe. To address this aging equipment that becomes faulty through its extended lifespan, the RCMP has made significant investments in equipment modernization, with costs being spread out to contract partners over several years.

The NPF recommends that the GoA invest \$45M to its equipment plan that would include the purchase of replacement pistols; body worn cameras; tasers; hard body armour; vehicle purchase, repairs, and maintenance; radios; aerial surveillance and imaging equipment; and other telecommunications equipment.

3. \$20M to address effective and holistic responses to wellbeing and mental health related calls

Albertans have expressed ongoing concerns with the resources made available to vulnerable community members, including those struggling with mental illness and combatting addictions. We know that police services can and should not be the sole bridge between vulnerable Albertans and the complex resources they require. All public services must work together to ensure our most vulnerable have access to the full spectrum of supports and services they need.

Between 2017 and 2021,^v the number of wellbeing check occurrences that the Alberta RCMP responded to increased by 128%. During that same time, occurrences of calls responding to *Mental Health Act* related occurrences increased by 35%. The Province has made some progress in addressing the expanded scope of policing related to responding to calls where mental health must be considered.



The ongoing underfunding of critical services such as addictions and mental health treatment centres, housing programs, and other community supports for vulnerable Albertans will continue to exacerbate the problem. With nearly 80% of parents of youth aged fifteen and older reporting that their children's mental health is worse today than two years ago, and 70% of parents of youth between the ages of six and fourteen reporting the same, we can foresee that investment in social services will be crucial to the success of the next generation of Albertans.^{vi}

The NPF recommends that the GoA invest \$15M to expand Police and Crisis Response Teams (PACT) across RCMP detachments. The PACT program pairs police officers with a psychiatric nurse or mental health therapist to respond to mental health calls and wellbeing checks together. This joint response effectively addresses the needs of the individual and the community. The expansion of PACT across the province will bring cost savings and modest benefits. The demonstrated improvements resulting from this investment will be deferred hospitalizations, reduced inpatient referrals from jail, and avoiding costs associated with jail time and bookings.

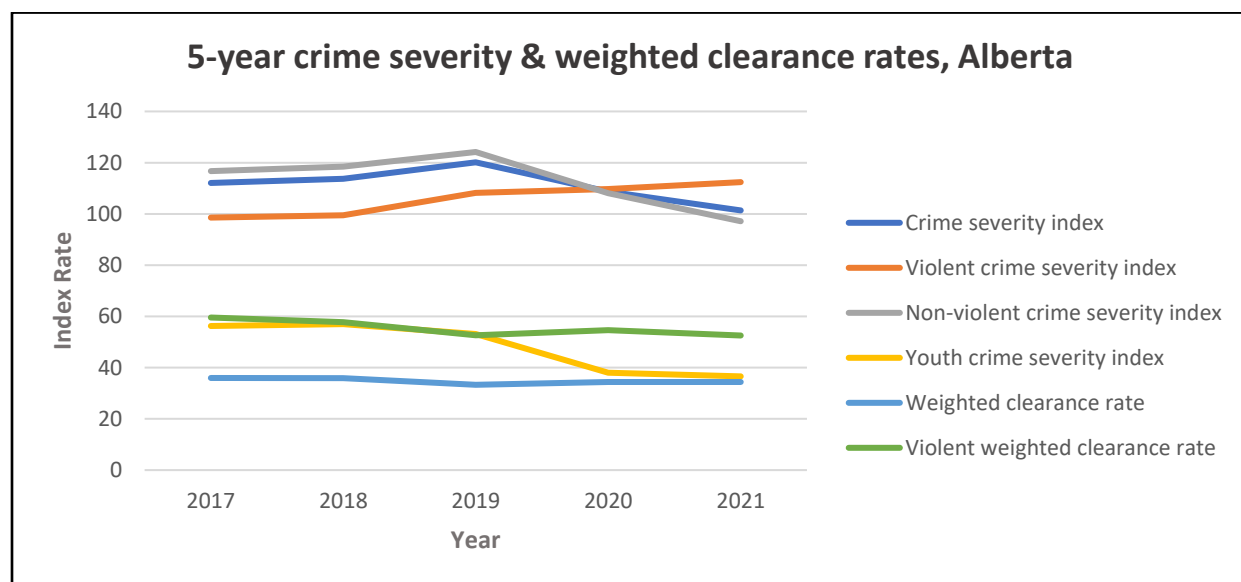
In addition, the GoA should invest \$5M to expand the HealthIM pilot to RCMP detachments across the province. The GoA invested in an initial pilot in 2021 of the HealthIM app. The HealthIM app is a digital risk-assessment tool which helps police screen, de-escalate, and track mental health-related calls. Given the app's proven track record, other provinces across Canada (Ontario, Manitoba, and Saskatchewan) have already adopted the tool. It has shown to contribute to significant reduction in involuntary arrests and police resources, as well as an increase in overall savings: all while ensuring

people in crisis get the appropriate help they need. As just one example, Manitoba recorded a 70 per cent reduction in involuntary arrests between February 2019 and February 2020.^{vii}

4. **\$38M invested in proactive initiatives to reduce rural crime across the province**

Our Members are committed to reducing crime in Alberta and have developed and implemented a Crime Reduction Strategy that has seen significant reductions in property crimes in 2021, including: break and enter (down 15%), vehicle theft (down 8%), theft over/under \$5,000 (down 10%) and possession of stolen goods (down 21%).^{viii}

Crime reduction success can be seen across Alberta when looking at Statistic Canada's crime severity index (CSI) and weighted clearance rates between 2017 and 2021.^{ix}



As the Government of Alberta has continued to invest in policing throughout successive budgets since 2017, the CSI has dropped 9.5%, primarily due to an almost 17% decrease in the non-violent CSI. Youth crime has also steadily decreased, with an accelerated decrease during the pandemic, though it is expected to increase slightly as we recover from the pandemic and continue to face economic uncertainties. Further improvements are demonstrated by the ability of officers to clear case files through a steady weighted clearance rate, and a significant decrease in the violent clearance rate of almost 12%. This demonstrates that Members are closing more violent crime cases.

However, even with a steady decline in CSIs, violent crime continues to rise across the province. Many rural communities are attributing this to prolific offenders who fall between the cracks of the justice system. The continual increased use of opioids, methamphetamines, other drugs, and firearms that continue to cross the provincial and international borders of Alberta every day, and the associated gang and crime syndicates associated with this illicit trafficking contribute further to these increases. Unfortunately, many rural and vulnerable communities fall prey to these violent crimes, and do not have sufficient resources to fight back.

The NPF recommends that the GoA invest \$38M to bolster the Crime Reduction Strategy, focus on rural and remote communities, and enhance access to services that stop and deter violent crime from taking place through:

- Investing \$10M to enhancing policing services and programs for communities with the highest CSI rates- Wetaskiwin, Cold Lake, Grande Prairie, Red Deer, and Leduc.
- Investing an additional \$5M to the Gun and Gang Violence Action Fund.
- Providing an additional \$2M to the Alberta Community Restorative Justice Program.
- Investing \$3M to expand the Call Back Units to more RCMP detachments across the province.
- Investing an additional \$3M to Project Lock-Up to enhance the response to repeat victims of property crime.
- Investing an addition \$15M to ALERT, specifically to combat opioids, methamphetamines, other drug and human trafficking, child pornography, and gang violence.

5. \$4M in grant funding to support the implementation of Police Advisory Committees.

The *Police Act* has been recently amended to include many of the NPF's previous recommendations. We are pleased that greater local governance on community policing priorities will be granted by making the optional Police Advisory Committees mandatory for communities served by the RCMP. To further ease the financial burden and financial hardships faced by municipalities, we recommended that the province provides \$4M toward a one-time grant program. Under this one-time grant, municipalities mandated to create a committee or smaller communities who wish to establish their own can apply to assist in offsetting start-up costs, while allowing additional time for those municipalities to plan for the full associated costs in future budgets.

6. \$100M should be invested into the public safety continuum with a focus on equitable access in rural and remote communities.

Over the past decade, RCMP officers are being asked to carry heavy burdens due to dwindling resources and increased demand. Albertans and our Members want more funding for the frontline services that help alleviate pressures on vulnerable Albertans and, by extension, the police. The GoA must do more to ensure that all communities have the front-line public safety and social services needed to help Albertans lead happy, healthy lives.

The remaining \$100M of the \$371M of one-time transition costs should be invested into other avenues of the public safety continuum that are of the highest priority for the reduction of crime across the province. These critical investment areas include:

- Housing
- Social services
- Hospitals and treatment centres
- Diversion programs, specifically in rural areas
- Indigenous communities
- Drug treatment courts

For too long, our Members have been called on to fill gaps between social services. At the same time RCMP detachments are underfunded across the province. Our Members are consistently told to “do more with less,” when they are already overworked, overstressed, and under-rested.

CONCLUSION

Albertans support their local RCMP and don’t want to see their government waste hundreds of millions of dollars on establishing a new provincial police service that will not improve policing in a tangible way or bring immediate improvements. During a time of significant pressures on our economy and all Albertans, increasing taxes to pay for a police transition is not the answer to increased public safety concerns.

There are better and more efficient ways to improve policing and the public safety continuum which will immediately address the real challenges identified by Albertans. The money earmarked for the proposed police transition should be invested as outlined above. These investments can be offset by public safety related revenues and cost saving measures, including:

- Revenues from the Police Funding Model, fines and surcharges related to public safety; and,
- Cost saving measures in relation to the implementation of PACT and investments into addressing prolific offenders, which will result in less police resources needed, booking, jail, court, and administrative costs.

In a time where affordability and prudence are top-of-mind for all Albertans and their families, it is important that Budget 2023 is strategic in effectively addressing the priorities identified by all communities in the province.

ⁱ August 2022. National Police Federation – Alberta W4. [Online] Available at: <https://npf-fpn.com/app/uploads/securepdfs/2022/08/NPF-Alberta-W4-July-2022-Final.Aug8-22.pdf>

ⁱⁱ April 2022. Police Personnel and Expenditures in Canada, 2021. [Online] Available at: <https://www150.statcan.gc.ca/n1/pub/11-627-m/11-627-m2022013-eng.htm>

ⁱⁱⁱ December 2020. Police Officers By Level of Policing, By Province and Territory, 2019. [Online] Available at: <https://www150.statcan.gc.ca/n1/pub/85-002-x/2020001/article/00015/tbl/tbl04-eng.htm>

^{iv} July 2022. Alberta Population Projections 2022-2046. [Online] Available at: <https://open.alberta.ca/dataset/45d8dc72-58d7-4b92-b3e6-589cf1869233/resource/c9785433-07f4-4431-be89-7e43696b909f/download/alberta-population-projections-infographic-2022-2046.pdf>

^v October 2022. RCMP Occurrence Report – 2021. [Online] Available at: <https://www.rcmp-grc.gc.ca/transparenc/police-info-policieres/calls-appels/occurrence-incident/2021/index-eng.htm>

^{vi} June 2022. More Than 70% of Teens Report Worse Mental Health Compared to Before COVID: Survey. [Online] Available at: <https://globalnews.ca/news/8882754/alberta-teens-mental-health-covid-survey/>

^{vii} May 2021. Alberta Police Pilot App to Help Assess, De-escalate and Track Mental Health Crisis Calls. [Online] Available at: <https://www.cbc.ca/news/canada/calgary/alberta-police-app-mental-health-crisis-calls-1.6015660>

^{viii} December 2022. Alberta RCMP Data. [Online] Available at: <https://www.rcmp-grc.gc.ca/ab/criminal-statistics-statistiques-criminelles/alberta-eng.htm>

^{ix} August 2022. Crime Severity Index and Weighted Clearance Rates, Police Services in Alberta. [Online] Available at: <https://www150.statcan.gc.ca/t1/tbl1/en/tv.action?pid=3510019001&pickMembers%5B0%5D=1.1&cubeTimeFrame.startYear=2017&cubeTimeFrame.endYear=2021&referencePeriods=20170101%2C20210101>