REGULAR MEETING AGENDA
SUMMER VILLAGE OF NORLGENWOLD
OCTOBER 2, 2026 @ 9:00 A.M.

A. CALL TO ORDER

B. AGENDA - additions/deletions
- adoption

C. ADOPTION OF MINUTES -
- Regular Meeting Minutes, July 31, 2026
- Organizational Minutes, July 31, 2026
- Municipal Planning Commission, September 4, 2026
- Regular Meeting Minutes, September 15, 2026

D. TABLED ITEMS

1) Planning & Development

a) Encroachment Policy

E. INFORMATION ITEMS

1) Accounts Payable Report
2) Public Works Report
3) Development Report
4) CAO Report
5) Enforcement Report
6) Parking Signage & Management Review

F. REQUEST FOR DECISION

1) Finance

a) Christmas Donation

2) Council & Legislation

a) Dock & Mooring Bylaw

G. COUNCIL, COMMITTEES AND CORRESPONDENCE

1) Council Reports

a) Mayor Miller
b) Deputy Mayor Munro
c) Councillor Gurevitch

2) Correspondence

a) Local Government Fiscal Framework (LGFF) Funding
b) Alberta Municipal Data Sharing Partnership (AMDSP)

3) Upcoming Meetings

a) Council Meeting – October 30, 2026

H. ADJOURNMENT

Summer Village of Norglenwold
Regular Meeting Minutes
July 31, 2026

Minutes of a Regular Council Meeting of the Summer Village of Norglenwold, Province of Alberta, held July 31, 2026, in the Summer Village Administration Office at Sylvan Lake, Alberta.

PRESENT

Mayor:	Rod Miller
Deputy Mayor:	Murray Munro
Councillor:	Cyril Gurevitch, K.C.
CAO:	Tanner Evans
Recording Secretary:	Teri Musseau
Delegate(s):	Brian While
	Lacey White

CALL TO ORDER The meeting was called to order at 9:10 a.m. by Mayor Miller.

AGENDA APPROVAL

NGC-26-091 MOVED by Mayor Miller that the agenda be adopted as amended:

ADD
E-3 Lot 27 update under Public Works

CARRIED

MINUTES

NGC-26-092 MOVED by Deputy Mayor Munro that the minutes of the regular meeting of Council held on June 26, 2026, be approved as presented.

CARRIED

NGC-26-093 MOVED by Deputy Mayor Munro that the minutes of the Municipal Planning Commission meeting held on July 6, 2026, be approved as presented.

CARRIED

INFORMATION ITEMS

1) Accounts Payable Report
2) 2nd Quarter Report
3) Development Update

Brian White jointed the meeting at 9:26 a.m.

DELEGATION

PUBLIC WORKS

The owners of 1 Sylvan Lane are joining Council to request the Summer Village pay the invoices for the work that was done to their damaged septic pipe which occurred during the annual sewage line flushing.

Brian White left the meeting at 9:43 a.m.

Beverly Smith joined Council at 9:43 a.m.

PUBLIC WORKS

A Ravenscrag resident joined Council to request the Chipmunk Creek Trail plaque sign be reinstalled.

Beverly While left the meeting at 9:52 a.m.

NGC-26-094 MOVED by Deputy Mayor Munro that Council reimburse the owner of 1 Sylvan Lane for the cost to repair their septic pipe.

DEFEATED

NGC-26-095 MOVED by Councillor Gurevitch that Administration look into options to replace the missing trail sign at Chipmunk Creek.

CARRIED

INFORMATION ITEMS CONTINUED

4) CAO Report

Council recessed at 10:32 a.m.

Council reconvened at 10:39 a.m.

5) Public Works Report

NGC-26-096 MOVED by Mayor Miller that Council accept the information items as presented.

CARRIED

REQUESTS FOR DECISION

PUBLIC WORKS

Snow Removal Policy Review

NGC-26-097 MOVED by Mayor Miller that Council approve the amended Snow Removal Policy as presented and authorize Administration to prepare and issue a procurement for snow removal and ice-control services consistent with the approved policy and Summer Village's procurement policy.

CARRIED

COUNCIL & LEGISLATION

ASVA Convention Silent Auction Donations

NGC-26-098 MOVED by Mayor Miller that Council support the ASVA Convention Silent Auction with a $500 cash donation.

CARRIED

Summer Village of Norglenwold
Regular Meeting Minutes
July 31, 2026

RCMP Regimental Ball

NGC-26-099 MOVED by Mayor Miller that Council accept the RCMP Regimental Ball item as information.

CARRIED

PLANNING & DEVELOPMENT

Encroachment Policy

NGC-26-100 MOVED by Mayor Miller that Administration amend the encroachment policy as discussed and bring back to the next meeting.

CARRIED

COUNCIL REPORTS

Mayor Miller
- Municipal Planning Commission
- Joint Services Committee

Deputy Mayor Munro
- Municipal Planning Commission

Councillor Gurevitch
- Photo Opp with Minister Dreeshen
- Sylvan Lake Regional Water and Wastewater Commission

CORRESPONDENCE

- National Police Federation

NGC-26-101 MOVED by Councillor Gurevitch that Council accept the Council and Correspondence reports as information.

CARRIED

NEXT MEETING

NGC-26-102 MOVED by Mayor Miller that the next meeting of Council be held on October 2, 2026, at 9:00 a.m.

CARRIED

ADJOURNMENT

MOVED by Mayor Miller that being the agenda matters have been concluded, the meeting adjourned at 11:56 a.m.

CARRIED

_____
ROD MILLER, MAYOR

_____
TANNER EVANS, CAO

Summer Village of Norglenwold
Organizational Meeting Minutes
July 31, 2026

Minutes of an Organizational Meeting of the Summer Village of Norglenwold, Province of Alberta, held July 31, 2026, in the Summer Villages on Sylvan Lake Administration Office at Sylvan Lake, Alberta.

IN ATTENDANCE

Mayor:	Rod Miller
Deputy Mayor:	Murray Munro
Councillor:	Cyril Gurevitch
CAO:	Tanner Evans
Recording Secretary:	Teri Musseau

CALL TO ORDER The Meeting was called to order at 9:00 a.m. by CAO Evans.

AGENDA APPROVAL

NGC-26-078 MOVED by Councillor Munro that the agenda be adopted as presented.

CARRIED

SELECTION OF MAYOR

Tanner Evans, CAO, called for nominations for Mayor.

NGC-26-079 MOVED by Councillor Munro that Councillor Miller be appointed as Mayor.

CARRIED

CAO Evans turned the meeting over to the Mayor at 9:01 a.m.

SELECTION OF DEPUTY MAYOR

Mayor Miller called for nominations for Deputy Mayor.

NGC-26-080 MOVED by Mayor Miller that Councillor Munro be appointed as Deputy Mayor.

CARRIED

APPOINTMENT OF ASSESSOR AND AUDITOR FOR THE 2026 FINANCIAL YEAR

Assessor

NGC-26-081 MOVED by Mayor Miller that Wild Rose Assessment be appointed Assessor for the Summer Village of Norglenwold.

CARRIED

Auditor

NGC-26-082 MOVED by Mayor Miller that the Metrix Group be appointed Auditors for the Summer Village of Norglenwold.

CARRIED

Summer Village of Norglenwold
Organizational Meeting Minutes
July 31, 2026

APPOINTMENTS TO VARIOUS COMMITTEES, COMMISSIONS AND BOARDS

Municipal Planning Commission

NGC-26-083 MOVED by Mayor Miller that the following be appointed to the Municipal Planning Commission:

- Council Representative – Rod Miller
- Council Representative – Murray Munro
- Member-at-Large – Stuart McKellar
- Member-at-Large – Lorne Therriault
- Member-at-Large – Ed Thiessen
- Member-at-Large – Jamie Willson

CARRIED

Subdivision and Development Appeal Board

NGC-26-084 MOVED by Deputy Mayor Munro that the following be appointed to the Subdivision and Development Appeal Board:

- Council Representative – Cyril Gurevitch
- Member-at-Large – Janelle Allan
- Member-at-Large – Allan MacPherson
- Member-at-Large – Patricia Matthews
- Member-at-Large – Cyndi Teulon
- SDAB Secretary – Teri Musseau

CARRIED

APPOINTMENTS TO VARIOUS INTERMUNICIPAL COMMITTEES, COMMISSIONS AND BOARDS

Joint Services Committee

NGC-26-085 MOVED by Deputy Mayor Murray that Mayor Miller be appointed as the Council Representative to the Joint Services Committee.

CARRIED

Norglenwold Emergency Advisory Committee

NGC-26-086 MOVED by Mayor Miller that Mayor Miller, Deputy Mayor Munro, and Councillor Gurevitch be appointed as Council Representatives to the Norglenwold Emergency Advisory Committee.

CARRIED

Lacombe Regional Emergency Management Partnership Advisory Committee

NGC-26-087 MOVED by Mayor Miller that Deputy Mayor Munro be appointed as the Council Representative to the Lacombe Regional Emergency Management Partnership Advisory Committee with Mayor Miller as the alternate.

CARRIED

Sylvan Lake Intermunicipal Development Plan Steering Committee

NGC-26-088 MOVED by Mayor Miller that Councillor Gurevitch be appointed as the Council Representative to the Sylvan Lake Intermunicipal Development Plan Steering Committee with Mayor Miller as the alternate.

CARRIED

Summer Village of Norglenwold
Organizational Meeting Minutes
July 31, 2026

Sylvan Lake Regional Water & Wastewater Commission

NGC-26-089 MOVED by Mayor Miller that Councillor Gurevitch be appointed as the Council Representative to the Sylvan Lake Regional Water & Wastewater Commission with Mayor Miller the alternate.

CARRIED

APPOINTMENTS TO VARIOUS COMMITTEES AT LARGE

Parkland Regional Library Board

NGC-26-090 MOVED by Councillor Gurevitch that Deputy Mayor Munro from the Summer Village of Norglenwold be appointed as the Council Representative for the 5 Summer Villages to the Parkland Regional Library Board with Mayor Miller as alternate.

CARRIED

ADJOURNMENT

MOVED by Mayor Miller that being the agenda matters have been concluded; the meeting be adjourned at 9:10 a.m.

CARRIED

_____
ROD MILLER, MAYOR

_____
TANNER EVANS, CAO

Summer Village of Norglenwold
September 4, 2026
Municipal Planning Commission Minutes

Minutes of a Municipal Planning Commission Meeting of the Summer Village of Norglenwold, Province of Alberta, held on September 4, 2026, at the Summer Villages on Sylvan Lake Administration Office in Sylvan Lake, Alberta.

PRESENT:	Chair:	Rod Miller
	Council Member:	Murray Munro
	Member-at-large:	Stuart McKellar via Zoom
	CAO:	Tanner Evans
	Development Officer:	Emily Damberger
	Junior Development Officer:	Sarah Cheney
	Recording Secretary:	Teri Musseau
	Applicant(s):	Dan Denault, Sorento Homes
		Brian Engel, Lakeview Contracting
		Justin Fedun, Silver Stone Custom Homes via Zoom
		Garth Doll via Zoom

CALL TO ORDER: Chair Miller called the meeting to order at 9:01 a.m.

AGENDA:

MPC-26-011 Moved by Member Munro to approve the agenda as presented.
CARRIED

DEVELOPMENT APPLICATIONS

1. **113 Grand Avenue (Lot 4, Block 2, Plan 5116AE)**
   An application has been received for the property located at 113 Grand Avenue, (Lot 4, Block 2, Plan 5116AE), in the Summer Village of Norglenwold requesting approval for modifications to the escarpment area and an existing boathouse.

Dan Denault and Brian Engel left the meeting at 9:35 a.m.

2. **159 Grand Avenue (Lot 6A, Block K, Plan 1627RS)**
   An application has been received for the property located at 159 Grand Avenue, (Lot 6A, Block K, Plan 1627RS), in the Summer Village of Norglenwold requesting approval for a lakeside pathway and stairs down the escarpment.

Sarah Cheney, Emily Damberger, and remaining gallery left the meeting at 9:48 a.m.

DECISION(S)

1. 159 Grand Avenue (Lot 6A, Block K, Plan 1627RS)

MPC-26-012 Moved by Member Munro that the Municipal Planning Commission (MPC) table the application for a lakeside pathway and stairs down the escarpment for the property at 159 Grand Avenue for additional information:

Initials

- Provide detailed dimensions and measurements for the proposed path, including the path width and overall route.
- Confirm the location of the proposed path in relation to the property lines.
- Confirm the total number of stairs proposed along the path.
- Investigate the feasibility of a more direct route to minimize impacts to the escarpment and existing trees.

CARRIED

2. 113 Grand Avenue (Lot 4, Block 2, Plan 5116AE)

MPC-26-013 Moved by Chair Miller that the Municipal Planning Commission (MPC) deny the application for modifications to the escarpment area and an existing boathouse for the property at 113 Grand Avenue with the following reasons:

- Section 4.3 (4) of the LUB, and Section 643 of the MGA, state a non-conforming building may continue to exist, but it shall not be structurally altered except to make it conforming or perform maintenance and minor repair. The boathouse requires excessive structural alterations.
- Section 4.3 (2) of the LUB states a non-conforming use of part of a building may be extended throughout the building but the building, whether or not it is a nonconforming building, may not be enlarged or added to and no structural alterations may be made thereto or therein.
- Section 1.4 (2) of the LUB states that accessory buildings shall not be located in the lakeside front yard of a property. If the proposal is to move the accessory building, it should be brought into compliance with this provision.

CARRIED

ADJOURNMENT

Moved by Chair Miller that the Municipal Planning Commission meeting be adjourned at 10:14 a.m.

CARRIED

_____
ROD MILLER, CHAIR

_____
TANNER EVANS, CAO

Initials

Summer Village of Norglenwold
Regular Meeting Minutes
September 15, 2026

Minutes of a Regular Council Meeting of the Summer Village of Norglenwold, Province of Alberta, held September 15, 2026, in the Summer Village Administration Office at Sylvan Lake, Alberta.

PRESENT	Mayor:	Rod Miller via Zoom
	Deputy Mayor:	Murray Munro
	Councillor:	Cyril Gurevitch, K.C. via Zoom
	CAO:	Tanner Evans
	Public Works Manager:	Matt Miller
	Recording Secretary:	Teri Musseau

CALL TO ORDER The meeting was called to order at 9:00 a.m. by Mayor Miller.

AGENDA APPROVAL

NGC-26-103 MOVED by Deputy Mayor Munro that the agenda be adopted as amended

C-1-B LREMP Agreement Update

CARRIED

REQUESTS FOR DECISION

PUBLIC WORKS

Rustic Crescent Drainage Review

NGC-26-104 MOVED by Councillor Gurevitch that Council award the Rustic Crescent Drainage Review consulting assignment to Emmons and Olivier Resources Canada Inc. (EOR) at a fee of $34,381.50 plus GST, for the scope of services described in EOR's submitted proposal and subsequent clarifications, including site investigation and topographic survey, existing drainage assessment, conceptual drainage and LID analysis, integrated landscape / public space concept development, conceptual opinions of probable cost, and a presentation of the developed options and recommendations to Council;

AND THAT Council authorize Administration to finalize the project authorization and proceed with the assignment, provided the consulting fee does not exceed $34,381.50 plus GST with a 10% authorized contingency without further Council approval;

AND THAT Council confirms that the consulting assignment is to be funded from Recreation Reserve, consistent with Motion NGC-26-075;

AND THAT Council directs Administration to investigate and apply for applicable grant funding for the Rustic Crescent Project, including eligible engineering and professional service costs where permitted, with any approved grant funding applied against eligible project expenditures and any portion of the costs authorized by this resolution not covered by grant funding remaining funded from the Recreation Reserve;

AND THAT Council direct Administration to return to Council as required with the preferred concept, updated project costs, and any subsequent detailed design or construction approvals.

CARRIED

Summer Village of Norglenwold
Regular Meeting Minutes
September 15, 2026

Lacombe Regional Emergency Management Partnership Agreement
CAO Evans provided Council an update on minor amendments being made to the agreement before it is formally signed by the 13 active partner municipalities.

ADJOURNMENT

MOVED by Mayor Miller that being the agenda matters have been concluded, the meeting adjourned at 9:27 a.m.

CARRIED

_____
ROD MILLER, MAYOR

_____
TANNER EVANS, CAO

Summer Village of Norglenwold

October 2, 2026

Planning and Development

Request for Decision

Agenda Item: *Encroachment Policy Council Updates*

Background:

Council requested at the July 31, 2026 meeting Administration update the Encroachment Policy as per Council direction. The direction was to update the current policy to include:

- #e: Requirement for Real Property Report in policy to reflect requirements in Encroachment agreement.
- #3: replace “letter of consent or license agreement” to updated term of encroachment agreement

Council recently approved the new Use of Reserves, Parks and Pathways Bylaw #292-26. During discussion of this bylaw Council wished to review the Encroachment Policy.

Options for Consideration:

1. Provide direction to Administration on any research, review or addition amendments.
2. Adopt the proposed changes as outlined in the attached red line version.

Authorities:

Use of Reserves, Parks and Pathway Bylaw 292-26
Encroachment Policy NGC -22-172

Policy Title	Date:	Resolution No.
Encroachment Policy	**December 2, 2022**	**NGC-22-172**

PURPOSE

The Summer Village of Norglenwold has the responsibility to manage encroachments on municipal land within the boundaries of the municipality. The Summer Village of Norglenwold asserts its right of ownership to all lands owned, leased and managed by the municipality.

POLICY STATEMENT:

It is the policy of the Summer Village to work proactively with property owners to remove and manage encroachments on all lands managed by the municipality. New encroachments on municipal land are discouraged.

DEFINITIONS:

"building(s)" includes anything constructed or placed on, in, over or under land but does not include a highway or road or a bridge forming part of a highway or road.

"development" means:

(a) An excavation or stockpile and the creation of either of them; or
(b) A building or an addition to, or replacement or repair of a building and the construction or placing in, on, over and under land of any of them; or
(c) A change of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the use of the land or building; or
(d) A change in the intensity of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the intensity of use of the land or building; and without restricting the generality of the foregoing, includes:
(e) in the case of a lot used for residential purposes, alterations made to a building or an additional building on the lot whether or not the building is a dwelling or part of a dwelling unit;
(f) in the case of a lot used for other than residential purposes, alterations or additions made to a building on the lot or a use of the lot which would increase either the capacity of the building or the intensity of use of the lot;

(g) the display of advertisements or signs on the exterior of a building or on any land;
(h) the deposit of earth, debris, waste materials, refuse, or any other material on any land, including land already being used for that purpose, or if the natural topography or drainage is altered;
(i) any increase in the number of households occupying and living in any building or on any site, and any construction or alterations or additions which would provide for an increase in the number of households which could occupy and live in any building or on any site, including any increase in the number of dwelling units in a building or on a site;
(j) the placing of refuse or waste material on any land;
(k) the recommencement of the use to which land or a building has been previously put if that use has been discontinued for a period of more than six months;
(l) the use of land for the storage or repair of motor vehicles or other machinery or equipment;
(m) the continued use of land or of a building for any purpose for which it is being used unlawfully when this Bylaw comes into effect;
(n) the demolition or removal of a building;
(o) the placement of an already constructed or a partially constructed building on a parcel of land;
(p) the use of land for the parking of trailers, bunk houses, portable dwellings, skid shacks, or any other type of portable building whatsoever, whether or not the same has been placed or affixed to the land in any way;
(q) the removal of topsoil from land;
(r) the use of land for storage purposes or for the repair of equipment, vehicles or other kinds of machinery;
(s) the installation of any type of sewage disposal system including but not limited to holding tanks; or
(t) the digging of a well or installation of a water cistern.

"encroachment(s)" means a ***building*** or ***development*** that illegally extends onto municipal land.

"Major encroachment(s)" an encroachment that is large in scale, difficult to move, such as but not limited to retaining walls over 1m in height, buildings, staircases, decks, and other similar minor structures that illegally extends onto municipal land.

"Minor encroachment(s)" Encroachments such as but not limited to retaining walls under 1m in height, fences, gates, ground level steps, and other similar minor nature, posing

little long-term physical impact on public space and which can be removed with relative ease if required.

GENERAL:

1. The Summer Village requires the removal of all ***encroachments*** from lands owned, leased or managed by the municipality. The owners of the ***encroachment*** shall be required to remove the ***encroachment*** and restore the site to its original / natural state to the satisfaction of the municipality, and or
2. The Summer Village may permit ***encroachments*** onto property owned, leased or managed by the municipality if the ***encroachment*** is established and recognized in accordance with the provisions of this policy as of the date of the approval of the Policy.
3. Permitted ***encroachments*** identified by a letter of consent or a ~~license~~ *encroachment* agreement from the Summer Village of Norglenwold shall have a fee review every 5th year.
4. Stairs, retaining walls, fire pits and other types of ***development*** encroaching onto Municipal property, excepting environmental reserves, may be permitted by the Council provided the owner of the ***encroachment***:
   a. Enters into an Agreement with the municipality outlining the terms by which both parties shall manage the ***encroachment***.
   b. Agrees that the existence of the ***encroachment*** in no way affect the Municipality's ownership of or authority over the lands.
   c. Agrees to remove the ***encroachment*** at the encroaching party's expense at any time such removal is required by the municipality.
   d. Agrees that upon the removal of the ***encroachment***, the site will be restored to a condition acceptable to the municipality.
   e. Provides, at the request of the municipality, a ~~survey plan~~ Real Property Report illustrating the extent of the ***encroachment*** prepared by a land surveyor registered to practice in the province of Alberta to the satisfaction of the municipality prior to the execution of the agreement.
   f. Pays all costs incurred by the municipality to facilitate the execution of the agreement.
   g. For stairs, provide an inspection report from Superior Safety Codes to ensure stairs are safe and up to code, every five years.
   h. Pays the annual ***encroachment*** fee as indicted below:

Minor	$250.00 yearly
Major	$1,000.00 yearly

ENCROACHMENT POLICY

This policy replaces the Encroachment Policy NGW-20-087.

Summer Village of Norglenwold

Administration and Finance

October 2, 2026

Information Item

Agenda Item: *Accounts Payable Update*

Background:

Total payables processed and being presented to Council $ 239,196.05

The following list identifies any payments over $3,000:

1. Hazen & Sawyer Ltd.	$	13,248.38
a. Groundwater Review		
2. Ronald Henderson	$	5000.00
a. Completions Deposit Refund		
3. Sorento Custom Homes Ltd.	$	5000.00
a. Completions Deposit Refund		
4. Pidherney's	$	9,707.25
a. 2026 Sewer Force Main Flush		
5. Town of Sylvan Lake	$	3,715.00
a. Alarm Calls		
6. Hazen & Sawyer Canada Ltd.	$	12,144.56
a. Groundwater Review		
7. Transpera Technology	$	4,823.26
a. Evaluate Server Hardware		
b. Office Security Cameras & Monthly Charges		
8. Empringham Disposal	$	5,264.70
a. May Office Bin		
b. May Services		
9. Rugged West	$	6,247.50
a. June Mowing & Trimming		
10. Empringham Disposal	$	5,264.70
a. July Office Bin		
b. July Services		
11. Western Public Contracting	$	7,983.94
a. Install Bubble Mirror For Road Safety		
b. Crack filling, Routing & Sealing		
12. Rugged West Maintenance	$	4,515.00
a. July Mowing & Trimming		

13. Sylvan Lake Regional $ 7,213.68
    a. July WW Services
14. Western Public Contracting $ 6,697.69
    a. Remove & Replace Asphalt
15. Empringham Disposal $ 5,264.70
    a. Aug Office Bin
    b. Aug Services
16. Bradley Thibeault $ 6000.00
    a. Front Entry Work
17. Red Deer Catholic Regional $ 9,637.94
    a. Third Quarter Tax Requisiton

Council Expense Claims Report:

June 2026

- Rod Miller $ 0
- Murray Munro $ 1595.40
- Cyril Gurevitch $ 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.

Summer Village of Norglenwold
List of Accounts for Approval
Batch: 2026-00141 to 2026-00186

Date Printed
09/21/2026 9:03 AM

Bank Code - MAIN - General Bank

COMPUTER CHEQUE

Payment # / Invoice #	Date / Vendor Name / GL Account	GL Transaction Description	Detail Amount	Payment Amount
2566	**07/29/2026 Hazen & Sawyer Canada Ltd.**			
0004650	297-201-840 - Project Env Rese	Groundwater Literature Rev	3,708.28	
	312-100-250 - Due from Half Mc	Groundwater Literature Rev	664.94	
	312-200-250 - Due from Jarvis E	Groundwater Literature Rev	3,095.07	
	312-300-250 - Due from Birchcli	Groundwater Literature Rev	2,929.78	
	312-400-250 - Due from Sunbre	Groundwater Literature Rev	2,219.43	
	312-000-260 - GST Paid Refunc	GST Tax Code	630.88	13,248.38
2567	**07/29/2026 Cadence Meszaros**			
MESZAROS26	112-000-570 - Other Revenue	Refund for a TOSL Ticket	78.00	78.00
2568	**07/29/2026 Skyblue Services Corp.**			
1604	412-300-255 - Shared Facility M	Cleaning Services For Admi	1,195.24	
	312-000-260 - GST Paid Refunc	GST Tax Code	59.76	1,255.00
2569	**07/29/2026 Town of Sylvan Lake**			
IVC142118	272-000-220 - FCSS Grant	2026 FCSS	1,833.47	1,833.47
2570	**08/13/2026 Henderson, Ronald Garry**			
1264	461-000-520 - Completions Dep	Completions Dep. Refun - C	5,000.00	5,000.00
2571	**08/13/2026 Svoury, Wayne**			
1274-1	461-000-520 - Completions Dep	Completions Dep. Lakeside	1,000.00	1,000.00
2572	**08/13/2026 James Wilson**			
1488-1	461-000-520 - Completions Dep	Completions Dep. Refund -	500.00	500.00
2573	**08/13/2026 Fox Contracting Ltd.**			
FOX2026	461-000-520 - Completions Dep	Completions Deposit Refun	2,000.00	2,000.00
2574	**08/13/2026 Sorento Custom Homes Ltd**			
553 Grand Ave	461-000-520 - Completions Dep	53 Grand Ave Dwelling & D	5,000.00	5,000.00
2575	**08/13/2026 TD Business Ventures Inc.**			
14925	412-300-255 - Shared Facility M	Mowing July 10th & 29th	420.25	
	312-000-260 - GST Paid Refunc	GST Tax Code	21.01	441.26
2576	**08/28/2026 Assoc of Summer Villages**			
NGC-26-098	212-402-220 - Donations to Oth	Per Motion NGC-26-098	500.00	500.00
2577	**08/28/2026 Pidherney's**			
161548	242-000-255 - Maintenance Pro	2026 Sewer Force Main Flu	9,245.00	
	312-000-260 - GST Paid Refunc	GST Tax Code	462.25	9,707.25
2578	**08/28/2026 Narinder Singh**			
SINGH2026	421-000-531 - Shared CPO Enf	Refund for Bylaw Ticket - s/	500.00	500.00
2579	**08/28/2026 Town of Sylvan Lake**			
SYL-26-00364	223-000-200 - Contract Fire Ser	79 Grand Ave Alarm Call	1,745.00	1,745.00
SLFD2026-0005	223-000-200 - Contract Fire Ser	Alarm Call 277 Honeymoon	985.00	985.00
SLFD-2026-000	223-000-200 - Contract Fire Ser	Smoke Alarm 69 Grand Ave	985.00	985.00
			Payment Total:	3,715.00
2580	**09/10/2026 Hazen & Sawyer Canada Ltd.**			
0004675	297-201-840 - Project Env Rese	Groundwater Literature Rev	3,398.82	
	312-100-250 - Due from Half Mc	Groundwater Literature Rev	609.39	
	312-200-250 - Due from Jarvis E	Groundwater Literature Rev	2,836.95	

COMPUTER CHEQUE

Payment # / Invoice #	Date	Vendor Name / GL Account	GL Transaction Description	Detail Amount	Payment Amount
		312-300-250 - Due from Birchcli	Groundwater Literature Rev	2,685.43	
		312-400-250 - Due from Sunbre	Groundwater Literature Rev	2,035.66	
		312-000-260 - GST Paid Refunc	GST Tax Code	578.31	12,144.56
2581	**09/10/2026**	**Stickland Composting Facility**			
INV-0482		232-000-530 - Ditch & Culvert P	Fallen Dead Tree Disposal	12.15	
		312-000-260 - GST Paid Refunc	GST Tax Code	0.61	12.76
2582	**09/10/2026**	**TD Business Ventures Inc.**			
14968		412-300-255 - Shared Facility M	Mowing Aug 19th	210.13	
		312-000-260 - GST Paid Refunc	GST Tax Code	10.51	220.64
2583	**09/10/2026**	**Transpera Technologies Inc**			
11748		412-100-270 - Shared CPO Exp	Evaluate Server Hardware F	76.13	76.13
11726		412-300-240 - Shared Compute	Email Security Advanced, S	2,460.08	
		312-000-260 - GST Paid Refunc	GST Tax Code	123.00	2,583.08
11747		297-208-840 - Project Gen Op F	Office Security Cameras	2,061.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	103.05	2,164.05
				Payment Total:	4,823.26
2584	**09/10/2026**	**Surbey, James William**			
1646		461-000-520 - Completions Dep	Comp. Dep. Refund - 325 H	2,000.00	2,000.00
2585	**09/14/2026**	**Town of Sylvan Lake**			
IVC142680		312-200-250 - Due from Jarvis E	Landfill T# W 307097 JB Gr	14.00	
		412-300-255 - Shared Facility M	Landfill T# W 306634 Garba	12.60	
		412-300-255 - Shared Facility M	Landfill T# W 306639 Garba	22.40	49.00
2586	**09/14/2026**	**Transpera Technologies Inc**			
11776		412-300-240 - Shared Compute	Email Security Advanced, S	2,351.33	
		312-000-260 - GST Paid Refunc	GST Tax Code	117.57	2,468.90
				Total Computer Cheque:	66,497.48

EFT

Payment # / Invoice #	Date	Vendor Name / GL Account	GL Transaction Description	Detail Amount	Payment Amount
556	**07/29/2026**	**Empringham Disposal Corp**			
108878		412-300-255 - Shared Facility M	May Office Bin	50.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	2.50	52.50
108879		243-000-200 - Contracted Garba	210 Weekly Garbage/Recyc	2,289.00	
		243-000-200 - Contracted Garba	Bi-Weekly Organics	2,625.00	
		243-000-200 - Contracted Garba	Public Trash Can Collection	50.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	248.20	5,212.20
				Payment Total:	5,264.70
557	**07/29/2026**	**EOS Positioning Systems Inc.**			
PS-INV106031		412-300-270 - Shared Equip Re	June Monthly Rental Skadi	699.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	34.95	733.95
PS-INV106074		412-300-270 - Shared Equip Re	GPS Unit Rental	699.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	34.95	733.95
				Payment Total:	1,467.90
558	**07/29/2026**	**Klassic Kennels (Animal Control)**			
1627		412-100-270 - Shared CPO Exp	On Call & Facility Fee June	787.50	787.50
559	**07/29/2026**	**PROTEC Pest Control Services**			
1019702		412-300-255 - Shared Facility M	Monthly Monitoring	100.00	

EFT

Payment # / Invoice #	Date	Vendor Name / GL Account	GL Transaction Description	Detail Amount	Payment Amount
		312-000-260 - GST Paid Refunc	GST Tax Code	5.00	105.00
560	**07/29/2026**	**Rugged West Maintenance Inc.**			
1515		232-000-200 - Green Space Pro	June Mowing & Trimming	5,950.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	297.50	6,247.50
561	**07/29/2026**	**Squeeky Klean Car & RV Wash**			
665452		412-100-266 - Shared PW Fleet	PW Truck Wash Jun 9/26 #(	19.50	
		412-100-266 - Shared PW Fleet	PW Truck Wash Jun 10 /26	21.00	
		412-100-266 - Shared PW Fleet	PW Truck Wash Jun 25 /26	28.50	
		412-100-266 - Shared PW Fleet	PW Truck Wash Jun 25 /26	18.00	87.00
562	**07/29/2026**	**Triangle Construction Inc**			
2180		297-191-840 - Project Rec Rsv-I	Removal Of Willows Rustic	2,400.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	120.00	2,520.00
563	**07/29/2026**	**Urban Dirtworks Inc.**			
5652		242-000-255 - Maintenance Pro	139 Grand Ave Locate CC &	685.35	
		312-000-260 - GST Paid Refunc	GST Tax Code	34.27	719.62
5650		242-000-255 - Maintenance Pro	99 Grand Ave Repair c/c	685.35	
		312-000-260 - GST Paid Refunc	GST Tax Code	34.27	719.62
5651		242-000-255 - Maintenance Pro	137 Grand Ave c/c Repair	685.35	
		312-000-260 - GST Paid Refunc	GST Tax Code	34.27	719.62
5649		242-000-255 - Maintenance Pro	223 Grand Ave c/c Repair	685.35	
		312-000-260 - GST Paid Refunc	GST Tax Code	34.27	719.62
				Payment Total:	2,878.48
564	**07/29/2026**	**Velocity Hydrovac Services Ltd.**			
26-14793		232-000-530 - Ditch & Culvert P	Clean Culverts at Rustic Cr	1,100.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	55.00	1,155.00
565	**08/13/2026**	**Empringham Disposal Corp**			
113044		243-000-200 - Contracted Garba	210 Weekly Garbage/Recyc	2,289.00	
		243-000-200 - Contracted Garba	Bi-Weekly Organics	2,625.00	
		243-000-200 - Contracted Garba	Public Trash Can Collection	50.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	248.20	5,212.20
113045		412-300-255 - Shared Facility M	July Office Bin	50.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	2.50	52.50
				Payment Total:	5,264.70
566	**08/13/2026**	**Tanner Evans**			
EXPJUL2026		412-300-217 - Shared Phone Fa	July Monthly phone Stipend	75.00	75.00
567	**08/13/2026**	**PROTEC Pest Control Services**			
1019880		312-200-250 - Due from Jarvis E	Wasp Removal JB	270.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	13.50	283.50
568	**08/13/2026**	**Triangle Construction Inc**			
2191		232-000-240 - Hazardous Trees	Removal Of Poplar Trees, C	800.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	40.00	840.00
569	**08/13/2026**	**Western Public Contracting Ltd.**			
1035		232-000-250 - Road Maintenanc	FiInstall Bubble Mirror, Supp	461.75	
		312-000-260 - GST Paid Refunc	GST Tax Code	23.09	484.84
1023		232-000-250 - Road Maintenanc	Crack Filling, Routing & Sea	7,142.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	357.10	7,499.10
				Payment Total:	7,983.94
570	**08/13/2026**	**Xerox Financial Services Canada ULC**			

Summer Village of Norglenwold
List of Accounts for Approval
Batch: 2026-00141 to 2026-00186

EFT

Payment # / Invoice #	Date	Vendor Name / GL Account	GL Transaction Description	Detail Amount	Payment Amount
7356258		412-200-500 - Shared Printing C	July Lease Payment	182.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	9.10	191.10
571	**08/28/2026**	**EOS Positioning Systems Inc.**			
PS-INV106201		412-300-270 - Shared Equip Re	GPS Unit Rental	699.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	34.95	733.95
572	**08/28/2026**	**Klassic Kennels (Animal Control)**			
1639		412-100-270 - Shared CPO Exp	On Call & Facility Fee July 2	350.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	17.50	367.50
573	**08/28/2026**	**PROTEC Pest Control Services**			
1020090		412-300-255 - Shared Facility M	Monthly Monitoring	100.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	5.00	105.00
574	**08/28/2026**	**Rugged West Maintenance Inc.**			
1524		232-000-200 - Green Space Pro	July Mowing & Trimming	4,300.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	215.00	4,515.00
575	**08/28/2026**	**Squeeky Klean Car & RV Wash**			
3814		412-100-270 - Shared CPO Exp	CPO Truck Wash Jul 8/26 #	16.50	
		412-100-270 - Shared CPO Exp	CPO Truck Wash Jul 26 /26	21.00	
		412-100-270 - Shared CPO Exp	CPO Truck Wash Jul 26 /26	-1.50	36.00
576	**08/28/2026**	**Sylvan Lake Regional**			
2451		242-000-260 - Usage Fees	Wastewater Services - July	7,213.68	7,213.68
577	**08/28/2026**	**Western Public Contracting Ltd.**			
1038		232-000-250 - Road Maintenanc	Remove and Replace Asph	6,378.75	
		312-000-260 - GST Paid Refunc	GST Tax Code	318.94	6,697.69
578	**08/28/2026**	**Xerox Financial Services Canada ULC**			
7382715		412-200-500 - Shared Printing C	August Lease Payment	182.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	9.10	191.10
579	**09/10/2026**	**Bradley Thibeault**			
044100		412-100-270 - Shared CPO Exp	Reimburse Positive Ticket S	92.66	92.66
580	**09/10/2026**	**Brownlee LLP**			
610808		212-400-230 - Legal Fees	General Legal Matters	80.82	
		312-200-250 - Due from Jarvis E	General Legal Matters	67.45	
		312-400-250 - Due from Sunbre	General Legal Matters	48.39	
		312-100-250 - Due from Half Mc	General Legal Matters	14.48	
		312-300-250 - Due from Birchcli	General Legal Matters	63.86	
		312-000-260 - GST Paid Refunc	GST Tax Code	13.75	288.75
581	**09/10/2026**	**Digitex Canada Inc.**			
F66125562		412-200-500 - Shared Printing C	Contract Charges	1,217.50	
		312-000-260 - GST Paid Refunc	GST Tax Code	60.88	1,278.38
582	**09/10/2026**	**Empringham Disposal Corp**			
115538		412-300-255 - Shared Facility M	Aug Office Bin	50.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	2.50	52.50
115539		243-000-200 - Contracted Garba	210 Weekly Garbage/Recyc	2,289.00	
		243-000-200 - Contracted Garba	Bi-Weekly Organics	2,625.00	
		243-000-200 - Contracted Garba	Public Trash Can Collection	50.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	248.20	5,212.20
				Payment Total:	5,264.70

Summer Village of Norglenwold
List of Accounts for Approval
Batch: 2026-00141 to 2026-00186

EFT

Payment # / Invoice #	Date	Vendor Name / GL Account	GL Transaction Description	Detail Amount	Payment Amount
583	**09/10/2026**	**Klassic Kennels (Animal Control)**			
1650		412-100-270 - Shared CPO Exp	On Call & Facility Fee Aug 2	350.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	17.50	367.50
584	**09/10/2026**	**REV - Sure Shot Environmental**			
585	**09/10/2026**	**Triangle Construction Inc**			
2207		232-000-240 - Hazardous Trees	Removal Of Tagged Trees	2,625.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	131.25	2,756.25
586	**09/11/2026**	**Ace Line Locating**			
7009		242-000-255 - Maintenance Pro	Line Locating Services	450.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	22.50	472.50
587	**09/11/2026**	**Ace Courier Services**			
23125903		312-300-250 - Due from Birchcli	Courier Services - BC Utility	24.10	
		312-000-260 - GST Paid Refunc	GST Tax Code	1.21	25.31
588	**09/11/2026**	**Bradley Thibeault**			
THIBEAULT26		297-208-840 - Project Gen Op F	Front Entry Work/Labour	6,000.00	6,000.00
589	**09/11/2026**	**Tanner Evans**			
EXPAUG2026		412-100-210 - Shared Travel an	SLRWWC Mileage Aug	47.52	
		412-300-217 - Shared Phone Fa	Monthly Phone Stipend Aug	75.00	122.52
590	**09/11/2026**	**Red Deer Catholic Regional**			
2026-3		201-100-130 - ASFF Residential	Third Quarter Tax Requisitic	9,637.94	9,637.94
591	**09/11/2026**	**Xerox Financial Services Canada ULC**			
7382715-1		412-200-500 - Shared Printing C	Sept Lease Payment	182.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	9.10	191.10
				Total EFT:	81,508.85

OTHER

Payment # / Invoice #	Date	Vendor Name / GL Account	GL Transaction Description	Detail Amount	Payment Amount
102	**07/23/2026**	**ATB Mastercard**			
74349113		412-100-270 - Shared CPO Exp	My Fax - CPO Fax	17.54	17.54
CA627HOHKAC		412-200-510 - Shared Office Su	Amazon - McCafe	34.94	34.94
CONV24-0140-(		312-200-250 - Due from Jarvis E	Julie M. AB Munis Reg. JB	675.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	33.75	708.75
H2NHK8GKVS5		312-100-250 - Due from Half Mc	Mike P. AB Munis Reg. HME	675.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	33.75	708.75
HQN8W2PSHM		211-202-212 - R & C AB Munis	Rod M. AB Munis Reg. NGL	675.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	33.75	708.75
3SNHXRJ8M7Q		312-400-250 - Due from Sunbre	Mike B. AB Munis Reg. SBC	675.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	33.75	708.75
33N2Z4X663M		312-300-250 - Due from Birchcli	Roger D. AB Munis Reg. BC	675.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	33.75	708.75
M4NNBNWPQ8		412-100-130 - Shared Training	Tanner AB Munis. Reg	675.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	33.75	708.75
CA621NYO6AC		412-200-510 - Shared Office Su	Amazon - Post It Mini Notes	23.11	
		312-000-260 - GST Paid Refunc	GST Tax Code	1.16	24.27
CA6220BVXAC(		412-200-510 - Shared Office Su	Amazon - Scissors & Batter	33.84	

Summer Village of Norglenwold
List of Accounts for Approval
Batch: 2026-00141 to 2026-00186

OTHER

Payment # / Invoice #	Date	Vendor Name / GL Account	GL Transaction Description	Detail Amount	Payment Amount
		312-000-260 - GST Paid Refunc	GST Tax Code	1.69	35.53
CA66QZRLVEU.		412-200-510 - Shared Office Su	Amazon - Label Stickers	9.99	
		312-000-260 - GST Paid Refunc	GST Tax Code	0.50	10.49
CA63V3QSACC		412-200-510 - Shared Office Su	Amazon - Post It Mini Notes	-53.72	
		312-000-260 - GST Paid Refunc	GST Tax Code	-2.13	-55.85
CA6XTG6D3NP		412-200-510 - Shared Office Su	Amazon - Monthly Planner	84.53	
		312-000-260 - GST Paid Refunc	GST Tax Code	3.63	88.16
00000024		412-200-510 - Shared Office Su	The Water Shop	29.00	29.00
3583		312-200-250 - Due from Jarvis E	Sir Lancelot Signs - JB Sigr	120.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	6.00	126.00
021994		412-100-266 - Shared PW Fleet	Walmart - Ratchet Strp Tie I	24.97	
		312-000-260 - GST Paid Refunc	GST Tax Code	1.25	26.22
CA6BEK24NAI		312-400-250 - Due from Sunbre	Amazon - Twisted Rope SB	-398.99	
		312-000-260 - GST Paid Refunc	GST Tax Code	-19.95	-418.94
024223		312-400-250 - Due from Sunbre	Little Rocks N Stuff	26.75	
		312-000-260 - GST Paid Refunc	GST Tax Code	1.25	28.00
030912		412-300-510 - Shared Other Co	McDonalds - Breakfast for F	20.52	
		312-000-260 - GST Paid Refunc	GST Tax Code	1.03	21.55
T0CS325552		412-100-266 - Shared PW Fleet	Toyota - Service For PW Tru	196.06	
		312-000-260 - GST Paid Refunc	GST Tax Code	9.80	205.86
003316		412-300-265 - Shared Equipmer	Canadian Tire - Mower Blac	53.98	
		312-000-260 - GST Paid Refunc	GST Tax Code	2.70	56.68
GOOGLEPLAY2		412-300-240 - Shared Computer	Google Play - AI Subscriptic	26.99	
		312-000-260 - GST Paid Refunc	GST Tax Code	1.35	28.34
020936		297-208-840 - Project Gen Op F	Home Depot - Wall Project I	37.56	
		312-100-250 - Due from Half Mc	Home Depot - Wall Project I	6.74	
		312-200-250 - Due from Jarvis E	Home Depot - Wall Project .	31.35	
		312-300-250 - Due from Birchcli	Home Depot - Wall Project I	29.68	
		312-400-250 - Due from Sunbre	Home Depot - Wall Project S	22.47	
		312-000-260 - GST Paid Refunc	GST Tax Code	6.39	134.19
3320364		297-208-840 - Project Gen Op F	Home Depot - Refund Wall	-4.40	
		312-100-250 - Due from Half Mc	Home Depot - Refund Wall	-0.79	
		312-200-250 - Due from Jarvis E	Home Depot - Refund Wall	-3.67	
		312-300-250 - Due from Birchcli	Home Depot - Refund Wall	-3.48	
		312-400-250 - Due from Sunbre	Home Depot - Refund Wall	-2.63	
		312-000-260 - GST Paid Refunc	GST Tax Code	-0.75	-15.72
005715		297-208-840 - Project Gen Op F	Home Hardware - Wall Proj	3.82	
		312-100-250 - Due from Half Mc	Home Hardware - Wall Proj	0.68	
		312-200-250 - Due from Jarvis E	Home Hardware - Wall Proj	3.19	
		312-300-250 - Due from Birchcli	Home Hardware - Wall Proj	3.02	
		312-400-250 - Due from Sunbre	Home Hardware - Wall Proj	2.28	
		312-000-260 - GST Paid Refunc	GST Tax Code	0.65	13.64
005500		297-208-840 - Project Gen Op F	Home Depot - Wall Project-	31.27	
		312-100-250 - Due from Half Mc	Home Depot - Wall Project-	5.61	
		312-200-250 - Due from Jarvis E	Home Depot - Wall Project-	26.10	
		312-300-250 - Due from Birchcli	Home Depot - Wall Project-	24.70	
		312-400-250 - Due from Sunbre	Home Depot - Wall Project-	18.70	
		312-000-260 - GST Paid Refunc	GST Tax Code	5.32	111.70
600000971-1		412-100-270 - Shared CPO Exp	Prairie Mobile - Kenwood D.	375.95	
		312-000-260 - GST Paid Refunc	GST Tax Code	18.80	394.75
019985		412-300-510 - Shared Other Co	Sobeys - Tina Birthday Cak	23.99	23.99
INV360035962		412-300-240 - Shared Computer	Zoom Communications - Mc	24.55	24.55

OTHER

Payment # / Invoice #	Date / GL Account	Vendor Name / GL Transaction Description	Detail Amount	Payment Amount
MFSSUPPLY26	312-300-250 - Due from Birchcli	MFS SUPPLY - BC Padlock	206.17	
	312-000-260 - GST Paid Refunc	GST Tax Code	10.31	216.48
MFSSUPPLY26	312-400-250 - Due from Sunbre	MFS Supply - SBC Padlock	87.27	
	312-000-260 - GST Paid Refunc	GST Tax Code	4.36	91.63
MFSSUPPLY-2	232-000-200 - Green Space Pro	MFS Supply - SBC Padlock	87.27	
	312-000-260 - GST Paid Refunc	GST Tax Code	4.36	91.63
MFSSUPPLY-3	312-200-250 - Due from Jarvis E	MFS Supply - JB Padlocks	87.27	
	312-000-260 - GST Paid Refunc	GST Tax Code	4.36	91.63
CA65YCZC8XA	412-300-270 - Shared Equip Re	Amazon - Bungee Cords	26.49	
	312-000-260 - GST Paid Refunc	GST Tax Code	1.32	27.81
CA6MBDZDEW	412-300-270 - Shared Equip Re	Amazon - Oil Spill Mat	45.99	
	312-000-260 - GST Paid Refunc	GST Tax Code	2.30	48.29
023972	312-200-250 - Due from Jarvis E	Michaels - More Cork Boarc	35.82	
	312-000-260 - GST Paid Refunc	GST Tax Code	1.79	37.61
005049	297-208-840 - Project Gen Op F	Canadian Tire - Front Entry	17.66	
	312-100-250 - Due from Half Mc	Canadian Tire - Front Entry	3.17	
	312-200-250 - Due from Jarvis E	Canadian Tire - Front Entry	14.74	
	312-300-250 - Due from Birchcli	Canadian Tire - Front Entry	13.95	
	312-400-250 - Due from Sunbre	Canadian Tire - Front Entry	10.56	
	312-000-260 - GST Paid Refunc	GST Tax Code	3.00	63.08
CA622MRL2XW	297-208-840 - Project Gen Op F	Amazon - Front Entry Cano	17.63	
	312-100-250 - Due from Half Mc	Amazon - Front Entry Cano	3.16	
	312-200-250 - Due from Jarvis E	Amazon - Front Entry Cano	14.71	
	312-300-250 - Due from Birchcli	Amazon - Front Entry Cano	13.93	
	312-400-250 - Due from Sunbre	Amazon - Front Entry Cano	10.55	
	312-000-260 - GST Paid Refunc	GST Tax Code	3.00	62.98
CHATGPT01	412-300-240 - Shared Compute	Chat GPT - Monthly Subscr	30.13	30.13
STARBUCKS26	412-300-510 - Shared Other Co	Starbucks - NR	11.90	
	312-000-260 - GST Paid Refunc	GST Tax Code	0.60	12.50
CHATGPT2	412-300-240 - Shared Compute	Chat GPT - Monthly Subscr	30.78	30.78
CA61OP7XOAC	312-400-250 - Due from Sunbre	Amazon - Jute Rope SBC V	398.99	
	312-000-260 - GST Paid Refunc	GST Tax Code	19.95	418.94
CA65DZK0C2XI	412-200-510 - Shared Office Su	Amazon - Cabinet & Cupba	10.44	
	312-000-260 - GST Paid Refunc	GST Tax Code	0.52	10.96
CA61OP7XOAC	412-300-510 - Shared Other Co	Amazon - Credit for Kara W	-431.25	
	312-000-260 - GST Paid Refunc	GST Tax Code	-21.56	-452.81
			Payment Total:	5,979.03
103	**07/23/2026 Receiver General/OTH**			
CP7-2	312-000-262 - CRA Remuneratic	July Remuneration	149.14	149.14
104	**07/23/2026 Receiver General/OTH**			
PP15-2	412-000-263 - Income Tax Sourc	CPP, EI, Tax	5,155.66	
	412-000-261 - CPP Source Ded	CPP, EI, Tax	3,637.44	
	412-000-262 - EI Source Deduct	CPP, EI, Tax	1,109.64	9,902.74
105	**07/21/2026 Alberta Municipal Services Cor**			
PP15-3	412-000-265 - Pension Plan Pay	Pension Contribution PP15	1,565.86	1,565.86
106	**07/28/2026 Bell Mobility**			
JUL132026-366	412-100-270 - Shared CPO Exp	July - CPO Mobile	41.98	
	412-300-217 - Shared Phone Fa	July - Public Works Cell	81.50	
	412-300-217 - Shared Phone Fa	July - Tablet	5.00	
	312-000-260 - GST Paid Refunc	GST Tax Code	6.40	134.88

OTHER

Payment # / Invoice #	Date / GL Account	Vendor Name / GL Transaction Description	Detail Amount	Payment Amount
107	**07/28/2026**	**Bell Mobility**		
JUL212026-051	212-400-217 - Data Plan	July- Deputy Mayor Tablet	10.00	
	212-400-217 - Data Plan	July - Councillor Ipad	10.00	
	412-300-217 - Shared Phone Fa	July - SIM CPO	10.00	
	412-300-217 - Shared Phone Fa	July - CPO Phone	103.95	
	312-000-260 - GST Paid Refunc	GST Tax Code	6.70	140.65
108	**08/11/2026**	**ATB Mastercard**		
016783	412-300-270 - Shared Equip Re	Shoppers - Bub Spray & Ha	23.57	
	312-000-260 - GST Paid Refunc	GST Tax Code	1.18	24.75
11292	412-300-265 - Shared Equipmer	Iron Cowboys - Dump Traile	941.49	
	312-000-260 - GST Paid Refunc	GST Tax Code	47.07	988.56
1063	412-300-265 - Shared Equipmer	Lakeside Equipment	112.49	
	312-000-260 - GST Paid Refunc	GST Tax Code	5.63	118.12
74924	412-300-270 - Shared Equip Re	Blades Power Equip. Batter	749.98	
	312-000-260 - GST Paid Refunc	GST Tax Code	37.50	787.48
007632	412-300-265 - Shared Equipmer	Canadian Tire - Air Compres	33.97	
	312-000-260 - GST Paid Refunc	GST Tax Code	1.70	35.67
007818	312-300-250 - Due from Birchcli	Canadian Tire - Tape To Blo	21.99	
	312-000-260 - GST Paid Refunc	GST Tax Code	1.10	23.09
101818	312-200-250 - Due from Jarvis E	Little Rocks N Stuff - Soil Fc	6.75	
	312-000-260 - GST Paid Refunc	GST Tax Code	0.81	7.56
101820	312-200-250 - Due from Jarvis E	Little Rocks N Stuff - Soil Fc	6.75	
	312-000-260 - GST Paid Refunc	GST Tax Code	0.81	7.56
005542	412-300-270 - Shared Equip Re	Canadian Tire - Chain For F	28.98	
	312-000-260 - GST Paid Refunc	GST Tax Code	1.45	30.43
031243	412-100-266 - Shared PW Fleet	Lakeside Car Wash - PW Tu	37.24	37.24
0003063	412-100-266 - Shared PW Fleet	Lakeside Carwash - Carwas	24.49	24.49
0003064	412-100-266 - Shared PW Fleet	Lakeside Car Wash - Carwa	3.16	3.16
004992	232-000-200 - Green Space Pro	Canadian Tire - Leaf Bags T	13.79	
	312-000-260 - GST Paid Refunc	GST Tax Code	0.69	14.48
CA64T6DA9AFM	412-200-510 - Shared Office Su	Amazon - Stir Sticks, Tea &	63.86	
	312-000-260 - GST Paid Refunc	GST Tax Code	1.69	65.55
CA65DQ6L59OI	412-200-510 - Shared Office Su	Amazon - Door Stop Wall P	8.39	8.39
CA62H3IX9ACC	412-200-510 - Shared Office Su	Amazon - Envelopes	35.24	
	312-000-260 - GST Paid Refunc	GST Tax Code	1.76	37.00
CA62D6LLNAC(	412-200-510 - Shared Office Su	Amazon - Paper Towels	19.98	
	312-000-260 - GST Paid Refunc	GST Tax Code	1.00	20.98
CA62N31663FC	412-200-510 - Shared Office Su	Amazon - Monthly Planner	55.05	
	312-000-260 - GST Paid Refunc	GST Tax Code	2.75	57.80
CA683FQ8SHW	412-200-510 - Shared Office Su	Amazon - Laminating Pouch	46.93	
	312-000-260 - GST Paid Refunc	GST Tax Code	2.35	49.28
CA63T06D3NP(	412-200-510 - Shared Office Su	Amazon - Monthly Planner I	-13.99	
	312-000-260 - GST Paid Refunc	GST Tax Code	-0.70	-14.69
CA65DTB6XRK(	297-208-840 - Project Gen Op F	Amazon - Metal Clamps For	-47.83	-47.83
CA616ZQ1QGO	297-208-840 - Project Gen Op F	Amazon - Rope Pulley Refu	-42.78	-42.78
CA61V55OMUU	412-200-510 - Shared Office Su	Amazon - Commercial Door	176.36	
	312-000-260 - GST Paid Refunc	GST Tax Code	8.82	185.18
AMCA2026	412-100-130 - Shared Training	AMCA Teri Registration	300.00	300.00
005505	412-200-510 - Shared Office Su	The Water Shop - Water Fo	39.00	39.00
57984411	312-200-250 - Due from Jarvis E	AB Land Titles - JB Title Pul	10.00	10.00
Q88741	412-100-270 - Shared CPO Exp	Wheaton Chevrolet - CPO (	129.36	129.36

Summer Village of Norglenwold
List of Accounts for Approval
Batch: 2026-00141 to 2026-00186

OTHER

Payment # / Invoice #	Date	Vendor Name / GL Account	GL Transaction Description	Detail Amount	Payment Amount
0242249		412-100-270 - Shared CPO Exp	Sylvan Lake Esso - CPO Tr	79.05	
		312-000-260 - GST Paid Refunc	GST Tax Code	3.95	83.00
2814655590		412-300-240 - Shared Compute	LinkedIn -Annual Subscripti	571.31	
		312-000-260 - GST Paid Refunc	GST Tax Code	28.57	599.88
2814655590-1		297-208-840 - Project Gen Op F	Wayfair - Shelf For Front Er	37.35	
		312-100-250 - Due from Half Mc	Wayfair - Shelf For Front Er	6.70	
		312-200-250 - Due from Jarvis E	Wayfair - Shelf For Front Er	31.18	
		312-300-250 - Due from Birchcli	Wayfair - Shelf For Front Er	29.51	
		312-400-250 - Due from Sunbre	Wayfair - Shelf For Front Er	22.35	
		312-000-260 - GST Paid Refunc	GST Tax Code	6.35	133.44
4356485957		297-208-840 - Project Gen Op F	Wayfair - Front Entry Decor	167.81	
		312-100-250 - Due from Half Mc	Wayfair - Front Entry Decor	30.09	
		312-200-250 - Due from Jarvis E	Wayfair - Front Entry Decor	140.06	
		312-300-250 - Due from Birchcli	Wayfair - Front Entry Decor	132.58	
		312-400-250 - Due from Sunbre	Wayfair - Front Entry Decor	100.43	
		312-000-260 - GST Paid Refunc	GST Tax Code	28.55	599.52
809094		412-100-270 - Shared CPO Exp	Lokal - CPO Meal	55.99	
		312-000-260 - GST Paid Refunc	GST Tax Code	2.80	58.79
66354005		412-100-270 - Shared CPO Exp	Dollarama - CPO Positive T	116.85	
		312-000-260 - GST Paid Refunc	GST Tax Code	5.84	122.69
74607969		412-100-270 - Shared CPO Exp	My fax - CPO Fax	17.45	17.45
023448		412-200-510 - Shared Office Su	Sobeys - Coffee Supplies F	119.46	
		312-000-260 - GST Paid Refunc	GST Tax Code	2.35	121.81
INV363951305		412-300-240 - Shared Compute	Zoom Communications - Mc	24.42	24.42
4432838		412-300-510 - Shared Other Co	Sunny Flowers - Kara Baby	151.25	151.25
1918633		412-300-240 - Shared Compute	Weebly - Website Subscript	433.94	433.94
016990		412-300-510 - Shared Other Co	Rocky Mountain Bakery - E	35.95	35.95
24906166		412-300-510 - Shared Other Co	The B Nest - Emily Bday Flc	76.95	
		312-000-260 - GST Paid Refunc	GST Tax Code	3.85	80.80
24969569		412-300-510 - Shared Other Co	The B Nest - Tanner Birthda	76.95	
		312-000-260 - GST Paid Refunc	GST Tax Code	3.85	80.80
NESPRESSO26		412-200-510 - Shared Office Su	Nespresso - Coffee For Offi	344.80	344.80
281008		412-100-266 - Shared PW Fleet	Esso - PW Fuel	66.59	
		312-000-260 - GST Paid Refunc	GST Tax Code	3.33	69.92
VISTAPRINT26		412-200-510 - Shared Office Su	Vista Print - Business Cards	148.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	7.40	155.40
5965		412-300-240 - Shared Compute	Transpera - Microsoft Subsc	413.10	
		312-000-260 - GST Paid Refunc	GST Tax Code	20.66	433.76
6036		412-300-240 - Shared Compute	Transpera - Microsoft Subsc	397.20	
		312-000-260 - GST Paid Refunc	GST Tax Code	19.86	417.06
CLASSICCLEAN		412-100-270 - Shared CPO Exp	Classic Cleaners - CPO Uni	78.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	3.90	81.90
283402		412-100-270 - Shared CPO Exp	Sylvan Lake Esso - CPO Fu	60.76	
		312-000-260 - GST Paid Refunc	GST Tax Code	3.04	63.80
283720		412-100-270 - Shared CPO Exp	Sylvan Lake Esso - CPO Fu	39.86	
		312-000-260 - GST Paid Refunc	GST Tax Code	1.99	41.85
284237		412-100-270 - Shared CPO Exp	Sylvan Lake Esso - CPO Fu	86.32	
		312-000-260 - GST Paid Refunc	GST Tax Code	4.32	90.64
0322553		412-100-270 - Shared CPO Exp	Sylvan Lake Esso - CPO Ph	9.99	
		312-000-260 - GST Paid Refunc	GST Tax Code	0.50	10.49
EVENTBRITE		312-300-250 - Due from Birchcli	Eventbrite - Roger Reg. Wo	200.00	200.00
280695464		211-102-210 - T&S Deputy Mayc	Fairmont Hotel - Murray M.	299.57	

OTHER

Payment # / Invoice #	Date / GL Account	Vendor Name / GL Transaction Description	Detail Amount	Payment Amount
	312-000-260 - GST Paid Refunc	GST Tax Code	14.98	314.55
280695469	211-103-210 - T&S Councillor	Fairmont Hotel - Cyril RMA	299.57	
	312-000-260 - GST Paid Refunc	GST Tax Code	14.98	314.55
4150SH	312-300-250 - Due from Birchcli	MFS Supply Refund - BC P	-17.00	-17.00
PANAGO26	412-300-510 - Shared Other Co	Panago Pizza - Lunch For S	116.75	
	312-000-260 - GST Paid Refunc	GST Tax Code	5.29	122.04
5982	297-208-840 - Project Gen Op F	Transpera - Security Cams/	1,590.50	
	312-100-250 - Due from Half Mc	Transpera - Security Cams/	285.20	
	312-200-250 - Due from Jarvis E	Transpera - Security Cams/	1,327.49	
	312-300-250 - Due from Birchcli	Transpera - Security Cams/	1,256.60	
	312-400-250 - Due from Sunbre	Transpera - Security Cams/	951.91	5,411.70
GOOGLEPLAY2	412-300-240 - Shared Computer	Google Play - AI Subscriptic	26.99	
	312-000-260 - GST Paid Refunc	GST Tax Code	1.35	28.34
			Payment Total:	13,527.37
109	**08/13/2026 Receiver General/OTH**			
PP16-1	412-000-263 - Income Tax Sour	CPP, EI, Tax	4,388.62	
	412-000-261 - CPP Source Ded	CPP, EI, Tax	3,140.22	
	412-000-262 - EI Source Deduct	CPP, EI, Tax	959.98	8,488.82
110	**08/13/2026 Town of Sylvan Lake**			
JUN30-2026-00(	412-300-540 - Shared Utilities	JUNE 2026 Water/Sewer 2	110.01	110.01
111	**08/13/2026 Town of Sylvan Lake**			
JUL31-2026-00(	412-300-540 - Shared Utilities	JUL 2026 Water/Sewer 2 EI	115.77	115.77
112	**08/13/2026 Direct Energy**			
318003352489	412-300-540 - Shared Utilities	Shared Utilities	65.58	
	312-000-260 - GST Paid Refunc	GST Tax Code	3.28	68.86
113	**08/31/2026 AMSC Insurance Services Ltd**			
2362-2026-08	412-000-266 - Benefits	Municipal Benefits	6,375.82	6,375.82
114	**08/31/2026 Epcor**			
JUL282026-868	412-300-540 - Shared Utilities	Utilities	84.46	
	312-000-260 - GST Paid Refunc	GST Tax Code	4.22	88.68
115	**08/31/2026 Worker's Compensation Board**			
29166566	412-100-211 - Shared WCB	Aug Shared WCB	1,805.64	1,805.64
116	**08/13/2026 UFA Co-Operative Ltd**			
116891721	412-100-270 - Shared CPO Exp	CPO Fuel for Truck- July	80.37	
	412-100-270 - Shared CPO Exp	CPO Fuel for Truck- July	66.27	
	412-100-270 - Shared CPO Exp	CPO Fuel for Truck- July	78.14	
	412-100-270 - Shared CPO Exp	CPO Fuel for Truck- July	64.48	
	412-100-270 - Shared CPO Exp	CPO Fuel for Truck- July	76.77	
	412-100-270 - Shared CPO Exp	CPO Fuel for Truck- July	82.08	
	412-100-270 - Shared CPO Exp	CPO Fuel for Truck- July	90.35	
	412-100-270 - Shared CPO Exp	CPO Fuel for Truck- July	78.10	
	412-100-270 - Shared CPO Exp	CPO Fuel for Truck- July	95.41	
	412-100-266 - Shared PW Fleet	PW Fuel for Truck- July	140.31	
	412-100-266 - Shared PW Fleet	PW Fuel for Truck- July	177.06	
	412-100-266 - Shared PW Fleet	PW Fuel for Truck- July	122.47	
	412-100-266 - Shared PW Fleet	PW Fuel for Truck- July	79.52	
	412-100-266 - Shared PW Fleet	PW Fuel for Truck- July	71.00	
	412-100-266 - Shared PW Fleet	PW Fuel for Truck- July	13.29	

OTHER

Payment # / Invoice #	Date / Vendor Name / GL Account	GL Transaction Description	Detail Amount	Payment Amount
	412-100-266 - Shared PW Fleet	PW Fuel for Truck- July	85.53	
	412-100-266 - Shared PW Fleet	PW Fuel for Truck- July	87.92	
	312-000-260 - GST Paid Refunc	GST Tax Code	74.46	1,563.53
117	**08/31/2026 Bell Mobility**			
AUG212026-051	212-400-217 - Data Plan	Aug- Deputy Mayor Tablet	10.00	
	212-400-217 - Data Plan	Aug - Councillor Ipad	10.00	
	412-300-217 - Shared Phone Fa	Aug - SIM CPO	10.00	
	412-300-217 - Shared Phone Fa	Aug - CPO Phone	103.95	
	312-000-260 - GST Paid Refunc	GST Tax Code	6.70	140.65
118	**08/31/2026 Alberta Municipal Services Cor**			
PP17-1	412-000-265 - Pension Plan Pay	Pension Contribution PP17	1,659.74	1,659.74
119	**08/31/2026 Receiver General/OTH**			
PP17-2	412-000-263 - Income Tax Sourc	CPP, EI, Tax	4,174.20	
	412-000-261 - CPP Source Ded	CPP, EI, Tax	3,068.98	
	412-000-262 - EI Source Deduct	CPP, EI, Tax	929.21	8,172.39
120	**08/31/2026 Bell Mobility**			
AUG132026-366	412-100-270 - Shared CPO Exp	Aug - CPO Mobile	41.98	
	412-300-217 - Shared Phone Fa	Aug - Public Works Cell	81.50	
	412-300-217 - Shared Phone Fa	Aug - Tablet	5.00	
	312-000-260 - GST Paid Refunc	GST Tax Code	6.40	134.88
121	**08/31/2026 Epcor**			
JUL312026-908	412-300-540 - Shared Utilities	Utilities	774.43	
	312-000-260 - GST Paid Refunc	GST Tax Code	38.72	813.15
122	**08/31/2026 Alberta Municipal Services Cor**			
PP16-2	412-000-265 - Pension Plan Pay	Pension Contribution PP16	1,262.40	1,262.40
123	**09/08/2026 ATB Mastercard**			
58004540	312-200-250 - Due from Jarvis E	AB Land Titles - JB Title Pul	20.00	20.00
284857	412-100-270 - Shared CPO Exp	Sylvan Lake Esso - CPO Fu	62.65	
	312-000-260 - GST Paid Refunc	GST Tax Code	3.13	65.78
165214	412-100-130 - Shared Training	University of Alberta - Sarah	865.00	865.00
2115	412-300-255 - Shared Facility M	AB Roof Experts - Gutter Cl	5,482.77	
	312-000-260 - GST Paid Refunc	GST Tax Code	268.50	5,751.27
102496	312-200-250 - Due from Jarvis E	Little Rocks- Material For Ap	19.26	
	312-000-260 - GST Paid Refunc	GST Tax Code	0.90	20.16
RMACYRIL	211-103-210 - T&S Councillor	Cyril NGL RMA Registration	820.00	
	312-000-260 - GST Paid Refunc	GST Tax Code	41.00	861.00
RMAMURRAYM	211-102-210 - T&S Deputy Mayo	Murray M NGL RMA Registi	820.00	
	312-000-260 - GST Paid Refunc	GST Tax Code	41.00	861.00
DROPBOX26	412-300-240 - Shared Computer	Drop Box Plan to Replace E	277.07	277.07
021302	212-400-216 - Coffee with Coun	Tim Hortons - NGL Coffee V	68.96	
	312-000-260 - GST Paid Refunc	GST Tax Code	2.00	70.96
021446	412-300-250 - Shared Facility In	Sobeys - Coffee Bar Supplie	72.96	
	312-000-260 - GST Paid Refunc	GST Tax Code	1.94	74.90
#5mFG	412-300-250 - Shared Facility In	Batter N Bunz - Matt Birthda	10.00	
	312-000-260 - GST Paid Refunc	GST Tax Code	0.50	10.50
027363	412-300-250 - Shared Facility In	The B Nest - Matt Birthday I	45.00	
	312-000-260 - GST Paid Refunc	GST Tax Code	2.25	47.25
#pssW	412-300-250 - Shared Facility In	Batter N Bunz - Matt Birthda	20.00	

OTHER

Payment # / Invoice #	Date	Vendor Name / GL Account	GL Transaction Description	Detail Amount	Payment Amount
		312-000-260 - GST Paid Refunc	GST Tax Code	1.00	21.00
000172		412-300-265 - Shared Equipmer	Lakeside Equipment - Repa	94.50	
		312-000-260 - GST Paid Refunc	GST Tax Code	4.73	99.23
INV367966460		412-300-240 - Shared Computer	Zoom Communications - Mc	24.02	24.02
74865838		412-100-270 - Shared CPO Exp	My Fax - CPO Fax	17.16	17.16
027923		412-300-270 - Shared Equip Re	Marks WW - Gloves	42.98	
		312-000-260 - GST Paid Refunc	GST Tax Code	2.15	45.13
CA67RYGDA8Q		412-200-510 - Shared Office Su	Amazon - Standing Desk fo	136.99	
		312-000-260 - GST Paid Refunc	GST Tax Code	6.85	143.84
CA62Q4HTTAC		412-200-510 - Shared Office Su	Amazon - Pencils & Paperc	36.56	
		312-000-260 - GST Paid Refunc	GST Tax Code	1.83	38.39
CA62PRHQSAC		412-200-500 - Shared Printing C	Amazon - Coffee for Keurig	34.19	34.19
CA62N0Y04AC		412-300-510 - Shared Other Co	Amazon - Tea & Hand Soap	43.19	
		312-000-260 - GST Paid Refunc	GST Tax Code	0.49	43.68
CA68ER4FUOR		412-200-510 - Shared Office Su	Amazon - Bulletin Board for	29.99	
		312-000-260 - GST Paid Refunc	GST Tax Code	1.50	31.49
CA62O9CQQUC		412-100-130 - Shared Training	Amazon - Sarah's Textbook	199.95	
		312-000-260 - GST Paid Refunc	GST Tax Code	10.00	209.95
CA6126P4KR9V		412-200-510 - Shared Office Su	Amazon - Mouse & Plastic C	50.83	
		312-000-260 - GST Paid Refunc	GST Tax Code	2.54	53.37
WATERAUG		412-200-510 - Shared Office Su	The Water Shop - Water Fo	39.00	39.00
43426		412-300-240 - Shared Computer	Google Play - Monthly AI Su	26.99	
		312-000-260 - GST Paid Refunc	GST Tax Code	1.35	28.34
ABMUNIS-1		312-100-250 - Due from Half Mc	HMB Mike P. AB Munis Con	-708.75	-708.75
AM8847		232-000-265 - Sign Program	Home Hardware - Cement F	149.22	
		312-000-260 - GST Paid Refunc	GST Tax Code	7.46	156.68
				Payment Total:	9,201.61
124	**09/30/2026**	**Worker's Compensation Board**			
29244710		412-100-211 - Shared WCB	Aug Shared WCB	1,805.64	1,805.64
125	**09/09/2026**	**UFA Co-Operative Ltd**			
116947228		412-100-270 - Shared CPO Exp	CPO Fuel for Truck- Aug	90.14	
		412-100-270 - Shared CPO Exp	CPO Fuel for Truck- Aug	74.82	
		412-100-270 - Shared CPO Exp	CPO Fuel for Truck- Aug	70.40	
		412-100-270 - Shared CPO Exp	CPO Fuel for Truck- Aug	84.70	
		412-100-266 - Shared PW Fleet	PW Fuel for Truck- Aug	101.02	
		412-100-266 - Shared PW Fleet	PW Fuel for Truck- Aug	93.83	
		412-100-266 - Shared PW Fleet	PW Fuel for Truck- Aug	88.07	
		412-100-266 - Shared PW Fleet	PW Fuel for Truck- Aug	129.25	
		312-000-260 - GST Paid Refunc	GST Tax Code	36.61	768.84
126	**09/30/2026**	**AMSC Insurance Services Ltd**			
2362-2026-09		412-000-266 - Benefits	Municipal Benefits	7,122.88	7,122.88
127	**09/30/2026**	**Epcor**			
AUG272026-868		412-300-540 - Shared Utilities	Utilities	85.57	
		312-000-260 - GST Paid Refunc	GST Tax Code	4.28	89.85
128	**09/30/2026**	**Town of Sylvan Lake**			
AUG31-2026-00		412-300-540 - Shared Utilities	AUG 2026 Water/Sewer 2 E	141.09	141.09
129	**09/30/2026**	**Direct Energy**			
302008279499		412-300-540 - Shared Utilities	Shared Utilities	68.18	
		312-000-260 - GST Paid Refunc	GST Tax Code	3.41	71.59

Summer Village of Norglenwold
List of Accounts for Approval
Batch: 2026-00141 to 2026-00186

Date Printed
09/21/2026 9:03 AM

OTHER

Payment # / Invoice #	Date	Vendor Name / GL Account	GL Transaction Description	Detail Amount	Payment Amount
130	**09/01/2026**	**Alberta Municipal Services Cor**			
PP18-3		412-000-265 - Pension Plan Pay	Pension Contribution PP17	1,659.74	1,659.74
131	**09/30/2026**	**Receiver General/OTH**			
PP18-2		412-000-263 - Income Tax Sourc	CPP, EI, Tax	4,373.71	
		412-000-261 - CPP Source Ded	CPP, EI, Tax	2,801.60	
		412-000-262 - EI Source Deduct	CPP, EI, Tax	953.16	8,128.47
				Total Other:	91,189.72
				Total MAIN:	239,196.05

Certified Correct This September 21, 2026

Mayor

Administrator

Summer Village of Norglenwold

Council Expense Claim Form

NAME: Murray Munro

POSITION: Deputy mayor

MONTH ENDING: June-2026

Please follow the below steps for the formulas to work correctly.

1. Save this document to your desktop.
2. Right click the document, hover your mouse over "open with" then select "Adobe Acrobat".

Village Business

DATE	EVENT	TIME SPENT	CLAIM	TOTAL
4/26/26	Select Event Meeting Prep	2	Deputy Mayor	$150.00
4/27/26	Municipal Planning Commission	1	Deputy Mayor	$150.00
5/14/26	Select Event Meeting prep	2	Deputy Mayor	$150.00
5/15/26	Municipal Planning Commission	2	Deputy Mayor	$150.00
5/28/26	Select Event Meeting prep	2	Deputy Mayor	$150.00
5/29/26	Regular Council	4	Deputy Mayor	$150.00
6/13/26	Select Event AGM	4	Deputy Mayor	$150.00
6/24/26	Select Event Muni leaders caucus	7	+4 (3 Hour)	$195.00
6/25/26	Select Event Meeting prep	2	Deputy Mayor	$150.00
6/26/26	Regular Council	3	Deputy Mayor	$150.00
				$1,545.00

If event is other please type it in.

Travel

DATE	EVENT	RETURN TRIP TOTALS (KM)	RATE	TOTAL
6/24/26	Select Event	70.00	$0.72	$50.40
	Select Event		$0.72	$0
	Select Event		$0.72	$0
	Select Event		$0.72	$0
	Select Event		$0.72	$0
	Select Event		$0.72	$0
	Select Event		$0.72	$0
	Select Event		$0.72	$0
	Select Event		$0.72	$0
	Select Event		$0.72	$0
				$50.40

Other Expenses

DATE	EXPENSE	SUBTOTAL	G.S.T	TOTAL
				$0
				$0
				$0
				$0

MAYOR: _____

C.A.O: _____

TOTAL PAYABLE: $ 1,595.40

COPY

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JUL 16 2026

Summer Village of Norglenwold

Public Works

Information Item

Agenda Item: *Norglenwold Public Works Update*

Background:

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

Community Sign Boards
Public Works installed newly constructed community messaging boards put together by Councilor Munro at three of four locations and awaiting contractor availability for the Ravenscrag location to be installed.

Speed Bump Boulders
Public Works had boulders at speed bumps replaced to original locations after informed they had been moved by a community member or visitor.

RR15 Posts
Several wooden posts were replaced which had rotted and fallen apart adjacent to the Range Road 15 pie shaped Open Space.

Rustic Cresent Project
The rustic crescent drainage review was awarded to EOR as approved by Council. Public Works is gathering initial information for engineers and will be scheduling a workshop with Council, due to timing and scheduling conflicts October 2nd meeting was not feasible.

Operational landscaping work was deferred until the week of the 28th to support a resident in facilitating tree removal and access through OS21b.

Vegetation Management
Rustic Road leading into the Summer Village from Lakeshore Drive has been cleaned up and encroaching vegetation pruned away from the road shoulder. Public Works has heard positive feedback related to this work effort.

155 Grand Ave drainage ditch was cleared of overgrowing vegetation so that tree removers could access and remove fallen timber from the Municipal reserve. The tree falling in this open space is occurring at the time of writing this report.

Several trees were removed from Chipmunk Trail open space that posed a threat to private property as well as Municipal bridge infrastructure.

Wastewater
Public works was informed of several curbstop valves that had been damaged by a home builder. Administration is coordinating among departments to have valves replaced and enforcement taken accordingly.

Administrative Recommendations:
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 Norglenwold

October 2, 2026

Planning and Development

Information Item

Agenda Item: *Development Update*

Background:

Development Permit Update:

Currently there are 90 development permits ongoing in the Summer Villages *(20 in Birchcliff, 5 in Half Moon Bay, 16 in Jarvis Bay, **19 in Norglenwold**, and 23 in Sunbreaker Cove).*

The following is the list in Norglenwold:

AB – Accessory Building
AIA – Access to Information Act
EA – Encroachment Agreeement
RPR – Real Property Report

	Address:	Development:	Issued:	Status:	Notes:
1	253 Honeymoon Drive	Lakeside Stairs	2022	Expired	AIA Section 20(1)
2	59 Grand Avenue	Gravel Pad	2022	Expired/Complete	EA Req.
3	85 Grand Avenue	Ret. Walls & Shed	2023	Expired/Complete	AB Removal Req.
4	351 Last Chance Way	Dwelling	2023	Expired/Complete	EA Req.
5	139 Grand Avenue	Lakeside Deck	2023	Expired	AIA Section 20(1)
6	115 Grand Avenue	Lakeside Stairs	2025	Active	
7	91 Grand Avenue	Lakeside Stairs & Landsc.	2025	Active	
8	217 Grand Avenue	Dwelling Addition	2025	Active	Building Complete
9	181 Grand Avenue	Dwelling	2025	Active	
10	181 Grand Avenue	Boathouse Modifications	2025	Active	
11	113 Grand Avenue	Demolition	2025	Active/Complete	Demolition Complete
12	317 Grand Avenue	Dwelling	2025	Active	
13	361 Last Chance Way	Lakeside Ret. Walls	2025	Active	
14	199 Grand Avenue	Lakeside Stairs	2026	Active	
15	10 Rustic Crescent	Dwelling Addition	2026	Active	
16	159 Grand Avenue	Dwelling	2026	Active	
17	261 Honeymoon Drive	Fence	2026	Active	
18	17 Grand Avenue	Dwelling Addition	2026	Active	
19	113 Grand Avenue	Dwelling	2026	Active	**NEW**

Completed since last Council meeting:

1. 53 Grand Avenue	Dwelling
2. 45 Grand Avenue	Garage with Guest House
3. 325 Honeymoon Drive	Detached Garage
4. 117 Grand Avenue	Dwelling
5. 53 Grand Avenue	Lakeside Stairs

Permit Summary:

Year to date 2026:
6 development permits. Estimated project cost $3,765,000.00.

2025 Jan.-Dec.:
17 development permits. Estimated project cost $3,437,000.00

2024 Jan.-Dec.:
11 development permits. Estimated project cost $829,500.00.

2023 Jan.-Dec.:
10 development permits. Estimated project cost $7,284,000.00.

2022 Jan.-Dec.:
6 development permits. Estimated project cost $462,500.00.

2021 Jan.-Dec.:
15 development permits. Estimated project cost $5,183,000.00.

Summary of Open Administrative Files
To provide a general update on current open administrative and enforcement files being reviewed or managed by the Planning & Development Department. This summary excludes personal identifiers in accordance with the Protection of Privacy Act (Alberta).

Road Closure Bylaw – Range Road 20 and Sylvan Lane - exploring with Province and County. Potential meeting with regional partners prior to first reading.
Encroachment Policy review – Administration has prepared updates as per Council direction.

Residential District	Concern	Current Status	Notes
R1	Unauthorized development.	In progress	Closed permit, reapplication.
R1	Unauthorized development.	In progress	Reviewing next steps.
R1	Unauthorized materials on ML	In progress	Reviewing next steps.

Administrative Recommendations:
Council to accept as information.

Authorities:
Land Use Bylaw #267/22.

Summer Village of Norglenwold

October 2, 2026

Information

Agenda Item: *CAO Report*

Background:

- September is the time when Council reviews it's strategic plan as we look towards 2027 projects. This year we tackled the Dock and Mooring plan, continue to work on the lot 27 Rustic Crescent open space, continue trying to wrap up the annexation project, cleared out dead and dying trees in the reserve, and started work on some road right-of-way- clearing. Norglenwold's 5 year plan notes significant road work to be done in 2028, with no other major projects scheduled for 2027 other than tree removal.
- The rustic open space project has changed in scope and we will likely push that project over into 2027, looking at drainage in the entire Rustic Crescent area. Norglenwold's strategic plan also mentions the possibilities of a different shape speed bump near Sylvan Lane, Open Space projects that may come up from the newly adopted Open Space Plan, and a potential MDP review, among other things. It has been attached for council to review. After the latest "coffee with council" there may be more discussion and updates to the strategic plan before looking at adopting our 2027 capital budget.
- Administration continues to work with WaterSMART on our Statement of Concern regarding the Town of Sylvan Lake's water license application. Attached is an update to council from the chair of the Joint Services Committee
- CAO attended the ABmunis Conference from September 23-25
- CAO attended SLRWWC regular meeting on August 31 and an LREMP Agency special meeting on September 10.

Options for Consideration:

Council to discuss and provide direction to administration.

Administrative Recommendations:

Council accept as information.

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

Summer Village of Norglenwold
Council 5 Year Strategic Plan

Strategic Priorities

The following projects are ranked in order of priority.

1. Mooring and Docking Plan – develop plan following on Open Space Plan completion
2. Maintenance of existing stairs on Road Allowances
3. Modification of Speed Bumps – try a new shape with speed bump re-installation near Sylvan Lane
4. Communication to IDP partners – prioritization of lake access/boat launch at RR23 as priority #1 of the 12 priorities within the IDP
5. Finish Annexation Project
6. Actions based on OSP
    a. Recreational Development in Triangle Park e.g. playground and or pickleball court
    b. Vegetation and Development of 27 Rustic Cresent with guidance on environmental aspects related to plantings and drainage
    c. Encroachments – respond to outstanding requests in light of OSP completion
    d. Possible land sales
7. Continue Road Work maintenance according to existing 10 year plan
8. Installation of functional wastewater metering at lift station next to Town of Sylvan Lake
9. Solar Installation on Municipal Building
10. Engagement of a consultant to assist with Fire Hydrant assessment supported by existing water wells on Annexed lands along Grand Ave.
11. Forest Management including participation in FireSmart program, Removal of Dangerous Trees, Planting of trees and acting on recommendations consultants report
12. Community Activities
13. Pathway through Annexed lands along Grand Ave

Capital Projects:

OSP - The Open Space Plan is complete and informs an approach to our Open Spaces and opportunities for a number of potential projects. Council will need to identify priorities and pursue projects with input from the community. Development of a Mouring and Docking Plan remains to be completed as an extension of this project.

Roads – Planning for roads is always a multi-year consideration due to the expense. An assessment the condition of our roads has been completed by Stantec which informs our needs over the next 10 years. We are in year 2 of the plan and expect to have Stantec reassess in the 10th year reprioritize further work.

Annexation – We are currently moving ahead with this project. It likely will be completed in 2025-26.

Playground/Pickle Ball – this was identified as a potential project in the OPS.

DRAFT

Vegetation and Development of 27 Rustic Cresent – the was identified as a potential project in the OSP.

Tree Removal plan – Clearing of dead or dying trees within our reserves is an ongoing project costing roughly $10k per year to be completed by 2028.

MDP Review: The Municipal Development Plan was written in 2011 and should be reviewed and potentially amended or rewritten within the next 5 years. As communities grow and change, it is important to update these statutory documents to ensure they are meeting the needs of changing communities.

Sewer System Maintenance: Assessment of shutoff valves and repairs as needed to maintain system in good working order.

Other Projects

Continual Bylaw Reviews

Work Alone Policy (JSC)

Service Level Agreement (JSC)

IDPC work on short term (2-5 year) projects (trails, mapping, boat launch)

Other short term and ongoing work:

All other legislative requirements (Municipal Accountability Review program likely in 2025, Emergency Management requirements, audits, taxes, grants, budgets, assessments, etc.)

99 Grand Ave Planting

Planting in Municipal Reserve between Grand Ave and Ravenscraig

Sewer flushing

Look into RV regulations

Letter to ASVA re: enforcement of disturbance standards

Removal of barbed wire in 14 acre parcel

Culvert locates and drainage in Ravenscraig

Research agreements with Town re: WW usage as our estimates have gone down

DRAFT

Summer Village of Norglenwold

October 2, 2026

Council and Legislation

Information Item

Agenda Item: *Municipal Enforcement Report*

Background:
CPO Thibeault has put together an overview of Municipal Enforcement activities undertaken within the Summer Village of Norglenwold from January 1, 2026, to July 31, 2026.

Options for Consideration:
Council to discuss and accept as information.

Administrative Recommendations:
Council accept as information.

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

SUMMER VILLAGES ON SYLVAN LAKE
MUNICIPAL ENFORCEMENT
#2 Erickson Drive
Sylvan Lake, AB T4S 1P5
Phone: 403-887-2822
Email: peaceofficerinfo@sylvansummervillages.ca

Municipal Enforcement Department – Information Item
Agenda Item: Summer Village of Norglenwold – Year-to-Date Report
Reporting Period: January 1, 2026 – July 31, 2026

Background

This report provides Council with an overview of Municipal Enforcement activities undertaken within the Summer Village of Norglenwold from January 1, 2026, to July 31, 2026.

During this reporting period, Municipal Enforcement continued to focus on traffic safety, municipal bylaw compliance, public safety, proactive patrols, responding to resident concerns, and supporting the Summer Village's operational priorities.

The reporting period included the transition from the spring season into the busy summer months, resulting in increased patrol activity, public interaction, parking concerns, and enforcement demands. Municipal Enforcement maintained a visible presence throughout the community while continuing to utilize an education-first approach where appropriate and issuing formal enforcement where required.

Traffic and Bylaw Statistics

During the year-to-date reporting period, a total of **60 warnings** were issued for a range of Provincial and municipal bylaw-related matters. These warnings reflect the Department's continued commitment to education, awareness, and voluntary compliance while ensuring that recurring or serious violations are addressed appropriately.
Warnings issued included, but were not limited to:

- Speeding;
- Liquor violations;
- Stop Sign violations;
- Failure to wear a seatbelt;
- Other Rules of the Road violations;
- Off-highway vehicle (OHV) violations;
- Parking violations;
- Commercial vehicle violations;
- Animal control violations; and
- Other breaches of Provincial legislation and municipal bylaws.

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In addition to the warnings issued, a total of **34 violation tickets** were issued within the Summer Village during the reporting period. These tickets addressed a variety of offences under Provincial legislation and municipal bylaws, including:

- Speeding;
- Uninsured/Unregistered MV's;
- OHV Violations;
- Liquor/Cannabis Violations;
- No Drivers License;
- Not Wearing Seatbelt;
- MV Equipment Violations
- Commercial Vehicle Safety Violations
- Parking Violations;
- Animal Control;
- Other safety, documentation, and regulatory offences.

Municipal Enforcement continues to balance education and enforcement based on the circumstances of each incident, with the objective of improving compliance and maintaining a safe community for residents and visitors.

Key Projects and Initiatives

Throughout the year-to-date reporting period, Municipal Enforcement continued to support Council priorities through proactive enforcement, community engagement, intermunicipal collaboration, and operational support.

Key activities and initiatives included:

- Conducting regular patrols throughout the Summer Village to maintain a visible enforcement presence, respond to resident complaints and public inquiries, and undertake proactive enforcement and public education initiatives aimed at deterring suspicious and unwanted activities within the community;
- Placing a priority emphasis on speeding concerns and enforcement efforts; and
- Continuing to work collaboratively with the RCMP and neighbouring municipalities on matters involving public safety, traffic, parking, and other enforcement concerns;
- Positive Ticket Program.

Municipal Enforcement remains focused on maintaining a balanced approach between education, voluntary compliance, and formal enforcement where required.

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Speeding and Speed Sign Data
Traffic speed data continues to assist Municipal Enforcement in identifying areas of concern and directing enforcement resources. High speeds recorded

Front Entrance Speed Sign – Grand Ave and 3rd Ave
The front entrance speed sign recorded the following vehicle speeds:

Speed Range	Vehicles Recorded
31–40 km/h	7,886
41–50 km/h	559
51–60 km/h	48
61–70 km/h	4
71 – 80 km/h	2

The secondary sign, along Grande Ave and Range Rd 15 recorded the following vehicle speeds (Sign records incoming and oncoming traffic):

Speed Range	Vehicles Recorded
31–40 km/h	49,993
41–50 km/h	131,919
51–60 km/h	55,279
61–70 km/h	5,947
71- 80 km/h	562
81 plus	187

Unfortunately, high speeds still being recorded - Officer will continue to monitor and enforce.

Calls to Service
From January 1 to July 31, 2026, Municipal Enforcement responded to 16 calls to service within the Summer Village. Calls consisted of Noise complaints, suspicions person(s) Vehicles, parking, community standard concerns, Land Use violations, gaming/Liquor violations, and other Provincial statutes.

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Closing Statement

Traffic safety continues to be a significant concern within the Summer Village of Birchcliff. Year-to-date patrols have focused on speeding, unsafe driving behaviours, parking concerns, and other traffic-related matters through a balanced approach of education, voluntary compliance, and enforcement where required.

Municipal Enforcement remains committed to maintaining a safe, welcoming, and enjoyable community for residents and visitors. For the remainder of 2026, enforcement efforts will continue to focus on traffic safety, parking compliance, public spaces, animal control, community standards, and other emerging concerns.

Municipal Enforcement will continue to work collaboratively with Council, Administration, the RCMP, adjoining municipalities, and other partner agencies to address shared concerns, improve public safety, and strengthen regional enforcement initiatives.

Summer Village of Norglenwold

Council and Legislation

Information Item

October 2, 2026

Agenda Item: *Parking Bylaw Signage and Parking Management Review*

Purpose:

The purpose of this information item is to identify inconsistencies between the current parking signage, observed parking practices, and the Parking Bylaw, and to provide Council with options for improving clarity for residents, visitors, and enforcement.

Background:

Following a review of the Traffic Bylaw and observations throughout the Summer Village, it appears there is uncertainty regarding where parking is permitted.

Section 3.1 of the Parking Bylaw states that no-parking zones shall be indicated by traffic control devices.

At each entrance to Norglenwold, signs currently state:

No Parking on Any Roadway or Ditchway at Any Time.

These entrance signs create the impression that parking anywhere on a roadway or ditchway within the Summer Village is prohibited, regardless of whether additional no-parking signs are present.

However, throughout the village it is common to observe residents parking adjacent to their properties in locations where no no-parking signs have been installed. This creates uncertainty regarding what is permitted and what is prohibited.

Observations:

Many vehicles parked in front of residences are positioned fully, or partially on the roadway and partially on the adjacent grassed area.

For clarification:

-A ditch is a depression designed to carry drainage water.

-A shoulder is the area immediately adjacent to the travelled roadway intended for emergency stopping or structural support.

-A boulevard is the strip between the roadway and the property line, where applicable.

-The road allowance (right-of-way) includes the roadway, shoulders, boulevards, sidewalks, and, where present, drainage ditches.

Where there is no visible drainage depression and the grass extends level from the pavement to a homeowner's lawn, that area is generally considered part of the municipal road allowance rather than private property.

The current entrance signage does not distinguish between these situations and instead provides a blanket prohibition against parking on roadways or ditchways. As a result, residents may reasonably believe that parking in front of their homes is either permitted because others do so or prohibited because of the entrance signage. This lack of consistency can make voluntary compliance and enforcement more difficult.

Options for Council Consideration

Council may wish to consider one or more of the following options:

Option 1 – Remove the Entrance Signs
Remove the blanket "No Parking on Any Roadway or Ditchway at Any Time" signs at the entrances to Norglenwold and rely on designated no-parking zones identified through traffic control devices in accordance with Section 3.1 of the Parking Bylaw.

This approach would provide greater consistency between the bylaw and posted restrictions while reducing confusion for residents and visitors.

Option 2 – Update the Entrance Signage
Replace the existing entrance signs with wording that more accurately reflects the intended parking regulations. For example:

No Parking in Ditches or Marked No-Parking/Tow Away Zones at Any Time.

This would communicate that parking is prohibited only in identified locations rather than suggesting a blanket prohibition throughout the village.

Addition – Construction and Commercial Parking
Install additional signage advising that:

Commercial and Construction Vehicle Parking Requires Authorization from the Summer Village Office.

During residential construction and renovation projects, contractors and trades can contribute to parking congestion along residential roads.

Where appropriate, the Summer Village can issue temporary parking authorizations or permits for construction-related parking (as per our Bylaw). Advising contractors of this process through signage would encourage them to contact the municipal office before parking and would provide a more consistent approach to managing construction-related parking demands.

Administration Comments:

Clarifying the parking regulations through updated signage and consistent messaging would improve public understanding, reduce confusion, and support consistent enforcement. Whether Council chooses to remove the existing entrance signs, revise their wording, or supplement them with additional construction parking information, aligning signage with Council's intended parking policy will provide greater certainty for residents, visitors, contractors, and enforcement personnel.

Administrative Recommendation:

That Council receive this report for information and provide Administration with direction regarding any desired changes to parking signage or parking management within the Summer Village.

Officer Thibeault will be in attendance to discuss options for parking passes.

Authorities:

Traffic Bylaw #275-23

Summer Village of Norglenwold

October 2, 2026

Finance

Request for Decision

Agenda Item: *Christmas Donation*

Background:

In the past, Council has provided a donation to the Sylvan Lake Christmas Bureau and the Sylvan Lake Food Bank to assist families in need during the holiday season.

Last year Council donated $500 to the Sylvan Lake Food Bank and $400 to the Sylvan Lake Christmas Bureau.

Currently Council has $530 remaining in the budget for donations and Administration wants to know if Council would like to donate to the Sylvan Lake Christmas Bureau or the Sylvan Lake Food Bank for 2026.

Options for Consideration:

1) Council dicuss and make a donation to their choosing.
2) Accept as information.

Administrative Recommendations:

That Council review, discuss and provide direction to Administration.

Authorities:

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

Summer Village of Norglenwold

April 24, 2025

Council and Legislation

Information Item

Agenda Item: *Dock and Mooring Bylaw #295-26*

Background:

At the March 24, 2026, Council meeting, Council reviewed the draft Dock and Mooring Bylaw and gave the bylaw first reading.

At the April 24, 2026, Council meeting, the bylaw was tabled to allow residents an opportunity to provide feedback at the Annual Information Meeting held on June 13, 2026.

Administration is bringing the Dock and Mooring Bylaw back to Council for consideration of second and third readings. Council may consider giving second and third readings to the bylaw as presented or with any amendments Council deems appropriate.

Options for Consideration:

1) That Council give 2nd and 3rd readings the Dock and Mooring Bylaw #295-26 either as presented or with amendments.
2) That Council review and accept as information.

Administrative Recommendations:

1) That Council give 2nd reading to the Dock and Mooring Bylaw #295-26.
2) That Council give 3rd and final reading to the Dock and Mooring Bylaw #295-26.

Authorities:

Municipal Government Act Section 153
Councillors have the following duties:
(b) to participate generally in developing and evaluating the policies and programs of the municipality.

SUMMER VILLAGE OF NORGLENWOLD
DOCK AND MOORING BYLAW
BY-LAW #295-26

BEING A BYLAW OF THE SUMMER VILLAGE OF NORGLENWOLD, IN THE PROVINCE OF ALBERTA, TO ESTABLISH APPROVAL REQUIREMENTS FOR SEASONAL DOCKS AND MOORING STRUCTURES FROM THE SUMMER VILLAGE OF NORGLENWOLD.

WHEREAS:

1. The occupation of public land (including the beds and shores of a waterbody) for more than 14 days, requires authorization from the Province of Alberta by virtue of the *Public Lands Act*.

2. The Disturbance Standard for Temporary Seasonal Docks and other Mooring Structures for Personal Recreation Purposes adopted by the Province of Alberta in 2021 grants general permissions to waterfront and semi-waterfront landowners pursuant to a) those landowners obtaining all federal, provincial, municipal, and other permits and approvals, as applicable, with respect to the permitted activity, and (b) the permitted activity complies with municipal bylaws and local government zoning restrictions.

3. The *Municipal Government Act*, Revised Statues of Alberta 2000, Chapter M-26 provides that a Council has jurisdiction to pass bylaws for municipal purposes respecting the people, activities, and things in, on or near a public place or place that is open to the public.

4. The Council of the Summer Village of Norglenwold wishes to provide the opportunity for its residents to have access to Sylvan Lake in the form of a dock, ensure appropriate separation exists between docks, protect environmentally sensitive areas, and enable administration to provide approvals required under the disturbance standard.

5. The Council of the Summer Village of Norglenwold has adopted the Open Space Plan in 2025 which identifies open spaces appropriate for individual and communal docking and mooring.

NOW THEREFORE, under the authority of the Municipal Government Act, the Council of the Summer Village of Norglenwold, in the Province of Alberta, enacts as follows:

1. TITLE

1.1 This By-Law may be known as "***The Dock & Mooring 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 Norglenwold and whatever subsequent title may be conferred on that officer by Council or Statute.

b) ***"Communal Dock"*** means a shared dock with more than one boat hoist located off of municipally owned property (and potentially sharing a property line with private property).

c) ***"Dock"*** means any temporary and seasonal structure over or in the lake and includes any walkway, terminal platform, and associated boat lifts.

d) ***"Dock Captain"*** means a resident who is the point of contact for the dock and is responsible for obtaining written consent for that dock and ensuring it complies with this policy.

e) ***"Resident"*** means a registered landowner in Jarvis Bay whose name is on title, or their immediate family.

f) ***"The Municipality"*** means the Summer Village of Norglenwold.

g) **"*Disturbance Standard"*** means the Disturbance Standard for Temporary Seasonal Docks and other Mooring Structures for Personal Recreation Purposes adopted by the Province of Alberta in 2021.

h) ***"Individual dock"*** means a dock placed by a waterfront or semi-waterfront landowner

i) ***"Open Space Plan"*** means the Summer Village of Norglenwold Open Space Plan adopted in 2025.

3. WATERFRONT PROPERTY OWNERS

(Properties which DO NOT have a Municipal Reserve separating the property from the lake)

Waterfront property owners do NOT require Municipal approval for a provincial permit application.

3.1 Waterfront property owners who self-assess that they comply with the Disturbance Standard do NOT need to apply for a provincial permit within the lake between the projection of the property lines of their waterfront property.

4. SEMI-WATERFRONT PROPERTY OWNERS

(Properties which have a Municipal Reserve separating the private property from the lake).

4.1 Norglenwold does not require semi-waterfront owners to apply for a permit prior to installation of a dock and/or boar lift that conforms to the Disturbance Standards within the lake.

5. COMMUNAL DOCKS ON MUNICIPAL RESERVES AND ROAD ALLOWANCES

5.1 A provincial permit will be required accompanied by written Municipal approval for the permit application. Only one communal

dock may be installed off permitted municipal reserves and road allowances.

5.2 Municipal approval will only be given to communal docks operated by self-administered shared groups under a written sharing agreement. The Municipality will not administer groups.

5.3 Annual applications must be made to administration for each communal dock using the form provided in “Schedule A”. This application will include names and contact information for any communal dock member. There must be a Dock Captain for each communal dock and the list of participants in each communal dock must be kept updated and provided to administration annually by May 1, prior to boating season. The Dock Captain must be willing to have their information provided to residents wishing to be on a communal dock, and for potential enforcement purposes.

5.4 Participants in communal dock groups must be property owners or residents of the Summer Village of Norglenwold. No dock or boat hoist off a dock can be rented out or used by anyone other than the resident who is on the list provided by the Dock Captain.

5.5 In case of a change of ownership or communal dock member, the Dock Captain must notify administration.

6. GENERAL REQUIREEMENTS FOR WATERFRONT, SEMI-WATERFRONT AND COMMUNAL DOCKS

6.1 All docks and mooring structures must comply with the new Disturbance Standard for Temporary Seasonal Docks & Mooring Structures.

6.2 The dock and associated mooring structures cannot exceed 50% of the lot width.

6.3 The dock must be at least three meters away from the theoretical property line extensions unless the dock is shared with the adjacent property owner.

6.4 Docks may not have any fixed or covered structures including, but not limited to, gazebos, storage sheds, shelters or other similar structures. Fuel cannot be stored on the dock.

6.5 All docks, boat lifts, and anchors are to be removed before the end of open water season and cannot be stored on municipally owned property.

6.6 The Summer Village of Norglenwold retains the right to revoke permission for a communal dock due to a breach of this policy.

7. COMMUNAL DOCKS ON OPEN SPACES

Please refer to the Open Space Plan for potential locations for communal docks. Communal docking is permitted in the following Open Spaces:

OS 13, 14, and 15:

7.1 A communal dock in these locations can accommodate a dock arrangement to allow access up to a maximum of 4 boats (see Schedule A).

8. OS20

8.1 A communal dock in this location can accommodate a dock arrangement to allow access to a maximum of 6 boats (see Schedule A).

9. OS21A

9.1 A communal dock in this location can accommodate a dock arrangement to allow access to a maximum of 16 boats (see Schedule A).

10. PERMIT APPLICATION

10.1 Links to information and the application process for the *Alberta Disturbance Standard for temporary Seasonal Docks and other Mooring Structures for Personal Recreational Purposes* are posted on the Summer Village of Norglenwold website. The Municipality can not provide advice or direction on how to interpret the regulations or how to apply.

10.2 Where required, written Municipal approval to accompany a provincial application, can be requested in writing from the Summer Village Administration office.

10.3 The Summer Village of Norglenwold must be indemnified from any and all claims, losses, damages, or liabilities.

10.4 The application for Municipal approval is contained in “Schedule A”.

READ a first time this 24th day of March 2026.

_____
Rod Miller, Mayor

_____
Tanner Evans, Administrator

READ a second time this 2nd day of October 2026.

READ a third and final time this 2nd day of October 2026.

_____
Rod Miller, Mayor

_____
Tanner Evans, Administrator

SCHEDULE "A"

Norglenwold Dock and Mooring Application Package

Steps to Submitting a Shared Dock or Mooring Application:

- Assign a Dock Captain
- Create a shared dock agreement and waitlist procedure
- Gather needed information
- Submit application and accompanying information

Responsibilities of Dock Captain:

- Review the Dock and Mooring Bylaw and ensure compliance
- Fill out the dock application form and apply each year prior to May 1st
- Be the sole point of contact with administration on behalf of the dock owners
- Represent other dock owners
- Administer shared dock agreement and waitlist
- Supply contact information to administration that may be shared to other residents who may want to join the waitlist
- Identify in writing to administration any change in names or contact details

To be submitted for this application:

A) Dock Captain Contact Details
   - Name
   - Email
   - Phone number
   - Norglenwold Civic Address

B) Dock Participant Information
   - The number of residents agreeing to share the dock
   - Each boat's make, model, and ID number.
   - A spreadsheet that lists the civic addresses of those agreeing to share the dock. The address should correspond to property title or tax notice. For example:

No.	Civic Address	Resident First Name	Resident Last Name
1	123 Grand Ave	John	Doe
2	456 Grand Ave	Mary	Smith

C) Shared Dock Agreement

   This agreement should specify that participants:

   - Own property in the Summer Village of Norglenwold
   - Have equal access to the entire dock and the right to invite friends or immediate family members on the dock, but such

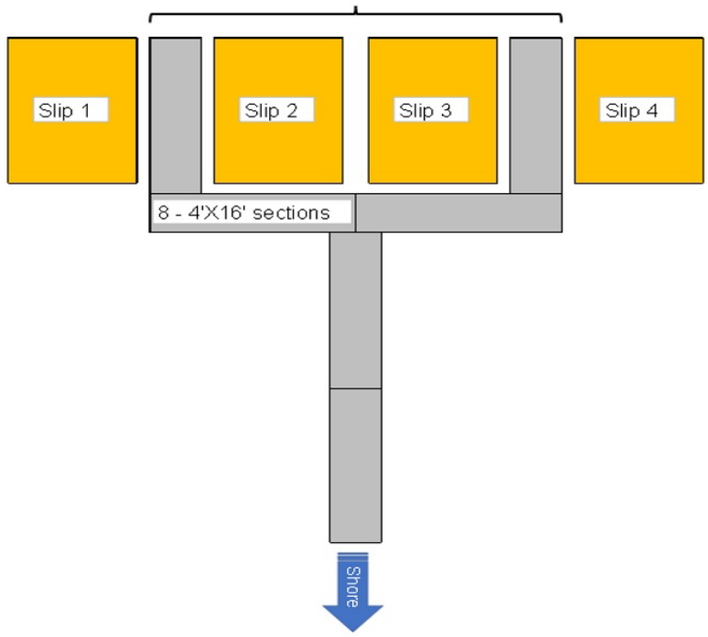
rights do not extend to short-term renters or permit a boat or watercraft to be docked that does not belong to a participant of this agreement
- Hold the other owners not liable for any injury, loss, or damage incurred by themselves, family or guests utilizing the dock
- Contribute in a meaningful way to the physical efforts required to move the dock into and out of the water each year
- Not make changes or modifications to any portion of the dock without prior agreement by all participants
- Keep the dock and boat hoists in a safe condition and ensure that they do not present a safety risk. Participants will be responsible for the maintenance, repair, or replacement of the portion of the dock that they own
- Boats to be stored on boat hoists such that the boat is safely out of the water when it is not in use
- Only transfer a portion of their dock ownership and/or participation in the dock to an individual who signs the agreement. Such a transfer needs to be agreed to by all other existing participants
- Can be removed from the dock if they do not follow the agreement on multiple documented occasions
- Create a waitlist system to be administered by the Dock Captain
- Create a system to handle grievances or complaints

D) Dock Layout Information
- GPS coordinates indicating approximately where the walkway will leave the Municipal Property
- A picture or PDF of a schematic of your proposed dock layout that shows the relative location of each boat lift and who is the owner, decking between and alongside the lifts, the width and length of the mooring area, and other relevant details. Boat length information required where it affects the mooring area width and required setbacks.
- The number of boat lifts
- The number of boat lifts included for possible future participants
- The mooring area width (ft)
- The left and right setbacks to theoretical property lines (ft)

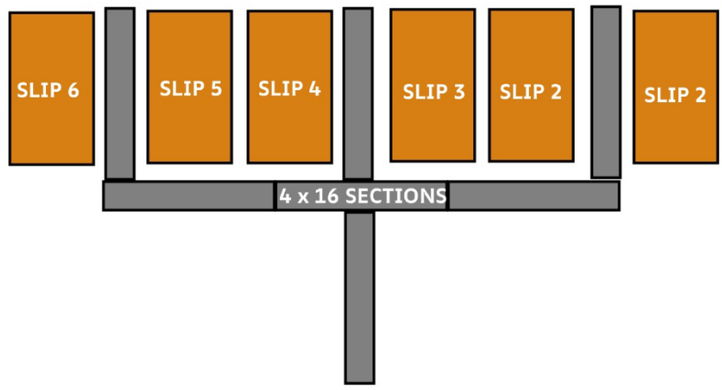
E) Liability
- All applicants of a dock or a boat lift in a mooring field must write and sign a statement that accepts any or all responsibility for damages or liability. This statement should read:

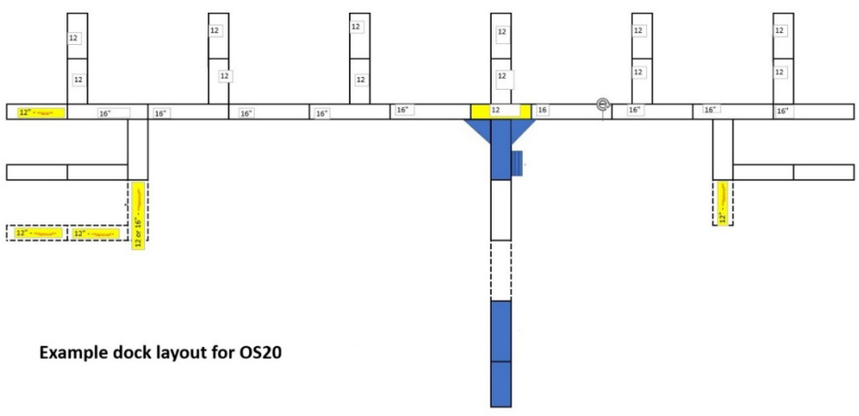
  INDEMNIFIER(S) accepts any and all responsibility and indemnifies the Summer Village of Norglenwold from any and all liability, claims, losses, or damages caused by the use of a dock or mooring field that is accessed by municipal property.

Example layout for OS 13/14/15



Example layout for OS20

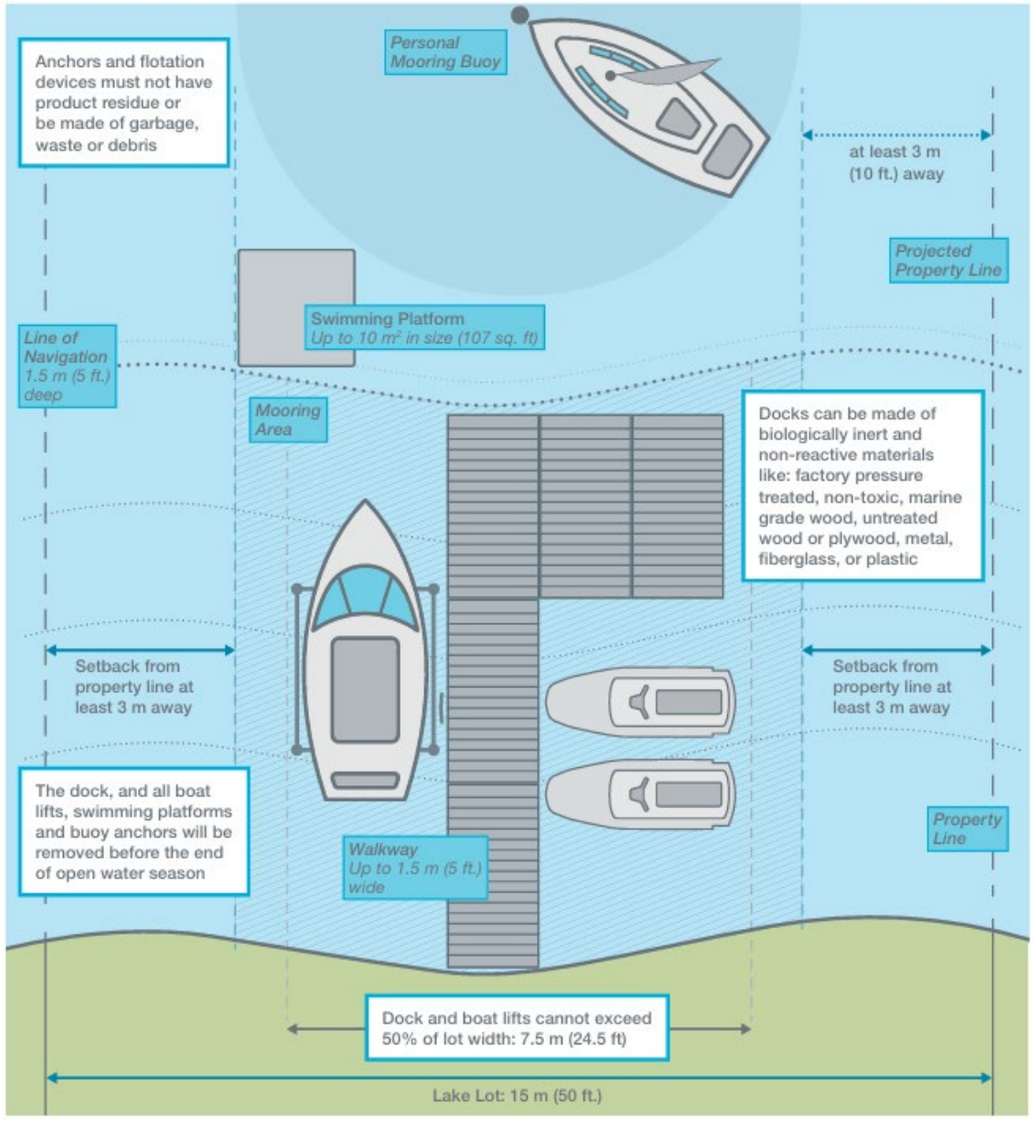




Example dock layout for OS20

Mooring Disturbance Standard

Moorage Allowance Infographic



Summer Village of Norglenwold

October 2, 2026

Council Reports

Information Item

Council Reports:

Mayor Miller
Deputy Mayor Munro
Councillor Gurevitch

Committee Reports:

-

Correspondence:

- Local Government Fiscal Framework (LGFF) Funding
- Alberta Municipal Data Sharing Partnership (AMDSP)

Upcoming Meetings:

Next Council Meeting – October 30, 2026

Association of
SUMMER VILLAGES
OF ALBERTA

Date: 2026/08/17

Local Government Fiscal Framework (LGFF) Operating Funding

The Government of Alberta is anticipated to implement a revised allocation formula for the Local Government Fiscal Framework (LGFF) Operating fund, potentially altering the distribution of funding among municipalities.

In early 2025, Municipal Affairs asked Alberta Municipalities (ABmunis) and RMA for input on a new LGFF Operating allocation formula. ABmunis submitted program design recommendations, including that Municipal Affairs provide municipalities with as much advance notice as possible about potential funding changes to support budget planning.

Although total LGFF Operating funding is expected to remain at $60 million in 2027, changes to the allocation formula and the use of more current data will affect how funding is distributed among municipalities. As a result, some municipalities may receive more funding than in previous years, while others may receive less.

ASVA will continue monitoring developments and provide updates as more information becomes available. Municipalities should use caution when preparing their 2027 budgets and account for possible changes to their LGFF Operating allocations.

In the next week or so, Telus will begin contacting each municipality and First Nation that has signed an LGA agreement for Next Generation 9-1-1 (NG9-1-1) service. The contact will be done one at a time so it will take several weeks to contact all Alberta municipalities and first nations. You can expect this communication in the next weeks although it may be sent to someone else in your organization. We have provided our AMDSP GIS contacts to Telus which should help to keep you informed.

A significant part of the LGA agreement relates to the provision and maintenance of GIS data for NG9-1-1. The documents from Telus will provide detailed instructions on what is required and will ask each organization to identify who will be responsible for sending the data to Telus and how those updates will be provided.

For our AMDSP members, there is reason to take these requirements seriously—but there is also good news.

Why these requirements are important

The technical requirements are substantial and quite possibly beyond the capabilities of all but our largest members.

The Telus documents request information that may require some investigation, including such things as identifying your Public Safety Answering Point (PSAP) and providing boundaries for emergency management, fire services, and police services in your area.

The documents make it clear that the municipality or First Nation that signed the LGA agreement is responsible for providing and updating the data, as well as for any liability associated with errors in the data submitted. This liability is not transferable to another agency.

The good news for AMDSP members

AMDSP has been developing a new system specifically to meet the Telus data-submission requirements. The system will be able to submit data to Telus on behalf of any member that names AMDSP as its data aggregator.

The new system will handle both the initial data submission and the ongoing submission of "delta" datasets. Delta datasets contain only the changes—additions and deletions—made after the initial data load. This requirement adds considerable complexity to the system, but once it is built, the same process will serve all AMDSP members using this service.

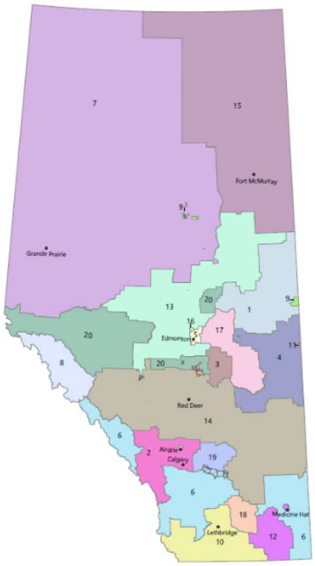
AMDSP has been working with ESRI, the GIS vendor supporting Telus, to test our member data against the validation routines that will be used for Telus submissions. Our goal is to identify and resolve issues before submissions are required, allowing members to correct errors well ahead of the deadlines. This will require input from our members.

AMDSP is also registering as a Federal not for profit corporation so that it can formally take on the additional responsibility and liability associated with providing this data-submission service for our members. This is part of our commitment to helping members overcome the technical and administrative challenges of validating and submitting their data to Telus.

What happens next

AMDSP will continue working with our members and Telus to complete the required documentation and assist members in preparing the necessary data.

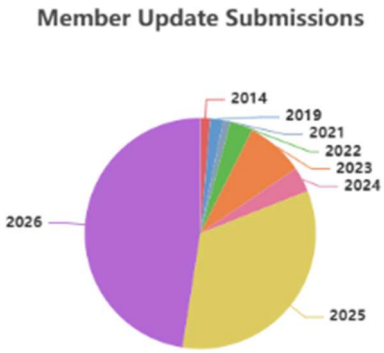
The requirement for polygon data defining PSAP boundaries and other service boundaries presents a new challenge. More information will follow as these requirements are clarified.



The example to the right illustrates what a potential PSAP polygon layer would look like. These boundaries will need to remain synchronized with the geoadministrative boundary layer and other required polygon layers. This again adds a lot of complexity to the system required for data submission to Telus.

The release of the new AMDSP system is expected within the next couple of months. The system will include the additional tests required to help ensure that member data passes the Telus submission process.

What AMDSP members should do now



Keep your data current. Make sure your data is accurate and up to date. Several members currently have data that is too old to be considered valid for submission to Telus. The AMDSP membership agreement requires members to review or submit their data at least once each year.

The LGA agreement with Telus provides for a three-day turnaround to address issues identified in the GIS data. Each member will need to determine who will be responsible for responding to address-related questions and provide AMDSP with the appropriate contact information.

To help ensure that issues can be addressed within the required timeframe, it is important that AMDSP has a reliable contact for each member who can respond to mapping inquiries. We recognize that responsibilities can change, so please ensure that the contact information provided to AMDSP remains current.

Pay your AMDSP membership dues.

Provide the information in the upcoming Telus documents to Telus and AMDSP so that the polygon data needed for the NG9-1-1 system can be created.

Contact AMDSP if you have questions about the Telus requirements or the AMDSP submission process.

AMDSP Support support@amdsp.ca (403) 778-0979