

**ALBERTA BEACH  
REGULAR COUNCIL MEETING  
BEING HELD ELECTRONICALLY VIA ZOOM MEETING  
DECEMBER 15, 2020 AT 7:00 P.M.**

**AGENDA**

1. CALL TO ORDER
2. AGENDA ADDITIONS
3. ADOPTION OF AGENDA
4. CONFIDENTIAL – CLOSED MEETING SESSION
5. ADOPTION OF PREVIOUS MINUTES
  - a. Regular Council Meeting of November 17, 2020
  - b. Municipal Planning Commission Meeting of November 17, 2020
6. DELEGATIONS
7. PUBLIC HEARINGS
8. MUNICIPAL PLANNING COMMISSION
9. OLD BUSINESS & CAO REPORT ACTION LIST
10. FINANCIAL REPORTS
  - a. Financial Report
  - b. 3 Year Operating & 5 Year Capital Plans
  - c. 2021 Interim Budget
11. BYLAWS & POLICIES
  - a. Bylaw #270-19 Library Board Bylaw
  - b. Bylaw #276-20 Designated Officer Bylaw
  - c. Bylaw #277-20 Fees and Rates Bylaw
  - d. Bylaw #278-20 Mobile Vendor Bylaw
  - e. Bylaw #279-20 Subdivision and Development Appeal Board Bylaw
  - f. Bylaw #280-20 Council Procedure Bylaw
  - g. General Village Policy # G.2.7 Planning & Development Schedule of Fees (Rescind)
  - h. General Village Policy # G.3.1 Subdivision & Development Appeal Board Remuneration Policy
12. COUNCIL, COMMITTEES & STAFF REPORTS
13. CORRESPONDENCE – INFORMATION ITEMS
  - a. Alberta Health Services – Covid-19 Community Update November 16, 2020
  - b. Alberta Health Services – Covid-19 Community Update November 23, 2020
  - c. Alberta Health Services – Covid-19 Community Update November 30, 2020
  - d. Alberta Health Services – Covid-19 Community Update December 7, 2020
  - e. Alberta Health Services – RFP Issued for Community Lab Services
  - f. Alberta Health Operations – AB Trace Together
  - g. Alberta Health Services – Alberta Beach EMS Station
  - h. Alberta Municipal Affairs – Municipal Governance during Covid-19 November 27, 2020 Issue
  - i. Alberta Municipal Affairs – Municipal Governance during Covid-19 December 4, 2020 Issue
  - j. Alberta Municipal Affairs – Municipal Governance during Covid-19 December 11, 2020 Issue
  - k. Alberta Municipal Affairs – Municipal Stimulus Program (MSP) Project Acceptance Notification
  - l. Alberta Municipal Affairs – MSP Red Tape Reduction
  - m. Alberta Municipal Affairs – Assessment Audit Report for Alberta Beach
  - n. Alberta Urban Municipalities Association – Town Hall Session on 2021 Municipal Budgets
  - o. Alberta Urban Municipalities Association – December 10 Workshop with Alberta Health Services
  - p. City of Cold Lake – Government of Alberta Covid-19 Alert Mobil Application
  - q. Grasmere School – Thank you
  - r. Lac Ste. Anne East End Bus – Invoice and 2019 Financial Statement
  - s. Brownlee LLP – Emerging Trends in Municipal Law Virtual Conference
  - t. Alberta Municipal Affairs – Municipal Governance during Covid-19 December 11, 2020 Issue
14. CORRESPONDENCE – ACTION ITEMS
  - a. AB-Online.ca – Alberta Business Directory
  - b. Heather Comrie – January 2021 Property Tax Penalty
  - c. Alberta Beach Seniors – Request for Letter of Support for CIP Application
  - d. Rex King – Outhouse
15. NEW BUSINESS
  - a. Appointment of Designated Officers
  - b. Appointment of Returning Officer and Substitute Returning Officer
16. QUESTION PERIOD
17. ADJOURNMENT

**MINUTES OF THE REGULAR MEETING OF COUNCIL  
OF ALBERTA BEACH IN THE PROVINCE OF ALBERTA  
HELD ELECTRONICALLY VIA ZOOM MEETING  
NOVEMBER 17, 2020 AT 7:00 P.M.**

**PRESENT:**

- Mayor .....Jim Benedict
- Deputy Mayor .....Angela Duncan
- Councillor .....Bud Love
- Councillor .....Judy Valiquette
- Councillor .....Daryl Weber
- CAO .....Kathy Skwarchuk

**CALL TO ORDER:**

Mayor Benedict called the meeting to order at 7:03 P.M.

**CLOSED MEETING SESSION:**

No closed meeting session was held.

**AGENDA ADDITIONS/DELETIONS: None.**

**AGENDA ADOPTION:**

#194-20 MOVED BY Councillor Weber that the agenda be adopted as presented.  
CARRIED UNANIMOUSLY

**DELEGATION:**

**SWITCH INCORPORATED – 5G AIR FIBER FIXED WIRELESS PRESENTATION FOLLOW-UP:**  
Jared Zamzow & Freddie Jawaid of Switch Incorporated met with Council to follow-up on their previous presentation regarding the Switch Alberta Beach 5G Air Fiber Fixed Wireless presentation. Mr. Zamzow and Mr. Jawaid advised they understand Council’s concerns over the existing contact and therefore are not pursuing the 5G presentation but rather would like to rebuild the relationship and present a new equipment location agreement for consideration. Mayor Benedict welcomed them to attend a meeting in the new year to make their presentation.

**CONFIRMATION OF MINUTES:**

#195-20 MOVED BY Councillor Love that the minutes of the Organizational Council Meeting of October 20, 2020 be adopted as presented.  
CARRIED UNANIMOUSLY

#196-20 MOVED BY Councillor Weber that the minutes of the Regular Council Meeting of October 20, 2020 be adopted as presented.  
CARRIED UNANIMOUSLY

**MUNICIPAL PLANNING COMMISSION MEETING:**

#197-20 MOVED BY Mayor Benedict that the meeting adjourn to hold a Municipal Planning Commission Meeting at 7:20 P.M.  
CARRIED UNANIMOUSLY

**MEETING RECONVENED:**

Mayor Benedict reconvened the meeting at 7:29 P.M.

**OLD BUSINESS & BUSINESS ARISING FROM THE MINUTES:**

**MLA GETSON – WATERSHED ACTION GROUP:**

#198-20 MOVED BY Mayor Benedict that a response letter be forwarded to MLA Getson advising that Council believes the Watershed Action Group is a duplication of services however understands that the action group is important to you and therefore appoints Councillor Weber to attend and represent Alberta Beach.  
CARRIED UNANIMOUSLY

**ALBERTA BEACH COMMUNITY LEAGUE – BEACHWAVE PARK FUNDING:**

#199-20 MOVED BY Councillor Weber that council approve the annual funding for Beachwave Park and the balance of \$4,000.00 be released to the Alberta Beach Community League.  
CARRIED UNANIMOUSLY

**GRASMERE SCHOOL – DONATION FOR FOOD PROGRAM:**

#200-20 MOVED BY Councillor Love that Council approve a donation of \$500.00 to the Grasmere School food program.  
CARRIED UNANIMOUSLY

**FINANCIAL:**

**LIST OF ACCOUNTS:**

#201-20 MOVED BY Deputy Mayor Duncan that the list of accounts in the amount of \$226,105.46 be accepted for information.  
CARRIED UNANIMOUSLY

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**COMMITTEE REPORTS:**

DEPUTY MAYOR DUNCAN:

ALBERTA BEACH AG SOCIETY AGLIPLEX OPERATIONS COMMITTEE – Deputy Mayor Duncan reviewed and submitted report on the October 22<sup>nd</sup> meeting (attached).  
FCSS COMMITTEE – Deputy Mayor Duncan reviewed and submitted report of October 30<sup>th</sup> (attached).

2020 FCSS FUNDING ALLOCATIONS:

#2 02-20

MOVED BY Deputy Mayor Duncan that the 2020 FCSS funding allocation recommendations be approved as presented.

CARRIED UNANIMOUSLY

COUNCILLOR VALIQUETTE:

ALBERTA BEACH LIBRARY BOARD – Councillor Valiquette reviewed and submitted report on the October 7<sup>th</sup> regular meeting and AGM as well as the November 4<sup>th</sup> meeting (attached).  
YELLOWHEAD REGIONAL LIBRARY – Councillor Valiquette reviewed and submitted report on the October 5<sup>th</sup> meeting (attached).

COUNCILLOR WEBER:

BEACHWAVE PARK STAKEHOLDERS COMMITTEE – Councillor Weber reviewed and submitted report on the October 26<sup>th</sup> meeting (attached).  
COMMUNITY FUTURES YELLOWHEAD EAST – Councillor Weber reported

COUNCILLOR LOVE:

Councillor Love reported he attended the Alberta Beach Lion's Club Snomo Days meeting. He also reported that the Alberta Beach Museum has cancelled their Christmas dinner.

MAYOR BENEDICT:

REGIONAL EMERGENCY SERVICES STEERING COMMITTEE – Mayor Benedict reviewed and submitted report on the October 23<sup>rd</sup> meeting (attached).  
REGIONAL FIRE SERVICES STEERING COMMITTEE – Mayor Benedict reviewed and submitted report on the October 23<sup>rd</sup> meeting (attached).  
100<sup>TH</sup> BIRTHDAY PARADE – Mayor Benedict gave a brief report on the 100<sup>th</sup> birthday parade for Laura Sanborn.

DEVELOPMENT PERMIT REPORT:

A report on the 2020 Development Permits issued to date was distributed for information.

#203-20

MOVED BY Councillor Valiquette that the committee reports be accepted for information.

CARRIED UNANIMOUSLY

**CORRESPONDENCE – FOR INFORMATION:**

ALBERTA CAPITAL FINANCE AUTHORITY – ACFA TRANSITION TO GOV'T OF ALBERTA:

Correspondence was received from Alberta Capital Finance Authority advising that the local authorities financing program through ACFA has been transferred to the Province of Alberta and new applications will be processed through the Alberta Treasury Board and Finance.

ALBERTA COUNCIL – AT A GLANCE - OCTOBER 30, 2020:

At a Glance newsletters for October 30 and November 13, 2020 were received from the Alberta Council.

ALBERTA HEALTH SERVICES – ILLEGAL JOB ACTION BY AUPE STAFF ACROSS AHS:

Correspondence was received from Alberta Health Services regarding the illegal job action by AUPE staff across AHS.

ALBERTA HEALTH SERVICES – COVID-19 COMMUNITY UPDATE OCTOBER 19, 2020:

Covid-19 Community Updates of October 19, 26, November 2 & 9 was received from Alberta Health Services.

ALBERTA HEALTH SERVICES – UPDATE CONTACT TRACING NOTIFICATION PROCESS CHANGES:

An update was received from Alberta Health Services regarding temporary changes to the contact tracing notification process.

ALBERTA HEALTH SERVICES – NEW TARGETED PUBLIC HEALTH MEASURES:

The new targeted public health measures effective November 13, 2020 from Alberta Health Services to protect the health system and limit the spread of Covid-19 was received for information.

ALBERTA MUNICIPAL AFFAIRS – 2019 MUNICIPAL INDICATORS:

A letter was received from Alberta Municipal Affairs advising the ministry has compiled the data collected for Alberta municipalities for the 2019 financial year and is pleased to advise that Alberta Beach did not trigger the required number of indicators to appear in this year's Municipal Indicator results report.

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**ALBERTA MUNICIPAL AFFAIRS – DETAILED ASSESSMENT AUDIT FOR ALBERTA BEACH:**  
A letter was received from Alberta Municipal Affairs advising that the Assessment Services Branch will be completing a detailed assessment audit for Alberta Beach.

**ALBERTA MUNICIPAL AFFAIRS – INFRASTRUCTURE FUNDING:**  
A letter was received from Minister Tracy Allard of Alberta Municipal Affairs regarding infrastructure funding and the challenging economic circumstances due to the Covid-19 pandemic encouraging that municipal capital spending be used to support critical infrastructure.

**ALBERTA MUNICIPAL AFFAIRS – OFFICIAL 2021 EQUALIZED ASSESSMENT:**  
The official 2021 Equalized Assessment was received from Alberta Municipal Affairs.

**ALBERTA INFRASTRUCTURE – UPDATE ALBERTA’S RECOVERY PLAN:**  
Correspondence was received from the Minister of Alberta Infrastructure which included an update on their role in Alberta’s recovery plan and their response to the Covid-19 pandemic.

**ABADASA LETTER TO LAC STE ANNE COUNTY – ALBERTA BEACH BALL DIAMOND FENCE:**  
A letter was received from the Alberta Beach & District Amateur Softball Association inviting Lac Ste. Anne County to participate in the Alberta Beach ball diamond fence upgrades.

**ALBERTA URBAN MUNICIPALITIES ASSOCIATION – UPDATE FROM ALBERTA POLICE INTERIM ADVISORY BOARD:**  
Alberta Urban Municipalities Association forwarded a quarterly report update from the Alberta Police Interim Advisory Board.

**ALBERTA URBAN MUNICIPALITIES ASSOCIATION – AUMA VILLAGES WEST UPDATE:**  
An AUMA Villages West update was received from Alberta Urban Municipalities Association.

**ALBERTA URBAN MUNICIPALITIES ASSOCIATION – ASSESSMENT MODEL REVIEW EFFECT ON MUNICIPALITIES:**  
Correspondence was received from Alberta Urban Municipalities Association regarding the Assessment Model Review and the effect on urban municipalities also attached was a listing of the estimated impact on urban municipalities and the corresponding annual dollar amount for urban and rural municipalities.

**ALBERTA URBAN MUNICIPALITIES ASSOCIATION – RURAL SUSTAINABILITY PRIMARY CARE TASK FORCE:**  
A letter was received from Alberta Urban Municipalities Association advising on their nomination of Deputy Mayor Duncan to the Rural Sustainability Primary Care Task Force.

**BROWNLEE LLP – 2020-21 AUMA BOARD OF DIRECTORS:**  
A letter was received from Brownlee LLP to congratulate Deputy Mayor Duncan on her re-election to the 2020-2021 AUMA Board of Directors.

**HOLLY & MILES HUNT – THANK YOU:**  
Correspondence was received from Holly & Miles Hunt to thank Mayor Benedict and the Village of Alberta Beach in arranging a 100 year birthday parade.

**LAC STE. ANNE COUNTY – NOTICE OF PUBLIC HEARING FOR REDISTRICTING:**  
Correspondence was received from Lac Ste. Anne County regarding notice of Public Hearing for redistricting and proposed amendments to their land use bylaw, a further letter was received advising that the public hearing is re-scheduled to December 2, 2020.

**NORTH SASKATCHEWAN WATERSHED ALLIANCE – IN STREAM NEWSLETTER:**  
The North Saskatchewan Watershed Alliance October 2020 newsletter was received for information.

**RURAL MUNICIPALITIES OF ALBERTA – BENEFITS OF MEMBERSHIP:**  
Correspondence was received from Rural Municipalities of Alberta outlining the benefits of membership with RMA.

**TOWN OF ONOWAY – ORGANIZATION MEETING BOARD APPOINTMENTS:**  
A letter was received from the Town of Onoway advising on the results of their Organizational meeting and board appointments.

#204-20

MOVED BY Councillor Weber that the correspondence be accepted for information.  
CARRIED UNANIMOUSLY

#205-20

**CANADA POST – TEMPORARY POST OFFICE EXTENSION OF LEASE:**  
MOVED BY Mayor Benedict that Council approve the request from Canada Post for an additional one month extension to the end of March 2021 on the lease for the temporary post office.  
CARRIED UNANIMOUSLY

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**NEW BUSINESS:**

#206-20

LAC STE. ANNE COUNTY – ECONOMIC DEVELOPMENT PROJECT – SHOP THE COUNTY:  
MOVED BY Mayor Benedict that Council approve to participate in the Lac Ste. Anne County and the  
Town of Onoway Economic Development Project – Shop the County to support and enhance economic  
development in the region and further that Councillor Weber be appointed to the committee.  
CARRIED UNANIMOUSLY

**QUESTION PERIOD:**

A question was asked regarding the siren on the administration building, Council responded that the old  
siren is being refurbished to go off at noon everyday once the wiring problem is resolved.

**ADJOURNMENT:**

The meeting adjourned at 8:16 P.M.

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Mayor – Jim Benedict

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C.A.O. – Kathy Skwarchuk

5.6

**MINUTES OF THE MUNICIPAL PLANNING COMMISSION MEETING  
FOR ALBERTA BEACH  
HELD IN ELECTRONICALLY VIA ZOOM MEETING  
NOVEMBER 17, 2020 AT 7:00 P.M.**

**PRESENT:**

Mayor ..... Jim Benedict  
Deputy Mayor ..... Angela Duncan  
Councillor ..... Bud Love  
Councillor ..... Judy Valiquette  
Councillor ..... Daryl Weber  
C.A.O. .... Kathy Skwarchuk

**ABSENT:**

Development Officer.....Kim Kozak

**CALL TO ORDER:**

Mayor Benedict called the meeting to order at 7:20 P.M.

**AGENDA ADDITIONS OR DELETIONS:** None.

**AGENDA ADOPTION:**

MOVED BY Councillor Valiquette that the agenda be adopted as presented.

CARRIED UNANIMOUSLY

**NEW BUSINESS:**

**REQUEST FOR DECISION – DEVELOPMENT PERMIT APPLICATION #20DP45-01:**

Plan 722MC, Block 5, Lot 37 (4836 – 59 Street)

Application to allow four (4) accessory buildings to remain as sited on the lands.

The members of the Municipal Planning Commission reviewed the Development Permit Application and the Development Officer’s Report. The Development Officer has recommended approval subject to the conditions as outlined in her report (attached).

MOVED BY Deputy Mayor Duncan that Development Permit Application #20DP45-01 to allow four (4) accessory buildings to remain as sited on the lands located on Plan 722MC, Block 5, Lot 37 (4836 – 59 Street) be tabled for further information.

CARRIED UNANIMOUSLY

**REQUEST FOR DECISION – DEVELOPMENT PERMIT APPLICATION #20DP46-01:**

Plan 4696MC, Block 4, Lot 13 (4516 – 46 Street)

Application to allow for a 1.52 m (5 ft.) high fence and gate in the front yard.

The members of the Municipal Planning Commission reviewed the Development Permit Application and the Development Officer’s Report. The Development Officer has recommended approval subject to the conditions as outlined in her report (attached).

MOVED BY Councillor Love that Development Permit Application #20DP46-01 to allow for a 1.52 m (5 ft.) high fence and gate in the front yard of the lands located on Plan 4696MC, Block 4, Lot 13 (4516 – 46 Street) be approved subject to the condition that any portion of the fence over 3 feet in height be made see through and subject to the conditions as per the Development Officer’s report.

CARRIED UNANIMOUSLY

**ADJOURNMENT:**

The Municipal Planning Commission meeting adjourned at 7:29 P.M.

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Mayor – Jim Benedict

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C.A.O. – Kathy Skwarchuk

ALBERTA BEACH  
MUNICIPAL PLANNING COMMISSION MEETING  
BEING HELD ELECTRONICALLY VIA ZOOM MEETING  
DECEMBER 15, 2020 AT 7:00 P.M.

AGENDA

1. CALL TO ORDER
2. AGENDA ADDITIONS / DELETIONS
3. AGENDA ADOPTION
4. OLD BUSINESS
  - a. Updated Request for Decision – Development Permit Application #20DP45-01  
Plan 722MC, Block 5, Lot 37 (4836 – 59 Street)  
Application to allow four (4) accessory buildings to remain as sited on the lands.
5. ADJOURNMENT

**ALBERTA BEACH  
MUNICIPAL PLANNING COMMISSION (MPC)  
UPDATED REQUEST FOR DECISION**

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Date: **December 15<sup>th</sup>, 2020, MPC Meeting**

From: Kim Kozak - Development Officer

To: All Members of Alberta Beach Municipal Planning Commission (MPC)

**RECOMMENDATION**

That MPC passes a motion to approve Development Permit No. 20DP45-01 to allow **one** accessory buildings to remain as sited on the lands.

**BACKGROUND INFORMATION**

- The application was brought forward to MPC on November 17<sup>th</sup>, 2020, for the request of a decision to leave four Accessory Buildings on the property located at 4836-59<sup>th</sup> Street - Plan 722MC, Block 5, Lot 37, with a zero rear yard setback for one of the structures;
- The MPC board requested further information prior to determining the decision of the application;
- The information the board requested was the fire rating calculations for the 2.92 m (9.6 ft.) x 6.09 m (20 ft.) 17.78 sq. m (192 sq. ft.) fabric portable shelter (carport), with a height of 3.44 m (11.3 ft.), located beside the dwelling;
- The Development Officer reached out to the landowners and requested the information of the fire rating for the structure;
- The applicant has advised that the fabric shelter will be made smaller and lower to meet the requirements of the Land Use Bylaw; which are, as follows:
  - floor area that does not exceed 18.6 m<sup>2</sup> (200.0 ft<sup>2</sup>) and
  - height of 2.5 m (8.2 ft.).

Note that this work will be completed during better outdoor working conditions; and

- With the changes made by the applicant, no development permit approval will be required for the fabric portable shelter (carport).
- The application is now for a setback variance of the 2.43 m (8 ft.) x 3.65 m (12 ft.) 8.86 sq. m (96 sq. ft.) wooden shed, at 2.74 m (9 ft.) in height, to remain with a 0 m rear yard setback.



## MUNICIPAL DEVELOPMENT PLAN (MDP) BYLAW NO. 251-17

There are no objectives or policies related to the proposed development within the Municipal Development Plan.

## LAND USE BYLAW NO. 252-17

### Section 1.9 Definitions or Meanings

**"ACCESSORY BUILDING"** - means a building which is separate from the principal building on the parcel where both are located and which the Development Authority decides is incidental to that of the principal building, and includes garages, boathouses, fabric shelters and guest houses.

### Section 3.2 Development not Requiring a Development Permit

j) a fabric shelter with a floor area not to exceed 18.6 sq. m (200. sq. ft.) and 2.5 m (8.2 ft.) in height.

## DEVELOPMENT AUTHORITY'S POSITION

In the opinion of the Development Officer, a variance of the rear yard setback for the wooden shed and the distance between the dwelling to the fabric structure (carport) or the height, would not unduly interfere with the amenities of the neighbourhood, materially interfere with or affect the use, enjoyment, or value of neighbouring properties for the following reasons:

- There are no records of complaints on file regarding the accessory buildings;
- All the structures have been on the property for nearly 20 years; and
- A fence located in the rear and the side yards provides screening, limiting the view of the accessory buildings.

The Development Authority has determined that the removal of building C would cause hardship to the registered landowners for the following reason:

- Both residents have health issues and having to remove the shed could be health risk; and
- The costs to hire a company or person to demolish the building is not within their budget.

The Development Authority does not have the authority to determine the decision of this application due to the following exceed the 20% variance:

- Building A does not meet the required minimum distance from the principal building and exceeds the height requirement; and
- Building C does not meet the required rear yard setback.

## CONCLUSION

That the Municipal Planning Commission APPROVE Development Permit No. 20DP45-01, in accordance with the Development Authority's recommended conditions and notes:

1. All municipal taxes are paid or current with Alberta Beach.
2. That the applicant shall display the enclosed Public Notice for no less than fourteen (14) days after the permit issued, in a conspicuous place on the subject property.
3. The applicant shall be financially responsible during the development of all damages to any public or private property caused by the applicant and/or the applicant's contractors.
4. **If, in the opinion of the Development Officer, Municipal Planning Commission, or Council, a structure is considered unsightly, the applicant shall be responsible for removing the structure, at their expense.**
5. Prior to any proposed changes to a structure, the applicant shall submit a new Development Permit application.
6. The applicant shall prevent excess materials or debris from being spilled onto the public roadways and shall not place soil or any other material on adjacent properties without permission in writing from the adjacent property owner(s).
7. The development shall be completed in accordance with the drawings submitted as part of the permit application and which forms a part of this approval.
8. The applicant shall obtain and comply with the requirements, where applicable, from the appropriate authority, permits relating to building, and all other permits which may be required in connection with the proposed development.
9. Positive grading away from structures is required to ensure proper drainage.
10. The applicant shall ensure that all surface runoff does not flow onto adjacent properties.
11. No person shall keep or permit to be kept in any part of a yard any excavation, storage, or piling of materials required during construction unless all safety measures are undertaken. The property owner shall assume full responsibility to ensure the situation does not prevail longer than necessary to complete construction.
12. That all development shall be completed within twelve (12) months of the effective date of this permit.

### NOTES:

1. *Any development or activity commenced prior to expiry of the appeal period is done so entirely at the applicant's risk.*
2. *The development permit is valid for twelve (12) months from the Effective Date. If upon expiry, the development or activity has not been substantially commenced or has not been completed,*

*this permit shall be deemed expired (null and void) unless the applicant has secured an extension from the approval authority.*

3. *The applicant is reminded that compliance with this approval requires adherence with all approval conditions attached hereto.*
4. *This Permit approval authorization for development under the Land Use Bylaw but is not an approval under any other applicable regulations. Additional approvals **may be** required from Provincial and/or Federal Departments or Agencies. The applicant is responsible for making themselves aware of any further requirements and secure approvals where required prior to commencing any development, including but not limited to the following:*

***Alberta Environment and Parks for any development activities within 30 metres of a wetland or watercourse;***

***Alberta Energy Resources Conservation Board related to natural gas lines, pipelines, and power lines located on the lands;***

***Alberta Utilities and Telecommunications related to telephone lines and utility services located on the lands; and***

***Inspection Agency for building, electrical, plumbing, septic, and any other approval required.***

5. *The landowners are encouraged to consider prohibiting residential fertilizer use on the lands to protect the shoreline and lake.*

OR

The Municipal Planning Commission may consider two (2) Alternative Motions, which are:

1. Table Development Permit No. 20DP45-01 pending additional information, or
2. Refuse Development Permit No. 20DP45-01.

**CAO REPORT – ACTION LIST** **NOVEMBER 2020**

**COUNCIL:**

COUNCIL COMMITTEE REPORTS – TO BE SUBMITTED IN WRITING FOR ATTACHMENT TO THE MINUTES.

**ALBERTA BEACH BOAT LAUNCH – LOC (LICENCE OF OCCUPATION):**

Jan.16/18 MOVED BY Councillor Love that the correspondence received from Hon. Oneil Carlier, MLA & from AEP regarding the Licence of Occupation on the Alberta Beach Boat Launch be accepted for information.

Apr.17/18 A letter was received from Alberta Environment and Parks regarding the financial strain of the boat launch and the possibility of creating a provincial park, further advising that the process for establishing a new park is through the Land-use Framework’s regional planning process for the Upper Athabasca region.

May 15/18 MOVED BY Mayor Benedict that a letter be forwarded to Alberta Environment & Sustainable Resource Development regarding the Alberta Beach Boat Launch LOC advising that due to the strain of the ongoing maintenance and capital costs falling on the landowners of Alberta Beach we are requesting that the LOC be amended to allow Alberta Beach to charge a fee to use the boat launch to cover these costs and further that the letter be copied to the surrounding municipalities requesting they send a letter of support.

Jun19/18 Letters were sent to Hon. Carlier & Hon. Phillips and copied to LSA County & Sunset Point & Val Quentin requesting support. Sunset Point has sent a letter of support.

July17/18 LSA County sent a letter of support.

Sept.18/18 A letter was received from Minister Shannon Phillips of AEP regarding the 5 year shoreline authorization approval for shoreline repairs & weed removal as well as a response to the boat launch costs & maintenance.

Nov.20/18 MOVED BY Deputy Mayor Duncan that Council approve to write a letter to Minister Miranda of Alberta Culture and Tourism requesting assistance in locating funding for the Alberta Beach Boat Launch and that the cost spreadsheets be attached and further that the Premier of Alberta, Ministers of Municipal Affairs, Environment and Parks, and Infrastructure and Transportation as well as the MLA be copied on the letter.

Dec.18/18 Letter was sent. Response email rec’d from AB Culture & Tourism advising that the responsibility for parks falls under AB Environment & Parks & therefore AB Environment will be responding to our letter.

Feb.19/19 A letter was received from Hon. Shannon Phillips, Minister of Environment & Parks regarding the request for funding opportunities to cover the capital and operating costs of the Alberta Beach boat launch and park advising that funding is available for capital projects on a 50/50 basis through the CFEP grant and further through the funding provided to municipalities through the MSI and GTF funding.

MOVED BY Mayor Benedict that Council approve Deputy Mayor Duncan’s letter to Hon. Oneil Carlier, MLA regarding the Alberta Beach Boat Launch and further that the letter be copied to the Premier. (Email was sent)

Mar.19/19 MOVED BY Councillor Valiquette that the correspondence from Minister Carlier’s Whitecourt Ste. Anne Constituency Office regarding the Alberta Beach Boat Launch be accepted for information.

July16/19 Congratulatory letter sent to MLA Shane Getson, outlining concerns with boat launch.

Sept.17/19 P.W. is monitoring the erosion on the boat launch & is keeping track of maintenance work done.

Nov.19/19 MOVED BY Deputy Mayor Duncan that Council approve a letter to MLA Hon. Shane Getson regarding the A.B. Boat Launch to request assistance in identifying funding streams to support the annual maintenance costs & repairs.

Dec.17/19 Letter was sent to MLA Getson.

Dec.17/19 A letter was received from Hon. Shane Getson, MLA outlining the process for disposition of the Alberta Beach Boat Launch and further advising that in response to Council’s request for assistance locating funding streams that there are no alternative funding options other than ones previously provided by Environment and Parks which included assigning the disposition to another party such as Lac Ste. Anne County to take on the management and maintenance of the structure or converting the area to a provincial recreation area managed by Alberta Parks.

Feb.18/20 Mayor Benedict met with MLA Getson & LSA Reeve & letter was forwarded to MLA. Admin will forward a copy to Council.

July 21/20 A letter was received from Minister Nixon of AEP regarding the A.B. boat launch confirming AEP does not have a grant program & Alberta Beach as the disposition holder is responsible for the maintenance & operations, further regarding the collection of fees a written request to amend the LOC must be submitted for their consideration.

MOVED BY Mayor Benedict to forward a written request to Alberta Environment and Parks to request the Alberta Beach Boat Launch LOC be amended to allow for charging user fees.

Sept.15/20 Letter was sent to AEP to request amendment to LOC.

**BOAT LAUNCH & MAIN BEACH PARKS MAINTENANCE POLICY:**

Oct.15/19 MOVED BY Deputy Mayor Duncan that Council develop a Boat Launch and Main Beach Parks Maintenance Policy to define a parks maintenance program for the boat launch park and main beach park and further that the policy include any requirements for regulatory authorizations and approvals.

**ALBERTA BEACH BOAT LAUNCH PARK – ENGINEERING QUTOE:**

## **CAO REPORT – ACTION LIST**

**NOVEMBER 2020**

Dec.17/19 MOVED BY Deputy Mayor Duncan that administration request an engineering quote from MPE Engineering for the engineering and submission of an application to Alberta Environment & Parks to request authorization to fill in the southwest drainage channel not being used in the Alberta Beach Boat Launch Park and install a concrete ramp for public access to the lake and further that the application include the removal of a portion of rip rap and the installation of a concrete ramp for public access to the lake on the north east side of the park.

Peter Stevens of MPE Engineering is interested on the project, however would like to wait until the snow is gone.

Bruce will contact regulatory agencies to meet and discuss project.

Feb.18/20 Bruce has met with AB Environment and will be submitting application.

Apr.21/20 MPE Engineering forwarded correspondence & Bolson Engineering has submitted an engineering quote.

June16/20 Bolson Engineering to prepare engineering.

### **BUSINESS LICENSE BYLAW:**

Sept.15/20 MOVED BY Deputy Mayor Duncan that Council investigate the feasibility of a Business License Bylaw.

### **ADMINISTRATION:**

#### **DEVELOPMENT AGREEMENT – LOT 3, BLOCK 9, PLAN 3321BQ:**

Aug.14/18 Development Agreement Deposit has been received. (D.O. was advised)

Sept.18/18 Sidewalks/ramp was completed/admin will invoice or deduct from deposit.(Invoice was deducted from deposit)

June 18/19 Development Agreement has been forwarded to D.O. (Development is ongoing)

#### **BYLAW #257-18 UNTIDY & UNSIGHTLY PREMISES BYLAW:**

June 18/19 MOVED BY Councillor Love that Council direct the Development Authority to revise Bylaw #257-18 strictly for unsightly premises and further develop a Bylaw strictly for property maintenance.

July16/19 D.O. has drafted bylaws & forwarded to patrol for comments. (Patrol forwarded to admin for comments)

Sept.17/19 CPO requested Bylaw 257-18 remain as is and additional bylaw be created o deal with grass & weeds only.

Nov.19/19 D.O. has submitted a draft bylaw for CPO to review. CPO is requesting further changes.

Sept.15/20 Bylaw sent to Patriot Law for review.

#### **ALBERTA BEACH LIBRARY BOARD BYLAW #270-19:**

Oct.15/19 MOVED BY Councillor Valiquette that the Alberta Beach Library Board be advised that Council will make the requested amendments to the membership in the Library Board Bylaw at their next meeting.

Nov.19/19 MOVED BY Deputy Mayor Duncan that Bylaw #270-19, being a bylaw for the purpose of establishing the Alberta Beach Library Board be read a first time.

Dec.17/19 Draft amendments were made to bylaw & sent out to Council for review.

Jan.21/20 Bylaw requires text corrections.

Feb.18/20 corrections were made to bylaw. Council to decide on the membership of the Library Board. (Waiting on completion of ICF's).

#### **ASSESSMENT REVIEW BOARD AGREEMENT:**

Mar.17/20 MOVED BY Mayor Benedict that the letter from Lac Ste. Anne County to terminate the Assessment Review Board Agreement be accepted.

Apr.21/20 Capital Region Assessment Services Contract was previously distributed for review.

July 21/20 MOVED BY Mayor Benedict that Council approve to make application to the Capital Region Assessment Services Commission to provide Assessment Review Board services beginning in 2021.

Aug.18/20 Request was sent to CRASC.

Nov.17/20 Email rec'd from CRASC advising that the board approved our application, next step they apply to the Minister for approval.

#### **AFRRCS (ALBERTA FIRST RESPONDERS RADIO COMMUNICATION SYSTEM) AGREEMENT:**

Apr.21/20 Town of Mayerthorpe has terminated the Alberta First Responders Radio Communication System (AFRRCS) third party agreements as the agreements for the use of the radios must be directly with the province.

Apr.21/20 Alberta Beach has submitted a request to the Province for an agreement on the AFRRCS radios.

Sept.15/20 MOVED BY Councillor Love that the AFRRCS (Alberta First Responders Radio Communications System) Access Agreement be approved.

Oct.20/20 Agreement was signed & returned and Patrol has completed application process for their use. AFRRCS mtg with Emergency Mgmt group scheduled for Oct. 23<sup>rd</sup>. (meeting was held – waiting for further information)

#### **MUNICIPAL STIMULUS PROGRAM MEMORANDUM OF AGREEMENT:**

Aug.18/20 **MOVED BY** Councillor Love that the Municipal Stimulus Program Memorandum of Agreement be approved and further that the Public Works Advisory Committee make the final determination on the projects to be submitted for funding.

Sept.15/20 Agreement was signed & returned. Application for A.B. Storm Outfall Rehabilitation Project was submitted.

**LAC STE. ANNE COUNTY LIBRARY BOARD – MUNICIPAL PER CAPITA FUNDING TO LOCAL LIBRARIES:**

Aug.18/20 **MOVED BY** Councillor Valiquette that the letter from Lac Ste. Anne County Library Board requesting to increase municipal funding to local libraries be accepted for further review.

Sept.15/20 **MOVED BY** Deputy Mayor Duncan that Council give direction to the ICF Committee to pursue per capita funding for the library and further that a response letter be forwarded to the Lac Ste. Anne County Library Board to advise that Council supports their request and will pursue the per capita funding through the ICF discussions.

Oct.20/20 Letter was completed & sent to LSA Library Board.

**ORDER TO REMEDY (LOT 1, BLOCK 2, PLAN 3321BQ)):**

Sept.15/20 **MOVED BY** Mayor Benedict that the Order to Remedy issued under Section 546 of the MGA by the Development Officer on Lot 1, Block 2, Plan 3321BQ (5203 – 50 Avenue) be forwarded to Patriot Law for action and further that all costs incurred by the Village of Alberta Beach in remedying the condition regarding the said order to remedy be added to the tax roll as a charge against the lands for the said owners, and further are deemed to be a tax from the date they are added to the tax roll for the premises.

Oct.20/20 Order was sent to Patriot Law.

**ORDER TO REMEDY (LOT 6 & 7, BLOCK 25, PLAN 8506ET):**

Sept.15/20 **MOVED BY** Mayor Benedict that the order to remedy issued under Bylaw #257-18 on Lot 6 & 7, Block 25, Plan 8506ET (5115 – 47 Avenue) be forwarded to Patriot Law for action and further that all costs incurred by the Village of Alberta Beach in remedying the condition regarding the said order to remedy be added to the tax roll as a charge against the lands for the said owners, and further are deemed to be a tax from the date they are added to the tax roll for the premises.

Oct.20/20 Order was sent to Patriot Law.

**ORDER TO REMEDY (LOT 17, BLOCK 3, PLAN 6604AO):**

Sept.15/20 **MOVED BY** Mayor Benedict that the order to remedy issued under Bylaw #257-18 on Lot 17, Block 3, Plan 6604AO (4728 – 44 Street) be forwarded to Patriot Law for action and further that all costs incurred by the Village of Alberta Beach in remedying the condition regarding the said order to remedy be added to the tax roll as a charge against the lands for the said owners, and further are deemed to be a tax from the date they are added to the tax roll for the premises.

Oct.20/20 Order was sent to Patriot Law.

**ABADASA – BALL DIAMOND FENCING:**

Oct.20/20 **MOVED BY** Deputy Mayor Duncan that Council agree in principle with the cost share proposal from ABADASA (Alberta Beach & District Amateur Ball Association) to increase the height of the ball diamond outfield fences and further that the CAO contact ABADASA for further discussion.

Nov.17/20 ABADASA sent letter to LSAC to request their participation on the fence upgrade project.

**MLA GETSON WATERSHED ACTION GROUP (1WAG):**

Oct.20/20 **MOVED BY** Councillor Love that a letter be forwarded to MLA Shane Getson to outline concerns that Alberta Beach believes that the work of the proposed watershed action group (1WAG) is already being done by the SRWA and Alberta Beach has chosen to be engaged in the SRWA.

Nov.17/20 Email was rec'd from MLA Getson requesting confirmation if Council is withdrawing from action group.

**MOVED BY** Mayor Benedict that a response letter be forwarded to MLA Getson advising that Council believes the Watershed Action Group is a duplication of services however understands that the action group is important to you and therefore appoints Councillor Weber to attend and represent Alberta Beach.

**FORTIS ALBERTA – ELECTRIC DISTRIBUTION FRANCHISE FEE FOR 2021:**

Oct.20/20 **MOVED BY** Mayor Benedict that the Fortis AB Electric Distribution Franchise Fee for 2021 be increased to 8%.

Nov.17/20 Fortis was notified on Council's motion and advertisement has been sent to newspaper.

**ACP (ALBERTA COMMUNITY PARTNERSHIP) PROGRAM GRANT – REGIONALIZATION STUDY:**

Oct.20/20 **MOVED BY** Deputy Mayor Duncan that Council approve to partner with Lac Ste. Anne County in an Alberta Community Partnership Program (ACP) application for an Alberta Beach and Area Regionalization Study; that Alberta Beach be the managing partner; that Lac Ste. Anne County be advised that Alberta Beach Council has approved to partner

in an application; and further that letters be sent to the Summer Villages of Sunset Point and Val Quentin to invite their participation.

Nov.17/20 Letters were sent to LSAC, SVSP & SVVQ. ACP Applications opened Nov.17<sup>th</sup>, 2020.

**RE-ESTABLISHMENT OF SARLUC (STE. ANNE RECREATIONAL LAKE USE COMMITTEE):**

Oct.20/20 **MOVED BY** Mayor Benedict that Council approve the re-establishment of the Ste. Anne Recreational Lake Use Committee (SARLUC); that Councillor Love and Councillor Weber be appointed to the committee; and further that Lac Ste. Anne County be advised that Alberta Beach Council has approved to re-establish the committee.

Nov.17/20 Confirmation letter was sent to LSAC.

**CHRISTMAS LIGHT UP CONTEST:**

Oct.20/20 **MOVED BY** Mayor Benedict that Alberta Beach sponsor a Christmas Light Up contest and that the prizes be as follows: \$100.00 for first place; \$75.00 for second place and \$50.00 for third place and further that the judging take place on December 19<sup>th</sup>, 2020 by Councillor Weber, Ken Anderson and Donovan Boggs.

**ALBERTA BEACH COMMUNITY LEAGUE – BEACHWAVE PARK FUNDING:**

Nov.17/20 **MOVED BY** Councillor Weber that council approve the annual funding for Beachwave Park and the balance of \$4,000.00 be released to the Alberta Beach Community League.

**GRASMERE SCHOOL – DONATION FOR FOOD PROGRAM:**

Nov.17/20 **MOVED BY** Councillor Love that Council approve a donation of \$500.00 to the Grasmere School food program.

**2020 FCSS FUNDING ALLOCATIONS:**

Nov.17/20 **MOVED BY** Deputy Mayor Duncan that the 2020 FCSS funding allocation recommendations be approved as presented.

**CANADA POST – TEMPORARY POST OFFICE EXTENSION OF LEASE:**

Nov.17/20 **MOVED BY** Mayor Benedict that Council approve the request from Canada Post for an additional one month extension to the end of March 2021 on the lease for the temporary post office.

**LAC STE. ANNE COUNTY – ECONOMIC DEVELOPMENT PROJECT – SHOP THE COUNTY:**

Nov.17/20 **MOVED BY** Mayor Benedict that Council approve to participate in the Lac Ste. Anne County and the Town of Onoway Economic Development Project – Shop the County to support and enhance economic development in the region and further that Councillor Weber be appointed to the committee.

**PUBLIC WORKS:**

**PATROL:**

# **Financial Report**

## **October 31, 2020**



BALANCE SHEET	Beg:000000000	End:31Oct2020	Type: A
<b>ASSETS</b>			
<b>CASH ON HAND:</b>			
CASH REGISTER FLOAT	100.00		
CASH ON HAND - PETTY CASH	100.00		
BANK	306,548.67		
INVESTED CASH - TERM DEPOSIT	0.00		
BANK T-BILL SAVINGS #25	1,066,513.81		
BANK CUSTOM PLAN #26 (1.3M)	0.00		
<b>TOTAL CASH</b>		<b>1,373,262.48</b>	
<b>ACCOUNTS RECEIVABLE:</b>			
TAXES & GRANTS-IN-LIEU REC	437,941.30		
RECEIVABLE FROM OTHER GOVTS:			
GST COLLECTED\PAID OUT-A230	45,341.40		
ITC	2,179.68		
GST SHARED SERVICES - A232	0.00		
CONDITIONAL PROV GRANTS	0.00		
RECEIVABLE OTHER LOCAL GOVT:	0.00		
ADMIN ACCOUNTS RECEIVABLE	38,816.42		
ADMIN RECEIVABLE - AFDA	4,162.73		
TRADE ACCOUNTS RECEIVABLE	0.00		
ALL OTHER RECEIVABLES	0.00		
<b>TOTAL ACCOUNTS RECEIVABLE</b>		<b>520,116.07</b>	
PREPAID EXPENSES	42,470.50		
REQUISITION UNDER\OVER LEVY	10,833.30		
SUPPLIES INVENTORY	8,969.99		
TAX SALE SURPLUS (BANK ACCT.)	0.00		
LAND HELD FOR RESALE	0.00		
<b>FIXED ASSETS:</b>			
ENGINEERING STRUCTURES	5,446,541.91		
ACCUM.AMORTIZATION-ENG.STRUC	2,984,953.39		
BUILDINGS	2,759,249.63		
ACCUM.AMORTIZATION-BUILDINGS	820,029.12		
MACHINERY & EQUIPMENT	867,528.11		
ACCUM.AMORTIZATION-MACH&EQ	612,878.35		
LAND	1,349,990.57		
ACCUM.AMORTIZATION-LAND	0.00		
VEHICLES	321,795.29		
ACCUM.AMORTIZATION-VEHICLES	289,228.53		
LAND IMPROVEMENTS	630,437.98		
ACCUM.AMORTIZATION-LAND IMPR	477,846.29		
<b>TOTAL FIXED ASSETS</b>		<b>6,190,607.81</b>	
<b>TOTAL ASSETS</b>			<b>8,146,260.15</b>
SHORT TERM LOANS	0.00		
ACCOUNTS PAYABLE			
FEDERAL - G.S.T.	0.00		
Description	Beg:000000000	End:31Oct2020	Type: A

BALANCE SHEET	Beg:000000000	End:31Oct2020	Type: A
FEDERAL - REC GEN	9,025.00		
PAYROLL - ACCRUED HOLIDAY PA	2,185.37		
PAYROLL - AMESWITH	0.00		
PAYROLL - R.R.S.P.	0.00		
PAYROLL - UNION	0.00		
PAYROLL - EMPL RECEIVABLES	0.00		
PAYROLL - AHC PREMIUM	0.00		
PAYROLL - CANADA SAV BOND	0.00		
PAYROLL - ADVANCES	0.00		
PAYABLE TO OTHER LOC GOVT	0.00		
TRADE ACCOUNTS PAYABLE	0.00		
KIDS IN ACTION	0.00		
BIKES FOR KIDS	0.00		
VILLAGE MAP\BROCHURE	0.00		
COMMUNITIES IN BLOOM	0.00		
ALL OTHER PAYABLES	7,400.00		
DEPOSITS	23,991.50		
TOTAL ACCOUNTS PAYABLE		42,601.87	
TAX SALE SURPLUS TRUST	0.00		
DEFERRED REVENUE	137,027.84		
DEFERRED REVENUE	0.00		
DEFERRED REVENUE	51,085.21		
RESERVES FOR OPERATING		0.00	
TAX RATE STABILIZATION		187,907.39	
ADMIN & P.W. INCOME-STAFF		0.00	
ADMIN & P.W. INCOME-VILLAGE		0.00	
INSURANCE PROCEEDS- HAYLAND		44,536.80	
DISASTER PREPAREDNESS		0.00	
STREET IMPROVEMENTS		0.00	
CAMPGROUND IMPROVEMENTS		0.00	
ECONOMIC DEVELOPMENT- 100 YR		2,625.00	
SALE OF PUBLIC LANDS		0.00	
SCHOOL PROJECTS		0.00	
DRAINAGE & WATER STUDY		0.00	
FCSS PAYOUT COUNTY		0.00	
REDEVELOPMENT PLAN		0.00	
TOTAL OPERATING RESERVES			235,069.19
RESERVES FOR CAPITAL			
GENERAL CAPITAL		910,985.22	
ADMINISTRATIVE EQUIPMENT		6,803.01	
LAGOON RECONSTRUCTION		10,205.00	
PARK RESERVE SALE PROCEEDS		0.00	
PARKS AND RECREATION DEV		34,494.45	
PUBLIC WORKS EQUIPMENT		40,959.73	
CAMPGROUND DEVELOPMENT		0.00	
FIREHALL		0.00	
MSI GRANT RESERVES		0.00	
ADMINISTRATIVE BUILDING		28,622.92	
PATROL EQUIPMENT		25,164.00	
Description	Beg:000000000	End:31Oct2020	Type: A

BALANCE SHEET	Beg:000000000	End:31Oct2020	Type: A
ANIP GRANT RESERVES		0.00	
EAST END BUS		0.00	
TOTAL CAPITAL RESERVES			1,057,234.33
TOTAL EQUITY IN FIXED ASSETS		6,190,607.81	
ACCUMULATED SURPLUS - 31\12\94	2,160,080.83-		
ADJUSTED SURPLUS (PRIOR PERIOD	551,829.92-		
SURPLUS FROM 1\1\95	1,683,208.70		
APPROPRIATED SURPLUS	0.00		
CURRENT FUNDS USED FOR TCA	0.00		
CURRENT AMORTIZATON EXPENSE	1,225,399.57		
NET BOOK VALUE OF TCA DISPOSAL	235,936.38		
CONTRIBUTED TCA	0.00		
TOTAL SURPLUS		432,633.90	
TOTAL LIABILITIES			8,146,260.15
PROOF			0.00
DAY OF <u>Oct-31</u> , 2020			
Description	Beg:000000000	End:31Oct2020	Type: A

Analysis: INCOME STATEMENT

INCOME STATEMENT		(1)	(2)
--- Begin		01Jan2020	01Jan2020
Period 1: -  End		31Dec2020	31Oct2020
--- Type		B	A
(less) --- Begin		000000000	000000000
Period 2: -  End		000000000	000000000
--- Type			
Ratios: % of Account			
Graphs: # of Columns,Scale		0 0	0 0

Description	2020 BUDGET	2020 ACTUAL
<b>REVENUE</b>		
RESIDENTIAL TAXES (MUNICIPAL)	828,890.11	827,503.01
RESIDENTIAL TAXES (SCHOOL)	441,687.15	440,947.99
COMMERCIAL TAXES (MUNICIPAL)	95,794.42	95,632.86
COMMERCIAL TAXES (SCHOOL)	38,313.49	38,248.86
FARM TAXES (MUNICIPAL)	78.38	78.39
FARM TAXES (SCHOOL)	41.77	41.77
POWER & PIPELINE (MUNICIPAL)	16,598.87	16,598.87
POWER & PIPELINE (SCHOOL)	6,638.81	6,638.80
DIP \ MACH & EQUIP (MUNICIPAL)	1,670.68	1,670.68
DIP \ MACH & EQUIP (SCHOOL)	80.23	80.23
DESIGNATED INDUSTRIAL (DI)	138.51	138.51
MUNICIPAL SERVICES TAX	709,770.00	708,070.00
LIBRARY LEVY	0.00	0.00
MISC. OTHER LEVY	0.00	0.00
TOTAL TAXES	2,139,702.42	2,135,649.97
PENALTIES & COSTS ON TAXES	26,000.00	25,946.05
FRANCHISE - ATCO GAS	28,000.00	20,687.62
FRANCHISE - FORTIS	30,000.00	26,410.50
INVESTMENT INCOME	20,000.00	14,798.69
<b>PROVINCIAL GRANTS</b>		
RESTRUCTURING GRANT	0.00	0.00
CONDITIONAL FGTF	0.00	0.00
CONDITIONAL MOST GRANT	0.00	0.00
CONDITIONAL MSI GRANT	22,446.00	147,451.00
FROM RESERVE\DEF.REV.	0.00	0.00
OTHER	0.00	1,935.97
<b>ADMIN</b>		
ADMINISTRATIVE SERVICE	4,800.00	4,800.00
SALES OF GOODS & SERVICES	494.19	7,818.53
TAX CERTIFICATES	100.00	1,530.00
PHOTOCOPIES\FAXES\POSTAGE	500.00	321.83
PENALTIES\COSTS - N.S.F. FEES	300.00	665.00
HAWKER PEDDLER LICENSES	0.00	1,370.00
RENTAL AND LEASE	21,800.00	22,448.39
PROV\FED CONDITIONAL GRANT	0.00	32,000.00
TRANSFER FROM RESERVE\DEF.REV.	0.00	0.00
<b>PATROL</b>		
SALES TO OTHER LOCAL GOV'T	21,655.00	14,500.00
SALES OF GOODS & SERVICES	0.00	0.00
Description	2020 BUDGET	2020 ACTUAL

Analysis: INCOME STATEMENT

Description	2020 BUDGET	2020 ACTUAL
FINES	4,000.00	1,965.15
SALE OF FIXED ASSETS	0.00	0.00
PROV CONDITIONAL GRANT	0.00	0.00
GRANTS FROM LOCAL AGENCIES	0.00	0.00
TRANSFER FROM RESERVES	0.00	0.00
FIRE DEPARTMENT - DONATIONS	0.00	0.00
FEES DUE TO COUNTY FROM UNPAID	0.00	0.00
RENTAL & LEASE	24,000.00	22,000.00
UTILITIES REIMBURSEMENT	3,800.00	0.00
PROVINCIAL CONDITIONAL GRANT	0.00	0.00
GRANTS FROM LOCAL AGENCIES	6,800.00	0.00
TRANSFER FROM RESERVES	0.00	0.00
DISASTER SERVICES	0.00	0.00
AMBULANCE GRANT	0.00	0.00
AMBULANCE STATION RENTAL	10,200.00	9,350.00
ANIMAL LICENSES	500.00	535.00
BY-LAW FINES	500.00	535.00
COMMON SERVICES		
PUBLIC WORKS SERVICES	0.00	0.00
SALES OF GOODS & SERVICES	1,000.00	436.00
RENTAL AND LEASE	42,000.00	35,124.57
CONDITIONAL GRANT	0.00	0.00
SALE OF FIXED ASSETS	0.00	0.00
TRANSFER FROM RESERVE	0.00	0.00
ROADS		
CONDITIONAL GRANT	0.00	0.00
SALE OF TCA	0.00	0.00
TRANSFER FROM RESERVE	0.00	0.00
STORM SEWER & DRAINAGE		
CONDITIONAL GRANT	0.00	0.00
GRANTS FROM LOCAL AGENCIES	0.00	0.00
SEWER		
LOCAL IMPROVEMENT CHGS	0.00	0.00
SEWER REVITALIZATION	245,700.00	245,700.00
PROV CONDITIONAL GRANT	0.00	0.00
TRANSFER FROM RESERVE\DEF.REV.	0.00	0.00
SOLID WASTE		
CONTRACT WITH OTHER MUNICIPAL	0.00	0.00
SALE OF GOODS & SERVICES	0.00	0.00
PROV CONDITIONAL GRANT	0.00	0.00
TRANSFER FROM RESERVE\DEF.REV.	0.00	0.00
ECONOMIC DEVELOPMENT	0.00	0.00
Description	2020 BUDGET	2020 ACTUAL

Analysis: INCOME STATEMENT

Description	2020 BUDGET	2020 ACTUAL
MUNICIPAL PLANNING	0.00	350.00
DEVELOPMENT PERMITS	2,000.00	5,045.24
COMPLIANCE CERTIFICATES	500.00	700.00
SUBDIVISION APPLICATIONS	0.00	0.00
ENCROACHMENT AGREEMENTS	0.00	0.00
PROY CONDITIONAL GRANT	0.00	0.00
TRANSFER FROM RESERVES\DEF.REV	137,028.00	0.00
SALE OF PUBLIC LAND	0.00	0.00
PIER & MARINA	0.00	10,000.00
TRANSFER RESERVE\DEF.REV.	51,085.00	0.00
PARKS		
FEDERAL\PROVINCIAL GRANT(ICAP)	0.00	0.00
CONDITIONAL GRANT	0.00	0.00
UNCONDITIONAL GRANT	0.00	0.00
GRANT FROM LOCAL AGENCIES	0.00	0.00
PARKING LOT REVENUE	0.00	0.00
TRANSFER FROM RESERVE	0.00	0.00
RECREATION FACILITIES		
SALE OF SERVICE - FEES\CHARGES	0.00	0.00
REGIONAL RECREATION	24,058.00	22,054.00
GRANT FROM LOCAL AGENCIES	0.00	0.00
CONDITIONAL PROVINCIAL GRANT	0.00	0.00
TRANSFER FROM RESERVE\DEF.REV.	2,000.00	0.00
CAMPGROUND		
USER FEES (SEASONAL)	175,000.00	190,350.00
WEEKEND SITES	0.00	17,821.01
CAMPGRD CABIN RENTAL	3,200.00	2,400.00
SALES OF GOODS & SERVICES	800.00	1,623.82
WINTER STORAGE	21,000.00	23,700.00
DEBIT MACHINE ADJUSTMENTS	0.00	0.00
RENTAL & LEASE	5,600.00	4,800.00
M.R.T.A. GRANT	0.00	0.00
TRANSFER FROM RESERVE	0.00	0.00
CULTURE		
LIBRARIAN WAGE REIMBURSEMENT	0.00	0.00
GAIN ON SALE OF FIXED ASSET	0.00	0.00
TOTAL OPERATING REVENUE	3,076,568.61	3,052,823.34
CAPITAL:		
CAPITAL PURCHASES-ADMIN	6,460.00	0.00
CAPITAL PURCHASES-PATROL	0.00	0.00
CAPITAL PURCHASES-PUBLIC WORKS	0.00	0.00
Description	2020 BUDGET	2020 ACTUAL

Analysis: INCOME STATEMENT

Description	2020 BUDGET	2020 ACTUAL
CAPITAL PURCHASES-RECREATION	0.00	0.00
CAPITAL PURCHASES-PARKS	0.00	0.00
CAPITAL PURCHASES-CAMPGROUND	0.00	0.00
TOTAL	6,460.00	0.00
CAPITAL PROJECTS:		
CAPITAL PROJECT-ROADS	644,000.00	0.00
CAPITAL PROJECT-SHOP	0.00	0.00
CAPITAL PROJECT-DRAINAGE	14,600.00	0.00
CAPITAL PROJECT-WALK PATHS	0.00	0.00
CAPITAL PROJECT-47 ST UPGRADE	0.00	0.00
CAPITAL PROJECT-ADMIN BLDG	150,000.00	0.00
TOTAL	808,600.00	0.00
TOTAL CAPITAL REVENUE	815,060.00	0.00
REQUISITIONS:		
SCHOOL FOUNDATION	0.00	0.00
ASFF	475,928.20	326,689.21
OVER\UNDER LEVY UTILIZED	10,833.30	0.00
DESIGNATED INDUSTRIAL	138.51	0.00
TOTAL REQUISITIONS	486,900.01	326,689.21
BUSINESS INCOME PROFIT	0.00	0.00
TOTAL	3,404,728.60	2,726,134.13
Description	2020 BUDGET	2020 ACTUAL

Analysis: EXPENSE STATEMENT

EXPENSE STATEMENT		(1)	(2)
Period 1: --- Begin		01Jan2020	01Jan2020
End		31Dec2020	31Oct2020
--- Type		B	A
(less) --- Begin		000000000	000000000
Period 2: --- End		000000000	000000000
--- Type			
Ratios: % of Account			
Graphs: # of Columns,Scale		0 0	0 0

Description	2020 BUDGET	2020 ACTUAL
<b>COUNCIL</b>		
COUNCIL HONORARIUMS - MAYOR	9,550.00	7,958.50
COUNCIL HONORARIUMS	33,579.00	27,982.50
MEETING FEES	14,000.00	10,800.00
HONOURARIUM DEDUCTIONS	1,700.00	0.00
COUNCIL TRAVEL	2,000.00	912.06
CONFERENCES\CONVENTIONS	2,000.00	0.00
INTERNET & PHONE EXPENSE	6,000.00	6,000.00
COUNCIL PROMOTIONAL	9,000.00	6,987.45
MISC. SUPPLIES	1,000.00	10.98
<b>TOTAL</b>	<b>78,829.00</b>	<b>60,651.49</b>
<b>ADMINISTRATION</b>		
ADMINISTRATOR	111,700.00	93,153.06
SALARIES	172,780.00	142,618.18
PAYROLL TO\FROM BUS INC	0.00	0.00
SHARED SERVICES SALARIES	0.00	0.00
PAYROLL DEDUCTIONS	49,800.00	43,083.16
SCP PAYROLL	0.00	0.00
FROM\TO RESERVE	0.00	0.00
TRAINING	1,000.00	0.00
TRAVEL	200.00	0.00
FREIGHT, POSTAGE, DELIVERY	3,200.00	3,079.27
TELEPHONE\INTERNET\SATELLIT	4,000.00	2,660.85
ADVERTISING	1,500.00	457.17
SUBSCRIPTIONS\MEMBERSHIPS	2,700.00	2,483.24
PRINTING	1,500.00	1,312.50
LEGAL	3,000.00	1,363.77
AUDITOR	11,200.00	11,735.38
SERVICE CONTR-PHOTO,FAX,POS	5,000.00	4,341.57
SERVICE CONTR - ALARM	500.00	475.00
PURCHASED EQUIPMENT REPAIR	7,000.00	10,630.60
CONTRACT - JANITOR	6,000.00	5,000.00
INSURANCE	50,000.00	553.86
W.C.B.	9,700.00	1,639.00
STATIONERY & SUPPLIES	4,500.00	4,917.86
JANITORIAL SUPPLIES	750.00	723.59
MISCELLANEOUS SUPPLIES	3,000.00	886.92
VILLAGE PROMOTION	3,000.00	1,240.90
100 YEAR ANNIVERSARY	0.00	2,353.69
UTILITIES	5,300.00	4,384.64
DEBT REPAYMENT	0.00	0.00
SHORT TERM BORROWING FEES	0.00	0.00
<b>Description</b>	<b>2020 BUDGET</b>	<b>2020 ACTUAL</b>



Analysis: EXPENSE STATEMENT

Description	2020 BUDGET	2020 ACTUAL
BANK CHARGES	850.00	568.13
TAX REBATES & CANCELLATIONS	0.00	0.00
OTHER & BLDG REPAIRS	8,500.00	4,616.29
BAD DEBT EXPENSE	0.00	0.00
CAPITAL PURCHASES	0.00	0.00
CAPITAL PROJECTS	0.00	0.00
CAPITAL PROJECTS	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	466,680.00	344,278.63
ELECTION \ CENSUS		
SALARIES & WAGES	0.00	0.00
ADVERTISING	0.00	0.00
GOODS & SUPPLIES	0.00	0.00
TOTAL	0.00	0.00
ASSESSMENT SERVICES		
ASSESSMENT SERVICES	24,870.00	22,020.00
TOTAL	24,870.00	22,020.00
PATROL		
ADMINISTRATION	0.00	0.00
SALARIES & WAGES	48,825.00	35,167.50
PROVINCIAL POLICE FUNDING	45,215.00	0.00
CITIZENS ON PATROL	0.00	0.00
PAYROLL DEDUCTIONS	9,000.00	5,784.68
TRAINING & DEVELOPMENT	500.00	0.00
MILEAGE & SUBSISTENCE	0.00	0.00
FREIGHT, POSTAGE, DELIVERY	0.00	0.00
TELEPHONE	5,500.00	4,754.23
ADVERTISING & PROMOTION	350.00	350.00
AUX PROG\CRIME PREVENTION	0.00	0.00
EQUIPMENT REPAIR	2,000.00	445.48
VEHICLE REPAIR	5,000.00	33.00
JANITOR EXPENSES	0.00	0.00
LICENSES & PERMITS	0.00	0.00
STATIONERY & OFFICE SUPPLIES	300.00	274.93
MISC. SUPPLIES	2,500.00	2,099.39
UNIFORMS & ACCOTREMENTS	2,000.00	2,749.12
FUEL & OIL	3,500.00	1,151.90
UTILITIES	3,600.00	2,987.02
CAPITAL PURCHASES	0.00	0.00
PROJECTS	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	128,290.00	55,797.25
BY-LAW ENFORCEMENT		
BYLAW\ANIMAL CONTROL	0.00	0.00
PARKING ENFORCEMENT	0.00	0.00
POUND FEES	500.00	500.00
GENERAL GOODS AND SERVICES	500.00	26.95
SIGNS	0.00	0.00
TOTAL	1,000.00	526.95
Description	2020 BUDGET	2020 ACTUAL

Analysis: EXPENSE STATEMENT

Description	2020 BUDGET	2020 ACTUAL
<b>FIREFIGHTING</b>		
FIRE DEPARTMENT HONORAIUMS	0.00	0.00
TELEPHONE	150.00	75.50
FIRE CONTRACT	86,421.00	86,421.00
JANITOR EXPENSES	0.00	0.00
GOODS AND SUPPLIES	700.00	802.50
MISCELLANEOUS	2,000.00	0.00
BUILDING REPAIR	2,000.00	1,649.11
UTILITIES	7,500.00	2,452.25
CAPITAL	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
<b>TOTAL</b>	<b>98,771.00</b>	<b>91,400.36</b>
<b>DISASTER SERVICES</b>		
GENERAL GOODS AND SERVICES	8,500.00	26,122.36
TO RESERVE\DEF.REV.	0.00	0.00
<b>AMBULANCE SERVICES</b>		
AMBULANCE CONTRACT	0.00	0.00
BUILDING REPAIRS	4,300.00	2,729.02
UTILITIES	4,200.00	3,398.10
CAPITAL PROJECTS	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
<b>TOTAL</b>	<b>8,500.00</b>	<b>6,127.12</b>
<b>COMMON SERVICES</b>		
PUBLIC WORKS MANAGER	0.00	0.00
PUBLIC WORKS WAGES	195,000.00	216,346.21
EXTRA PERSON	0.00	0.00
STEP & SCP PAYROLL	24,500.00	28,753.56
PAYROLL DEDUCTIONS - MGR	0.00	0.00
PAYROLL DEDUCTIONS	40,000.00	22,602.54
PAYROLL DEDUCTIONS - STEP	1,300.00	0.00
FROM\TO RESERVE	0.00	0.00
SHARED SERVICES SALARIES	0.00	0.00
PAYROLL TO BUSINESS INCOME	0.00	0.00
TRAINING & DEVELOPMENT	1,000.00	27.00
MILEAGE & SUBSISTENCE	200.00	112.20
POSTAGE, FREIGHT & DELIVERY	0.00	0.00
TELEPHONE	2,700.00	1,659.95
PURCHASED SERVICES	4,300.00	7,116.37
EQUIPMENT REPAIR	30,000.00	54,886.16
VEHICLE REPAIR	15,000.00	26,659.57
EQUIPMENT RENTAL	3,000.00	2,475.00
GENERAL GOODS	9,500.00	10,441.43
SIGNS	2,000.00	0.00
NON BUDGETED ITEMS	0.00	0.00
SAFETY SUPPLIES	2,500.00	987.33
FUEL & OIL	18,000.00	23,185.38
UTILITES - SHOP	14,000.00	10,403.68
BOAT LAUNCH MTCE	0.00	0.00
CAPITAL PURCHASES	0.00	0.00
<b>Description</b>	<b>2020 BUDGET</b>	<b>2020 ACTUAL</b>

Analysis: EXPENSE STATEMENT

Description	2020 BUDGET	2020 ACTUAL
CAPITAL PROJECTS	0.00	0.00
CAPITAL PROJECTS	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	363,000.00	405,656.38
ROADS AND STREETS		
GRAVEL\SAND\ETC.	18,000.00	15,413.97
CRACK FILLING\LINE PAINTING	15,000.00	16,896.75
UTILITIES - STREET LIGHTS	92,000.00	70,456.99
ROAD PROJECTS	0.00	0.00
ROAD PROJECTS	0.00	0.00
STREET LIGHT PROJECTS	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	125,000.00	102,767.71
STORM SEWER AND DRAINAGE		
GENERAL SUPPLY-CULVERTS	20,000.00	17,745.86
DRAINAGE PROJECTS	0.00	0.00
DRAINAGE STUDY	0.00	0.00
TOTAL	20,000.00	17,745.86
WATER SYSTEM		
WATER COMM. OPERATING	18,260.90	18,326.94
WATER COMM. DEBENTURE	40,923.00	20,461.54
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	59,183.90	38,788.48
SANITARY SEWER		
TVRSSC MAINTENANCE AGREE	242,980.00	182,235.00
TVRSSC SEWER REVITALIZATION	245,700.00	122,850.00
TVRSSC DEB. - LAGOON	85,826.00	85,826.00
TVRSSC UPGRADE	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	574,506.00	390,911.00
GARBAGE COLLECTION		
GARBAGE WAGES	50,000.00	0.00
GARBAGE CONTRACT	0.00	0.00
REGIONAL LAND FILL	20,000.00	18,480.57
RECYCLING	7,000.00	5,538.25
ANNUAL WASTE ROUND-UP	0.00	0.00
FUEL & OIL	6,000.00	0.00
TRUCK REPAIRS & MAINTENANCE	5,000.00	7,938.44
CAPITAL PURCHASES	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	88,000.00	31,957.26
COMPOST FACILITY		
PURCHASED SERVICE - CLEANUP	3,000.00	0.00
GENERAL SUPPLIES	0.00	0.00
TOTAL	3,000.00	0.00
Description	2020 BUDGET	2020 ACTUAL

Analysis: EXPENSE STATEMENT

Description	2020 BUDGET	2020 ACTUAL
MUNICIPAL PLANNING		
CONTRACT - DEVELOPMENT OFF	21,600.00	18,000.00
MUNICIPAL PLANNING	500.00	0.00
GENERAL GOODS & SUPPLIES	500.00	97.50
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	22,600.00	18,097.50
ECONOMIC DEVELOPMENT		
ADVERTISING AND PROMOTION	500.00	0.00
TELEPHONE AND UTILITIES	0.00	0.00
REVENUE & COST SHARE STUDY	137,028.00	66,937.91
GENERAL GOODS & SUPPLIES	500.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	138,028.00	66,937.91
LAC STE. ANNE FOUNDATION	38,134.99	38,134.99
PIER\BOAT LAUNCH	51,085.00	27,399.36
PIER TO RESERVE\DEF.REV.	0.00	0.00
RECREATION & FACILITIES		
REGIONAL RECREATION	30,073.00	30,073.00
GENERAL GOODS & SUPPLIES	10,000.00	4,721.36
EAST END BUS	11,210.71	3,600.00
LSA PHYSICIAN RECRUITMENT	0.00	0.00
UTILITIES	5,000.00	3,340.51
CAPITAL PURCHASES	0.00	0.00
PROJECTS	0.00	0.00
PROJECTS	0.00	0.00
PROJECTS	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	56,283.71	41,734.87
PARKS		
CONTRACT SERVICES	10,000.00	10,458.00
GENERAL GOODS & SUPPLIES	5,000.00	5,410.22
UTILITIES	4,700.00	3,512.58
PARKING LOT EXPENSES	3,388.00	3,388.37
PARK PROJECTS	0.00	0.00
PARK PROJECTS	0.00	0.00
CONTRIBUTED ASSETS	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	23,088.00	22,769.17
CAMPGROUND:		
ADVERTISING & SIGNS	0.00	501.10
POSTAGE, FREIGHT, DELIVERY	0.00	0.00
TELEPHONE & SATELLITE	1,800.00	1,575.97
PRINTING	200.00	0.00
CAMPGROUND MANAGER CONTRACT	45,850.00	55,012.75
CAMPGROUND SUMMER HELP	0.00	0.00
PAYROLL DEDUCTIONS	0.00	0.00
EQUIPMENT REPAIR	300.00	451.35
Description	2020 BUDGET	2020 ACTUAL

Analysis: EXPENSE STATEMENT

Description	2020 BUDGET	2020 ACTUAL
GENERAL GOODS & SUPPLIES	2,500.00	3,237.77
JANITORIAL SUPPLIES	300.00	474.00
WASTE DISPOSAL	2,300.00	2,446.80
FUEL & OIL	700.00	611.76
REPAIR MATERIALS	4,000.00	4,381.82
CONSTRUCTION MATERIALS	6,000.00	10,037.80
UTILITIES	24,000.00	21,888.47
IMPROVEMENTS	2,000.00	1,231.28
DEBIT\VISA BANK FEES	400.00	359.59
CAMPGROUND PROJECTS	0.00	0.00
CAMPGROUND PROJECTS TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	90,350.00	102,210.46
CULTURE		
SALARIES & WAGES	0.00	0.00
PAYROLL DEDUCTIONS	0.00	0.00
REIMBURSE LIBR WAGE	0.00	0.00
UTILITIES	0.00	0.00
GRANT TO LIBRARY	10,500.00	10,500.00
YELLOWHEAD REGIONAL LIBRARY	4,469.00	4,469.02
TOTAL	14,969.00	14,969.02
LOSS ON SALE OF FIXED ASSET	0.00	0.00
AMORTIZATION OF TCA	65,000.00	0.00
CAPITAL:		
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CAPITAL PURCHASES-ADMIN	6,460.00	6,460.00
CAPITAL PURCHASES-PATROL	0.00	0.00
CAPITAL PURCHASES-PUBLIC WORKS	42,000.00	43,111.43
CAPITAL PURCHASES-RECREATION	0.00	0.00
CAPITAL PURCHASES-PARKS	0.00	0.00
CAPITAL PURCHASES-CAMPGROUND	0.00	0.00
TOTAL	48,460.00	49,571.43
CAPITAL PROJECTS:		
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CAPITAL PROJECTS-ROADS	644,000.00	538,171.86
CAPITAL PROJECTS-SHOP	0.00	0.00
CAPITAL PROJECTS-DRAINAGE	14,600.00	8,200.00
CAPITAL PROJECTS-WALKING PATHS	0.00	0.00
CAPITAL PROJECTS-FIREHALL LOT	0.00	34,074.34
CAPITAL PROJECTS-ADMIN BLDG	150,000.00	146,116.16
TOTAL	808,600.00	726,562.36
TOTAL CAPITAL EXPENSES	857,060.00	776,133.79
BUSINESS INCOME EXPENSES	0.00	0.00
TOTAL	3,404,728.60	2,703,137.92
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Description	2020 BUDGET	2020 ACTUAL

**Alberta Beach  
3 Year Operating Plan  
&  
5 Year Capital Plan**

## Alberta Beach 3 Year Operating Plan

INCOME:	2021 Budget	2022 Budget	2023 Budget
<b>Revenue:</b>			
Municipal Taxation	1,672,605.00	1,696,040.00	1,720,695.00
Penalties	35,000.00	35,000.00	35,000.00
Franchise- Atco	28,000.00	28,000.00	28,000.00
Franchise- Fortis	30,000.00	30,000.00	30,000.00
Investment Income	20,000.00	20,000.00	20,000.00
Operating Grants	22,446.00	22,446.00	22,446.00
Other	-	-	-
<b>Admin:</b>			
Administrative Service	4,800.00	4,800.00	4,800.00
Sales of Goods & Services	2,000.00	2,000.00	2,000.00
Tax Certificates	300.00	300.00	300.00
Photocopies/Faxes/Postage	300.00	300.00	300.00
Penalties/NSF Fees	350.00	350.00	350.00
Hawker Peddler Licenses	500.00	500.00	500.00
Rental & Lease	2,400.00	2,400.00	2,400.00
Conditional Grants	-	-	-
<b>Patrol:</b>			
Sales to Other Local Gov't	40,232.00	41,107.00	41,632.00
Sale of Goods & Services	-	-	-
Fines	6,000.00	6,000.00	6,000.00
<b>Fire:</b>			
Rental & Lease	24,000.00	24,000.00	24,000.00
Utilities Reimb.	3,800.00	3,800.00	3,800.00
Grants from Local Agencies	-	-	-
<b>Emergency Mgmt</b>			
<b>Ambulance Stn Rent</b>	<b>10,200.00</b>	<b>10,200.00</b>	<b>10,200.00</b>
<b>Bylaw:</b>			
Animal Licenses	1,000.00	1,000.00	1,000.00
Bylaw Fines	2,000.00	2,000.00	2,000.00
<b>Common Services:</b>			
Sale of Goods & Services	1,000.00	1,000.00	1,000.00
Rental & Lease	45,000.00	45,000.00	45,000.00
Roads	-	-	-
<b>Sanitary Sewer:</b>			
Sewer Revitalization	245,700.00	245,700.00	245,700.00
<b>Solid Waste:</b>			
Contract with other Munic.	-	-	-
<b>Economic Development</b>			
<b>Municipal Planning:</b>			
Development Permits	4,000.00	4,000.00	4,000.00
Compliance Certificates	1,000.00	1,000.00	1,000.00
Encroachment Agr	-	-	-
<b>Transfer from Reserves/DefRev</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Boat Launch</b>			
<b>Parks &amp; Recreation Facilities:</b>			
Sale of Services	-	-	-
Regional Recreation FCSS	24,058.00	24,058.00	24,058.00
Grant from Local Agencies	-	-	-
Transfer from Reserve/Def.Rev	-	-	-
<b>Campground:</b>			
User Fees (Seasonal)	175,000.00	175,000.00	175,000.00
User Fees (Weekend Sites)	30,000.00	30,000.00	30,000.00
Campgrd Cabin Rental	4,000.00	4,000.00	4,000.00
Sale of Goods & Services	3,000.00	3,000.00	3,000.00
Winter Storage	21,000.00	21,000.00	21,000.00
Rental & Lease	5,600.00	5,600.00	5,600.00
	-	-	-
<b>Total Operating Income</b>	<b>2,465,291.00</b>	<b>2,489,601.00</b>	<b>2,514,781.00</b>

<b>EXPENSES:</b>	<b>2021 Budget</b>	<b>2022 Budget</b>	<b>2023 Budget</b>
<b>Council:</b>			
Council Honourariums	9,740.00	9,935.00	10,135.00
Council Honourariums	34,250.00	34,935.00	35,635.00
Council Meeting Fees	17,500.00	17,500.00	17,500.00
Honourarium Deductions	2,000.00	2,000.00	2,000.00
Council Travel	3,000.00	3,000.00	3,000.00
Conferences/Conventions	5,000.00	5,000.00	5,000.00
Internet & Phone Exp.	6,000.00	6,000.00	6,000.00
Council Promotional	8,500.00	8,500.00	8,500.00
Misc. Supplies	1,000.00	1,000.00	1,000.00
<b>Administration:</b>			
Administrator	113,935.00	116,200.00	118,500.00
Wages	176,235.00	179,760.00	183,350.00
Payroll Deductions	50,000.00	50,000.00	50,000.00
Training	1,000.00	1,000.00	1,000.00
Travel	200.00	200.00	200.00
Postage/Freight	3,500.00	3,500.00	3,500.00
Telephone/Internet/Satellite	4,000.00	4,000.00	4,000.00
Advertising	1,800.00	1,800.00	1,800.00
Subscriptions/Memberships	2,700.00	2,700.00	2,700.00
Printing	1,500.00	1,500.00	1,500.00
Legal	5,000.00	5,000.00	5,000.00
Auditor	11,200.00	11,200.00	11,200.00
Service Contr-Copier/Postage	5,000.00	5,000.00	5,000.00
Service Contr-Alarm	500.00	500.00	500.00
Purchased Equipment Repair	7,000.00	7,000.00	7,000.00
Contract-Janitor	6,000.00	6,000.00	6,000.00
Insurance	50,000.00	52,000.00	52,000.00
WCB	10,000.00	10,000.00	10,000.00
Stationery & Supplies	4,500.00	4,500.00	4,500.00
Janitor Supplies	800.00	800.00	800.00
Misc. Supplies	5,000.00	5,000.00	5,000.00
Village Promotional	4,000.00	4,000.00	4,000.00
100 Year Anniversary	5,000.00	-	-
Utilities	5,500.00	5,500.00	5,500.00
Bank Charges	850.00	850.00	850.00
Tax Rebates/Cancellations	-	-	-
Other & Building Repair	8,500.00	8,500.00	8,500.00
Reserves	-	-	-
<b>Election/Census:</b>			
Election Salaries	1,200.00	-	-
Advertising	800.00	-	-
Goods & Supplies	500.00	-	-
<b>Assessment:</b>			
Assessment Services:	25,170.00	25,620.00	26,080.00
<b>Patrol:</b>			
Wages	75,000.00	76,500.00	78,000.00
Provincial Police Fund	45,215.00	45,215.00	45,215.00
Payroll Deductions	14,500.00	15,000.00	15,000.00
Training	500.00	500.00	500.00
Mileage/Subsistence	-	-	-
Postage/Freight	-	-	-
Telephone/Cell/Internet/Radio:	5,500.00	5,500.00	5,500.00
Advertising & Promo	350.00	350.00	350.00
Equipment Repair	2,000.00	2,500.00	2,500.00
Vehicle Repair	5,000.00	5,000.00	5,000.00
Janitor Expenses	-	-	-
Licenses & Permits	-	-	-
Stationery & Office Supplies	500.00	500.00	500.00
Misc. Supplies	2,500.00	2,500.00	2,500.00
Uniforms & Accotremments	500.00	500.00	500.00
Fuel & Oil	5,000.00	5,000.00	5,000.00
Utilities	3,600.00	3,600.00	3,600.00
Reserve	-	-	-
<b>By-Law Enforcement:</b>			
Bylaw/Animal Control	-	-	-
Pound Fees	500.00	500.00	500.00
General Goods & Supplies	500.00	500.00	500.00
Signs	-	500.00	500.00
<b>Fire:</b>			
Telephone	-	-	-
Fire Contract	88,150.00	89,900.00	91,700.00
Goods & Supplies	1,000.00	1,000.00	1,000.00
Misc Supplies	2,000.00	2,000.00	2,000.00
Building Repairs/Maintenance	3,000.00	3,000.00	3,000.00
Utilities	8,000.00	8,000.00	8,000.00
<b>Disaster Services:</b>			
Contract Services	-	-	-
General Goods & Supplies	8,500.00	8,500.00	8,500.00
<b>Ambulance:</b>			
Building Repairs/Maintenance	3,000.00	3,000.00	3,000.00
Utilities	4,500.00	4,500.00	4,500.00



	2021 Budget	2022 Budget	2023 Budget
<b>Common Services:</b>			
Wages	198,900.00	202,875.00	206,950.00
Summer Wages	24,990.00	25,500.00	26,000.00
Payroll Deductions	40,000.00	40,000.00	40,000.00
Payroll Deductions (Summer)	1,500.00	1,500.00	1,500.00
Training	1,000.00	2,000.00	2,000.00
Mileage/Subsistence	200.00	200.00	200.00
Telephone/Cell/Internet	2,700.00	2,700.00	2,700.00
Purchased Services	8,500.00	8,500.00	8,500.00
Equipment Repair	25,000.00	27,000.00	30,000.00
Vehicle Repair	10,000.00	10,000.00	10,000.00
Equipment Rental	3,000.00	3,000.00	3,000.00
General Goods	8,500.00	9,000.00	9,000.00
Signs	2,500.00	2,500.00	2,500.00
Safety Supplies	2,500.00	2,500.00	2,500.00
Fuel & Oil	20,000.00	20,000.00	20,000.00
Utilities	15,000.00	15,000.00	15,000.00
Capital	-	-	-
<b>Roads &amp; Streets:</b>			
Gravel/Sand/Winter Chips	18,000.00	18,000.00	18,000.00
Crack Filling/Line Painting	15,000.00	18,000.00	18,000.00
Utilities/Street Lights	92,000.00	92,000.00	92,000.00
<b>Storm Sewer/Drainage:</b>			
General Goods & Supplies	10,000.00	10,000.00	10,000.00
<b>Water System:</b>			
Water Comm. - Operating	18,500.00	18,500.00	18,500.00
Water Comm. - Debenture	57,082.00	57,082.00	57,082.00
<b>Sanitary Sewer:</b>			
TVRSCC Maintenance Agr.	247,840.00	252,795.00	257,850.00
TVRSCC Sewer Revitalization	245,700.00	245,700.00	245,700.00
TVRSCC Lagoon Debenture	85,826.00	85,826.00	85,826.00
<b>Garbage Collection:</b>			
Wages	51,000.00	52,000.00	53,000.00
Garbage Contract	-	-	-
Regional Landfill Site	22,000.00	22,000.00	22,000.00
Recycling	7,000.00	7,000.00	7,000.00
Annual Waste Round up	-	-	-
Fuel & Oil	7,500.00	7,500.00	7,500.00
Truck Repairs/Maintenance	6,000.00	7,000.00	8,000.00
<b>Compost Facility:</b>			
Purchased Services	3,000.00	3,000.00	3,000.00
<b>Municipal Planning:</b>			
Contract- Development Officer	21,600.00	21,600.00	21,600.00
Municipal Planning:	500.00	500.00	500.00
General Goods & Supplies	500.00	500.00	500.00
<b>Economic Development:</b>			
Advertising & Promo	500.00	500.00	500.00
Revenue & Cost Share Project	-	-	-
General Goods & Supplies	500.00	500.00	500.00
Lac Ste Anne Foundation	38,135.00	38,135.00	38,135.00
Boat Launch	-	-	-
<b>Recreation &amp; Facilities:</b>			
Regional Recreation	30,073.00	30,073.00	30,073.00
General Goods & Supplies	17,000.00	17,000.00	17,000.00
East End Bus	11,210.00	11,210.00	11,210.00
Utilities	5,400.00	5,400.00	5,400.00
<b>Parks:</b>			
Contract Services	10,000.00	10,000.00	10,000.00
General Goods & Supplies	8,000.00	8,000.00	8,000.00
Utilities	4,700.00	4,700.00	4,700.00
Parking Lot Expenses	3,400.00	3,400.00	3,400.00
<b>Campground:</b>			
Advertising & Signs	1,000.00	1,000.00	1,000.00
Telephone/Satellite	1,800.00	1,800.00	1,800.00
Printing	200.00	200.00	200.00
Campground Manager Contract	60,000.00	60,000.00	60,000.00
Equipment Repair	300.00	300.00	300.00
General Goods	3,000.00	3,000.00	3,000.00
Janitor Supplies	500.00	500.00	500.00
Waste Disposal	2,300.00	2,300.00	2,300.00
Fuel & Oil	700.00	700.00	700.00
Repair Materials	4,000.00	4,000.00	4,000.00
Construction Materials	3,000.00	3,000.00	3,000.00
Utilities	25,000.00	25,000.00	25,000.00
Improvements	3,000.00	3,000.00	3,000.00
Debit/Visa Bank Fees	500.00	500.00	500.00
<b>Culture:</b>			
Grant to Library	10,500.00	10,500.00	10,500.00
Yellowhead Regional Library	4,540.00	4,540.00	4,540.00
<b>Amorization</b>	<b>65,000.00</b>	<b>65,000.00</b>	<b>65,000.00</b>
<b>Total Operating Expenses</b>	<b>2,465,291.00</b>	<b>2,489,601.00</b>	<b>2,514,781.00</b>

# Alberta Beach 5 Year Capital Plan

Projected Capital Expenditures	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
<b>Capital Purchases:</b>					
Capital Purchases- Admin	-	-	-	-	20,000.00
Capital Purchases- Patrol	10,000.00	-	-	-	-
Capital Purchases- Public Works	20,000.00	25,000.00	30,000.00	30,000.00	30,000.00
Capital Purchases- Recreation	-	-	-	-	-
Capital Purchases- Parks	-	-	-	-	-
Capital Purchases- Campground	-	-	-	-	-
<b>Total Capital Purchases</b>	<b>30,000.00</b>	<b>25,000.00</b>	<b>30,000.00</b>	<b>30,000.00</b>	<b>50,000.00</b>
<b>Capital Projects:</b>					
Capital Projects- Roads	248,000.00	238,000.00	238,000.00	200,000.00	200,000.00
Capital Projects- Shop	-	-	-	-	-
Capital Projects- Drainage	120,000.00	120,000.00	120,000.00	100,000.00	100,000.00
Capital Projects- Walking Paths	-	-	-	-	-
Capital Projects- Firehall	-	-	-	-	-
Capital Projects- Admin Bldg	100,000.00	200,000.00	-	-	-
<b>Total Capital Projects</b>	<b>468,000.00</b>	<b>558,000.00</b>	<b>358,000.00</b>	<b>300,000.00</b>	<b>300,000.00</b>
<b>Total Capital Expenditures</b>	<b>498,000.00</b>	<b>583,000.00</b>	<b>388,000.00</b>	<b>330,000.00</b>	<b>350,000.00</b>
<b>Projected Income for Capital Expenditures</b>					
General Revenue	30,000.00	25,000.00	30,000.00	30,000.00	50,000.00
MSI-Capital	310,000.00	-	-	-	-
BMTG	-	-	-	-	-
LGFF	-	300,000.00	300,000.00	300,000.00	300,000.00
FGTF	58,000.00	58,000.00	58,000.00	-	-
Reserves/Surplus	100,000.00	200,000.00	-	-	-
Other Sources	-	-	-	-	-
<b>Total Projected Income</b>	<b>498,000.00</b>	<b>583,000.00</b>	<b>388,000.00</b>	<b>330,000.00</b>	<b>350,000.00</b>

# 2021 Interim Budget

Analysis: INCOME STATEMENT

INCOME STATEMENT		(1)
Period 1: -	--- Begin	01Jan2020
	End	31Dec2020
	--- Type	B
(less)	--- Begin	000000000
Period 2: -	End	000000000
	--- Type	
Ratios:	% of Account	
Graphs:	# of Columns,Scale	0 0

Description	2021 BUDGET
REVENUE	
RESIDENTIAL TAXES (MUNICIPAL)	828,890.11
RESIDENTIAL TAXES (SCHOOL)	441,687.15
COMMERCIAL TAXES (MUNICIPAL)	95,794.42
COMMERCIAL TAXES (SCHOOL)	38,313.49
FARM TAXES (MUNICIPAL)	78.38
FARM TAXES (SCHOOL)	41.77
POWER & PIPELINE (MUNICIPAL)	16,598.87
POWER & PIPELINE (SCHOOL)	6,638.81
DIP \ MACH & EQUIP (MUNICIPAL)	1,670.68
DIP \ MACH & EQUIP (SCHOOL)	80.23
DESIGNATED INDUSTRIAL (DI)	138.51
MUNICIPAL SERVICES TAX	709,770.00
LIBRARY LEVY	0.00
MISC. OTHER LEVY	0.00
TOTAL TAXES	2,139,702.42
PENALTIES & COSTS ON TAXES	26,000.00
FRANCHISE - ATCO GAS	28,000.00
FRANCHISE - FORTIS	30,000.00
INVESTMENT INCOME	20,000.00
PROVINCIAL GRANTS	
RESTRUCTURING GRANT	0.00
CONDITIONAL FGTF	0.00
CONDITIONAL MOST GRANT	0.00
CONDITIONAL MSI GRANT	22,446.00
FROM RESERVE\DEF.REV.	0.00
OTHER	0.00
ADMIN	
ADMINISTRATIVE SERVICE	4,800.00
SALES OF GOODS & SERVICES	494.19
TAX CERTIFICATES	100.00
PHOTOCOPIES\FAXES\POSTAGE	500.00
PENALTIES\COSTS - N.S.F. FEES	300.00
HAWKER PEDDLER LICENSES	0.00
RENTAL AND LEASE	21,800.00
PROV\FED CONDITIONAL GRANT	0.00
TRANSFER FROM RESERVE\DEF.REV.	0.00
PATROL	
SALES TO OTHER LOCAL GOV'T	21,655.00
SALES OF GOODS & SERVICES	0.00
Description	2021 BUDGET

Analysis: INCOME STATEMENT

Description	2021 BUDGET
FINES	4,000.00
SALE OF FIXED ASSETS	0.00
PROV CONDITIONAL GRANT	0.00
GRANTS FROM LOCAL AGENCIES	0.00
TRANSFER FROM RESERVES	0.00
FIRE DEPARTMENT - DONATIONS	0.00
FEES DUE TO COUNTY FROM UNPAID	0.00
RENTAL & LEASE	24,000.00
UTILITIES REIMBURSEMENT	3,800.00
PROVINCIAL CONDITIONAL GRANT	0.00
GRANTS FROM LOCAL AGENCIES	6,800.00
TRANSFER FROM RESERVES	0.00
DISASTER SERVICES	0.00
AMBULANCE GRANT	0.00
AMBULANCE STATION RENTAL	10,200.00
ANIMAL LICENSES	500.00
BY-LAW FINES	500.00
COMMON SERVICES	
PUBLIC WORKS SERVICES	0.00
SALES OF GOODS & SERVICES	1,000.00
RENTAL AND LEASE	42,000.00
CONDITIONAL GRANT	0.00
SALE OF FIXED ASSETS	0.00
TRANSFER FROM RESERVE	0.00
ROADS	
CONDITIONAL GRANT	0.00
SALE OF TCA	0.00
TRANSFER FROM RESERVE	0.00
STORM SEWER & DRAINAGE	
CONDITIONAL GRANT	0.00
GRANTS FROM LOCAL AGENCIES	0.00
SEWER	
LOCAL IMPROVEMENT CHGS	0.00
SEWER REVITALIZATION	245,700.00
PROV CONDITIONAL GRANT	0.00
TRANSFER FROM RESERVE\DEF.REV.	0.00
SOLID WASTE	
CONTRACT WITH OTHER MUNICIPAL	0.00
SALE OF GOODS & SERVICES	0.00
PROV CONDITIONAL GRANT	0.00
TRANSFER FROM RESERVE\DEF.REV.	0.00
ECONOMIC DEVELOPMENT	0.00
Description	2021 BUDGET

Analysis: INCOME STATEMENT

Description	2021 BUDGET
MUNICIPAL PLANNING	0.00
DEVELOPMENT PERMITS	2,000.00
COMPLIANCE CERTIFICATES	500.00
SUBDIVISION APPLICATIONS	0.00
ENCROACHMENT AGREEMENTS	0.00
PROV CONDITIONAL GRANT	0.00
TRANSFER FROM RESERVES\DEF.REV	137,028.00
SALE OF PUBLIC LAND	0.00
PIER & MARINA	0.00
TRANSFER RESERVE\DEF.REV.	51,085.00
PARKS	
FEDERAL\PROVINCIAL GRANT(ICAP)	0.00
CONDITIONAL GRANT	0.00
UNCONDITIONAL GRANT	0.00
GRANT FROM LOCAL AGENCIES	0.00
PARKING LOT REVENUE	0.00
TRANSFER FROM RESERVE	0.00
RECREATION FACILITIES	
SALE OF SERVICE - FEES\CHARGES	0.00
REGIONAL RECREATION	24,058.00
GRANT FROM LOCAL AGENCIES	0.00
CONDITIONAL PROVINCIAL GRANT	0.00
TRANSFER FROM RESERVE\DEF.REV.	2,000.00
CAMPGROUND	
USER FEES (SEASONAL)	175,000.00
WEEKEND SITES	0.00
CAMPGRD CABIN RENTAL	3,200.00
SALES OF GOODS & SERVICES	800.00
WINTER STORAGE	21,000.00
DEBIT MACHINE ADJUSTMENTS	0.00
RENTAL & LEASE	5,600.00
M.R.T.A. GRANT	0.00
TRANSFER FROM RESERVE	0.00
CULTURE	
LIBRARIAN WAGE REIMBURSEMENT	0.00
GAIN ON SALE OF FIXED ASSET	0.00
TOTAL OPERATING REVENUE	3,076,568.61
CAPITAL:	
CAPITAL PURCHASES-ADMIN	6,460.00
CAPITAL PURCHASES-PATROL	0.00
CAPITAL PURCHASES-PUBLIC WORKS	0.00
Description	2021 BUDGET

Analysis: INCOME STATEMENT

Description	2021 BUDGET
CAPITAL PURCHASES-RECREATION	0.00
CAPITAL PURCHASES-PARKS	0.00
CAPITAL PURCHASES-CAMPGROUND	0.00
TOTAL	6,460.00
CAPITAL PROJECTS:	
CAPITAL PROJECT-ROADS	644,000.00
CAPITAL PROJECT-SHOP	0.00
CAPITAL PROJECT-DRAINAGE	14,600.00
CAPITAL PROJECT-WALK PATHS	0.00
CAPITAL PROJECT-47 ST UPGRADE	0.00
CAPITAL PROJECT-ADMIN BLDG	150,000.00
TOTAL	808,600.00
TOTAL CAPITAL REVENUE	815,060.00
REQUISITIONS:	
SCHOOL FOUNDATION	0.00
ASFF	475,928.20
OVER\UNDER LEVY UTILIZED	10,833.30
DESIGNATED INDUSTRIAL	138.51
TOTAL REQUISITIONS	486,900.01
BUSINESS INCOME PROFIT	0.00
TOTAL	3,404,728.60
Description	2021 BUDGET

Analysis: EXPENSE STATEMENT

EXPENSE STATEMENT		(1)
Period 1: -	--- Begin	01Jan2020
	--- End	31Dec2020
	--- Type	B
(less)	--- Begin	000000000
Period 2: -	--- End	000000000
	--- Type	
Ratios:	% of Account	
Graphs:	# of Columns,Scale	0 0

Description	2021 BUDGET
COUNCIL	
COUNCIL HONORARIUMS - MAYOR	9,550.00
COUNCIL HONORARIUMS	33,579.00
MEETING FEES	14,000.00
HONOURARIUM DEDUCTIONS	1,700.00
COUNCIL TRAVEL	2,000.00
CONFERENCES\CONVENTIONS	2,000.00
INTERNET & PHONE EXPENSE	6,000.00
COUNCIL PROMOTIONAL	9,000.00
MISC. SUPPLIES	1,000.00
TOTAL	78,829.00
ADMINISTRATION	
ADMINISTRATOR	111,700.00
SALARIES	172,780.00
PAYROLL TO\FROM BUS INC	0.00
SHARED SERVICES SALARIES	0.00
PAYROLL DEDUCTIONS	49,800.00
SCP PAYROLL	0.00
FROM\TO RESERVE	0.00
TRAINING	1,000.00
TRAVEL	200.00
FREIGHT, POSTAGE, DELIVERY	3,200.00
TELEPHONE\INTERNET\SATELLIT	4,000.00
ADVERTISING	1,500.00
SUBSCRIPTIONS\MEMBERSHIPS	2,700.00
PRINTING	1,500.00
LEGAL	3,000.00
AUDITOR	11,200.00
SERVICE CONTR-PHOTO,FAX,POS	5,000.00
SERVICE CONTR - ALARM	500.00
PURCHASED EQUIPMENT REPAIR	7,000.00
CONTRACT - JANITOR	6,000.00
INSURANCE	50,000.00
W.C.B.	9,700.00
STATIONERY & SUPPLIES	4,500.00
JANITORIAL SUPPLIES	750.00
MISCELLANEOUS SUPPLIES	3,000.00
VILLAGE PROMOTION	3,000.00
100 YEAR ANNIVERSARY	0.00
UTILITIES	5,300.00
DEBT REPAYMENT	0.00
SHORT TERM BORROWING FEES	0.00
Description	2021 BUDGET



Analysis: EXPENSE STATEMENT

Description	2021 BUDGET
BANK CHARGES	850.00
TAX REBATES & CANCELLATIONS	0.00
OTHER & BLDG REPAIRS	8,500.00
BAD DEBT EXPENSE	0.00
CAPITAL PURCHASES	0.00
CAPITAL PROJECTS	0.00
CAPITAL PROJECTS	0.00
TO RESERVE\DEF.REV.	0.00
TOTAL	466,680.00
ELECTION \ CENSUS	
SALARIES & WAGES	0.00
ADVERTISING	0.00
GOODS & SUPPLIES	0.00
TOTAL	0.00
ASSESSMENT SERVICES	
ASSESSMENT SERVICES	24,870.00
TOTAL	24,870.00
PATROL	
ADMINISTRATION	0.00
SALARIES & WAGES	48,825.00
PROVINCIAL POLICE FUNDING	45,215.00
CITIZENS ON PATROL	0.00
PAYROLL DEDUCTIONS	9,000.00
TRAINING & DEVELOPMENT	500.00
MILEAGE & SUBSISTENCE	0.00
FREIGHT, POSTAGE, DELIVERY	0.00
TELEPHONE	5,500.00
ADVERTISING & PROMOTION	350.00
AUX PROG\CRIME PREVENTION	0.00
EQUIPMENT REPAIR	2,000.00
VEHICLE REPAIR	5,000.00
JANITOR EXPENSES	0.00
LICENSES & PERMITS	0.00
STATIONERY & OFFICE SUPPLIES	300.00
MISC. SUPPLIES	2,500.00
UNIFORMS & ACCOTREMENTS	2,000.00
FUEL & OIL	3,500.00
UTILITIES	3,600.00
CAPITAL PURCHASES	0.00
PROJECTS	0.00
TO RESERVE\DEF.REV.	0.00
TOTAL	128,290.00
BY-LAW ENFORCEMENT	
BYLAW\ANIMAL CONTROL	0.00
PARKING ENFORCEMENT	0.00
POUND FEES	500.00
GENERAL GOODS AND SERVICES	500.00
SIGNS	0.00
TOTAL	1,000.00
Description	2021 BUDGET

Analysis: EXPENSE STATEMENT

Description	2021 BUDGET
<b>FIREFIGHTING</b>	
FIRE DEPARTMENT HONORAIUMS	0.00
TELEPHONE	150.00
FIRE CONTRACT	86,421.00
JANITOR EXPENSES	0.00
GOODS AND SUPPLIES	700.00
MISCELLANEOUS	2,000.00
BUILDING REPAIR	2,000.00
UTILITIES	7,500.00
CAPITAL	0.00
TO RESERVE\DEF.REV.	0.00
<b>TOTAL</b>	<b>98,771.00</b>
<b>DISASTER SERVICES</b>	
GENERAL GOODS AND SERVICES	8,500.00
TO RESERVE\DEF.REV.	0.00
<b>AMBULANCE SERVICES</b>	
AMBULANCE CONTRACT	0.00
BUILDING REPAIRS	4,300.00
UTILITIES	4,200.00
CAPITAL PROJECTS	0.00
TO RESERVE\DEF.REV.	0.00
<b>TOTAL</b>	<b>8,500.00</b>
<b>COMMON SERVICES</b>	
PUBLIC WORKS MANAGER	0.00
PUBLIC WORKS WAGES	195,000.00
EXTRA PERSON	0.00
STEP & SCP PAYROLL	24,500.00
PAYROLL DEDUCTIONS - MGR	0.00
PAYROLL DEDUCTIONS	40,000.00
PAYROLL DEDUCTIONS - STEP	1,300.00
FROM\TO RESERVE	0.00
SHARED SERVICES SALARIES	0.00
PAYROLL TO BUSINESS INCOME	0.00
TRAINING & DEVELOPMENT	1,000.00
MILEAGE & SUBSISTENCE	200.00
POSTAGE, FREIGHT & DELIVERY	0.00
TELEPHONE	2,700.00
PURCHASED SERVICES	4,300.00
EQUIPMENT REPAIR	30,000.00
VEHICLE REPAIR	15,000.00
EQUIPMENT RENTAL	3,000.00
GENERAL GOODS	9,500.00
SIGNS	2,000.00
NON BUDGETED ITEMS	0.00
SAFETY SUPPLIES	2,500.00
FUEL & OIL	18,000.00
UTILITES - SHOP	14,000.00
BOAT LAUNCH MTCE	0.00
CAPITAL PURCHASES	0.00
Description	2021 BUDGET

Analysis: EXPENSE STATEMENT

Description	2021 BUDGET
CAPITAL PROJECTS	0.00
CAPITAL PROJECTS	0.00
TO RESERVE\DEF.REV.	0.00
TO RESERVE\DEF.REV.	0.00
TOTAL	363,000.00
ROADS AND STREETS	
GRAVEL\SAND\ETC.	18,000.00
CRACK FILLING\LINE PAINTING	15,000.00
UTILITIES - STREET LIGHTS	92,000.00
ROAD PROJECTS	0.00
ROAD PROJECTS	0.00
STREET LIGHT PROJECTS	0.00
TO RESERVE\DEF.REV.	0.00
TOTAL	125,000.00
STORM SEWER AND DRAINAGE	
GENERAL SUPPLY-CULVERTS	20,000.00
DRAINAGE PROJECTS	0.00
DRAINAGE STUDY	0.00
TOTAL	20,000.00
WATER SYSTEM	
WATER COMM. OPERATING	18,260.90
WATER COMM. DEBENTURE	40,923.00
TO RESERVE\DEF.REV.	0.00
TOTAL	59,183.90
SANITARY SEWER	
TVRSSC MAINTENANCE AGREE	242,980.00
TVRSSC SEWER REVITALIZATION	245,700.00
TVRSSC DEB. - LAGOON	85,826.00
TVRSSC UPGRADE	0.00
TO RESERVE\DEF.REV.	0.00
TOTAL	574,506.00
GARBAGE COLLECTION	
GARBAGE WAGES	50,000.00
GARBAGE CONTRACT	0.00
REGIONAL LAND FILL	20,000.00
RECYCLING	7,000.00
ANNUAL WASTE ROUND-UP	0.00
FUEL & OIL	6,000.00
TRUCK REPAIRS & MAINTENANCE	5,000.00
CAPITAL PURCHASES	0.00
TO RESERVE\DEF.REV.	0.00
TOTAL	88,000.00
COMPOST FACILITY	
PURCHASED SERVICE - CLEANUP	3,000.00
GENERAL SUPPLIES	0.00
TOTAL	3,000.00
Description	2021 BUDGET

Analysis: EXPENSE STATEMENT

Description	2021 BUDGET
MUNICIPAL PLANNING	
CONTRACT - DEVELOPMENT OFF	21,600.00
MUNICIPAL PLANNING	500.00
GENERAL GOODS & SUPPLIES	500.00
TO RESERVE\DEF.REV.	0.00
TOTAL	22,600.00
ECONOMIC DEVELOPMENT	
ADVERTISING AND PROMOTION	500.00
TELEPHONE AND UTILITIES	0.00
REVENUE & COST SHARE STUDY	137,028.00
GENERAL GOODS & SUPPLIES	500.00
TO RESERVE\DEF.REV.	0.00
TOTAL	138,028.00
LAC STE. ANNE FOUNDATION	38,134.99
PIER\BOAT LAUNCH	51,085.00
PIER TO RESERVE\DEF.REV.	0.00
RECREATION & FACILITIES	
REGIONAL RECREATION	30,073.00
GENERAL GOODS & SUPPLIES	10,000.00
EAST END BUS	11,210.71
LSA PHYSICIAN RECRUITMENT	0.00
UTILITIES	5,000.00
CAPITAL PURCHASES	0.00
PROJECTS	0.00
PROJECTS	0.00
PROJECTS	0.00
TO RESERVE\DEF.REV.	0.00
TOTAL	56,283.71
PARKS	
CONTRACT SERVICES	10,000.00
GENERAL GOODS & SUPPLIES	5,000.00
UTILITIES	4,700.00
PARKING LOT EXPENSES	3,388.00
PARK PROJECTS	0.00
PARK PROJECTS	0.00
CONTRIBUTED ASSETS	0.00
TO RESERVE\DEF.REV.	0.00
TOTAL	23,088.00
CAMPGROUND:	
ADVERTISING & SIGNS	0.00
POSTAGE, FREIGHT, DELIVERY	0.00
TELEPHONE & SATELLITE	1,800.00
PRINTING	200.00
CAMPGROUND MANAGER CONTRACT	45,850.00
CAMPGROUND SUMMER HELP	0.00
PAYROLL DEDUCTIONS	0.00
EQUIPMENT REPAIR	300.00
Description	2021 BUDGET

Analysis: EXPENSE STATEMENT

Description	2021 BUDGET
GENERAL GOODS & SUPPLIES	2,500.00
JANITORIAL SUPPLIES	300.00
WASTE DISPOSAL	2,300.00
FUEL & OIL	700.00
REPAIR MATERIALS	4,000.00
CONSTRUCTION MATERIALS	6,000.00
UTILITIES	24,000.00
IMPROVEMENTS	2,000.00
DEBIT\VISA BANK FEES	400.00
CAMPGROUND PROJECTS	0.00
CAMPGROUND PROJECTS TO RESERVE\DEF.REV.	0.00
TOTAL	90,350.00
CULTURE	
SALARIES & WAGES	0.00
PAYROLL DEDUCTIONS	0.00
REIMBURSE LIBR WAGE	0.00
UTILITIES	0.00
GRANT TO LIBRARY	10,500.00
YELLOWHEAD REGIONAL LIBRARY	4,469.00
TOTAL	14,969.00
LOSS ON SALE OF FIXED ASSET	0.00
AMORTIZATION OF TCA	65,000.00
CAPITAL:	
-----	
CAPITAL PURCHASES-ADMIN	6,460.00
CAPITAL PURCHASES-PATROL	0.00
CAPITAL PURCHASES-PUBLIC WORKS	42,000.00
CAPITAL PURCHASES-RECREATION	0.00
CAPITAL PURCHASES-PARKS	0.00
CAPITAL PURCHASES-CAMPGROUND	0.00
TOTAL	48,460.00
CAPITAL PROJECTS:	
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CAPITAL PROJECTS-ROADS	644,000.00
CAPITAL PROJECTS-SHOP	0.00
CAPITAL PROJECTS-DRAINAGE	14,600.00
CAPITAL PROJECTS-WALKING PATHS	0.00
CAPITAL PROJECTS-FIREHALL LOT	0.00
CAPITAL PROJECTS-ADMIN BLDG	150,000.00
TOTAL	808,600.00
TOTAL CAPITAL EXPENSES	857,060.00
BUSINESS INCOME EXPENSES	0.00
TOTAL	3,404,728.60
Description	2021 BUDGET

**BYLAW #270-19  
ALBERTA BEACH LIBRARY BOARD BYLAW**

**BEING A BYLAW OF ALBERTA BEACH, IN THE PROVINCE OF ALBERTA, TO ESTABLISH A MUNICIPAL LIBRARY BOARD.**

**WHEREAS** the Alberta Beach Library Board was established by Alberta Beach Bylaw #1-80, passed on July 14, 1980 and whereas Alberta Beach considers it beneficial to support a Library Board for the municipality.

**NOW THEREFORE** with the authority and under the provisions of the *Libraries Act*, the Council of Alberta Beach duly assembled, hereby enacts as follows:

1. **TITLE:**  
This bylaw may be cited as the Alberta Beach Library Board Bylaw.
2. **DEFINITIONS:**
  - i. "Board" means the Alberta Beach Library Board established in accordance with the *Libraries Act*.
  - ii. "Council" means the Mayor and Councillors of Alberta Beach duly elected.
  - iii. "Library" means the Alberta Beach Municipal Library.
  - iv. "Municipality" means the corporation of Alberta Beach.
3. **RELATIONSHIP BETWEEN THE BOARD AND MUNICIPALITY:**  
This bylaw shall confirm the Board, the duties, powers, and the responsibilities to perform the functions as prescribed within this Bylaw, the *Libraries Act* and amendments and regulations pertaining to. The relationship between the Board and Alberta Beach will continue to be governed by the *Libraries Act* and the *Libraries Regulation*.
4. **MEMBERSHIP:**  
The Board shall consist of a minimum of five (5) members to a maximum of ten (10) members. The composition of the board members shall be as follows:
  - i. One (1) person who is a member of Council;
  - ii. A minimum of one (1) member from Alberta Beach to a maximum of six (6) members, two (2) of which may be from the area at large;
  - iii. One (1) Lac Ste. Anne County member who is from within the Lac Ste. Anne County Library Board funding boundaries for the Alberta Beach region;
  - iv. One (1) member from the Summer Village of Val Quentin; and
  - v. One (1) member from the Summer Village of Sunset Point.

A person who is an employee of the Board is not eligible to be a member of the Board.

Council shall annually in October appoint or reappoint new or returning Board members. Council shall have the authority to revoke the appointment of any member during the term of office.

The Board shall be responsible to elect or appoint a Chairperson and executive.

A member ceases to be a member of the Board when that person ceases to be a resident of Alberta Beach or the detailed surrounding area.

Members of the Board shall be allowed to resign at anytime during their term upon written request to Council.
5. **BUDGET:**  
The Board shall:
  - i. be responsible for the preparation and management of the Library budget;
  - ii. be responsible for acquiring library funding, requesting funds from Council and applying for provincial grants; and
  - iii. before December 1<sup>st</sup> in each year prepare and submit to Council a detailed budget including an estimate of the money required during the ensuing fiscal year to operate and manage the Library.
6. **ACCOUNTS:**  
The Board shall:
  - i. keep financial records and accounts of its bank accounts, receipts, payments, credits and liabilities;
  - ii. have the accounts audited by a person approved by Council; and
  - iii. have the audit submitted to Council.
7. **DUTIES:**  
The Board shall:
  - i. have full management and control of the Library as governed by the *Libraries Act* and the *Libraries Regulations*; and

- ii. be responsible for the appointment of librarians, officers and employees as it deems fit to operate and function as a Library.

8. **LIMITATIONS:**

- i. The Board or any member thereof shall not have the power to pledge the credit of Alberta Beach or authorize any expenditure nor appropriate or expend public monies in any manner whosoever.
- ii. If any part of this bylaw contradicts the *Libraries Act* then the *Libraries Act* will prevail.

**THIS BYLAW SHALL RESCIND BYLAW 185-03.**

**THIS BYLAW SHALL COME INTO FULL FORCE AND EFFECT UPON THIRD AND FINAL READING THEREOF.**

**READ A FIRST TIME THIS 19<sup>TH</sup> DAY OF NOVEMBER, A.D. 2019**

**READ A SECOND TIME THIS \_\_\_\_ DAY OF \_\_\_\_\_, A.D. 2020**

**READ A THIRD TIME THIS \_\_\_\_ DAY OF \_\_\_\_\_, A.D. 2020**

**SIGNED BY THE MAYOR AND CHIEF ADMINISTRATIVE OFFICER THIS \_\_\_\_ DAY OF \_\_\_\_\_, A.D. 2020.**

\_\_\_\_\_  
MAYOR, JIM BENEDICT

\_\_\_\_\_  
C.A.O., KATHY SKWARCHUK

**ALBERTA BEACH  
BYLAW NO. 276-20  
Municipal Government Act RSA 2000 Chapter M-26  
Part 6 Sections 205-212**

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**A BYLAW OF ALBERTA BEACH IN THE PROVINCE OF ALBERTA TO  
ESTABLISH THE POSITIONS OF CHIEF ADMINISTRATIVE OFFICER AND  
DESIGNATED OFFICERS.**

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**WHEREAS** the *Municipal Government Act* provides that a Council must establish by bylaw a position of Chief Administrative Officer;

**AND WHEREAS** the *Municipal Government Act* provides that a Council may by bylaw establish one or more positions to carry out the powers, duties or functions of a Designated Officer;

**AND WHEREAS** Council wishes to exercise its authority pursuant to the *Municipal Government Act* by establishing the positions of Chief Administrative Officer and Designated Officers;

**NOW THEREFORE** the Municipal Council of Alberta Beach, in the Province of Alberta, duly assembled, hereby enacts as follows:

**1. TITLE**

1.1. This Bylaw may be cited as the "Designated Officer Bylaw".

**2. INTERPRETATION**

2.1. In this Bylaw, the following terms shall have the following meanings:

- a) "Bylaw" means this Designated Officer Bylaw;
- b) "CAO" means the Chief Administrative Officer for the Village appointed pursuant to this Bylaw and as defined in the *Municipal Government Act*;
- c) "Council" means the municipal Council of the Village;
- d) "Designated Officer" has the same meaning as defined in the *Municipal Government Act*;
- e) "FOIP" means the *Freedom of Information and Protection of Privacy Act*, RSA2000cF-25 and the regulations thereunder;
- f) "*Municipal Government Act*" or the "Act" means the *Municipal Government Act*, RSA 2000,cM-26 and the regulations thereunder;
- g) "Qualified Person" means a person who holds the credentials required, if any, to perform the powers, duties and functions of a Designated Officer; and
- h) "Village" means the municipal corporation of Alberta Beach.

2.2. Any references in this Bylaw to any statutes, regulations, bylaws or other enactments is to those statutes, regulations, bylaws or other enactments as amended or replaced from time to time and any amendments thereto.

2.3. Whenever a singular or masculine form of a word is used in this Bylaw, it shall include the plural, feminine or neutral form of the word as the context requires.

2.4. The headings in this Bylaw do not form part of this Bylaw and shall not affect its interpretation.

**3. CHIEF ADMINISTRATIVE OFFICER**

3.1. The position of the CAO is hereby established.

3.2. The CAO shall be given the title "Chief Administrative Officer".

3.3. The CAO shall be appointed by resolution of Council and may be engaged by an employment or other contract. If applicable, all aspects of employment not addressed in the employment contract shall be addressed by the Village personnel policies.

3.4. The CAO shall have all the powers, duties and functions of a Chief Administrative Officer as set out in the *Municipal Government Act*.



**ALBERTA BEACH  
BYLAW NO. 276-20  
Municipal Government Act RSA 2000 Chapter M-26  
Part 6 Sections 205-212**

- 3.5. Without limiting the generality of section 3.4 of this Bylaw, the CAO is the head of the local public body for the Village within the meaning of *FOIP*.
- 3.6. Unless a Designated Officer is expressly appointed in this Bylaw or another bylaw of the Village, the CAO has all the powers, duties and functions given to a Designated Officer under the *Municipal Government Act* or any other statute or enactment.
- 3.7. The powers, duties and functions assigned to the CAO by this Bylaw are in addition to any other powers, duties or functions assigned or delegated by Council to the CAO.

**4. DELEGATION BY CAO**

- 4.1. The CAO is authorized to delegate and to authorize further delegations of any powers, duties and functions assigned to the CAO by Council under the *Municipal Government Act* and under this or any other bylaw to a Designated Officer or an employee or agent of, or contractor for, the Village.
- 4.2. Without limiting the generality of section 4.1 of this Bylaw, the CAO is authorized to appoint an Assistant CAO and delegate the CAO's powers, duties and functions to that Assistant CAO and to authorize that Assistant CAO to act as the CAO during absences of the CAO.
- 4.3. Without limiting the generality of section 4.1 of this bylaw, the CAO is authorized to appoint an acting Designated Officer during an illness, scheduled absence or other incapacity of a Designated Officer.

**5. DEVELOPMENT AUTHORITY**

- 5.1. The Designated Officer position of Development Authority is established.
- 5.2. Council shall by resolution appoint a Qualified Person to the Designated Officer position of Development Authority and such Designated Officer may be engaged by a contract, including a contract as an independent contractor.
- 5.3. In addition to any additional powers given to the Development Authority by the *Municipal Government Act*, by the CAO or Council, or through other bylaws, the Development Authority shall exercise the powers, duties, and functions, and is the Designated Officer for the following sections of the Act:

Section 624	Development Authority
Section 545	Order to remedy contraventions
Section 546	Order to remedy dangers and unsightly property
Section 645	Stop order

**6. SUBDIVISION AUTHORITY**

- 6.1. The Designated Officer position of Subdivision Authority is established.
- 6.2. Subject to the restrictions outlined in section 7.4 below, Council shall by resolution appoint a Qualified Person to the Designated Officer position of Subdivision Authority and such Designated Officer may be engaged by a contract, including a contract as an independent contractor.
- 6.3. In addition to any additional powers given to the Subdivision Authority by the *Municipal Government Act*, by the CAO or Council, or through other bylaws, and subject to the express restriction outlined below, the Subdivision Authority shall exercise the powers, duties, and functions, and is the Designated Officer for the following sections of the Act:

Section 623	Subdivision Authority
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- 6.4. The authority of the Subdivision Authority is restricted in that the decision to grant approval, with or without conditions, or to refuse subdivision approval, shall be retained by the Village and shall be delegated expressly to Council.

**ALBERTA BEACH**  
**BYLAW NO. 276-20**  
**Municipal Government Act RSA 2000 Chapter M-26**  
**Part 6 Sections 205-212**

**7. BYLAW ENFORCEMENT OFFICER**

- 7.1. The Designated Officer position of Bylaw Enforcement Officer is established.
- 7.2. Council shall by resolution appoint one or more Qualified Persons to the Designated Officer position of Bylaw Enforcement Officer and such Designated Officer may be engaged by an employment or other contract.
- 7.3. In addition to any additional powers given to the Bylaw Enforcement Officer(s) by the *Municipal Government Act*, by the CAO or Council, or through other bylaws, the Bylaw Enforcement Officer(s) shall exercise the powers, duties, and functions, and is(are) a Designated Officer for the following sections of the Act:
  - Section 542                      Municipal Inspections and enforcement
  - Section 544                      Inspecting Meters
  - Section 545                      Order to remedy contraventions
  - Section 546                      Order to remedy dangers and unsightly property

**8. ASSESSMENT REVIEW BOARD CLERK**

- 8.1. The Designated Officer position of Assessment Review Board Clerk is established.
- 8.2. Council shall by resolution appoint a Qualified Person to the Designated Officer position of Assessment Review Board Clerk and such Designated Officer may be engaged by a contract, including a contract as an independent contractor.
- 8.3. In addition to any additional powers assigned to the Assessment Review Board Clerk by the *Municipal Government Act*, by the CAO or Council, or through other bylaws, the Assessment Review Board Clerk shall exercise the powers, duties, and functions, and is the Designated Officer for the following sections of the Act:
  - Section 456(1)                      Duties of the clerk of Assessment Review Board
  - Section 461 and 462                      Assessment Complaints
  - Section 469(1)                      Notice of decision of Assessment Review Board
  - Section 483                      Decision admissible on judicial review

**9. MUNICIPAL ASSESSOR**

- 9.1. The Designated Officer position of Municipal Assessor is established.
- 9.2. Council shall by resolution appoint a Qualified Person to the Designated Officer position of Municipal Assessor and such Designated Officer may be engaged by a contract, including a contract as an independent contractor.
- 9.3. In addition to any additional powers given to the Municipal Assessor by the *Municipal Government Act*, by the CAO or Council, or through other bylaws, the Municipal Assessor shall exercise the powers, duties, and functions, and is the Designated Officer for the following sections of the Act:
  - Section 284.2                      Carry out duties and responsibilities of a municipal Assessor

**10. SUBDIVISION AND DEVELOPMENT APPEAL BOARD CLERK**

- 10.1. The Designated Officer position of Subdivision Development and Appeal Board Clerk is established.
- 10.2. Council shall by resolution appoint one or more Qualified Persons to the Designated Officer position of Subdivision and Development Appeal Board Clerk and such Designated Officer may be engaged by a contract, including a contract as an independent contractor.
- 10.3. In addition to any additional powers given to the Subdivision and Development Appeal Board Clerk by the *Municipal Government Act*, by the CAO or Council, or through other bylaws, the Subdivision and Development Appeal Board Clerk shall exercise the powers, duties, and functions, and is a Designated Officer for the following sections of the Act:



**ALBERTA BEACH**

**BYLAW NO. 277-20**

**PAGE 1 of 4**

**A BYLAW OF ALBERTA BEACH, IN THE PROVINCE OF ALBERTA TO ESTABLISH  
A SCHEDULE OF FEES AND RATES FOR THE MUNICIPALITY.**

**WHEREAS**, the Municipal Government Act, Chapter M26, Revised Statutes of Alberta 2000, authorizes a municipality to have the authority to establish fees and rates for the provision of goods and services; and

**WHEREAS**, Alberta Beach wishes to establish, in a bylaw, a schedule of fees and rates;

**NOW THEREFORE** under the authority of the Municipal Government Act, the Council of Alberta Beach, in the Province of Alberta, duly assembled, enacts as follows:

1. That this Bylaw may be cited as the "the Fees and Rates Bylaw".
2. That Alberta Beach shall charge fees and rates as established in Schedule A, "The Fees and Rates Schedule", attached hereto.
3. That this Bylaw shall be reviewed by Council annually.
4. That Bylaw #128-97 is hereby rescinded.
5. That this Bylaw shall come into force and effect upon the third and final reading and signing of this bylaw.

Read a first time this \_\_\_ day of \_\_\_\_\_, 2020.

Read a second time this \_\_\_ day of \_\_\_\_\_, 2020.

Read a third time and passed this \_\_\_ day of \_\_\_\_\_, 2020.

SIGNED by the Mayor and C.A.O. this \_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Mayor, Jim Benedict

\_\_\_\_\_  
C.A.O., Kathy Skwarchuk

ALBERTA BEACH

BYLAW NO. 277-20

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SCHEDULE "A"  
THE FEES & RATES SCHEDULE

**ADMINISTRATIVE FEES:**

Photocopies for public at large:	
8 ½ x 11	\$0.25/copy
8 ½ x 14	\$0.25/copy
11 x 17	\$0.50/copy
Colour Photocopies for public at large:	
8 ½ x 11	\$0.50/copy
8 ½ x 14	\$0.50/copy
11 x 17	\$1.00/copy
Photocopies for Non-Profit Groups:	
8 ½ x 11	\$0.10/copy
8 ½ x 14	\$0.15/copy
11 x 17	\$0.25/copy
Colour Photocopies for Non-Profit Groups:	
8 ½ x 11	\$0.15/copy
8 ½ x 14	\$0.20/copy
11 x 17	\$0.50/copy
Laminating Fees:	
8 ½ x 11	\$1.00/copy
8 ½ x 14	\$1.50/copy
11 x 17	\$2.00/copy
Copies of Village documents	As per copy rates above
Fax (Sending & Receiving)	\$1.00/page
Fax Long Distance (extra)	\$1.00
Returned Cheque Fees	\$35.00
NSF Fees (Non Sufficient Funds)	\$35.00
Tax Certificates	\$30.00
Land Title Search / Certificate of Title	\$25.00
Tax Notification Fee	\$55.00
Tax Notification Fee - each additional named interest on Title	\$5.00
Land Use Bylaw	\$25.00
Municipal Development Plan	\$10.00
County Maps	\$10.00
Sand Bags (not filled) (if available) - per Bag	\$0.50
Blue Bags (if available) - per Bag	Sold at Cost
Souvenirs / Promotional Products	Sold at Cost
Overdue Account Penalties (not property taxes)	2% per Month

**PROPERTY TAX PENALTIES:**

Property Tax Penalties as per Penalty on Unpaid Taxes Bylaw	per Bylaw
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**DOG TAGS:**

Neutered/Spayed	\$10.00
Unaltered	\$20.00
Vicious	\$250.00
Replacement Tag	\$5.00

**SKUNK TRAPS:**

Deposit (Refundable on Return)	\$65.00
3 Day Rental (Alberta Beach Residents)	No Charge
Additional per Day Rental (Alberta Beach Residents)	\$5.00
3 Day Rental (Non-Residents)	\$25.00
Additional per Day Rental (Non-Residents)	\$10.00
Cleaning	\$20.00

**BUILDING RENTAL:**

Council Chambers – Full Day	\$50.00
Council Chambers – Half Day	\$25.00
Council Chambers – Not For Profit-Local Community Groups	No Charge

**FOOD VENDORS:**

Resident Food Vendor - per Calendar Year	\$35.00
Non-Resident Food Vendor - per Day	\$35.00
Non-Resident Food Vendor - per Calendar Year	\$350.00
FREE - Food Truck Fridays - No day rate charged	No Charge

**MOBILE SALES VENDORS:**

Resident Mobile Sales - per Calendar Year	\$35.00
Non-Resident Mobile Sales - per Day	\$35.00
Non-Resident Mobile Sales - per Calendar Year	\$350.00

ALBERTA BEACH

BYLAW NO. 277-20

PAGE 3 of 4

**AMUSEMENT VENDOR:**

Amusement Vendor - per Day	\$35.00
Amusement Vendor - per Calendar Year	\$350.00

**HAWKER PEDDLER FEES:**

Hawker Peddler - per Day	\$35.00
Hawker Peddler - per Calendar Year	\$350.00

**BUSKER:**

Buskers must be registered with the Village Office	by donation
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**DEVELOPMENT PERMIT FEES:**

Residential – Permitted	\$300.00
Residential – Discretionary	\$500.00
Additions and Accessory Buildings	\$150.00
Secondary Suite (Garage & Garden Suite) – Permitted	\$300.00
Secondary Suite (Garage & Garden Suite) – Discretionary	\$500.00
Commercial/Light Industrial – Permitted	\$300.00
Commercial/Light Industrial – Discretionary	\$500.00
Home Based Business – Home Occupations	\$150.00
Home Office Letter	\$50.00
Signs – Permanent or Temporary	\$50.00
Deck, Shed, Fence, Gazebo, Fabric Shelter	\$50.00
Retaining Wall, Culverts, Driveway Access	\$50.00
Holding Tank, Cistern, Well	\$50.00
Development Permit - Time Extension	\$50.00
Development Permit - Amendment	\$100.00
Demolition Permit	\$50.00
Emergency Municipal Planning Commission Meeting	\$500.00 (in addition to permit fee)
Security Deposit for Relocated or Moved-in Dwelling (Refundable)	\$5,000.00
Failure to Apply for Development Permit	Double

**(Permit fees double if construction starts prior to approval of development permit)**

**BYLAW AMENDMENTS APPLICATION FEES:**

(Application fees do not guarantee approval)

Plan Cancellation Bylaw (Lot Consolidation)	\$400.00
Land Use Re-Districting Application	\$500.00 + all associated costs
Amendment to Land Use Bylaw	\$500.00 + all associated costs
Amendment to Municipal Development Plan	\$500.00 + all associated costs
Amendment to Intermunicipal Development Plan	\$500.00 + all associated costs
Amendment to Area Structure or Redevelopment Plan	\$500.00 + all associated costs

**LETTER OF COMPLIANCE:**

Standard	\$100.00
Rush (Less than 72 hours)	\$200.00

**LETTER OF CONCURRENCE:**

Cell/Internet/Communication Tower	As per Council
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**AGREEMENTS:**

Encroachment Agreement	\$400.00
Letter of Consent	\$50.00
Developer's Agreement	As per Council
Other Leases	As per Council

**SUBDIVISION FEES:**

Subdivision Application Fee	\$400.00
Additional Lots (per lot)	\$200.00
Endorsement &/or Condo Plan Endorsement Fees (per lot or unit)	\$50.00

**APPEAL FEES:**

Assessment Appeal Fee (residential)(refundable if successful)	\$50.00
Assessment Appeal Fee (non-residential)(refundable if successful)	\$50.00
Development Permit Appeal Fee	\$150.00
Subdivision Appeal Fee	\$150.00
Food Vendor, Mobile Sales Vendor, Amusement Vendor Appeal Fee	\$25.00
Hawker, Peddler or Busker Appeal Fee	\$25.00
Enforcement Appeal Fee	\$150.00

**SAFETY CODES PERMITS:**

Permits for Building, Electrical, Gas, Plumbing, Demolition)	As per inspection agency
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ALBERTA BEACH

BYLAW NO. 277-20

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**SOLID WASTE & ORGANIC CARTS:**

Additional Residential Solid Waste Cart Deposit (Refundable)	\$100.00
Additional Residential Organic Waste Cart Deposit (Refundable)	\$100.00

**MUNICIPAL PUBLIC WORKS LABOUR & EQUIPMENT:**

Grader - per Hour (includes Operator)	\$173.00
Skid Steer - per Hour (includes Operator)	\$109.00
Backhoe - per Hour (Includes Operator)	\$114.00
Gravel Truck - per Hour (includes Operator)	\$111.00
Plow Truck - per Hour (includes Operator)	\$176.00
Garbage Truck - per Hour (includes Operator)	\$125.00
Mower - per Hour	\$75.00
Steamer c/w Tank - per Hour	\$65.00
½ Ton Truck - per Hour	\$24.00
Labourer - per Hour	\$70.00
Management Consultant - per Hour	\$80.00

**MUNICIPAL RV PARK & CAMPGROUND:**

Season Rate:	Full Service Site Paid by May 31 <sup>st</sup>	\$2,500.00
	Full Service Site Paid after June 1 <sup>st</sup>	\$2,600.00
Monthly Rate:	Full Service Site	\$900.00
Weekly Rates:	Full Service Site	\$220.00
	Power & Water Site	\$190.00
	No Services Site	\$170.00
Daily Rates:	Full Service Site	\$ 40.00
	Power & Water Site	\$ 36.00
	No Services Site	\$ 30.00
Cabin:	Weekly (if available)	\$ 575.00
	Daily (if available)	\$ 99.00
Extra Person:	Above rates based on 2 adults & 2 Dependent Children	
	Extra Person(s) per person \ per night	\$5.00
Visitor Over Night Fee - Extra Tent Nightly Fee		\$15.00
Seasonal Sites Additional Charges:		
	Extra Fridge - Monthly Fee	\$10.00
	Extra Freezer - Monthly Fee	\$10.00
Winter Storage/Reserve Site (Due by Sept.15 <sup>th</sup> of current year)		\$ 300.00
Winter Storage/Reserve Site (After Sept.15 <sup>th</sup> of current year)		\$ 400.00
Boat Storage – Winter Storage		\$100.00

**BEACHWAVE PARK:**

Fees may be waived by Council or C.A.O.

Fees not applicable to Alberta Beach Minor Ball or ABADASA

Ball Diamond - per Day per Diamond	\$50.00
Concession - per Day	\$150.00
Open Shelter/Washroom - per Day	\$75.00
Rink - per Day	\$100.00
Damage Deposit (Refundable)	\$250.00

**FIRE RATES:**

As per Fire Bylaw

**FOIP - ACCESS TO INFORMATION:**

Reports generated by Alberta Beach	\$20.00 plus copy rates above
Reports adopted by Council	\$20.00 plus copy rates above
Minutes, Bylaws, Correspondence	As per copy rates above
Administrative Fee - per Hour for search of information exceeding 1 hr)	\$35.00 (in addition to above fees)
Third Party Costs to Access Information	\$all costs (in addition to above fees)

**GST:**

Gst will be charged in addition to above fees where applicable. As applicable

**ALBERTA BEACH  
BYLAW 278-20  
MOBILE VENDOR BYLAW**

A BYLAW OF THE VILLAGE OF ALBERTA BEACH A MUNICIPAL CORPORATION  
IN THE PROVINCE OF ALBERTA

**WHEREAS** the Municipal Government Act, RSA, 2000, c. M-26 and amendments thereto, authorizes a Council to pass bylaws for municipal purposes; and

**WHEREAS** pursuant to section 7(e) of the Municipal Government Act, a Council may pass bylaws for municipal purposes respecting businesses, business activities and persons engaged in business; and

**WHEREAS** pursuant to section 7(i) of the Municipal Government Act, a Council may pass bylaws for municipal purposes respecting the enforcement of bylaws made under the Municipal Government Act or Any other enactment including any or all of the matters listed therein; and

**WHEREAS** pursuant to section 8(c) of the Municipal Government Act, a Council may in a bylaw provide for a system of licenses, permits or approvals, including any or all of the matters listed therein;

**AND WHEREAS** it is deemed expedient to provide for the permitting of all mobile vendors operating in the Village;

**NOW THEREFORE**, the Municipal Council of the Village of Alberta Beach, in the Province of Alberta, duly assembled, hereby enacts as follows:

**1.0 BYLAW TITLE**

This Bylaw may be cited as the **"Mobile Vendor Bylaw"**.

**2.0 DEFINITIONS**

In this Bylaw, unless the context otherwise requires:

- 2.1 "Act" means the Municipal Government Act, Chapter M-26 of the Revised Statutes of Alberta, 2000 and amendments thereto.
- 2.2 "Applicant" means any person who makes an application for a Mobile Vendor and Seller Permit under the provisions of this Bylaw.
- 2.3 "Business" means:
- (a) a commercial, merchandising or industrial activity or undertaking;
  - (b) a profession, trade, occupation, calling or employment; or
  - (c) an activity providing goods or services, however organized or formed, including a cooperative or association of persons.
- 2.4 "Business Premises" means the store, office, warehouse, factory, building, enclosure, yard or other place occupied or capable of being occupied, by any person for the purpose of any business.
- 2.5 "Busker" means a person who entertains in a public place for donations.
- 2.6 "Bylaw Enforcement Officer" means any person employed by the Village as a Bylaw Enforcement Officer or Community Peace Officer.
- 2.7 "Charitable or Non-profit Organization" means any person, association, or corporation engaged entirely in charitable activities, or engaged in the promotion of general social welfare within the Village, as defined by Revenue Canada under the Income Tax Act and that has a valid Revenue Canada Registered Charity number.
- 2.8 "Chief Administrative Officer" or "C.A.O." means the Chief Administrative Officer of the Village and includes any person to whom the Chief Administrative Officer's powers are delegated or any person appointed to act in the absence of the Chief Administrative Officer.
- 2.9 "Council" means the Municipal Council for the Village of Alberta Beach in the Province of Alberta, as duly elected and defined in the Municipal Government Act, R.S.A. 2000, Chapter M-26, as amended.
- 2.10 "Development Authority" means the person, commission or organization authorized to exercise development powers and perform duties on behalf of the Village as referred to in Division 3 of the Municipal Government Act.
- 2.11 "Development Officer" means a person appointed as a Development Officer pursuant to the Village's Land Use Bylaw.
- 2.12 "Farmers' Market" means a market, for the sale of goods directly by the producers, or their representatives who are involved in the production, of local fresh, dried or frozen fruit and vegetables, local dried or frozen meat and seafood, local eggs, local dairy products, local plants, locally prepared and ready to eat foods and local artisan crafts.
- 2.13 "Fee" means the monetary amount levied on each application for a Mobile Vendor Permit as set out in this Bylaw.
- 2.14 "Food Vendor" means any person selling from a mobile vending unit that is designated for offering the sale of food or consumables prepared on-site and requires issuance of a provincial food handler permit.



**ALBERTA BEACH  
BYLAW 278-20  
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- 2.15 "Hawker" or "Peddler" means any person who, whether as principal or agent;
  - (a) goes from house to house selling or offering for sale any merchandise or service, or both, to any person and who is not a wholesale or retail dealer in that merchandise or service;
  - (b) offers or exposes for sale to any person by means of samples, patterns, cuts or blueprints, merchandise or a service, or both, to be afterwards delivered in and shipped into the municipality to the customer;
  - (c) sells merchandise or a service, or both, on the streets or roads or elsewhere other than at a building that is a permanent place of business; and/or
  - (d) does not have a permanent place of business properly established in the municipality.
- 2.16 "Land Use Bylaw" means the most recent Village of Alberta Beach Land Use Bylaw and any amendments thereto.
- 2.17 "Merchandise" means commodities or goods that are bought and sold in business.
- 2.18 "Mobile Vending Unit" means a motor vehicle, trailer, temporary structure or display, or stand that is not permanently affixed to real property.
- 2.19 "Mobile Vendor" means any person selling goods, amusements or services from a Mobile Vending Unit that is designed for offering the sale of goods, food, amusements or services.
- 2.20 "Mobile Vendor Permit Application" means an administrative application form to be completed by the applicant for the issuance of a Mobile Vendor Permit.
- 2.21 "Mobile Vendor Permit" means a document authorizing a Mobile Vendor to operate in the Village of Alberta Beach pursuant to this Bylaw.
- 2.22 "Non-resident" means a person who is not a resident of the Village of Alberta Beach.
- 2.23 "Permittee" means a person holding a valid Mobile Vendor Permit issued pursuant to this Bylaw.
- 2.24 "Person" means a natural person or a body corporate, and includes a partnership, a firm, an association or other group of persons acting in concert.
- 2.25 "Resident" means a person who:
  - (a) lives or permanently resides within the boundaries of the Village; and/or
  - (b) utilize the space and services including office area, telephone, mailing address or postal box from premises that are listed on the Village Tax Roll.
- 2.26 "Resident Business" means any business which ordinarily locates or maintains a permanent place of business within the Village.
- 2.27 "Sidewalk" means that part of a road or highway especially adapted to the use of or ordinarily used by pedestrians, and includes that part of a road or highway between the curb line (or the edge of the roadway, where there is no curb line) and the adjacent property line, whether or not paved or improved.
- 2.28 "Temporary Business" means commercial or industrial business activity; a profession, trade, occupation; or an activity providing goods or services, where the duration of the business activity is equal to or less than four (4) consecutive weeks.
- 2.29 "Village" means the Municipal Corporation of Alberta Beach in the Province of Alberta, and or the area contained within the corporate boundaries of the said municipality, as the context may require.
- 2.30 "Vendor", in this Bylaw, means a Mobile Vendor or Seller.
- 2.31 "Violation Ticket" means a violation ticket as defined in the Provincial Offences Procedure Act, R.S.A. 2000.

**3.0 PERMIT REQUIREMENTS / GENERAL REGULATIONS**

- 3.1 For the purposes of administration of this Bylaw the Alberta Beach Assistant C.A.O. or Municipal Clerk represent the Development Authority of the Village and are responsible for carrying out its provisions.
- 3.2 No person shall carry on a Mobile Vendor or Seller Business without a valid Mobile Vendor Permit from Alberta Beach.
- 3.3 Submission of the Mobile Vendors Permit application to the Development Authority shall require the payment of the applicable fee as listed in the Fees & Rates Bylaw, and a site plan showing the area or areas in which the Mobile Vending Unit and signage is proposed to be located, and an Alberta Health Services Food Handling Permit if required.
- 3.4 If required, it is the responsibility of the Vendor to obtain an Alberta Health Services Food Handling Permit.
- 3.5 It is the responsibility of the Vendor to obtain and hold valid Provincial and Federal licenses, permits, approvals, clearances, and/or insurances required to operate this business legally and produce copies of the same to the Development Authority with the completed application.
- 3.6 For Mobile Vendors operating on Village owned property, the final approval of the application shall require that the Vendor indemnify and save harmless the Village of Alberta Beach, its employees and agents, from and against all claims, expenses, actions, losses, costs and suits caused by or arising out of, directly or indirectly, the performance of the Mobile Vendor Permit, or by reason of any matter or thing done by or not done by the Vendor, its employees or agents. Vendors must provide proof of liability insurance.

**ALBERTA BEACH  
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- 3.7 For Mobile Vendors operating on Village owned property any onsite services, including electricity, natural gas or sewer may not be utilized without the permission of the Village.
  - 3.8 A Mobile Vendor Permit and all other required permits and licenses must be clearly visible at the Mobile Vending Unit at all times.
  - 3.9 A new application, documentation and payment of the fee for a Mobile Vendor Permit is required every year. A Mobile Vendor Permit will be valid only in the calendar year in which the permit has been approved and issued.
  - 3.10 Vendors shall assume all responsibility for themselves and anyone whom they have hired or otherwise authorized to sell goods or products at the vending location and to see that they are aware of and comply with the terms and conditions of their permit approval.
  - 3.11 Charitable or Non-Profit Organizations from within the Village who utilize the proceeds from the sale of goods and services to support projects within the community, may be exempted from permit fees, at the discretion of the Development Authority, but must meet the other requirements of this Bylaw.
  - 3.12 Permission will not be granted to Vendors to locate where a conflict with an existing business is evident to the Development Authority. Where a conflict arises with an existing business, the Development Authority reserves the right to relocate the Mobile Vendor.
  - 3.13 Mobile Vendors operating their business on public property must stay within the permitted area/s approved by the Development Authority, as indicated on the approved Mobile Vendor Permit site plan.
  - 3.14 Mobile Vendors shall not set up their Business on private property without first obtaining written authorization from the property owner, signed, and submitted to the Development Authority at the time of application for a Mobile Vendor Permit.
  - 3.15 The Mobile Vendor and the location of the Mobile Vending Unit shall not impede traffic and/or pedestrians, endanger public safety or cause an unwelcome disturbance and must be cognitive of and compliant with all other Village Bylaws.
  - 3.16 The Mobile Vending Unit and business equipment must be kept in clean and presentable condition at all times.
  - 3.17 Advertising or signage for this type of business is limited to the space available on the Mobile Vending Unit and locations approved on the site plan of the Mobile Vendor Permit.
  - 3.18 Generators used to provide power to the Mobile Vending Unit are only permitted if they do not create a noise or pollution disturbance.
  - 3.19 Vendors shall provide garbage and recycling receptacles at the Mobile Vending Unit for all customers to discard any waste from the product sold, and shall be responsible for the collection and removal of any and all waste generated by their activities.
  - 3.20 The Development Authority may suspend or revoke a permit issued under this Bylaw and may order the relocation or removal of any structure, sign, object, Mobile Vending Unit or display unit if, in the opinion of the Development Authority, the holder of the permit, or their employee, agent or authorized representative, has failed to comply with this Bylaw.
  - 3.21 A Mobile Vendor may only carry on Business daily within the hours approved on their Mobile Vendor Permit.
  - 3.22 Vendors are not permitted to leave the Mobile Vending Unit unattended during operation.
  - 3.23 If, in the sole discretion of the Development Authority or the Community Peace Officer, the safety of the Mobile Vendor operator or the general public is at risk, the Development Authority or the Community Peace Officer may immediately direct that the Mobile Vendor either relocate or cease carrying on business from that location.
  - 3.24 Despite anything to the contrary in this Bylaw, an individual Vendor who participates in a Farmers' Market located on a street does not require a permit or written permission under this Bylaw if the operator of the Farmers' Market has obtained a Mobile Vendors Permit in accordance with this Bylaw.
  - 3.25 Mobile Vendors that carry on business at an event that is coordinated and/or controlled by the Village of Alberta Beach, may not be required to obtain a Mobile Vendors Permit.
  - 3.26 Notwithstanding any of the forgoing the Village shall waive and not collect any fees for vendors sponsored by the Alberta Beach and District Agricultural Society and operating within the Agliplex building or directly upon the Agliplex lands.
  - 3.27 Approved Vendor sites will be at the following locations:  
Gazebo Park; Boat Launch Park; other location may be considered and approved by the Village; and any Village site is available on a "1<sup>st</sup> come 1<sup>st</sup> served basis WITH issuance of a valid permit. PRIVATE commercial locations will be considered WITH written authorization from property owner.
- 4.0 APPEALS**
- 4.1 Where an application for a Mobile Vendor Permit has been refused, or where an existing Mobile Vendor Permit has been revoked, suspended, or issued subject to conditions, the applicant or Permittee as the case may be, is entitled to appeal to the Chief Administrative Officer the refusal or revocation of the license.

**ALBERTA BEACH  
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- 4.2 The Applicant or Permittee, as the case may be, shall have five (5) business days from the date of refusal, revocation, suspension, or issuance subject to conditions, to appeal to the Chief Administrative Officer, in writing; otherwise, the right of appeal shall be barred and extinguished.
- 4.3 Any person desiring to appeal the decision of the Development Authority, pursuant to this Bylaw, shall be required to pay an appeal fee as outlined in the Fees & Rates Bylaw.
- 4.4 Chief Administrative Officer shall hear the appeal within fourteen (14) days of receipt and shall give forty-eight (48) hour notice of the hearing in writing to the appellant.
- 4.5 The Chief Administrative Officer, after hearing an appeal, may:
  - a) Direct a Mobile Vendor Permit be issued without conditions,
  - b) Direct a Mobile Vendor Permit be issued with conditions, or
  - c) Uphold the decision of the Development Authority on grounds which appear just and reasonable to the Chief Administrative Officer.
- 4.6 Any appeal decision of the Chief Administrative Officer is final and binding on all parties.

**5.0 DUTIES OF BYLAW ENFORCEMENT OFFICER**

- 5.1 Where a Bylaw Enforcement Officer believes on reasonable and probable grounds that a person is:
  - a) operating a Mobile Vendor business without a valid Mobile Vendor Permit issued under this Bylaw;
  - b) has violated a Mobile Vendor Permit condition imposed by the Development Authority; or
  - c) contravened any other provision of this Bylaw;
  - d) the Bylaw Enforcement Officer may issue a summons by means of a Violation Ticket in accordance with Part 2 of the Provincial Offences Procedure Act R.S.A. 2000 c. P-36.

**6.0 OFFENCES & PENALTIES**

- 6.1 Any person who contravenes any provision of this Bylaw by:
  - a) doing any act or thing that is prohibited under the terms of this Bylaw; or
  - b) fails to do any act or thing that is required to be done under the terms of this Bylaw; is guilty of an offence and the Village of Alberta Beach shall utilize whatever means deemed appropriate to affect collection.
- 6.2 A Violation Ticket may be issued by a Bylaw Enforcement Officer to any person alleged to have breached any provision of this Bylaw. The Violation Ticket shall require the payment to the Village of the Specified Penalty set out in Schedule "A" to this Bylaw.
- 6.3 Should a person not pay the penalty provided or contravene any section of this Bylaw and a prosecution has been entered against him, he shall be liable on summary conviction to the penalties legislated under Section 666 of the Municipal Government Act, Chapter M-26, R.S.A. 2000 and amendments thereto, in addition to any Mobile Vendor Permit Fee they may be required to pay.
- 6.4 The Development Authority is authorized to take the necessary steps to initiate legal proceedings to enforce this Bylaw, by way of injunction or otherwise, against any Mobile Vendor business deemed in non-compliance of this Bylaw.

**7.0 SEVERABILITY PROVISION**

Should any provision of the Bylaw be adjudicated invalid such provision shall be severed and the remaining Bylaw shall be maintained in its' entirety.

**8.0 EFFECTIVE DATE OF BYLAW**

- 8.1 This Bylaw repeals Mobile Vendor Bylaw #261-18.
- 8.2 This Bylaw shall come into full force and effect upon the third and final reading and signing of this bylaw.

READ a first time this \_\_\_ day of \_\_\_\_\_, 2020.

READ a second time this \_\_\_ day of \_\_\_\_\_, 2020.

UNANIMOUS CONSENT to proceed to third reading this \_\_\_\_ of \_\_\_\_\_ 2020.

READ a third and final time this \_\_\_ day of \_\_\_\_\_, 2020.

SIGNED by the Mayor and Chief Administrative Officer this \_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Mayor, Jim Benedict

\_\_\_\_\_  
Chief Administrative Officer, Kathy Skwarchuk

**ALBERTA BEACH  
BYLAW 278-20  
MOBILE VENDOR BYLAW**

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**Schedule "A"  
Penalties**

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The specified penalties for any enforced breaches of this Bylaw are:

- First Offence - \$100.00
- Second Offence - \$250.00
- Third Offence - \$500.00

**ALBERTA BEACH  
BYLAW # 279-20**

**A BYLAW OF ALBERTA BEACH IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF ESTABLISHING A SUBDIVISION AND DEVELOPMENT APPEAL BOARD.**

**WHEREAS**, Section 627 of the *Municipal Government Act* Chapter M-26, RSA 2000 requires a municipality to establish a Subdivision and Development Appeal Board;

**NOW THEREFORE**, the Council of Alberta Beach in the Province of Alberta, duly assembled, enacts as follows:

1. **Title**
  - a) This Bylaw may be cited as the Alberta Beach "Subdivision and Development Appeal Board Bylaw".
  
2. **Definitions**
  - a) "Act" means the *Municipal Government Act* RSA 2000 Chapter M-26 and regulations made under the *Municipal Government Act*, as amended;
  - b) "Applicant" means a person(s) submitting a development permit application or subdivision application;
  - c) "Appellant" means the person(s) filing an appeal to the Subdivision and Development Appeal Board;
  - d) "Board" means the Subdivision and Development Appeal Board (SDAB) of Alberta Beach established pursuant to this bylaw;
  - e) "Clerk" means the person appointed to the designated officer position as Clerk of the Subdivision and Development Appeal Board;
  - f) "Council" means the municipal Council for Alberta Beach;
  - g) "Development Authority" means a Development Authority established pursuant to section 624 of the *Municipal Government Act* and includes the Designated Officer appointed to the position of Development Officer, and may include the Municipal Planning Commission, Council or any other person that has been authorized by bylaw to exercise development powers on behalf of the municipality;
  - h) "Member" means a member of the Subdivision and Development Appeal Board;
  - i) "Subdivision Authority" means a Subdivision Authority established pursuant to section 623 of the *Municipal Government Act* and includes the Designated Officer appointed to the position of Subdivision Authority and may include the Development Officer, Municipal Planning Commission, Council or any other person that has been authorized by Bylaw to exercise subdivision authority powers on behalf of the municipality; and
  - j) "Village" means the municipal corporation of Alberta Beach.
  
3. **Establishment of the Board**
  - a) The Subdivision and Development Appeal Board (SDAB) of Alberta Beach is hereby established.
  
4. **Board Members and Terms of Office**
  - a) Council shall appoint a minimum of three (3) members to the Board by resolution of Council.
  - b) No more than one member of Council shall be appointed to the Board.
  - c) No person who is empowered to make development decisions, including a Development Officer, a member of a Municipal Planning Commission, or employee of the Village shall be appointed to act as a member of the Board.
  - d) Each Board Member and the Clerk of the SDAB shall be appointed for a term not to exceed three (3) years and may be re-appointed upon the expiry of its members; and more than one clerk may be appointed.
  - e) All members may remain in office until any meeting obligations have concluded and their respective successors are appointed.
  - f) Council shall be at liberty to remove and or replace any board member before the expiry date of the member's term of office.
  - g) Any member of the Board may resign at any time upon sending written notice to Council.
  - h) Upon a vacancy caused by the death, retirement, or resignation of a member, Council shall appoint a new member to serve for the remainder of the vacating member's term by a resolution of Council.
  
5. **Functions, Powers, and Duties of the Board**
  - a) The Board shall hear appeals filed within the specified time in the Act from the Applicant where a Development Authority or Subdivision Authority:
    - i. fails or refuses to issue a development permit or subdivision decision to the Applicant;
    - ii. issues a development permit subject to conditions;
    - iii. issues an order under section 645 of the Act; or
    - iv. issues a decision on a subdivision application as specified in the Act.
  - b) The Board shall hear appeals filed within the specified time in the Act from any other person affected by an order, decision or development permit made or issued by the Development Authority.

**ALBERTA BEACH  
BYLAW # 279-20**

- c) The Board shall hear appeals filed within the specified time in the Act from other person(s) affected by a decision made or issued by the Subdivision Authority as specified in the Act.
- d) The Board must consider the Subdivision and Development Regulation, the Provincial Land Use Policies, the *Alberta Land Stewardship Act* (ALSA) and the applicable regional plan, the Village's Municipal Development Plan and other Village statutory plans, the Village's Land Use Bylaw and other pieces of legislation, regulation or policies when applicable.
- e) The Board may confirm, revoke or vary the order, decision or any condition imposed by the Development or Subdivision Authority or make or substitute an approval, decision or condition of its own in accordance with the Act.
- f) The Board shall hold such meetings as are necessary to fulfill the Board's responsibility.
- g) A decision of the Board shall be made only by those members present at a meeting duly convened.
- h) The Board shall give its decision in writing together with reasons for the decision within fifteen (15) working days of the conclusion of the hearing.

**6. Chairperson**

- a) Those members in attendance at a meeting shall appoint a Chairperson from amongst those in attendance.
- b) The appointment of Chairperson shall occur at the beginning of each meeting.
- c) The Chairperson's responsibility will be to run the meetings and conduct hearings in a fair and businesslike manner, ensuring all parties are given an opportunity to speak about the item being appealed.
- d) The Chairperson is responsible to sign orders on behalf of the SDAB.

**7. Quorum**

- a) There must be three (3) members of the Board to constitute a quorum for the making of all decisions and for doing any action required or permitted to be done by the Board.
- b) The Board may open a meeting where the Board does not have sufficient meeting quorum for the purpose of making a decision to adjourn the meeting to a different date and time.

**8. Responsibilities of the Clerk**

- a) The position of Clerk of the Subdivision and Development Appeal Board is hereby created as a Designated Officer position for the Village of Alberta Beach.
- b) The powers and duties of the Clerk shall be:
  - i. to carry out all obligations imposed upon the Clerk pursuant to the Act and regulations thereunder;
  - ii. to carry out all duties delegated to the Clerk by bylaw or resolution of Council or by any other statute, regulation, or order of the Province of Alberta, either prior to or subsequent to the passage of this bylaw; and
  - iii. to delegate the performance of any duties, powers or obligations of the Clerk to such person or corporation as the Clerk finds appropriate.
- c) The Clerk shall carry out such other duties as may be designated by the Board from time to time. An order, decision, approval, notice or other thing made or given by the Board may be signed on its behalf by the Clerk.
- d) Hearings on appeals filed will be held at a location established by the Clerk.

**9. Training**

- a) Board Members and Clerks are required to undergo mandatory training based on a standard training program to be approved by the Minister of Municipal Affairs. All SDAB members and clerks must successfully complete the required training.
- b) Each Member must take a refresher course every three (3) years to stay current on appeal matters (such as changes in law, planning and/or administration).
- c) Clerks must take a refresher on the SDAB training every three (3) years to stay current with the roles and responsibilities of the position.
- d) Board Members must not participate in a hearing unless the member has successfully completed the required training program.

**10. Reporting**

- a) Each year the municipality must submit an annual report to the province containing information on the number of Subdivision and Development Appeal Board Clerks and Members they have appointed, and those who have completed and enrolled in the required Subdivision and Development Appeal Board training.

**11. Remuneration and Traveling Expenses**

- a) The rates for remuneration, traveling and other expenses of the Board Member(s) and Clerk(s) shall be established by policy of Council.

**12. Appeal Fees**

**ALBERTA BEACH  
BYLAW # 279-20**

a) The fee to be paid by an appellant for filing an appeal with the Subdivision and Development Appeal Board shall be as per the Fees and Rates Bylaw.

**13. Severability**

a) Should any provision of this Bylaw be invalid, then such invalid provision shall be severed, and the remaining Bylaw shall be maintained.

**14. Rescind Bylaw**

a) That Bylaw No. 201-04 is hereby rescinded with the passing of this bylaw.

**15. Coming into Force**

a) This Bylaw shall come into effect upon third and final reading and signing of this bylaw.

**READ** a first time this \_\_\_\_ day of \_\_\_\_\_, 2020.

**READ** a second time this \_\_\_\_ day of \_\_\_\_\_, 2020.

**UNANIMOUS CONSENT** to proceed to third reading on the \_\_\_\_ day of \_\_\_\_\_, 2020.

**READ** a third and final time this \_\_\_\_ day of \_\_\_\_\_, 2020.

**SIGNED** by the Mayor and Chief Administrative Officer this \_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Mayor, Jim Benedict

\_\_\_\_\_  
Chief Administrative Officer, Kathy Skwarchuk

11.f

**ALBERTA BEACH  
BYLAW NO. 280-20  
COUNCIL PROCEDURE BYLAW**

**Being a Bylaw of Alberta Beach to regulate the proceedings and the conduct of business at the Alberta Beach Council and Committee Meetings.**

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**WHEREAS**, the Council of Alberta Beach feels it is expedient to make rules and regulations for calling meetings, governing its proceedings and the conduct of its members;

**NOW THEREFORE**, the Council of Alberta Beach in the Province of Alberta, duly assembled enacts as follows:

**1. TITLE:**

This Bylaw may be cited as the "**Council Procedure Bylaw**".

**2. DEFINITIONS:**

In this bylaw:

- a) "Act" means the "*Municipal Government Act*", RCA 2000, Chapter M-26, amendments and regulations thereto;
- b) "Acting Mayor" shall mean the member selected by Council to preside at a meeting of Council in the absence of both the Mayor and the Deputy-Mayor;
- c) "Agenda" means the agenda for a regular or special meeting of Council prepared pursuant to the "Agenda" Section of this bylaw;
- d) "Bylaw" means a bylaw of Alberta Beach;
- e) "CAO" means Chief Administrative Officer or designate, for the municipality;
- f) "Committee" means a body of members delegated to consider, investigate, take action on or report on some legislative matters;
- g) "Council" means the Mayor and Councillors of Alberta Beach for the time being elected pursuant to the provisions of the *Local Authorities Election Act* and *Municipal Government Act* whose term is unexpired, who have not resigned and who continue to be eligible to hold office under the terms of the related provincial legislation;
- h) "Deputy Mayor" means the member of Council who is elected by Council at the Organizational meeting to hold that position;
- i) "Delegation" means any person that has permission of Council to appear before Council or a committee of Council to provide pertinent information and views about the subject before Council or Council committee;
- j) "Disruption" means any act meant to impede the proceedings of a meeting whether the source be Council members, delegates or public at large;
- k) "Mayor" means the member of Council who is elected by Council at the Organizational meeting to hold that position and serves as chairperson of Council meetings;
- l) "Member" means a member of Council, duly elected and continuing to hold office or a person at large appointed by Council to a committee of Council;
- m) "Municipality" means the Municipality of Alberta Beach, a municipal corporation of the Province of Alberta and includes the area contained within the boundaries of the Municipality;
- n) "Point of Order" means a demand that the Chair enforce the rules of procedure;
- o) "Postpone" means to delay the consideration of any matter either to definite time when further information is to be obtained or indefinitely;
- p) "Presiding Officer" means the member selected to serve as chairperson of that particular committee or Council; Mayor.
- q) "Quorum" means the majority of the valid members of all the Councillors that comprise the Council;
- r) "Table" means a motion to delay consideration of any matter in order to deal with more pressing matters, which does not set a specific time to resume consideration of the matter;
- s) "Village" means the Village of Alberta Beach;

**3. APPLICATION OF BYLAW:**

- a) This bylaw applies to all members of Council, staff, visitors and delegates attending a Council meeting. This Bylaw applies to:
  1. All Regular and Special Council meetings.
  2. The conduct of the meetings of all Committees of Council.



**ALBERTA BEACH  
BYLAW NO. 280-20  
COUNCIL PROCEDURE BYLAW**

**4. ORGANIZATION MEETING OF COUNCIL:**

- a) The Organization meeting of Council shall be held annually in October, the time and place of which shall be set by the CAO in accordance with Section 192 of the Act.
- b) Every member of Council, the Mayor and Deputy Mayor shall make and subscribe to the Official Oath prescribed by the Oaths of Office Act before entering upon the duties of Council and shall deposit the Oath with the CAO.
- c) Unless Council determines, by a unanimous vote taken at a previous Council meeting, that a subsequent meeting of Council shall be held at a different place, all Council meetings including the Annual Organizational Council meeting shall be held at the Council Chambers, at the municipal office in Alberta Beach. If it is decided to hold any Council meeting at a location other than the Council Chambers, the CAO shall affix a notice of such change of location to the agenda for the meeting when the same is delivered to the members of Council and the public.
- d) The CAO shall call the meeting to order.
- e) The CAO shall call for nominations for the position of Mayor and the Council shall vote to appoint a Mayor.
- f) The Mayor shall call for nominations for the position of Deputy Mayor and the Council shall vote to appoint a Deputy Mayor.
- g) The following shall also be ratified at the annual Organization meeting:
  - 1. Address of Municipal Office
  - 2. Regular Council Meeting Date & Time
  - 3. Signing Authorities
  - 4. Banking Authority
  - 5. Auditor Appointment
  - 6. Solicitor Appointments
  - 7. Designated Officer Appointments
  - 8. Assessor Appointment as Designated Officer
  - 9. Assessment Review Board
  - 10. Assessment Review Board Clerks as Designated Officers
  - 11. Development Authority as Designated Officer
  - 12. Subdivision Authority as Designated Officer
  - 13. Subdivision & Development Appeal Board Members
  - 14. Subdivision & Development Appeal Board Clerks as Designated Officers
  - 15. Municipal Planning Commission Members
  - 16. Bylaw Enforcement Officers as Designated Officer
  - 17. FOIP Coordinator
  - 18. Round Table Meeting Date & Time
  - 19. Council Committee Appointments
  - 20. Adjournment

**5. REGULAR COUNCIL MEETING AGENDA AND ORDER OF BUSINESS:**

- a) Prior to each meeting, the CAO shall prepare a statement of the order of business to be known as the "Agenda" of all matters to be brought before Council. Any member of Council, Village official, or any other person wishing to have an item of business placed on the agenda shall make the submission to the CAO no later than 4:00 p.m. on the Thursday of the week prior to the meeting. The submission shall contain adequate information to the satisfaction of the CAO to enable Council to deal with the matter.
- b) The agenda for each regular and special meeting shall be prepared by the CAO and submitted, together with copies of all pertinent correspondence, statements and reports, to each member of Council at least 48 hours prior to said meeting. The agenda package will also be sent electronically to each member of Council.
- c) Agenda packages shall be posted on the village website a minimum of 24 hours prior to the Council meeting.
- d) No item of business shall be considered by the Council if the item has not been placed on the agenda, unless members of Council present agree to the item being added to the agenda.
- e) Where the deadlines in section 5.a & b are not met, the agenda and support materials shall be deemed to be acceptable when the agenda is adopted at the meeting.
- f) The business intended to be dealt with at a Regular Council meeting shall be stated in the agenda in the following order, where applicable:

**ALBERTA BEACH  
BYLAW NO. 280-20  
COUNCIL PROCEDURE BYLAW**

1. Call to Order
  2. Agenda Additions
  3. Adoption of Agenda
  4. Confidential – Closed Meeting Session
  5. Adoption of Previous Minutes
  6. Delegations
  7. Public Hearings
  8. Municipal Planning Commission
  9. Old Business & CAO Report Action List
  10. Financial Reports
  11. Bylaws and Policies
  12. Council, Committee & Staff Reports
  13. Correspondence – Information Items
  14. Correspondence – Action Items
  15. New Business
  16. Question Period
  17. Adjournment
- g) The order of business at a meeting is the order of the items on the agenda except:
1. When the same subject matter appears in more than one place on the agenda and Council decides, by motion, to deal with all items related to the matter at the same time;
  2. Council decides not to deal with an item on the agenda and no motion is made about it;
  3. When altered by the presiding officer with no objection from members, or otherwise determined by a majority vote of the members present. The vote, upon a matter of priority of business shall be decided without debate.
6. **GENERAL RULES OF COUNCIL AND COUNCIL MEETINGS:**
- a) The day and time on which the regular meeting of Council should commence, and the location, shall be set by a resolution of Council at the Organization Meeting.
  - b) If Standing Committees of Council are established, they may be established by bylaw, and any such bylaw shall state how the Standing Committees shall function. The Standing Committee may be established by motion of Council, and in this case a Terms of Reference must be established to outline the functions of the Standing Committee.
  - c) The Mayor or Presiding Officer shall call the meeting to order at the hour stated on the agenda of the meeting, as long as there is quorum present.
  - d) In a case where the neither the Mayor nor Deputy Mayor are in attendance within fifteen (15) minutes of the meeting start ime, and a quorum is present, the CAO shall call the meeting to order and an Acting Mayor shall be chosen by the Councillors present. The Acting Mayor shall preside during the meeting or until the arrival of the Mayor or Deputy Mayor.
  - e) If there is no quorum present within half an hour after the time appointed for a regular meeting of Council, the CAO shall record the names of the members of Council who are present and the meeting shall be adjourned until the next regular meeting unless a special meeting has been duly called in the meantime.
  - f) If a meeting begins with quorum, but a member is unable to continue, or in some other manner leaves the meeting, and quorum is lost, the incident shall be recorded and the meeting shall adjourn until the next regular meeting unless a special meeting has been duly called in the meantime.
  - g) The Mayor or Presiding Officer shall preserve order and decorum and shall decide questions of order, subject to an appeal to the Council by resolution. Decision of the Presiding Officer shall be final unless reversed or altered by a majority vote of members present.
  - h) If a disruption occurs, and order is lost, the Mayor or Presiding Officer shall request the offender(s) leave the Council Chambers at once. If the offender(s) refuses, a recess shall be called and the appropriate law enforcement agency contacted for assistance.
  - i) When a Mayor or Presiding Officer is called on to decide a point of order, he/she shall do so without argument or comment and shall state the rule of authority applicable to the case.
  - j) Every member wishing to speak to a question or motion shall address himself or herself to the Mayor or Presiding Officer and wait to be called upon.

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- k) The Mayor or Presiding Officer shall have authority to set a time limit as well as the number of times that a member may speak on the same question or resolution, having due regard to the importance of the matter.
- l) A motion submitted to Council does not require a seconder.
- m) When a motion has been made and is being considered by the Council, no other motion may be made and accepted, except:
  - 1. A motion to refer the main question to some other person or group for consideration;
  - 2. A motion to amend the main question;
  - 3. A motion to table the main question;
  - 4. A motion to postpone the main question to some future time;
- n) Where a question under consideration contains distinct propositions, the vote upon such proposition shall be taken separately when any member so requests or when the Mayor or other Presiding Officer so directs.
- o) After any question is finally put by the Mayor or Presiding Officer, no member shall speak to the question, nor shall any other motion be made until after the result of the vote has been declared. The decision of the Mayor or the Presiding Officer as to whether the question has been finally put shall be conclusive.
- p) Voting on all matters shall be done by raising of the hand in such a clear manner that they may be easily counted by the Presiding Officer;
- q) Members of the public who constitute the gallery in the Council Chambers during a Council meeting may not address Council without permission of the Council, shall maintain order and quiet, and shall not applaud or otherwise interrupt any speech or action of members of Council.
- r) Council shall hear all delegations who have brought their items of business onto the agenda in the order in which they are placed on the agenda. The order may be changed by a majority vote of members present. All rules of Council in this Bylaw shall apply to each and every member of the delegation. Delegations shall have fifteen (15) minutes for presentation.
- s) All Members shall vote on all motions brought forward in meetings unless a conflict of interest or pecuniary interest has been declared prior to the motion.
- t) If any member of the Council shall call for a recorded vote, the names of those who vote for and those who vote against the motion shall be entered in the minutes. A request for a recorded vote must precede the voting on a motion.
- u) Council may adjourn from time to time to a fixed future date any regular or special meeting of Council that has been duly convened but not completed. The object of adjourning is to finish the business that the meeting was called to transact in the first place by which has not been completed.
- v) Any matter of meeting conduct which is not herein provided for shall be determined in accordance with "Roberts Rules of Order" Newly Revised in Brief - 3<sup>rd</sup> Edition.
- w) Councillors shall submit written reports for committee meetings attended and reported on at the regular council meetings.
- x) The Mayor or Presiding Officer shall have authority to set a time limit and/or set the number of questions to be heard from the public during the Question Period.

**7. CONFIDENTIAL – CLOSED SESSION OF A REGULAR OR SPECIAL COUNCIL MEETING:**

- a) Council and Council committees may close all or part of a meeting to the public if a matter to be discussed is one of the exemptions to disclosure in Division 2 of Part 1 of the *Freedom of Information and Protection of Privacy Act*. When the Mayor or Presiding Officer declares an item "Closed Session", the reason shall be stated and recorded in the minutes, and all attendees except those specifically designated to be in attendance, shall clear the Council Chambers. A sign indicating "Closed Session" shall be posted on the exterior of the chamber doors and shall remain in place until the item(s) have been dealt with and the session is moved back into the public realm.
- b) When a Council meeting agenda includes a confidential "Closed Session", Council may begin the meeting earlier than the regular meeting time to deal with that item, and in this case the agenda must clearly state the time the meeting begins and the time the meeting is anticipated to open to the public. Council shall not resume the meeting until the regular Council meeting time or until the public is given time to return to the meeting.
- c) No recording shall be permitted during the closed session of the Council meetings.

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- d) No record, electronic or otherwise will be kept of the discussion at the "Closed Session" of the Council meeting.
- e) Any motion required from a discussion held at the "Closed Session" of the Council meetings shall only be made when the meeting is open to the public.
- f) Council may from time to time during the meeting move into "Closed Session" when it becomes necessary as outlined above.

**8. POSTPONEMENT OF A REGULAR COUNCIL MEETING:**

- a) The Mayor may, whenever he or she considers it expedient to do so, and upon giving each member of Council at least two day's written notice, postpone any Regular Meeting of Council.
- b) Each notice postponing a Regular Council meeting shall give the reasons and name the time and day and place the postponed regular meeting shall be held.
- c) Any delegation named in the agenda as planning to appear before Council at the postponed regular meeting shall be given notice of the postponed regular meeting, and the new time and day the postponed regular meeting shall be held.
- d) Public notice of the postponed meeting will be given by posting the notice on the municipal office and website. The notice shall then be posted on facebook, email list and the municipal office electronic sign as time allows.
- e) All proceedings at the postponed regular meeting shall be considered in the same manner as if it had been the regular meeting.

**9. SPECIAL COUNCIL MEETINGS:**

- a) The Mayor may call a Special Council meeting in accordance with Section 194 of the Act.

**10. ELECTRONIC COUNCIL MEETINGS:**

- a) Section 199 of the Act allows Council meetings or Council Committee meetings to be conducted through electronic means.
- b) During a State of Public Health Emergency, Council may hold any Council meeting or Council Committee meeting electronically.
- c) The Mayor may, whenever he or she considers it expedient to do so, and upon giving each member of Council at least two day's written notice may determine a need for the meeting to be held electronically.
- d) Public notice of Council meetings held electronically will be posted on the village website and the municipal electronic sign.
- e) Agenda packages for Council meetings held electronically will be posted on the village website with a link for the public to participate in the meeting.

**11. ELECTRONIC DEVICES AND CELL PHONES:**

- a) Councillors, delegates and the public in attendance may use an electronic device (laptop or tablet) in the Council meetings.
- b) Cell phones shall be permitted in the Council meetings.
- c) Cell phones shall be muted during the Council meetings to avoid creating a disturbance during the meeting.
- d) Councillors, delegates and the public will not be permitted to record or broadcast (video or audio) Council meetings unless permission is granted by a majority of Council.
- e) The recording secretary shall be permitted to record Council meetings for the purpose of completing the Council meeting minutes and once the minutes have been approved will destroy the recording.

**12. RECORDING OF MINUTES**

- a) The CAO may delegate any duties to a recording secretary but shall accept all responsibilities of the duties.
- b) If a member of Council arrives late, leaves before the meeting is adjourned, or is temporarily absent from the meeting, it shall be recorded in the minutes.
- c) The minutes will be prepared within three (3) days of the Council meeting and the CAO shall distribute the unapproved minutes to each member of Council and shall post a draft copy on the village website.
- d) Where a substantial error has been reported in the draft minutes, they shall be immediately removed from the website until the corrected minutes can be posted.

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- e) The draft minutes posted on the village website will be replaced with the approved minutes within 3 days of the Council meeting they are ratified at.

**13. BYLAWS:**

- a) Where a bylaw is presented to Council for enactment, the CAO shall cause the number and the short title of the bylaw to appear on the Agenda in the appropriate place.
- b) Every bylaw shall have three readings.
- c) After a member has made the motion for the first reading of the bylaw Council may:
  - 1. debate the substance of the bylaw; and
  - 2. propose and consider amendments to the bylaw.
- d) Unless the members present at a meeting unanimously agree that a bylaw may be presented to Council for a third reading at the same meeting at which it has received two readings, the bylaw shall not be given more than two readings at one meeting.
- e) Where required by provincial statute, a bylaw shall be advertised or submitted to the electorate for voting as set out in the relevant statutes.

**14. ROUND TABLE MEETINGS:**

- a) Council may hold informal planning meetings called Round Table meetings for the purpose of the planning business of Council.
- b) The day and time of the Council Round Table meetings shall be set by a resolution of Council at the Organization Meeting.
- c) Council Round Table meetings will be held informal and no minutes will be prepared of the meeting.
- d) The CAO will prepare an agenda and attach corresponding information as necessary, and the agenda will be distributed to the members at the meeting, or prior to the meeting when available.
- e) Council Round Table meetings will be held open to the public and the agenda will be made available to the public at the meeting.

**15. SEVERABILITY:**

If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of the bylaw is deemed valid.

**16. BYLAWS REPEALED:**

Alberta Beach Bylaw No. 186-03 is hereby repealed.

**17. EFFECTIVE DATE OF BYLAW:**

This Bylaw comes into full force and effect upon third and final reading and signing of this bylaw.

Read a first time this \_\_\_ day of \_\_\_\_\_, 2020.

Read a second time this \_\_\_ day of \_\_\_\_\_, 2020.

Given unanimous consent to proceed to third reading, this \_\_\_ day of \_\_\_\_\_, 2020.

Read a third time and final time this \_\_\_ day of \_\_\_\_\_, 2020.

Signed by the Mayor and Chief Administrative Officer this \_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Jim Benedict, Mayor

\_\_\_\_\_  
Kathy Skwarchuk, Chief Administrative Officer

ALBERTA BEACH

Resand

11.9

**GENERAL VILLAGE POLICIES**

**Policy: G.2.7 PLANNING & DEVELOPMENT SCHEDULE OF FEES**

**PERMIT FEES ARE DOUBLED IF CONSTRUCTION STARTS PRIOR TO APPROVAL**

<b>DEVELOPMENT PERMIT FEES:</b>	<b>FEE</b>
Residential – Permitted	\$300.00 + GST
Residential - Discretionary	\$500.00 + GST
Additions & Accessory Buildings	\$150.00 + GST
Secondary Suite (Garage & Garden Suite) - Permitted	\$300.00 + GST
Secondary Suite (Garage & Garden Suite) - Discretionary	\$500.00 + GST
Commercial\Light Industrial - Permitted	\$300.00 + GST
Commercial\Light Industrial - Discretionary	\$500.00 + GST
Home Based Business - Home Occupation or Office	\$150.00 + GST
Signs - Permanent or Temporary	\$ 50.00 + GST
Deck, Shed, Fence, Holding Tank, Cistern, Well, Retaining Wall	\$ 50.00 + GST
Demolition Permit	\$ 50.00 + GST
Refundable Security Deposit (Relocated or Moved-in Dwelling)	\$5,000.00
Development Permit Appeal Fee	\$150.00 + GST
Certificate of Title Administration Fee (per lot)	\$ 15.00 + GST
<b>LETTER OF COMPLIANCE (Standard)</b>	\$100.00 + GST
<b>LETTER OF COMPLIANCE (Rush)</b>	\$200.00 + GST
<b>ENCROACHMENT AGREEMENT</b>	\$400.00 + GST
<b>ENCROACHMENT LETTER OF CONSENT</b>	\$200.00 + GST
<b>PLAN CANCELLATION BYLAW (LOT CONSOLIDATION)</b>	\$400.00 + GST
<b>RE-DISTRICTING APPLICATION FEE</b>	\$500.00+GST (plus associated costs)
<b>SUBDIVISION FEES:</b>	
Subdivision Application Fee	\$400.00 + GST
Additional Lots (per lot)	\$200.00 + GST
Endorsement Fees (per lot)	\$ 50.00 + GST
Subdivision Appeal Fee	\$150.00 + GST
Amended: February 18, 2020	
Resolution No.: #033-20	

**ALBERTA BEACH  
VILLAGE POLICIES**

**POLICY: G.3.1 SUBDIVISION & DEVELOPMENT APPEAL BOARD REMUNERATION POLICY**

**1. PURPOSE**

The *Municipal Government Act* (Section 627) states that Council must establish a Subdivision and Development Appeal Board (SDAB); the Subdivision and Development Appeal Board (SDAB) Members and Clerks are appointed by Council at the Organization Meeting; and it is the intention of Alberta Beach to provide fair and equitable compensation to members and clerks of the SDAB to carry out their duties and responsibilities as outlined in the Alberta Beach Subdivision and Development Appeal Board Bylaw.

**2. COMPENSATION TO SDAB MEMBERS**

SDAB members shall receive remuneration as follows:

- a) Half day meetings (up to 4 hours) \$170.00
- b) Full day meetings (over 4 hours) \$340.00

**3. COMPENSATION TO SDAB CLERKS**

SDAB clerks shall receive remuneration as follows:

- a) If the duties are performed by the Designated Officer employed by Alberta Beach:  
Hourly Rate - As per the Alberta Beach Employee Policy wage grid
- b) If the duties are performed by the Designated Officer not employed by Alberta Beach:  
Hourly Rate \$ 60.00 and  
Reimbursement of postage, photocopying and office supplies if applicable.

**4. REIMBURSEMENT FOR MILEAGE EXPENSES**

SDAB members and clerks shall receive reimbursement for mileage expenses for use of personal vehicles as follows:

- a) Mileage per km \$ .58

**5. METHOD TO CLAIM REIMBURSEMENT**

Reimbursement claims to be submitted on the expense claim forms or by invoice.

**6. DEDUCTIONS FROM SDAB MEETING REMUNERATION FEES**

SDAB meeting remuneration fees may be subject to deductions as per Canada Revenue Agency.

**DEPARTMENT: COUNCIL**

**ADOPTED AND APPROVED BY COUNCIL: \_\_\_\_\_, 2020**

**AMENDMENT DATE/RESOLUTION NO: # \_\_\_\_\_-20**

2020 Development Permits						***High Lighted are NEW***	
Permit #	Date	Municipal	Lot	Block	Plan	Proposal	Approved
19DP36-01 (from 2019)	20-Feb-20	5024 - 50 Avenue	6	5	3321BQ	2 Wall Signs	Approved- MPC - Feb 18-20
20DP01-01		5007 - 56 Street	11	12	201BT	Deck - Front Yard Variance	Approved - MPC - Feb 18-20
20DP02-01	04-Apr-20	5619 Ste. Anne Cresc.	33	4	6376KS	Storage Shed (20 X 24)	Approved
20DP03-01	05-Apr-20	4324 - 50 Avenue	1	A	3510BZ	Replacement of Storage Shed	Approved
20DP03-02 (Revised )	16-Apr-20	4324 - 50 Avenue	1	A	3510BZ	Replacement of Storage Shed	Approved - revision made to the size
20DP04-01	03-May-20	5007 - 57 Street	14	7	201BT	Replace roof W/trussess	Approved
20DP04-02	22-Jun-20	5007 - 57 Street	14	7	201BT	Demo\Construct SDD	Approved
20DP05-01	20-Jun-20	4828 - 50 Avenue	1	9	9221264	24'x28' Garage Pave Prkg Lot & Side Area	Approved
20DP06-01		5007 - 56 Street	11	12	201BT		MPC - May 19, 2020 - Refused
20DP07-01	12-May-20	4935 - 50 Avenue	4,5	7	3321BQ	Admin Bldg - Roof Replacement	Approved
20DP08-01	28-May-20	4511 - 46B Street	37	1	898MC	Demolition of Garage	Approved
20DP09-01	29-May-20	4819 - 60 Street	24	5	722MC	Demo & Rebuild Home	Approved
20DP10-01		5012 - 57 Street	3	10	201BT	Landscaping - Crushed stone on lot	MPC - July 21, 2020
20DP11-01	11-Jun-20	4407 - 43 Avenue	6	2	0423757	Modular Home (SDD)\Garage	Approved
20DP12-01	14-Jun-20	5819 - 51 Avenue	10	9	3653HW	Lot Grading	Approved
20DP13-01	11-Jun-20	4407 - 43 Avenue	6	2	0423757	Construct Detached Garage	Approved
20DP14-01	21-Jun-20	5811 - 51 Avenue	8	9	3653HW	Lot Grading\Retaining Wall	Approved
20DP15-01		4819 - 52 Street	12	11	3321BQ	Construction of SDD	Approved
20DP16-01	06-Jul-20	5815 - 50 Avenue	9	5	722MC	Demolition & Construction of SDD	Approved
20DP17-01	09-Jul-20	5815 - 50 Avenue	9	5	722MC	Detached Garage	Approved
20DP18-01	01-Jul-20	4403 - 43 Avenue	7	2	0423757	Accessory Bldg (Shed)	Approved
20DP19-01	05-Jul-20	5107 - 51 Avenue	15	4	3321BQ	Lot Grading	Approved
20DP20-01	17-Jul-20	5507-51 Avenue	4A	12	201BT	Accessory Bldg (Gazebo)	Approved
20DP21-01	17-Jul-20	4531 - 47 Street	15	3	898MC	Construction of Roof Over Deck	Approved
20DP22-01	07-Aug-20	4707 - 52A Street	8	13	3321BQ	Placement of Modular Home	Approved
20DP23-01	07-Aug-20	4707 - 52A Street	8	13	3321BQ	Detached Garage	Approved
20DP24-01	24-Jul-20	4727 - 43 Street	7	7	6604AO	Install Culvert\Lot Grading	Approved
20DP25-01	22-Jul-20	5123 - 50 Avenue	6	3	3321BQ	Accessory - Roof over Existing Deck	Approved
20DP26-01	22-Jul-20	5123 - 50 Avenue	6	3	3321BQ	Addition to Existing Detached Garage (Shed)	Approved
20DP27-01	28-Jul-20	5209 - 49 Avenue	15	2	3321BQ	Accessory Bldg (Shed)	Approved
20DP28-01	14-Aug-20	4707 - 48 Street	11	2	3529BZ	Accessory Bldg - Detached Garage	Approved
20DP29-01	20-Aug-20	4620 - 45 Avenue	10	5	9922797	Assessory Bldg (Shed)	Approved
20DP30-01	22-Sep-20	6232 - 48 Avenue	6	19	6269CG	Demolition of Detached Garage	Approved
20DP31-01	05-Oct-20	5232 - 48 Avenue	6	19	6269CG	Construct Detached Garage	Approved
20DP32-01	24-Aug-20	4512 - 43 Avenue	3	1	0423757	Lot Grading	Approved
20DP33-01	25-Aug-20	4707 - 52A Street	8	13	3321BQ	Accessory Bldg (Shed)	Approved
20DP34-01	15-Sep-20	5207 - 51 Avenue	15	1	3321BQ	Demo of portion of structure that collapsed	Approved
20DP34-02 (Revised)	15-Sep-20	5207 - 51 Avenue	15	1	3321BQ	Demo of portion of structure that collapsed	Approved
20DP35-01	28-Aug-20	5107 - 51 Avenue	15	4	3321BQ	Access. Bldg (shed\privy)\w\Side Yard Variance	Approved
20DP36-03 (Revised - correction made to addressing )	03-Sep-20	5615 - 51 Avenue	8A	11	8621419	Demo of SDD\Construction of SDD w\Rear Yard Variance	Approved - MPC Aug 31-20
20DP37-01	09-Sep-20	4827 - 52A Street	15	14	3321BQ	Construction of Detached Garage	Approved
20DP38-01	17-Sep-20	5032 - 50 Avenue	8	5	3321BQ	Lot Grading	Approved
20DP39-01 - Revised Typographical Errors - See permit 20DP39-02	09-Sep-20	5611 - 51 Avenue	7A	11	8621419	Construction of Retaining Wall	
20DP39-02	09-Sep-20	5611 - 51 Avenue	7A	11	8621419	Construction of Retaining Wall	Approved
20DP40-01	15-Sep-20	4715 - 52A Street	10	13	3321BQ	Installation of Culvert & Gravel Driveway	Approved
20DP41-01	16-Sep-20	5615 - 51 Avenue	8A	11	8621419	Construction of Retaining Wall	Approved
20DP42-01	21-Oct-20	4836 - 59 Street	37	5	722MC	Driveway	Approved
20DP43-01	23-Sep-20	5007 - 57 Street	14	11	201BT	Demo of Addition to Garage	Approved
20DP44-01	24-Sep-20	4324 - 50 Avenue	1	A	3510BZ	Demolition of Cottage\small shed	Approved
20DP45-01		4836 - 59 Street	37	5	722MC	To allow four accessory buildings to remain as sited	MPC - Nov 17-2020 (tabled until Dec 15th Council Mtg)
20DP46-01	01-Dec-20	4516 - 46 Street	13	4	4696MC	Chain Link Fence	MPC - Nov 17-2020 (approved with conditions)
20DP47-01	27-Oct-20	4712 - 50 Avenue	10	9	3321BQ	Demolition (Shed)	Approved
20DP48-01	14-Nov-20	25 Power Drive	7	2	762 1946	Installation of Culvert & Gravel Driveway	Approved
20DP49-01	27-Nov-20	5027D - 50 Avenue	7	6	3321BQ	Hair Salon	Approved