

**Summer Village of Ghost Lake  
Council Meeting Agenda Tuesday, August 21, 2021**

<b>ITEM</b>	<b>DESCRIPTION</b>
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<b>1.</b>	<b>CALL TO ORDER</b>
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<b>2.</b>	<b>APPROVAL OF AGENDA</b>
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<b>3.</b>	<b>DELEGATIONS</b>
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<b>4.</b>	<b>MINUTES</b>
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| 4.1. | Organizational Meeting July 21, 2021<br>Special Meeting July 21, 2021 |
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<b>5.</b>	<b>FINANCIALS</b>
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| 5.1. | Payment Schedule - Cheque Register <ul style="list-style-type: none"><li>• July – August 2021</li></ul> |
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| 5.2. | General Bank Account Reconciliation <ul style="list-style-type: none"><li>• July – August 2021</li></ul> Investment Account Reconciliation <ul style="list-style-type: none"><li>• July – August 2021</li></ul> |
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| 5.3. | Balance Sheet <ul style="list-style-type: none"><li>• July – August 2021</li></ul> |
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| 5.4. | Budget 2022 planning discussion |
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<b>6.</b>	<b>OLD BUSINESS</b>
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| 6.1. | <b>CONFIDENTIAL ITEM</b><br>Golf Course Project. Pursuant to Division 2 of Part 1 of the Freedom of Information and Protection of Privacy (FOIP) s. 25 (1)(c) |
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| 6.2. | Waterfront Annexation <ul style="list-style-type: none"><li>• Project Update</li><li>• </li></ul> |
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| 6.3. | AEP Bow River Reservoir Options <ul style="list-style-type: none"><li>• Field Study Land Access Update</li></ul> |
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**7. CORRESPONDANCE**

- Playground Safety
- 911 Service update
- Carraig Ridge environmental activities and path forward
- Message from AEMA regarding the 2021 AEP and how to offer input
- Senate nomination and Referenda Votes

**8. COMMITTEE REPORTS**

**8.1. Public Works**

**8.1.1. Dock Subcommittee of Public Works**

- Minutes 2021 07 03

**8.2. Communications and Village Social Life**

**8.3. Natural Environment and Lake Stewardship**

**8.4. Disaster Services Committee**

**9. NEW BUSINESS**

**9.1. Canada Post**

**9.2. Resident Survey planning**

- Review past surveys
- Identify what questions to ask

**9.3. Community Building**

- Use
- Renovation discussion

**9.4. Short Term Rentals**

**9.5. Next Meeting Date**

**10. ADJOURNMENT**

# MINUTES

MINUTES OF THE ORGANIZATIONAL MEETING OF THE COUNCIL OF THE SUMMER VILLAGE OF GHOST LAKE HELD ON WEDNESDAY, JULY 21, AT 4:30 P.M. AT THE COMMUNITY SERVICES BUILDING, GHOST LAKE, ALBERTA.

PRESENT Councillor John Walsh, Councillor Carey Fougere, Councillor Karen Foudy,  
Sherri Bureyko

Called to Order by CAO, Sherri Bureyko at 4:55 p.m.

APPOINT MAYOR CAO asked for nominations for mayor for a one-year term.  
Councillor Fougere nominated John Walsh. There were no further nominations

**21-028 MOVED by Councillor Fougere that John Walsh be appointed mayor for a one-year term.**

**CARRIED.**

APPOINT DEPUTY MAYOR Mayor Walsh asked for nominations for deputy mayor for a one-year term.  
Mayor Walsh nominated Councillor Fougere. There were no further nominations.

**20-029 MOVED by Mayor Walsh that Warren Wilson be appointed as deputy mayor for a one-year term.**

**CARRIED.**

MEETING DATES Council discussed setting meeting dates. Council reviewed dates and agreed that due to uncertain schedules to set dates one meeting at a time, setting the following regular meeting during the next regular meeting.

SIGNING AUTHORITY

**20-030 MOVED by Mayor Walsh that Councillor Fougere and Councillor Foudy be appointed as signing authorities for the Summer Village of Ghost Lake**

**CARRIED.**

**20-031 MOVED by Councillor Foudy that administration be directed to develop Terms of Reference for all the Council Committees that do not currently have one including Public Works, Natural Environment and Lake Stewardship, and Disaster Services.**

**CARRIED.**

COUNCIL APPOINTMENTS Council discussed council liaison representatives on various committees and councillor board appointments.

**20-032 MOVED by Mayor Walsh that the following councillor liaison rep appointments for a one year term be approved:**

**Council Liaison rep:**

**Public Works – Carey Fougere – 1 year**

**Dock Sub-Committee – John Walsh – 1 year**

**Communications & Village Social Life – Karen Foudy – 1 year**

**Natural Environment & Lake Stewardship – Karen Foudy – 1 year**

**Disaster Services – Carey Fougere – 1 year**

**Councillor Board appointments:**

**Subdivision Approving Authority – John Walsh – 1 year**

**Subdivision Approving Authority – Karen Foudy – 1 year**

**CARRIED.**

CITIZEN  
COMMITTEE  
APPOINTMENTS

Council reviewed the list of residents that were seeking reappointment to their committee positions and residents requesting first time appointments to Committees.

**20-033 MOVED by Councillor Foudy that the following Resident Committee appointments be made:**

**Natural Environment and Lake Stewardship Committee to August 31, 2023**

Connie Beaton

Bruce MacDonald

Debby Brotzell

**Dock Sub-Committee to August 31, 2023**

Bruce Lindsay

Colin Donoghue

Barry Smith

Jeff Allan

Olav Cramer

Gary Stewart

**CARRIED.**

ADJOURN

**20-034 MOVED by Mayor Walsh that the meeting adjourn at 5:35 p.m.**

**CARRIED.**

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Mayor

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Chief Administrative Officer

**MINUTES OF THE SPECIAL MEETING OF THE COUNCIL OF THE SUMMER VILLAGE OF GHOST LAKE HELD ON WEDNESDAY July 21, 2021, AT 5:30 P.M. AT SUMMER VILLAGE OF GHOST LAKE COMMUNITY CENTRE.**

**Called to Order by Mayor Walsh at 5:35 pm.**

**PRESENT** Mayor John Walsh, Deputy Mayor Carey Fougere, Councilor Karen Foudy, Chief Administrative Officer Sherri Bureyko

2 members of the community

**APPROVE AGENDA** Council reviewed the agenda as presented.

**21-035** ***MOVED by Mayor Walsh that Council approve the agenda as amended.***

**CARRIED.**

**NATURAL ENVIRONMENT AND LAKE STEWARDSHIP COMMITTEE** NELS Committee chair, Karen Laustsen and committee member Connie Beaton attended the meeting and spoke on behalf of the committee regarding concerns with the disc golf course that was installed on the North-West side of the Village. Committee Chair Laustsen read a statement from the committee to Council.

**MINUTES** Council reviewed the minutes of the Regular Meeting April 26, 2021

**21-036** ***MOVED by Mayor Walsh that the minutes of the Regular Meeting of April 26, 2021, be adopted as circulated.***

**CARRIED.**

**PAYMENT SCHEDULE** The payment schedule, outlining payments of direct withdrawals and cheque nos. 1882-1895 for April 2021 – June 2021 in the amount of \$80,499.62 was acknowledged by Council.

**BANK RECONCILIATIONS** Council reviewed the General Bank Reconciliation for the periods ending April 30, 2021, May 31, 2021, and June 30, 2021.

Council reviewed the Investment Account Reconciliation for the periods ending April 30, 2021, May 31, 2021, and June 30, 2021.

**21-037** ***MOVED by Mayor Walsh that the General Bank Reconciliations for the periods ending April 30, 2021, May 31, 2021, and June 30, 2021, and the Investment Account Reconciliations for the periods ending April 30, 2021, May 31, 2021, and June 30, 2021, be approved as submitted.***

**CARRIED.**

**FINANCIAL STATEMENT** Council reviewed the Balance Sheet reports for the period ending June 30, 2021.

**21-038** ***MOVED by Councillor Foudy that Council approve the June 30, 2021 Balance Sheet as submitted.***

**CARRIED.**

## ADMINISTRATION REPORT

Administration provided an update on ongoing projects including:

- Road Engineer
- Canada Post – Postal Codes
- Assessment Review Board
- Fireworks complaint

## OLD BUSINESS

**GOLF COURSE PROJECT** Administration reported on ongoing supply issues with the vendor

**WATERFRONT  
ANNEXATION** Administration provided an update on the ongoing Annexation project .

**CORRESPONDANCE** Council acknowledged the receipt of the following correspondence

- June 2021 Interim Police Advisory Quarterly Report

## COMMITTEE REPORTS

**PUBLIC WORKS** • Newsletter in fall to include reminder of Season Storage Policy

## DOCK SUBCOMMITTEE

**21-039** ***MOVED by Mayor Walsh that Administration be directed to post the Dock waiting list by lot # on the Village website.***

**CARRIED.**

**COMMUNICATIONS &  
VILLAGE SOCIAL LIFE** nil

**NATURAL  
ENVIRONMENT AND  
LAKE STEWARDSHIP** *Moved to start of meeting*

**DISASTER SERVICES** 911 calls being re-routed and callers put on hold

## NEW BUSINESS

**AEP BOW River – FIELD  
STUDY LAND ACCESS  
REQUEST** Administration will request a meeting to further explore requirements .

**GRAVEL AT GARBAGE  
AREA PROPOSAL** Council discussed the issue That the west end road is being washed out each year – Engineers needed to give us a proposal.

**REQUEST TO ACCESS  
WATERFRONT**

Council acknowledged the resident offer to fund gravel for the garbage area with thanks. This has been purchased out of the Public Works budget and already spread.

**SHORT TERM RENTALS**

Council to review 2018 survey, specifically the responses regarding short term rentals.

**EAST END SPEED  
BUMPS**

**21-040** *MOVED by Deputy Mayor Fougere that Administration be directed to purchase 2 sets of speed bumps and install kits for the summer student to install.*

**CARRIED.**

**NEXT MEETING DATE**

Tuesday September 21, 2021 5:30pm in the Summer Village of Ghost Lake Community Building.

**ADJOURNMENT**

**21-041** *MOVED by Mayor Walsh being that the agenda matters have been concluded, the meeting adjourn at 8:09 pm.*

**CARRIED.**

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Mayor

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Chief Administrative Officer



# FINANCIALS

# Summer Village of Ghost Lake

## Cheque Register

As of August 31, 2021

Num	Name	Memo	Amount
<b>Bank - TD Canada Trust</b>			
Debit	Epcor Energy Sevices	June Power	-114.20
Debit	Cochrane Lake Gas Co-op	July Gas	-30.45
Debit	Cochrane Lake Gas Co-op	August Gas	-30.45
Debit	Epcor Energy Sevices	July Power	-106.35
1897	Sherri Bureyko	July Admin Contract, phone, fax, software, printin...	-2,937.21
1899	Jeffrey Allan	ARB appeal withdrawl	-50.00
1900	Dale Kennard	2021 Regatta Expenses	-65.42
1901	Leah Fink	2021 Regatta Expenses	-266.99
1902	BARTLETT TREE EXPERTS	Prune trees and shape carragana hedge	-2,268.00
1903	Blu Planet Recycling	July waste and recycling service	-1,233.75
1906	Kevin Sattler	2021 Regatta t-shirt expenses	-421.61
1909	Karen Foudy	Regatta expense - singer	-300.00
1910	Peter Attalla	Gas for water truck, lawnmower	-119.07
1911	MD of Bighorn	2021 Fire Services Agreement - operating expe...	-3,000.00
1912	Scase and Partners	2019 Audit	-5,775.00
1913	The Suck Truck	Pump Septic Tank Inv 21-08-19	-315.00
1914	ULINE	Speedbumps for 400/700 block	-926.79
1915	Blu Planet Recycling	August waste and recycling service	-1,233.75
1916	7060 Allan/Voigt	Overpayment refund of 2021 Property Tax Asses...	-169.46
Total Bank - TD Canada Trust			-19,363.50
<b>TOTAL</b>			<b>-19,363.50</b>

## Summer Village of Ghost Lake

## Reconciliation Detail

Bank - TD Canada Trust, Period Ending 07/31/2021

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						42,428.19
<b>Cleared Transactions</b>						
<b>Cheques and Payments - 9 items</b>						
Bill Pmt -Cheque	06/30/2021	1892	Sherri Bureyko	X	-3,039.86	-3,039.86
Bill Pmt -Cheque	06/30/2021	1895	Benchmark Assess...	X	-1,239.47	-4,279.33
Bill Pmt -Cheque	06/30/2021	1893	Banff Fire & Safety	X	-246.81	-4,526.14
General Journal	07/05/2021	204	5030 Marich	X	-2,003.15	-6,529.29
General Journal	07/05/2021	205		X	-5.00	-6,534.29
Bill Pmt -Cheque	07/15/2021	Debit	Epcor Energy Sevice	X	-114.20	-6,648.49
Bill Pmt -Cheque	07/16/2021	Debit	Cochrane Lake Gas ...	X	-30.45	-6,678.94
Pay Cheque	07/21/2021	1896	Maarten Cramer	X	-1,355.24	-8,034.18
Bill Pmt -Cheque	08/13/2021	1903	Blu Planet Recycling	X	-1,233.75	-9,267.93
<b>Total Cheques and Payments</b>					-9,267.93	-9,267.93
<b>Deposits and Credits - 54 items</b>						
Payment	06/17/2021	322	4220 Kearns	X	1,212.93	1,212.93
Payment	06/17/2021	116	6030 Wood	X	1,346.42	2,559.35
Payment	06/17/2021	32	4200 Sokolan/Oblak/...	X	1,414.56	3,973.91
Payment	06/17/2021	2787	5160 Walsh	X	1,450.75	5,424.66
Payment	06/17/2021	2787	5150 Walsh	X	1,450.75	6,875.41
Payment	06/17/2021	2787	5120 Walsh	X	1,527.11	8,402.52
Payment	06/17/2021	2787	5130 Walsh	X	1,527.11	9,929.63
Payment	06/17/2021	2787	5140 Walsh	X	1,527.11	11,456.74
Payment	06/17/2021	084	4010 Graham	X	1,569.51	13,026.25
Payment	06/17/2021	730	5170 Walsh	X	1,581.46	14,607.71
Payment	06/17/2021	018	5030 Marich	X	2,003.15	16,610.86
Payment	06/17/2021	265	1050 Macdonald	X	2,546.74	19,157.60
Payment	06/17/2021	730	2060 Walsh	X	2,751.88	21,909.48
Payment	06/29/2021	50556...	9120 Telus	X	86.39	21,995.87
Payment	06/29/2021	0202106	9110 Fortis	X	290.95	22,286.82
Payment	06/29/2021	022	6200 MacDonald/No...	X	1,127.83	23,414.65
Payment	06/29/2021	007	7080 Rudolf/Leischner	X	1,256.04	24,670.69
Payment	06/29/2021	025	7130 Bunes	X	1,363.00	26,033.69
Payment	06/29/2021	285	4020 Ireland	X	1,369.74	27,403.43
Payment	06/29/2021	005	4250 Labute	X	1,389.58	28,793.01
Payment	06/29/2021	880	4210 Csilics	X	1,428.69	30,221.70
Payment	06/29/2021	545	4180 Young/Sherwin	X	1,441.89	31,663.59
Payment	06/29/2021	033	7140 Unger	X	1,604.73	33,268.32
Payment	06/29/2021	059	6190 Mullan/Zambory	X	1,830.31	35,098.63
Payment	06/29/2021	728	4120 MacDonald-S...	X	2,004.57	37,103.20
Payment	06/29/2021	394	2100 Springbank Inv...	X	2,029.31	39,132.51
Payment	06/29/2021	815	1070 Baisch	X	2,245.42	41,377.93
Payment	06/29/2021	066	3170 Gowsell	X	2,457.90	43,835.83
Payment	06/29/2021	832	5040 Bawtinheimer	X	2,561.98	46,397.81
Payment	06/29/2021	101	5010 Couchman	X	3,223.68	49,621.49
Payment	06/29/2021	394	2090 Springbank Inv...	X	4,580.57	54,202.06
Payment	06/30/2021	008	3130 Vryheid	X	591.84	54,793.90
Payment	06/30/2021	150	6070 Gibson	X	1,138.76	55,932.66
Payment	06/30/2021	154	7070 Beaton	X	1,344.85	57,277.51
Payment	06/30/2021	1926	4070 Buzogany	X	1,361.54	58,639.05
Payment	06/30/2021	180	7030 Cockx	X	1,570.83	60,209.88
Payment	06/30/2021	180	7040 Cockx	X	1,891.78	62,101.66
Payment	06/30/2021	192	6020 Rankin/Pruden	X	1,920.73	64,022.39
Payment	06/30/2021	885	2020 Gnenz	X	2,161.13	66,183.52
Payment	06/30/2021	153	2110 Smith	X	2,280.34	68,463.86
Payment	06/30/2021		4280 Smith	X	2,306.46	70,770.32
Payment	06/30/2021	396	2080 Deines	X	2,437.86	73,208.18
Payment	06/30/2021	437	4230 Boyd	X	2,582.07	75,790.25
Payment	06/30/2021	27	4150 Goodwin	X	2,959.55	78,749.80
Payment	06/30/2021	934	2030 Bohme/Cramer	X	3,107.39	81,857.19
Payment	06/30/2021	064	6220 Fink/Kokts-Pori...	X	3,344.66	85,201.85
Payment	06/30/2021	044	6040 Wood/Clark	X	3,368.80	88,570.65
Payment	06/30/2021	56168...	1100 Mackay/Fougere	X	3,737.21	92,307.86
Payment	06/30/2021	062	5020 Elvey	X	3,778.15	96,086.01
Deposit	07/12/2021			X	40.00	96,126.01
Deposit	07/14/2021			X	35.00	96,161.01
Deposit	07/14/2021			X	2,000.00	98,161.01

## Summer Village of Ghost Lake

## Reconciliation Detail

Bank - TD Canada Trust, Period Ending 07/31/2021

Type	Date	Num	Name	Clr	Amount	Balance
Deposit	07/20/2021			X	20.00	98,181.01
Deposit	09/08/2021			X	554.97	98,735.98
Total Deposits and Credits					98,735.98	98,735.98
Total Cleared Transactions					89,468.05	89,468.05
Cleared Balance					89,468.05	131,896.24
<b>Uncleared Transactions</b>						
<b>Cheques and Payments - 2 items</b>						
Bill Pmt -Cheque	01/16/2020	Debit	Cochrane Lake Gas ...		-98.53	-98.53
Bill Pmt -Cheque	06/30/2021	1894	Blu Planet Recycling		-1,233.75	-1,332.28
Total Cheques and Payments					-1,332.28	-1,332.28
Total Uncleared Transactions					-1,332.28	-1,332.28
Register Balance as of 07/31/2021					88,135.77	130,563.96
<b>New Transactions</b>						
<b>Cheques and Payments - 18 items</b>						
Bill Pmt -Cheque	08/01/2021	1897	Sherri Bureyko		-2,937.21	-2,937.21
Pay Cheque	08/04/2021	1898	Maarten Cramer		-1,305.05	-4,242.26
Bill Pmt -Cheque	08/13/2021	1902	BARTLETT TREE E...		-2,268.00	-6,510.26
Cheque	08/13/2021	1901	Leah Fink		-266.99	-6,777.25
Cheque	08/13/2021	1900	Dale Kennard		-65.42	-6,842.67
Cheque	08/13/2021	1899	Jeffrey Allan		-50.00	-6,892.67
Pay Cheque	08/15/2021	1905	Maarten Cramer		-652.52	-7,545.19
Cheque	08/24/2021	1906	Kevin Sattler		-421.61	-7,966.80
Bill Pmt -Cheque	08/31/2021	1912	Scase and Partners		-5,775.00	-13,741.80
Bill Pmt -Cheque	08/31/2021	1911	MD of Bighorn		-3,000.00	-16,741.80
Bill Pmt -Cheque	08/31/2021	1915	Blu Planet Recycling		-1,233.75	-17,975.55
Bill Pmt -Cheque	08/31/2021	1914	ULINE		-926.79	-18,902.34
Bill Pmt -Cheque	08/31/2021	1913	The Suck Truck		-315.00	-19,217.34
Cheque	08/31/2021	1909	Karen Foudy		-300.00	-19,517.34
Cheque	08/31/2021	1916	7060 Allan/Voigt		-169.46	-19,686.80
Cheque	08/31/2021	1910	Peter Attalla		-119.07	-19,805.87
Bill Pmt -Cheque	09/01/2021	1907	Sherri Bureyko		-2,968.94	-22,774.81
Bill Pmt -Cheque	09/08/2021	1908	Sport Court Calgary		-1,114.85	-23,889.66
Total Cheques and Payments					-23,889.66	-23,889.66
<b>Deposits and Credits - 2 items</b>						
Deposit	08/04/2021				19,601.00	19,601.00
Deposit	09/08/2021				472.00	20,073.00
Total Deposits and Credits					20,073.00	20,073.00
Total New Transactions					-3,816.66	-3,816.66
<b>Ending Balance</b>					<b>84,319.11</b>	<b>126,747.30</b>

**Summer Village of Ghost Lake**  
**Reconciliation Summary**  
**Bank - TD Canada Trust, Period Ending 08/31/2021**

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	<u>Aug 31, 21</u>
Beginning Balance	131,896.24
Cleared Transactions	
Cheques and Payments - 11 items	-9,337.35
Deposits and Credits - 3 items	19,801.00
Total Cleared Transactions	<u>10,463.65</u>
Cleared Balance	<u><b>142,359.89</b></u>
Uncleared Transactions	
Cheques and Payments - 9 items	<u>-11,937.60</u>
Total Uncleared Transactions	<u>-11,937.60</u>
Register Balance as of 08/31/2021	<u><b>130,422.29</b></u>
New Transactions	
Cheques and Payments - 2 items	-4,083.79
Deposits and Credits - 1 item	472.00
Total New Transactions	<u>-3,611.79</u>
Ending Balance	<u><b>126,810.50</b></u>

Summer Village of Ghost Lake  
Reconciliation Summary  
T D Canada Trust - Investments, Period Ending 07/31/2021

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	Jul 31, 21
Beginning Balance	500,000.00
Cleared Balance	500,000.00
Register Balance as of 07/31/2021	500,000.00
Ending Balance	500,000.00

Summer Village of Ghost Lake  
Reconciliation Summary  
T D Canada Trust - Investments, Period Ending 08/31/2021

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	Aug 31, 21
Beginning Balance	500,000.00
Cleared Balance	500,000.00
Register Balance as of 08/31/2021	500,000.00
Ending Balance	500,000.00

# Summer Village of Ghost Lake

## Balance Sheet

As of August 31, 2021

	Aug 31, 21
<b>ASSETS</b>	
Current Assets	
Chequing/Savings	
Bank - TD Canada Trust	129,867.32
Total Chequing/Savings	129,867.32
Accounts Receivable	
Taxes Receivable	11,197.14
Total Accounts Receivable	11,197.14
Other Current Assets	
Other Assets	63.00
T D Canada Trust - Investments	500,000.00
Total Other Current Assets	500,063.00
Total Current Assets	641,127.46
Fixed Assets	
Accum Deprn - Buildings	-149,228.03
Accum Deprn - Eng Str Breakwatr	-3,447.76
Accum Deprn - Eng Str Roads	-217,899.32
Accum Deprn - Eng Str Water	-1,737.83
Accum Deprn - Land Improvements	-100,760.83
Accum Deprn - Machinery & Equip	-27,964.84
Accum Deprn - Vehicles	-20,146.98
Assets - Buildings	430,297.76
Assets - Eng Struc - Breakwater	7,284.00
Assets - Eng Struct - Roads	595,780.89
Assets - Eng Struct - Water	4,298.00
Assets - Land	36,969.61
Assets - Land Improvements	130,765.62
Assets - Machinery & Equipment	38,054.43
Assets - Vehicles	25,022.00
Total Fixed Assets	747,286.72
<b>TOTAL ASSETS</b>	<b>1,388,414.18</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Accounts Payable - Accrued	3,431.52
Development Deposit	13,150.00
Excess Collections	197.63
GST/HST Payable	-11,208.89
Payroll Liabilities	-86.28
Receiver General Payable	169.93
Reserves - Bylaw	5,000.00
Reserves - Capital Works	149,763.30
Reserves - Contingency	82,748.19
Reserves - Fire Operating	12,223.22
Reserves - General Opr	6,086.66
Reserves - Library Operating	740.39
Reserves - MR Reserves	34,553.25
Reserves - MSI Interest	34.00
Reserves - Planning Committee	7,290.00
Reserves - Rec & Parks	6,784.21
Reserves - Recreation Board_	7,641.46
Reserves - Recreation Goods Opr	500.00
Reserves - Roads Opr	2,221.40
Unearned Income	95,071.88
Unearned Income MSI Operating	7,172.00
Unearned MSI Capital	58,089.55
Total Other Current Liabilities	481,573.42



**Summer Village of Ghost Lake**  
**Balance Sheet**  
As of August 31, 2021

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	Aug 31, 21
Total Current Liabilities	481,573.42
Total Liabilities	481,573.42
Equity	
Equity in Fixed Assets	844,657.90
Operating Fund Surplus	-18,607.68
Net Income	80,790.54
Total Equity	906,840.76
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,388,414.18</b>

# Summer Village of Ghost Lake

## Request For Decision

### Re: Interim Budget for 2022

#### BACKGROUND

Each year Council reviews the current services offered to residents and owners and determines if any new services or changes to current service levels are required. This discussion provides administration time to obtain quotations as necessary for the 2022 Interim Budget Review and Approval generally completed in November each year.

Projects to consider

- Update to Land Use Bylaw re: Short Term Rentals
  - Can do an update just for this one issue now.
  - Can review other jurisdictions for amendments that could work in the interim – only cost would be Public Hearing advertisement.
  - Alternately a contractor could be hired to do a more thorough review of this issue through to writing an amendment specifically for the Summer Village – more costly option but would be specific to our needs
- Signage review and update for Village

Capital Projects

The following projects have been identified as current or future Capital Projects

- Golf Course – continued from 2020 – funds allocated
- Waterfront Annexation – continued from 2021 - funds allocated
- Water Reservoir - fire
- Playground Upgrade
- Fencing Replacement
- Building Renovations

#### RECOMMENDATIONS

1. Provide direction to Administration on what projects to include in the 2022 Interim Budget and in the 5-year Capital plan.

Submitted by:  
Sherri Bureyko  
September 21, 2021

**Summer Village of Ghost Lake**  
**Budget Variance Report**  
January through December 2021

	Jan - Dec 21	Budget	\$ Over Budget
<b>Income</b>			
<b>1 Operating Revenues</b>			
<b>00 Tax Revenue</b>			
Tax - Linear School	228.01	218.00	10.01
Tax - Municipal Linear	153.29	146.00	7.29
Tax - Municipal Tax Levy	106,314.39	105,830.00	484.39
Tax - School Levy	117,836.75	117,811.00	25.75
Taxes - Designated Industrial	5.11	5.00	0.11
<b>Total 00 Tax Revenue</b>	<b>224,537.55</b>	<b>224,010.00</b>	<b>527.55</b>
<b>12 General</b>			
Admin Fees & Sale of Goods	140.00	70.00	70.00
Fire - Other Income	0.00	0.00	0.00
Gen - Investment Income	213.70	500.00	-286.30
Gen - Other Income	512.50		
Gen - Provincial Grants	0.00	52,832.00	-52,832.00
Rec - Regatta Income	572.00		
<b>Total 12 General</b>	<b>1,438.20</b>	<b>53,402.00</b>	<b>-51,963.80</b>
<b>Revenue Transfers</b>			
Transfers from Reserves	0.00	29,000.00	-29,000.00
<b>Total Revenue Transfers</b>	<b>0.00</b>	<b>29,000.00</b>	<b>-29,000.00</b>
<b>Total 1 Operating Revenues</b>	<b>225,975.75</b>	<b>306,412.00</b>	<b>-80,436.25</b>
<b>Total Income</b>	<b>225,975.75</b>	<b>306,412.00</b>	<b>-80,436.25</b>
<b>Gross Profit</b>	<b>225,975.75</b>	<b>306,412.00</b>	<b>-80,436.25</b>
<b>Expense</b>			
<b>2 Operating Expenditures</b>			
<b>11 Council</b>			
Council - Honorariums	0.00	1,500.00	-1,500.00
Council - Meeting Expenses	211.51	500.00	-288.49
Council - Other Expenses	0.00	200.00	-200.00
<b>Total 11 Council</b>	<b>211.51</b>	<b>2,200.00</b>	<b>-1,988.49</b>
<b>12 General Admin</b>			
Admin - Assessment Services	3,483.77	4,700.00	-1,216.23
Admin - Assoc & Membership Fees	1,819.50	2,044.00	-224.50
Admin - Audit Services	0.00	5,500.00	-5,500.00
Admin - Bank Service Charges	21.25	50.00	-28.75
Admin - Bylaw Enforcement	0.00	4,628.00	-4,628.00
Admin - Contr Admin Service	19,222.56	28,994.00	-9,771.44
Admin - Election costs	0.00	1,500.00	-1,500.00
Admin - Land Titles Fees	10.00	50.00	-40.00
Admin - Office Equipment	70.87	100.00	-29.13
Admin - Photocopies & Printing	408.51	720.00	-311.49
Admin - Postage & Courier	260.67	500.00	-239.33
Admin - Service Fees & IT	1,576.30	915.00	661.30
Admin - Stationery	19.42	600.00	-580.58
Admin - Telephone	560.00	840.00	-280.00
Admin -Travel & Subsistence	522.96	1,611.00	-1,088.04
Admin -Workers Compensation	574.92	486.00	88.92
Depreciation Administration	0.00	86.00	-86.00
Gen - Insurance	1,861.00	1,861.00	0.00
Lease Rental	1,000.00	1,000.00	0.00
<b>Total 12 General Admin</b>	<b>31,411.73</b>	<b>56,185.00</b>	<b>-24,773.27</b>
<b>23 Fire &amp; Emergency</b>			
Depreciation Fire	0.00	17,481.00	-17,481.00
EOC - Goods	24.75		
Fire - Building Maintenance	0.00	1,500.00	-1,500.00
Fire - Equipment Maintenance	535.06	500.00	35.06
Fire - Fuel	113.40	300.00	-186.60
Fire - Goods	0.00	500.00	-500.00
Fire - Insurance	2,211.60	2,767.00	-555.40
Fire - Utilities	1,386.35	2,068.00	-681.65
Fire - Vehicle Registration	0.00	200.00	-200.00
Fire Services	3,000.00	3,839.00	-839.00
<b>Total 23 Fire &amp; Emergency</b>	<b>7,271.16</b>	<b>29,155.00</b>	<b>-21,883.84</b>
<b>32 Roads</b>			
Depreciation Common Services	0.00	1,354.00	-1,354.00
Depreciation Roads	0.00	27,283.00	-27,283.00

**Summer Village of Ghost Lake**  
**Budget Variance Report**  
January through December 2021

	Jan - Dec 21	Budget	\$ Over Budget
Depreciation Water	0.00	57.00	-57.00
Roads - Contr Mtce.	0.00	1,000.00	-1,000.00
Roads - Contracted Services	0.00	2,000.00	-2,000.00
Roads - Goods	948.66	900.00	48.66
<b>Total 32 Roads</b>	<b>948.66</b>	<b>32,594.00</b>	<b>-31,645.34</b>
<b>43 Waste Management</b>			
Waste Mgmt - Cont Mtce	0.00	500.00	-500.00
Waste Mgmt - Contract Services	9,132.48	14,879.00	-5,746.52
<b>Total 43 Waste Management</b>	<b>9,132.48</b>	<b>15,379.00</b>	<b>-6,246.52</b>
<b>61 Planning</b>			
Planning Services	50.00	26,500.00	-26,450.00
<b>Total 61 Planning</b>	<b>50.00</b>	<b>26,500.00</b>	<b>-26,450.00</b>
<b>72 Parks &amp; Recreation</b>			
Depreciation Rec & Parks	0.00	2,608.00	-2,608.00
Depreciation Waterfront	0.00	97.00	-97.00
Parks & Rec - Contract Services	27,160.00	1,500.00	25,660.00
Parks & Rec - Goods	1,121.76	2,500.00	-1,378.24
Parks & Rec Repairs & Maint	0.00	46,000.00	-46,000.00
Payroll Expenses	3,440.46	4,733.00	-1,292.54
Rec - Insurance	580.00	580.00	0.00
Rec - Regatta Expenses	1,038.19		
Rec Committee Expenses	1,500.00	1,500.00	0.00
Waterfront Permits and Fees	0.00	2,000.00	-2,000.00
<b>Total 72 Parks &amp; Recreation</b>	<b>34,840.41</b>	<b>61,518.00</b>	<b>-26,677.59</b>
<b>74 Cultural</b>			
Library - Depreciation	0.00	62.00	-62.00
Library - Goods & Supplies	0.00	100.00	-100.00
Library - System Fees	880.68	881.00	-0.32
<b>Total 74 Cultural</b>	<b>880.68</b>	<b>1,043.00</b>	<b>-162.32</b>
<b>90 Operating Transfers</b>			
Transfer to Capital Programs	0.00	5,000.00	-5,000.00
Transfer to Reserves - Gen	0.00	7,832.00	-7,832.00
<b>Total 90 Operating Transfers</b>	<b>0.00</b>	<b>12,832.00</b>	<b>-12,832.00</b>
<b>99 Requisitions</b>			
Requisitions - Alberta School F	59,014.35		
Requisitions - Separate School	4,286.58		
<b>Total 99 Requisitions</b>	<b>63,300.93</b>		
<b>Total 2 Operating Expenditures</b>	<b>148,047.56</b>	<b>237,406.00</b>	<b>-89,358.44</b>
<b>Depreciation</b>			
Non-Cash entry - Annual Depreci	0.00	-49,028.00	49,028.00
<b>Total Depreciation</b>	<b>0.00</b>	<b>-49,028.00</b>	<b>49,028.00</b>
<b>Total Expense</b>	<b>148,047.56</b>	<b>188,378.00</b>	<b>-40,330.44</b>
<b>Net Income</b>	<b>77,928.19</b>	<b>118,034.00</b>	<b>-40,105.81</b>

# CORRESPONDANCE

**From:** [REDACTED]  
**Sent:** Thursday, September 16, 2021 7:11 AM  
**To:** Ghost Lake Administration  
**Subject:** Playground  
**Attachments:** IMG\_1886.jpg

Hi Sherri,

I just wanted to send over this photo and request that the playground update be brought up with the town council. There are now several toddlers that play here and the large opening at the top is incredibly unsafe.

Thanks,

[REDACTED]



**From:** Tamara Lessard <Tamara.Lessard@TELUS.COM>  
**Sent:** Tuesday, August 24, 2021 10:58 AM  
**To:** admin@ghostlake.ca  
**Cc:** Assunta Marozzi <assunta.marozzi2@telus.com>  
**Subject:** RE: Canada's transition to Next Generation 9-1-1 Service

Good morning, Sherri,

Summer Village of Ghost Lake does have 9-1-1 service, nothing has changed there. The issue that is likely be occurring is that there are a couple of communities surrounding SV of Ghost Lake that do not have 9-1-1 service. What this means for **wireless** calls is that if the cell tower is closer to those communities, then the "you do not have 9-1-1 service, however stay on the line" recording would be received. I have reached out to the Wireless team to have them investigate cell tower locations to see if there is anything that can be done to assist in this matter and will advise as soon as I have more information.

Please feel free to contact me directly should you have any further questions or concerns.

Thanks, and have a great day.

Regards,

**Tamara K. Lessard, PMP**  
**Product Manager**  
**9-1-1 & N-1-1 Services**  
TELUS Business Solutions  
**Tel** 403.384.2142 **Mobile** 403.998.0716  
**Toll Free** 1-888-932-5132

**Advance Absence Alert: Aug 16 – 20**

**CONFIDENTIALITY CAUTION:** This email, including any attachments, is for the sole use of the intended recipient and may contain confidential information. If you are not the intended recipient, please notify us immediately and destroy this email and any copies.





**Shell Canada Limited**  
400 - 4th Avenue S.W.  
P.O. Box 100, Station M  
Calgary, Alberta T2P 2H5  
**Internet** [www.shell.ca](http://www.shell.ca)

August 23, 2021

**Via Email:** [arkayla@telus.net](mailto:arkayla@telus.net)

**Attention:** Mr. Keller

Dear Mr. Keller,

**RE: SHELL CANADA LIMITED**  
**UPDATE CARRAIG RIDGE ENVIRONMENTAL ACTIVITIES AND PATH FORWARD**

---

Shell Canada Limited (Shell), would like to provide you with a high-level summary of all the environmental work completed to date and planned activities for remainder of 2021 for both the North Well site, Jumping Pound Ghost 11-16-26-06 W5M abandoned well site located within surface location 08-17-026-06 W5M (the "North Well") and the South Well site Jumping Pound Well 1 #37 located with surface location 05-09-026-06 W5M (the "South Well") located on the Carraig Ridge development lands.

Shell has been progressively advancing its understanding of both the North and South Well sites through ongoing environmental assessment and monitoring activities. Shell's current priority is to collect additional data to refine the Conceptual Site Models in order to identify the most appropriate and feasible remedial options for each site.

**A. NORTH WELL**

*1. Background*

The North Well is located on privately owned land, located in the municipal district of Bighorn No. 8 and is approximately 26 km west of Cochrane, Alberta and approximately 3 km northwest of Ghost Lake Village.

The North Well was spud on June 22, 1986 to a total depth of 3,866 metres below ground surface (mbgs) and completed on September 29, 1986. The well was never put on production and was abandoned on June 12, 1987. Several stratigraphic zones were evaluated for potential oil or gas production but the well was never completed as a production well and was subsequently abandoned in March 2013 (Abacus 2020). All surface facilities on the Site related to the abandoned well were decommissioned in 2013 (WorleyParsons 2014). A remedial soil excavation program was conducted in March and April 2013, which included the wellhead location and the former drilling waste disposal area (DWDA) for a total excavated volume of ~3,610 m<sup>3</sup>. Due to the competency of the bedrock, excavation of some residual

DWDA material was not feasible (Advisian 2019). All confirmatory soil samples submitted for the well center excavation met the 2010 *Alberta Tier 1 Soil and Groundwater Remediation Guidelines* (Tier 1).

Groundwater monitoring has been conducted at the Site since 2013. The Site's groundwater monitoring well network is currently composed of 27 wells, including two deep screened monitoring wells (MW17-01B at 65.5 to 68.5 m bgs, and MW19-08 at 110.3 to 118.0 m bgs, Figure 2). Based on historical groundwater monitoring data, various salinity and metal parameters exceed the Alberta Tier 1 Soil and Groundwater Remediation Guidelines in both on-site and off-site monitoring wells.

The landowner is planning a residential development in the area surrounding the North and South Well Sites and has raised concerns with respect to contamination and groundwater quality as the development will be supplied by groundwater supply wells. As detailed below, evaluation of any future potential risk to the proposed groundwater supply wells is ongoing.

## 2. 2020 and 2021 Activities

Work conducted in 2020 and 2021 focussed on closing data gaps to permit the assessment of closure options. The objectives of the 2020 and 2021 program at the North Well were to:

1. Complete Screening Level risk evaluation using numerical model particle tracking;
2. Further delineate the groundwater dissolved chloride plume extent laterally and vertically; and,
3. Increase confidence in the conceptual site model (CSM) and update the numerical model supporting a Site-specific Risk Assessment.

Based on the work conducted to date, the conceptual understanding of the groundwater flow system is a fractured porous bedrock regime, with hydraulic connectivity interpreted to exist preferentially along interconnected fractured sandstone beds within the Brazeau Formation. A three-dimensional numerical groundwater flow model was constructed and used to conduct a screening level risk evaluation, which was completed in 2020. The numerical groundwater flow model was developed assuming that groundwater flow in the fracture-dominated bedrock aquifer can be approximated using an Equivalent Porous Media (EPM) approach with an anisotropic hydraulic conductivity aligned parallel to bedding planes, which is the principal fracture orientation (NW, SE). The calibrated model supports measured groundwater flow directions. Calibrated parameter values were consistent with the conceptual understanding of groundwater flow, field-based measurements, and literature estimates. Simulated groundwater elevations and flow directions from particle tracks were consistent with field conditions and the conceptual understanding.

The screening level assessment indicated the DWDA site is within the potential capture zone of the WSW7791 Carraig Ridge water supply well. The model does not predict the concentration of contaminants once they reach the WSW7791 Carraig Ridge water supply well; only that there is potential pathway for particles to reach the supply well.

Despite particle tracking assessment suggesting that no contaminant would reach the proposed WSW7791 Carraig Ridge water supply well or the man-made pond receptors within a period of 50-years, assuming an effective porosity of 1%, even if the WSW7791 Carraig Ridge water supply well pumped continuously during this time, there is some degree of uncertainty. Uncertainty in predictive simulations includes effective porosity estimation, assumptions of porous continuum, extent and orientation of

discrete fractures/faults, spatial distribution of recharge and hydraulic conductivity, and particle tracks following discrete pathways in the subsurface.

As such, in order to finalize the Site-specific Risk Assessment (SSRA) and closure timelines for the North Site, additional data collected in Q4 2020 and Q1 and Q2 2021 will be used to update the numerical groundwater flow and transport model to be completed by end of Q4 2021.

### 3. *Next Steps*

Contaminant mass in the groundwater beneath the primary source areas is predominantly contained within unsaturated low hydraulic conductivity material at depths below typical root zones and is migrating vertically until intercepting the shallow groundwater zone. Currently, most individual groundwater monitoring wells show a stable or decreasing trend for the primary contaminant of concern, chloride. This suggests that historical excavation successfully reduced contaminant loading to the shallow groundwater zone.

In order to obtain regulatory closure for the Site additional work must be conducted. The planned work and associated timelines are as follows:

- Q3 and Q4 2021
  - Finalize numerical model inputs including use of Equivalent Porous Media (EPM) vs discrete Fracture Network (DFN) flow.
  - Update numerical model to include fate and transport to allow predictive concentrations at potential groundwater supply well under pumping and non-pumping conditions. This required the collection and evaluation of data from newly drilled locations (Q1 2021). Core analysis and preparation, delayed due to COVID-19, was only available as of May 2021. In addition, groundwater sampling of new wells required seasonal data prior to analysis and pump testing could not be completed until newly installed wells had time to be fully developed and representative of formation. As such, data will be ready for updating the model at earliest, by fall 2021.
- 2022
  - Update Site Specific Risk Assessment for Site.
  - Develop Risk Management Plan and/or Remedial Action Plan. Confirm with regulator and landowner that SSRA is appropriate closure plan for Site.
- 2023-2024
  - Apply for risk-based closure (if SSRA is demonstrating no risk) and after reclamation activities including but not limited to vegetation assessment, vegetation control and groundwater sampling at wellsite is complete.

## **B. SOUTH WELL**

### *1. Background*

The South Well had two separate drilling events through the same top-hole. The first drilling event (100/14-09-026- 06W5/0) was licensed to Shell Canada Limited (AER License No. 0143426) on February 23, 1990, was spudded on February 25, 1990, and was completed on May 4, 1990 to a total depth (TD) of 3,730 metres (m). The well was put into production on November 7, 1994 and suspended in October 1995. In November 1995, the well was whipstocked (100/04- 16-026-06W5/2), with the second drilling event completed December 6, 1995 to a total depth of 4,031 m. The downhole location was registered as 04-16-026-06 W5M. The well was put back into production on January 1, 1996 and subsequently suspended in March 2015. This well has not yet been completely abandoned.

The nearest proposed residential supply well is located to the North approximately 520 m away from the South Well Site (Well WSW 7711 or GIC 1022302), which is screened below 35 mbgs within the bedrock unit. The nearest surface water body is the Ghost Lake Reservoir approximately 960 m south of the South Well Site. There are five (5) additional domestic water wells that are located within 1,000 m of the South Well. One of which is also a water supply observation well approximately 700 m north of the South Well (OBS 6036) and four (4) domestic water wells that are located within 1km south of the South Well.

Investigation to date includes two Phase 1 Environmental Site Assessments (ESA), initiated in 2007 and updated in 2019. A Phase 2 ESA was conducted in Q4 2019 and was reported in Q2 2020.

### *2. 2020 and 2021 Activities*

Given the outstanding uncertainty in the conceptual site model (CSM), work in 2021 focussed on closing data gaps to permit the assessment of closure options. The 2021 program at the South Well was comprised of the following activities:

- Site-wide groundwater sampling, including dissolved gas sampling;
- Gas Migration sampling around the existing wellhead and removal of vent-nanny (a prior non-serious surface casing vent flow is no longer flowing); and
- Geophysical logging of previously completed groundwater wells (gamma and resistivity only) to compare geology to previous logs as well as to lithology encountered on North Site.

No work was completed in 2020, the above-mentioned work from 2021 has been incorporated into an assessment scope of work, discussed further below.

### *3. Next Steps*

No remediation has been completed to date and full delineation has not yet been achieved. Proposed next steps include the following.

- Q3 and Q4 2021
  - Complete additional soil and groundwater investigation to delineate previously identified impacts. This includes up to 7 groundwater wells and 9 test pit locations.
  - Update CSM based on results from above.

- 2022
  - Develop Risk Management Plan and/or Remedial Action Plan. Confirm with regulator and landowner that SSRA is appropriate closure plan for Site.
  - The existing gas well will be bubble tested and re-entered to remove non-serious surface casing vent flow, if still present. Upon successful removal of SCVF, the well will be abandoned.
- 2023-2024
  - Execute remedial plan for closure.

Please let me know if you have any questions or require anything further.

Regards,

**SHELL CANADA LIMITED**

**Deanna Cottrell, PChem**

Technical Specialist – Soil, Groundwater and Water

**Legacy Rights and Obligations, Upstream**

Shell Canada Services Limited

400 4th Avenue S.W., P.O. Box 100 Station M, Calgary, Alberta T2P 2H5, Canada

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E-mail Deanna.cottrell@shell.com

cc: Ms Karen West, Legal Counsel, Global Safety and Environment, Shell Canada Limited  
 Ms Tara Barnett, External Relations Manager, Upstream Canada, Shell Canada Limited



Alberta Emergency Management Agency

# **Alberta Emergency Plan**

## **Discussion Guide**

2021



## **Alberta Emergency Plan Discussion Guide**

Alberta Emergency Management Agency (AEMA)

Municipal Affairs, Government of Alberta

August 2021

Primary responsibility for the Alberta Emergency Plan rests with the Plans Unit, Central Operations, AEMA. This office is responsible for developing, revising, and maintaining the Alberta Emergency Plan in coordination with emergency management stakeholders at the direction of the Managing Director, AEMA.

The most updated version the Alberta Emergency Plan is available electronically at: <https://www.alberta.ca/government-emergency-plans.aspx>

# About this Discussion Guide

## Introduction

This Discussion Guide provides an overview of recent updates to the [Alberta Emergency Plan \(AEP\)](#) and solicits feedback from targeted emergency management stakeholders on the recent amendments. The AEP is intended for all emergency management stakeholders in Alberta. Recognizing the need to work effectively across Alberta's emergency management community, the Alberta Emergency Management Agency (AEMA) is soliciting feedback on the AEP through fall 2021. Consolidated feedback will be incorporated into a revised plan, which will be shared with all stakeholders concurrent with hazard season 2022. Please use this guide to learn more about the AEP and to share your feedback with the goal of strengthening the overall plan.

This engagement opportunity is specifically intended to gain input from local and regional emergency management stakeholders, including Directors and Deputy Directors of Emergency Management, senior municipal administrators, local authority emergency social services representatives, All-Hazard Incident Management Team leads, and representatives from the Non-Governmental Organization (NGO) Council of Alberta.

Targeted stakeholders have two avenues to provide feedback to AEMA on the AEP. Stakeholders may either submit feedback through the survey contained in this discussion guide, or they may participate in an online engagement session hosted by AEMA. Online engagement sessions will be hosted on the following dates:

- September 23, 2021
- September 30, 2021

Stakeholders may register for their preferred date above by reaching out to their designated AEMA Field Officer or by submitting their name, position and contact information to [ma.aemaplans@gov.ab.ca](mailto:ma.aemaplans@gov.ab.ca). It is recommended that all participants review both the AEP and this Discussion Guide prior to attending an online session. For participants submitting feedback through this discussion guide, all feedback should be submitted via e-mail to [ma.aemaplans@gov.ab.ca](mailto:ma.aemaplans@gov.ab.ca) no later than October 1, 2021.

On behalf of AEMA, we would like to thank all stakeholders who take the time to participate in this engagement opportunity. If you have questions, please contact [ma.aemaplans@gov.ab.ca](mailto:ma.aemaplans@gov.ab.ca)



## The Alberta Emergency Plan

The AEP ensures effective emergency management in Alberta through an emergency management system dedicated to preparing for, responding to, recovering from and building resilience to emergencies and disasters.

### Overview

The AEP, mandated through the Government Emergency Management Regulation (GEMR), serves as the provincial strategy to direct emergency management in Alberta. As the overarching plan describing Alberta's emergency management system, the AEP outlines the roles and responsibilities of all emergency management partners and prescribes the procedures for coordination during emergencies. The AEP undergoes review on a regular basis to ensure the plan reflects the current emergency management environment in Alberta.

The last AEP was issued in 2015. Since the plan was last reviewed, the province has responded to several significant emergencies, including the 2016 Wood Buffalo wildfires, the 2017 Kenow wildfire, and the 2019 Chuckegg Creek wildfire. As a result of lessons learned from these events and associated amendments to key emergency management legislation, in 2019 planning commenced for a comprehensive review of the AEP, resulting in the proposed AEP 2021.

The AEP 2021 describes Alberta's emergency management system and clarifies how the Government of Alberta (GoA) works with emergency management partners in an all-hazards framework. New to the AEP 2021 is a section detailing initiatives currently under development, which are significant to the functioning of Alberta's emergency management system. The purpose of introducing system modernization initiatives, such as the Hazard Identification and Risk Assessment (HIRA) initiative, is to provide a clear roadmap for future system modernization and to engage Alberta's emergency management stakeholders in a dialogue to support refinement of these initiatives. Notable revisions to the AEP include:

- Expanded information on Public Safety Governance in the Government of Alberta (GoA).
- Detailed information on the Incident Command System (ICS) as the command, control and coordination system for emergency management agencies in Alberta.
- Expansion of the Provincial Recovery Framework.
- Integration of Emergency Social Services (ESS) and the Alberta First Responders Radio Communication System (AFRRCS) into AEMA.
- Expanded information on provincial supports available to local authorities.
- Improvements in the area of regional response and an overview of the Regional All-Hazards Incident Management Team (AHIMT) program.

The AEP is intended for all emergency management stakeholders in Alberta, including, but not limited to, local authorities, provincial departments and agencies, and civil society organizations (CSOs). As disasters continue to increase in frequency, scale, and complexity, the revised AEP supports a whole-of-society approach to emergency management.

# Survey Respondent Information

## Stakeholder Information

Please indicate which of the following groups you represent:

- ☐ Director or Deputy Director of Emergency Management
- ☐ Municipal Administrator
- ☐ Band Administrator
- ☐ Settlement Administrator
- ☐ Emergency Social Services Representative
- ☐ All-Hazards Incident Management Team Representative
- ☐ Other

Please indicate which of the following [AEMA regions](#) you belong to:

- ☐ North West
- ☐ North East
- ☐ North Central
- ☐ Central
- ☐ East Central
- ☐ South Central
- ☐ South
- ☐ Do Not Know

Received information will be kept confidential and used only for its intended purposes, in accordance with the *Freedom of Information and Protection of Privacy Act* (FOIP Act).

Personal information is being collected for the purpose of the Alberta Emergency Plan review and is authorized under Section 33(c) of the FOIP Act. All personal information collected during this review will be managed in accordance with the privacy provisions in the FOIP Act. Please direct questions about the collection and use of this information to:

### Plans Manager

Alberta Emergency Management Agency  
14515 - 122 Ave NW  
Edmonton, AB, T5L 2W4  
(780)-422-9000  
Email: [ma.aemaplans@gov.ab.ca](mailto:ma.aemaplans@gov.ab.ca)

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## Governance and Emergency Management Partners

Alberta's emergency management system functions on the concept of tiered response and shared governance. As the responsibility for hazards rarely falls under a single organization, responsibilities are frequently shared amongst stakeholders. Effective and efficient emergency management requires an all-hazard, whole-of-society approach where stakeholders work collectively to prioritize problems, develop solutions and apply shared resources.

### Key Consideration: Emergency Management Legislation

Clarity on roles, responsibilities, and authorities of emergency management stakeholders is key to ensuring an effective, focused, and integrated response to and recovery from emergencies or disasters.

1. In your opinion, does the AEP provide sufficient information on Alberta's emergency management legislation?

☐ Yes    ☐ No

If no, what additional information would you like to see included or clarified?

### Key Consideration: Government of Alberta Roles and Responsibilities

Just as emergency management across Alberta is a shared responsibility, emergency management responsibilities within the GoA are delegated across departments. Common and assigned department-specific responsibilities are detailed in [Annex C of the AEP](#).

2. What additional information on the emergency management roles and responsibilities of AEMA and/or the GoA would better support your work? Please specify:

## **Key Consideration: Local, Regional, Private and Non-Governmental Organization Roles and Responsibilities**

Emergency management partners are defined in the GEMR as “those persons or organizations that have a role in Alberta’s emergency management system”. Emergency management in Alberta starts with individual safety and protection and progresses through delegated positions and responsibilities of formally coordinated stakeholders, including, though not limited to first responders, municipalities and their mutual aid stakeholders, municipal groups, First Nations, Metis Settlements, the provincial government, and federal and international organizations. Industry and Civil Society Organizations are key partners in the system at almost every level, and influence and support emergency management activities. The GoA acknowledges both the importance of and value behind an emergency management system that engages the whole-of-society.

- 3. What additional information about the role(s) of Civil-Society Organizations would you like to see included or clarified in the AEP?**

- 4. What additional information about the role(s) of Private Sector Stakeholders would you like to see included or clarified in the AEP?**

- 5. What additional information about the role(s) of Individuals and Families would you like to see included or clarified in the AEP?**

- 6. What additional information about the role(s) of Local Authorities (including Metis Settlements) would you like to see included or clarified in the AEP?**

- 7. What additional information about the role(s) of First Nations would you like to see included or clarified in the AEP?**

### **Key Consideration: Regional Emergency Management**

Regional emergency management collaboration typically involves two or more communities entering into voluntary agreements to render assistance to the parties of the agreement. Local authority collaboration is encouraged by the GoA.

- 8. To your knowledge, has your organization entered into a regional emergency management agreement with another organization?**

☐ Yes      ☐ No

**What are the barriers or challenges that exist for your community that are preventing different forms of regional collaboration?**

## Prevention and Mitigation

Pre-disaster mitigation can assure that incidents are short-lived and more manageable. Mitigation saves lives and preserves homes, businesses, government facilities, and critical infrastructure. It reduces property damage, enables stabilization and business resumption, and lowers recovery costs

### Key Consideration: Mitigation

Over the past decade, Alberta has experienced several of the most costly disasters in Canadian history. Over the same period, the province has led the country in insurable and non-insurable losses. This has resulted in more attention and focus on the prevention and mitigation components of the emergency management cycle.

9. The AEP currently provides an overview of non-structural and structural mitigation. What additional information related to mitigation could be included in the AEP to better support your work?

10. The AEP currently provides an overview of the concept of disaster resilience. What additional information related to disaster resilience could be included in the AEP to better support your work?

## Preparedness

Preparedness invokes the knowledge and capacities developed by governments, professional response and recovery organizations, communities, and individuals to effectively anticipate, respond to, and recover from, emergencies and disasters. Lessons learned following emergencies and disasters consistently show that outcomes improve with higher levels of preparedness

### Key Consideration: Personal Preparedness

The success of Alberta's emergency management system depends on the personal preparedness of individuals and their families. The GoA promotes the importance of personal preparedness and recommends that people living and working in Alberta should be prepared to be self-sufficient for a minimum of 72 hours.

**11. The AEP currently recommends the following core actions to ensure the people living and working in Alberta are prepared for emergencies and disasters:**

- Know the risks in your community so you can prepare for them appropriately;
- Make a plan so you know where to go, how you will get there, and how you will keep in touch with loved ones; and
- Build an emergency kit with enough supplies to stay safe and comfortable for a minimum of 72 hours.

**Are there additional actions or information to help build resilience at the individual and community level that you would recommend including in the AEP?**

### Key Consideration: Local Authority Preparedness and Planning

The responsibilities of local authorities related to emergency preparedness are derived from both the *Emergency Management Act* and the Local Authority Emergency Management Regulation.

**12. The AEP provides a comprehensive listing of local authority responsibilities related to emergency preparedness and planning. Is there additional information that could support your emergency management preparedness and planning activities at the local level?**

## **Key Consideration: Emergency Management Training**

As a critical preparedness activity, emergency management training sets the conditions for effective and efficient incident response. Training is coordinated at the community level by the local Director of Emergency Management, with assistance from AEMA or through contracted training delivery.

- 13. The AEP currently provides information on AEMA's training responsibilities, Incident Command System training, and emergency management training program accreditation. What additional information on emergency management training would better support your work?**



## Response

Disaster response involves taking appropriate and timely measures to respond to an incident to minimize impacts. Response measures often involve multiple organizations simultaneously engaging in activity, reinforcing the importance of a unified, coordinated, and efficient emergency response system.

### Key Consideration: Local Authority Response

Incident management is best led and ideally resolved by those closest to the problem. Accordingly, the initial response to an emergency will be conducted and controlled at the level of the local authority. Local authorities are expected to execute their preexisting emergency management plans and invoke mutual aid or assistance agreements with other jurisdictions or regional organizations as necessary.

**14. Is your community or organization a signatory or participant in a mutual aid agreement?**

☐ Yes ☐ No

**If no, what are the impediments or obstacles to doing so?**

### Key Consideration: Regional All-Hazard Incident Management Teams

Regional AHIMTs provide the province and local authorities with incident management support during large-scale events. These regional teams can be requested by any community within the region per their own internal deployment policies and procedure or through the baseline procedures developed by AEMA.

**15. Does the AEP provide sufficient information as to the role of the regional AHIMTs and how they operate?**

☐ Yes ☐ No

**If no, what additional information would be beneficial?**

**16. Does your organization have members who participate in regional AHIMTs?**

☐ Yes ☐ No

**If no, what obstacles to participation do members of your organization face?**

### **Key Consideration: Provincial Operations Centre**

The POC is the provincial command, control, and coordination facility shared by all GoA public safety stakeholders. As the coordinating organization for the GoA, AEMA is responsible for ensuring the POC is ready for use at all times and that the personnel from across the GoA with roles in the POC are trained to operate as a team, capable of effectively utilizing the incident and decision-support tools provided through the POC.

**17. In your opinion, are the roles and responsibilities of the Provincial Operations Centre clearly articulated?**

☐ Yes ☐ No

**If no, what is unclear?**

### **Key Consideration: Emergency Social Services**

Every emergency has a human dimension, which compounds the effects of an emergency or disaster. The provision of social support actions (e.g. food, shelter, psychosocial support, etc.) is a local authority's responsibility. However, the scale or complexity of the emergency may be beyond the capabilities and resources of the local authority, at which point support from the province may be requested. As of fall 2020, AEMA has assumed the GoA lead in the development, delivery, implementation, and maintenance of the provincial ESS program.

**18. What additional information on AEMA's Emergency Social Services program and supports could better support your work?**

## Communications

The AEP provides information in three areas of emergency communications: Public Alerting, the Alberta First Responders Radio Communication System, and Government of Alberta Crisis Communications.

### Key Consideration: Public Alerting

The Alberta Emergency Alert program issues alerts for unexpected and unusually dangerous hazards, weather incidents, AMBER Alerts, and other emergencies that could pose an immediate threat to life in Alberta. This life-saving network warns Albertans of an occurring or impending emergency or disaster and tells them what action to take to protect themselves and their families.

**19. What additional information on the Alberta Emergency Alert system could better support your work?**

### Key Consideration: The Alberta First Responders Radio Communication System

The Alberta First Responders Radio Communications System (AFRRCS) is a two-way radio network for first responders in municipal, provincial and First Nations agencies across the province. AFRRCS became operational in July 2016.

**20. What additional information on the Alberta First Responders Radio Communication System that would better support your work?**

### Key Consideration: Crisis Communications

A large, complex incident will impose significant information-sharing demands. The ability to share the right information with the audience that needs it to support both professional and personal decision-making and ultimately to ensure the safety of all persons impacted by the incident is crucial.

**21. Would additional information and guidance on crisis communications better support your work?**

☐ Yes ☐ No

**If yes, what types of additional information would you be interested in?**

## Continuous Improvement and System Modernization

This section details initiatives currently under development, which are significant to the functioning of Alberta's emergency management system. The purpose of introducing these items is to provide a roadmap for the future to stakeholders and to prompt dialogue in support of the modernization of Alberta's emergency management system.

### Key Consideration: Alberta's Emergency Management Training System

The GEMR directs that AEMA shall conduct or facilitate training for employees of the government, municipalities, or for other persons who have functions and responsibilities under the GEMR. It also directs that AEMA may establish training guidelines for business continuity and consequence management training as set out in the AEP. With this in mind, an implied responsibility exists for AEMA to oversee the development of the EMTS.

#### 22. Are there any emergency management training considerations that you would like addressed by an Emergency Management Training System framework?

### Key Consideration: The Alberta Incident Management System

To address long-standing gaps within foundational emergency management doctrine in Alberta, in 2020 AEMA began the development of the Alberta Incident Management System (AIMS). AIMS is intended to provide all emergency management stakeholders in the province with a common understanding of the organization and structures that will be adopted in Alberta, as well as the processes, procedures, and terminology that will be employed to prevent, mitigate, prepare for, respond to, and recover from emergencies and disasters. AIMS is underpinned by ICS and draws heavily from the National Incident Management System (NIMS) developed and employed by the United States Federal Emergency Management Agency.

#### 23. Would you welcome further engagement opportunities relating to the development of AIMS?

☐ Yes

☐ No

Do you have additional input that you would like considered during the development of AIMS?

### **Key Consideration: Provincial HIRA**

AEMA is currently leading development of a provincial HIRA. Following the 2019 review of AEMA's hazard assessment system, the Office of the Auditor General recommended the implementation of a system to develop and maintain a provincial hazard assessment. The objective of the provincial HIRA is to capture key observations and make recommendations based on current hazards and risks, trend analysis, emerging issues, and other topics as necessary.

**24. What are some of the key elements that you would suggest considering in the HIRA's development?**

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## Other Comments

25. Do you have any other comments or concerns regarding the Alberta Emergency Plan that were not captured in the above sections?

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## Next Steps

Thank you for taking the time to review and complete this Discussion Guide.

All feedback on the AEP can be submitted to [ma.aemaplans@gov.ab.ca](mailto:ma.aemaplans@gov.ab.ca) by October 1, 2021. Through the remainder of 2021, we will incorporate input collected through this engagement opportunity, and build this input into a revised plan that will be released prior to hazard season 2022. Once approved by the Minister of Municipal Affairs, the AEP will be amended as necessary through a process that is managed by AEMA.

If you have any questions or concerns regarding the AEP, please do not hesitate to connect with your designated field officer or [ma.aemaplans@gov.ab.ca](mailto:ma.aemaplans@gov.ab.ca).

# Alberta Senate nominee and referendum voter information

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The Senate nominee election and referendum vote will be held on October 18, 2021. Your community will be voting by special (mail-in) ballots.

General information about the Senate nominee election and referendum  
vote can be found at [elections.ab.ca](https://elections.ab.ca)

Summer Village of Ghost Lake Regular Meeting  
Tuesday September 21, 2021  
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## What is a special ballot?

A special ballot is a convenient, efficient way for you to participate in the Senate nominee election and referendum vote by mail.

## Who can vote?

To vote you must be over 18 years of age, be a Canadian citizen, live in Alberta on the day you vote and provide a copy of your identification for review, which may be any identification listed at <https://open.alberta.ca/publications/voter-identification-requirements>

## How can I get my special ballot?

Contact the returning officer, Kevin Miller by calling toll-free at 310-0000, then 780-422-1209 or by email to [ma.returningofficer@gov.ab.ca](mailto:ma.returningofficer@gov.ab.ca) no later than 4 p.m. on October 8, 2021. Once the returning officer receives the information, a special ballot package will be provided to you.

## What happens when I get my special ballot package?

Your package will come with step-by-step instructions. Completed special ballot envelopes must be received by the returning officer in Edmonton no later than 12 noon on October 18, 2021. To do this, please mail or courier your package directly to the returning officer at:

Municipal Affairs  
Attn: Kevin Miller, Returning Officer  
10155 - 102 St NW, Floor 17  
Edmonton AB T5J 4L4

**Questions? Call toll-free 310-0000,  
then 780-422-1209 or email  
[ma.returningofficer@gov.ab.ca](mailto:ma.returningofficer@gov.ab.ca)**



# Senate nominee and referendum voter information

## Senate nominee and referendum vote

The Senate nominee election and referendum vote will be held on October 18, 2021. Your community will be voting by special (mail-in) ballots.

### Am I eligible to vote by special ballot?

You are receiving this information sheet because you reside in a community where voting will be conducted by special ballot through Alberta Municipal Affairs, as listed in Ministerial Order Nos. MSD:066/21 and MSD:085/21, are a Canadian citizen, and are at least 18 years of age or older. You will be required to provide a copy of any identification listed on the Notice of Election and Identification Requirements on the reverse.

### How do I request a special ballot?

Contact the returning officer, Kevin Miller, toll free at 310-1111, then 780-422-1209 or by email to [ma.returningofficer@gov.ab.ca](mailto:ma.returningofficer@gov.ab.ca). You will need to provide your full name, your residential address, the mailing address where you would like your special ballot to be delivered (if different), your phone number, and your email address.

You must make your request for a special ballot no later than 4 p.m. on Friday, October 8, 2021.

### What happens if I do not receive a special ballot or misplace it?

Contact the Returning Officer for a replacement special ballot.

### How do I fill in my special ballot?

A video has been prepared to assist you in completing your special ballot. To watch the video online, search for "Alberta special ballots for electors" on YouTube.

If your Senate nominee ballot has the names of the Senate nominee candidates for election, mark your ballot with an "X" next to the candidate(s) of your choice. If your ballot is a write-in ballot, write the full name of the Senate nominee candidate(s) of your choice in the space(s) provided. You may vote for any number of candidates up to the maximum number found on your ballot.

If your referendum ballot has the question(s) listed on the ballot, mark your ballot with an "X" next to your vote of "Yes" or "No" for each question. If your ballot is a write-in ballot, write "Yes" or "No" for each question in the space provided. You are not required to vote on every question.

Place the completed ballots inside the envelope marked "Special Ballot Envelope" and seal the envelope.

Place the "Special Ballot Envelope" inside the "Special Ballot Certificate Envelope". Fill in the information in Part 1 of the "Special Ballot Certificate Envelope" form and sign the form. Seal the "Special Ballot Certificate Envelope".

Place the "Special Ballot Certificate Envelope" and a copy of your identification inside the envelope with the address of the Returning Officer and seal the envelope. Mail this outer envelope complete with all the contents so that it arrives at the office of the Returning Officer prior to 12 noon on Monday, October 18, 2021.

### What if I have questions?

Please call our Senate nominee and referendum voter information line toll-free at 310-0000, then 780-422-1209 or contact by email at [ma.returningofficer@gov.ab.ca](mailto:ma.returningofficer@gov.ab.ca).



## Notice of Election and Requirements for Voter Identification

*Local Authorities Election Act*

*(Sections 12, 35, 46, 53)*

*Alberta Senate Election Act*

*(Sections 5, 37)*

*Referendum Act*

*(Section 7)*

*Ministerial Order Nos. MDS:065/21, MSD:066/21, MSD:085/21,*

*MSD:087/21, MSD:094/21, and MSD:096/21*

LOCAL JURISDICTIONS: As per Ministerial Order Nos. MSD:066/21 and MSD:085/21, PROVINCE OF ALBERTA

Notice is hereby given:

- A. That an election will be held for the election of a Senate nominee for the purposes of the *Alberta Senate Election Act*;
- B. That a vote of the electors will be held on the following referendum questions under the *Referendum Act*:
  - 1. Should section 36(2) of the Constitution Act, 1982 – Parliament and the government of Canada’s commitment to the principle of making equalization payments – be removed from the constitution?
  - 2. Do you want Alberta to adopt year-round Daylight Saving Time, which is summer hours, eliminating the need to change our clocks twice a year?

Voting will take place on the 18th day of October, 2021, by special ballot only. Special ballot applications shall be received by the Returning Officer until 4 p.m. on October 8, 2021. Special ballot applications may be made by telephone at (780) 422-1209, by email to [MA.ReturningOfficer@gov.ab.ca](mailto:MA.ReturningOfficer@gov.ab.ca), or by sending a special ballot application to: Municipal Affairs, C/O Returning Officer, 17th Floor Commerce Place, 10155 102 Street, Edmonton, Alberta, T5J 4L4. Your application for a special ballot must include your first and last name, the address of your residence, the mailing address where the special ballot is to be sent (if different than your residential address), your telephone number, and your email address, if you are not available by telephone.

In order to vote, you must produce identification for inspection. The identification must be one or more of identification issued by a Canadian government, whether federal, provincial, or local, or an agency of that government, that contains a photograph of the elector and their name and current address, federal “Indian status” or local “band card”, bank or credit card statement or personal cheques, government cheque or cheque stub, income or property tax assessment notice, insurance policy or coverage card, letter from a public curator, public guardian, or public trustee, pension plan statement of benefits contributions or participation, residential lease or mortgage statement, statement of government benefits, utility bill, vehicle ownership registration or insurance certificate, or a letter or form confirming that the person lives at the stated address from an authorized representative of a commercial property management company, correctional institution, First Nations band or reserve, post-secondary institution, a facility that provides services to the homeless, or a supportive living or treatment facility as required by section 53 of the *Local Authorities Election Act*.

DATED at the City of Edmonton, in the Province of Alberta, this 13<sup>th</sup> day of September, 2021.



Returning Officer



# **COMMITTEE REPORTS**

# Summer Village of Ghost Lake - Dock Committee

## Meeting Minutes - July 3, 2021

Meeting was held via Zoom. A recording is available on request. Approx. time indexes appear for some items below.

Attendees: Jeff Allan, Olav Cramer, Colin Donoghue, Bruce Lindsay, Barry Smith, Doug Stewart, Gary Stewart, John Walsh. Bruce had to drop out early for technical reasons.

These minutes are submitted by Jeff Allan.

The meeting began approximately 10:15.

**Motion:** to accept the Agenda as distributed earlier.

**Passed**

**Motion:** Jeff moved to approve the minutes of the last meeting (June 1, 2019) with the changes circulated earlier.

Seconded by: John

**Passed**

### Old Business

Items arising from the June 1, 2019 minutes

#### 1. Dock Space Allocation Policy changes

Jeff reviewed the proposed changes he made to the Policy arising from the last meeting.

**Motion:** Barry moved to accept changes to the policy that were presented.

Seconded by: Olav

**Passed**

Note that later in the meeting a **Decision** was made to hold off on making the changes that introduce the Loan Pool until this issue can be properly addressed at a future meeting.

**2. Dock space realignment** – John reported that this has not been done. It would require the removal of a tree, which may require approval from the NELS Cmte a/o Council. **John said the potential space is between 716 Millers & 706 Wolf = E11.**

**Tabled:** To the next meeting

**Action:** John to investigate in the fall.

**3. Marina expansion** [6:30] – we are waiting on the annexation by the Village of the shore front land before proceeding. Once the land is annexed the approval process will be simplified by not having to involve the MD of Big Horn and it will be possible to use grant funding for the project.

**4. Causeway repair** [7:00] – After having helped to install the group docks on the causeway the previous day, Barry reminded the committee that the causeway to the breakwater continues to deteriorate and require repair. John said that this work had been planned but the volunteer who was to do the work backed out. He assured the committee that this work will be done after the waterfront is annexed, thereby making funding easier.

## New business

### Dock Space Allocation Policy review and updates

**5. Review of Article 21** [9:00] re dock space allocations (DSAs) being passed to the new property owner. Jeff raised concerns about this Article being contrary to several other Articles in the policy:

- 11 no ownership or rights
- 12 no future guarantee
- 13 DSA not to be on property title
- 14 realtors not to represent DSA as part of property
- 15d DSA must meet property owner's mooring needs

Jeff was also concerned about the fairness to those on the waiting list when a DSA goes to a new property owner. After a good discussion, Gary made the suggestion of changing the wording from "The DSA **will** be passed to the future property owner" to "The DSA **may** be passed ...". There was general agreement as this would allow the Dock Cmte / Council to address each case individually.

**Action:** Jeff to make this change for the next revision of the Policy.

### 6. Legal review of DSA Policy

Barry and Olav expressed concern about the legal defensibility of certain parts of the Policy, e.g. re-allocation of dock spaces. It was suggested that we have a lawyer with appropriate background do a review of the Policy. General agreement.

**Action:** John to find out whether the Village has funds to hire a lawyer for this purpose.

### 7. Realtors representing that docks or DSAs go with a property [22:00, 37:00]

There was discussion around Article 14 not being enforced.

**Action:** Everyone to inform the Administrator whenever a real estate listing describes a dock or DSA as being part of a property for sale.

**Action:** Jeff to draft a notice that the Administrator could use to inform realtors in such cases.

### 8. Waiting list position on sale of property (30:20)

John raised the issue of whether Waiting List positions should go to new property owners.

**Decision:** No. New owners would have to request to be added to the end of the Waiting List.

**Action:** Jeff to make this change for the next version of the Policy.

### Other new business

### 9. Access to waiting list [39:50]

Barry asked if the Waiting List is on the website. John says not with names due to privacy issues, but this is possible with lot numbers as the identifiers.

Jeff asked if members of the Dock Committee could obtain a copy of the Waiting List.

**Action:** John to ask the Administrator for this.

### 10. Dock space allocation list [40:20, 45:00]

Jeff asked if there was an updated DSA list. John pointed out that DSAs can be looked up on the Village's GIS system. [Go to ghostlake.ca, on the Administration menu select Mapping, on the map check the Community layer to see the DSAs, click on a DSA to see its details.] Nonetheless, Barry and others requested a list like the Excel spreadsheet we used to have.

**Action:** John to ask Administrator to produce such a list.

**11a. Review of unused dock space allocations [45:50]**

John reviewed the list of DSAs where no dock has been installed for 2 or more years.

DSA	Lot	Owner	Notes
1A	421	Csilics	Gave 1 yr exemption for family stressors. No dock last year. Has dock on shore.
2A	624	Zimmer	Bushes growing through dock. If situation not corrected potentially in the future we might need to consult NELS, currently this is not necessary. Has dock on shore.
5A	403	Janis	Jeff has spoken with the new owner. He has no boat now so doesn't need the DSA. Will apply to the waiting list. No dock.
11E	405	Frank Ducek	Never had a boat in. Used to have small dock in E0. 405 was reassigned to E11 but has never used and has no dock on shore. Property is conditionally sold. Barry asked whether the realtor listing represented that a DSA went with the property? John checked on Realtor.ca and it is not part of the listing. John suggested that the new owner needs to re-apply to the waiting list. General agreement. John noted that this property also appears on the waiting list.
14E	707	Beaton	Connie is willing to release her DSA. Has dock on shore and has asked that the new lot assigned either use it or dispose of it.

**Motion:** Gary moved to re-allocate the 5 DSAs discussed

Seconded: Olav

**Passed**

**Action:** John to recommend to the Administrator to re-allocate these 5 DSAs according to the Dock Space Allocation Policy.

**Action:** John to ask Administrator to advise current owner of 405 that new owner needs to apply to the waiting list.

**Issue:** Although the DSA Policy says that boats and docks of a forfeited DSA must be removed by the owner within 14 days (Article 25) it does not speak to what happens to existing dock moorings, steps and other infrastructure. Also, we expect that some property owners may not be cooperative about removing or properly disposing of items.

11b. John also identified the following DSAs as no longer being a concern:

DSA	Lot	Owner	Notes
4G	204	Lee	Has now put a dock in
1C	412	Macdonald-Smith	Aide has now put in a dock. She missed last year due to family stressors.
11G	211	Smith	Unclear that this space is usable. [John later confirmed with the owner that they do use the DSA when the water is high enough.]
0E	713	Buzogany	Available, but very tight. [GIS says it is alloc'd to 713]

11c. Barry informed the committee about the following situations involving the group docks [49:30]:

DSA	Lot	Owner	Notes
		Dave Campbell	Dave Campbell is giving up group dock space that Gord Anderson had.
5B	411	Tim Bliet	Since purchasing Ed Kabota's property (411?), Tim has been using Jim Kabota's group dock DSA thinking it was his (ie. Ed Kabota's

2B 424 Hansen

old one). As this was an honest mistake and since Tim has contributed to maintenance of the group dock, Barry suggested that he could take Dave Campbell's DSA. John pointed out that there is nothing we can do about unused group dock allocations because the Policy is about docks, not boats. Colin suggested it could be loaned out. Barry agrees. [See **Lending Docks**, below.]  
**Action:** Barry to confirm details and try to work out this situation. Has not put a boat in for years. [Jeff believes that the owner does not consider himself to have a DSA. So this might be another available DSA.]

## **12. Lending Docks [50:20]**

John pointed out that the current loan policy has not worked out well. There is an intrinsic conflict between borrowing a dock vs. remaining on waiting list. John suggested that perhaps we should do away with loans – either you have a space or you don't. There is also concern that Village-managed loans might create a liability for the Village.

Barry noted that if loans are done privately, then one could lend a dock space to someone not even on the waiting list, a situation that John believes exists now.

**Motion:** John moved to table the loan issue for a future meeting.

Seconded by Olav

**Passed**

**Decision:** Since this issue is tabled Jeff will not make changes to the DSA Policy regarding the Loan Pool.

## **13. Boat storage area [1:08]**

Jeff suggested that the boat storage area could use another clean-up

Barry asked whether the boat storage area comes under this committee.

**Action:** John to request the Administrator to communicate to villagers, perhaps in the newsletter, that the boat storage area is not meant for long-term storage.

**14. Group email address [1:10]** - Jeff suggested having a single email address that would forward to everyone on the committee. General agreement.

**Action:** Jeff to create [dockcmte@gmail.com](mailto:dockcmte@gmail.com). Each member will receive a confirmation email to which they need to reply.

**15. Committee affirmation** – John reminded all committee members to affirm their willingness to serve on the Dock Committee with an email to the Administrator.

**Next meeting** will be somewhere between late September and mid-October, possibly on Zoom again.

**Motion:** John moved to adjourn

Seconded by: Olav & Barry

**Meeting adjourned** at approximately 11:40

# **NEW BUSINESS**



**From:** COOPER, Donald <donald.cooper@canadapost.postescanada.ca>  
**Sent:** Friday, August 20, 2021 12:36 PM  
**To:** admin@ghostlake.ca  
**Subject:** Postal Code

Good afternoon Sherri,

MP Richards office reached out to me about Ghost Lake wanting a postal code. Below are some questions that will help our Delivery Services team evaluate your request.

1. Is the site a Summer Village or a permanently occupied municipality? (Sometimes the name doesn't say it all)
2. How many individual points of call (individual addressed properties) are potentially in play / impacted?
3. Has Civic Addressing been put in place? Are matching street signs installed throughout the community, and have the actual civic addresses been shared with each resident so that they can prominently display that information (on their respective residence)?
4. What options are potentially available for community mail box site locations?
5. Is that specific municipality willing to assist with any necessary infrastructure construction and the creation of addresses?
6. Are there defined "boundaries" related to the request, and if so, what are they? (town or municipally defined boundaries). I.e., what specifically is in scope? address?
7. Where are the current community residents receiving mail today? And why is that current arrangement no longer acceptable?
8. Are residents and business owners aware they are responsible for all the individual costs associated with a change of address?
9. Do Residents and elected officials support this initiative?

Thank you so much for taking the time to reply to these questions and please feel free to add anything else you feel pertinent.

Please feel free to reach out to me if you have questions or concerns.

Kind regards,

*Don Cooper*

Donald Cooper  
Manager, Government and Community Affairs (Alberta)  
Canada Post Corporation  
1100 – 49<sup>th</sup> Avenue NE, Suite 820  
Calgary, Alberta T2E 9A9  
Tel: 403 703-3465  
Email: [donald.cooper@canadapost.ca](mailto:donald.cooper@canadapost.ca)



## For The Summer Village of Ghost Lake

1. Is the site a Summer Village or a permanently occupied municipality? (Sometimes the name doesn't say it all)  
Yes – we do have permanent residents. Our census number is 89 I believe however we have a number of rentals and I suspect the actual number is closer to 100
2. How many individual points of call (individual addressed properties) are potentially in play / impacted?  
There are 102 different addresses in the Summer Village of Ghost lake
3. Has Civic Addressing been put in place? Are matching street signs installed throughout the community, and have the actual civic addresses been shared with each resident so that they can prominently display that information (on their respective residence)?  
Yes we have civic addressing and a Bylaw in place to administer it. All properties are appropriately signed.
4. What options are potentially available for community mail box site locations?  
There is a community Center centrally located on the main road into the Village with a paved driveway and walkway, alternately if a roadside location is preferred in a road right of way there are numerous locations available.
5. Is that specific municipality willing to assist with any necessary infrastructure construction and the creation of addresses?  
Yes
6. Are there defined “boundaries” related to the request, and if so, what are they? (town or municipally defined boundaries). I.e., what specifically is in scope? address?  
Yes, it would be the Summer Village of Ghost Lake boundary
7. Where are the current community residents receiving mail today? And why is that current arrangement no longer acceptable?  
Mail is being received in Cochrane, 23km away, through the use of PO Boxes. This has always been a struggle for residents especially as there is no postal codes associated with the Village.
  - Packages cannot be delivered
  - insurance companies often have a difficult time identifying property in their systems making getting insurance difficult and rates often incorrect
  - When filling out government forms, I have run into issues with there not being a postal code, often federal grant programs cannot identify location properly without a postal code
  - the provincial health authority, Alberta Health Services, recently sent me this concern as well, when I told them we do not have a postal code in the Village

Alberta Health evaluates the health risk to different communities in AB, and that includes Summer Villages. Many Summer Villages have their own postal code, but some do not. It is very difficult for Alberta Health to evaluate risk if there is no postal code for a community because that is the basic level of data analysis for them and also for AHS.

- COVID has made us acutely aware of the issue with this.
  - Residents were unable to order delivery of items to them directly. Many of our residents are elderly and having to go into town to get mail or pick up items, that could have been ordered online and delivered, put them at extra risk

8. Are residents and business owners aware they are responsible for all the individual costs associated with a change of address?

Yes

9. Do Residents and elected officials support this initiative?

Yes, this has been a priority for many years

## Possible Survey Questions/Topics

1. Disc Golf Course, who wants it, likes it, is indifferent, doesn't want it
2. Short term rentals
3. Golf Course
4. Community Building
  - purpose and use
  - renovations
5. Playground

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# Public Input - MDP Survey Results

**Summer Village of Ghost Lake - August/September, 2018**

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Birch Consulting



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## Introduction

In August and early September 2018, Summer Village of Ghost Lake residents and landowners were asked to complete an online survey to assist in preparation of the Summer Village's new Municipal Development Plan (MDP). The survey was prepared by Birch Consulting following discussion with the MDP Steering Committee about the types of land use planning issues that were relevant to the community. Some of the survey questions were selected with the intention of updating previously assessed community positions, such as the desire for more growth and development. Other questions were asked in order to discover the position and interests of community members on newly evolving issues, such as short term vacation rentals. Still others were more open ended, intended to determine community sentiment regarding such things as water and sewer provision.

The survey was vetted by the Steering Committee prior to being posted on line. It was also offered in paper format for those who might not have been comfortable or able to use the online survey tool.

The input received from the survey is summarized below. The survey questions and complete results are attached as Appendix "A".

### Question 1: Are you a full-time or part-time resident of the Summer Village of Ghost Lake?

There were 115 responses as follows:

- Full-time Residents - 43.48%
- Part-time Residents - 56.52%

### Question 2: Do you rent or own the property you use in the Summer Village of Ghost Lake?

Again there were 115 responses. The results were:

- Rent - 1.74%
- Own - 98.26%

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### Question 3: What two (2) characteristics of the Summer Village of Ghost Lake do you like the most and want to preserve into the future?

There were 97 responses received for the first characteristic and 95 responses for the second characteristic. The top ten most frequently mentioned #1 and #2 characteristics are listed below. The characteristics are listed in order of frequency of mention by survey respondents, with the number of mentions listed in brackets after each characteristic. In this regard note that the words used below to characterize the comments have been developed by the consultant for grouping purposes based on the wording used by the survey respondents. The actual responses received, in full and in the respondents' own words, are contained in Appendix "A".

#### Characteristic #1:

- Access to the Ghost Reservoir, the docks, and water recreation (13)
- The Summer Village's natural areas, springs, open grasslands, and environmental health (11)
- The small-town community atmosphere (10)
- Its small size and low population density (9)
- The peace and quiet (7)
- Volunteerism, sense of community and community spirit (5)
- It is family-oriented (5)
- No visible business activity or commercial development (5)
- The friendly people and relationships that are formed (4)
- The year-round recreational opportunities - lake, beach, tennis courts, golf, forest paths, winter activities on lake, etc. (4)

#### Characteristic #2:

- The small-town community atmosphere (11)
- No visible business activity or commercial development (11)
- The peace and quiet (10)
- Access to the Ghost Reservoir, the docks, and water recreation (8)
- Volunteerism, sense of community and community spirit (7)
- Its small size and low population density (7)
- The year-round recreational opportunities - lake, beach, tennis courts, golf, forest paths, winter activities on lake, etc. (7)
- The Summer Village's natural areas, springs, open grasslands, and environmental health (6)
- The friendly people and relationships that are formed (5)
- The lack of streetlights (5)

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## Question 4: If you could change two (2) things in the Summer Village of Ghost Lake, what would they be and how would you change them?

This question elicited 86 responses and 70 responses respectively in terms of the first and second things people would change. In contrast to the responses for Question 3 above, with this question there was a more diverse array of responses and less consolidation around common themes. For that reason only common responses having four or more references are listed below. Again, the description of each characteristic has been developed by the consultant for grouping purposes based on wording used by the survey respondents. Similarly, the number of mentions is again listed in brackets after each characteristic. The actual responses received, in full and in the respondents' own words, are contained in Appendix "A".

### Things To Change #1:

- Increase bylaw enforcement (stated in broad terms or with specific reference to vehicles parked on roads, abuse of garbage disposal areas, and unsightly premises) especially in the summer, because education and signs are not working (10)
- Limit the amount of Ghost Reservoir draw-down in the spring (7)
- Less municipal and senior government red tape and bylaws (7)
- No changes; we like the Summer Village as it is (6)
- Enforce bylaws regarding recreational trailers and derelict vehicles (5 - this is additional to the more general bylaw enforcement suggestion above)
- Improve the situation at the waste transfer site, with suggestions for more bins, levelling of the ground, more composting options (4)

### Things To Change #2:

- Limit the amount of Ghost Reservoir draw-down in the spring (9)
- Increase bylaw enforcement (stated in broad terms or with specific reference to vehicles parked on roads, abuse of garbage disposal areas, and unsightly premises) especially in the summer, because education and signs are not working (4)
- Enforce bylaws regarding recreational trailers and derelict vehicles (4 - this is additional to the more general bylaw enforcement suggestion above)

### Additional Things To Change:

In order to take advantage of the wide range of responses to this question, it was decided that where a change item had an individual frequency of mention of less than four in either list #1 or list #2 but a combined frequency of mention of four or greater when the two lists were combined, these should also be provided in this survey summary. These additional suggestions for change are:

- Encourage more volunteers, especially younger volunteers (5)
- Limit the size of residences and building height/no second stories (4)



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- Add more dock space (4)
  - Have our own mail delivery and postal code (4)

**Question 5: In 2012, the community finalized the Summer Village of Ghost Lake Sustainability Plan (available for viewing at [www.ghostlake.ca](http://www.ghostlake.ca)). Do you believe the Sustainability Plan is still relevant and should be used to help formulate the MDP?**

There were 75 responses as follows:

- Yes, the Sustainability Plan is still relevant and should be used - 89.33%
- No, the Sustainability Plan is no longer relevant and should not be used - 10.67%

There was very strong opinion advocating the continued relevance and use of the 2012 Sustainability Plan. Those supporting this position typically pointed out the extensive effort and inclusiveness of that planning process. They expressed the view that the Sustainability Plan is still reflective of the community's preferred direction. Indeed, several respondents asked for more action to accomplish the Plan's numerous objectives.

The most common reason given for suggesting the Sustainability Plan may no longer be relevant was the concern that the document is simply getting older. No one suggested it was an incorrect reflection of the community or that community opinion had actually changed.

The comments received in response to this question are provided in full in Appendix 'A'.

**Question 6: A new issue facing many municipalities is short term vacation rentals (e.g., Airbnb and VRBO). While the long-term rental of the house is legal and falls under provincial legislation, the short-term (generally thought of as less than 30 days, and often lasting only a few days to a week) rental of a property is a municipal land use issue. Are you in favour of people in the Summer Village of Ghost Lake renting out their house for short-term vacation rental purposes?**

There were 83 responses as follows:

- Yes, in favour of short term vacation rentals- 36.14%
- No, not in favour of short term vacation rentals - 63.66%

The most frequent comment made by those in support of allowing short term vacation rental was that people owning properties should be able to rent them out provided they take

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responsibility for their renter's actions and their use of Summer Village property. Associated with this opinion were a few people who simply felt that people should be able to use their properties as they wish. Some other comments made by those in support were:

- It should be given a try. If it does not work out, the rules can be changed to prohibit short term rentals.
- Short term vacation rentals are okay provided the property owners have appropriate insurance and offset any extra costs incurred by other Summer Village owners, such as for extra garbage pick-up.
- They should be licensed by the Summer Village if allowed and pay higher property taxes (with the suggestion that the regulations being developed in Canmore serve as an example).
- Allowing short term vacation rentals would help people pay for their properties.
- Property owners screen their potential vacation renters and they carry insurance.
- If allowed, Summer Village administration should put together an information package for the short term vacation renters so that there are clear expectations as to Summer Village rules and expectations.

The majority of persons responding to the question were opposed the idea of allowing short term vacation rentals. Some noted that it was contrary to the Land Use Bylaw and inconsistent with the Sustainability Plan, notably in keeping Ghost Lake a single family residential community. Their primary concern was that there would be a loss of community cohesion and the sense of knowing your neighbours, with increased safety issues. They also thought that allowing short term vacation rentals would increase:

- local traffic;
- risk of fire;
- use of community facilities;
- noise;
- parking problems;
- visibility of the community to the public;
- theft and the need to secure one's property;
- risk of property damage; and
- liability exposure of the municipality.

Some of those opposed to allowing short term vacation rentals made clear that they were not opposed to people lending their homes to friends and relatives.

Those interested in seeing all of the comments received in response to this question are directed to Appendix 'A'.

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**Question 7: Another common form of short term vacation rental is a Bed and Breakfast, where the owner stays in the home and rents out a few rooms to visitors, typically providing breakfast each morning. Are you in favour of allowing Bed and Breakfast accommodation in the Summer Village of Ghost Lake?**

There were 82 responses received on this question, with an almost even split of opinion:

- Those in support of allowing Bed and Breakfast development: 48.78%
- Those opposed to allowing Bed and Breakfast development: 51.22%

The main reason given by those in support of allowing Bed and Breakfasts is that having the homeowner present reduces the risk of problems (this was contrasted against the short term vacation rental alternative). Some other comments were:

- These vacationers do not stay in Ghost Lake but head off to regional attractions, such as the national parks.
- People should be able to use their properties as they wish.
- It would help people pay for their properties.
- This is preferable to Airbnb or VRBO rentals, but the homeowners still need to take responsibility for their guests, get a business licence, and have appropriate insurance.

There were two predominant reasons given by those opposed to allowing Bed and Breakfast developments. First was that it was against the longstanding rules aimed at keeping Ghost Lake a single family residential community, without commercialization. Second was that having non-owners/non-residents in the Summer Village would take away from the sense of community that currently exists and likely lead to more bylaw transgressions. Some other comments by those against Bed and Breakfasts were:

- There will be increased demand on municipal services and infrastructure, such as garbage removal and recreation facilities.
- There will be increased local traffic.
- Allowing Bed and Breakfasts will ultimately lead to allowing other short term vacation rentals (e.g., Airbnb and VRBO).

Again, those interested in seeing all of the comments received in response to this question are directed to Appendix 'A'.

**Question 8: Operating a Bed and Breakfast is usually considered a Home Occupation. The term “Home Occupation” covers a lot of possibilities, from a carpentry business operating out of a garage to an internet-based business operating out of an office in a house. Do you have any**

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## comments or suggestions about the regulation of Home Occupations in the Summer Village of Ghost Lake?

There were 68 responses to this question. Where there were at least three responses of a similar nature they are listed below in order of frequency of mention by survey respondents. The number of mentions is listed in brackets after each comment. Note that the description for each grouping has been developed by the consultant but is based on wording used by the survey respondents. The actual responses received, in full and in the respondents' own words, are contained in Appendix "A".

- Provided there is no adverse impact on neighbours and other Summer Villagers (parking, noise, unsightly yards, etc.), we have no issues with home occupations. (14)
- Home occupations are okay as long as they do not bring customers into the Summer Village and there are no non-resident employees. (12)
- These are adequately addressed by regulations in the current Land Use Bylaw - follow them. (9)
- There should be no home occupations in Ghost Lake. (8)
- Home occupations are acceptable only if there is absolutely no impaction on neighbours - no outside clients, no visible storage, no increased noise, etc. (7)
- Home occupations are okay within reason, provided there is a proper approval process and no nuisance. (5)
- We have no serious issues; we are fine with home based businesses. (3)
- Enforce the current bylaws. (3)
- People should be allowed to do what they want on their properties; this should not be regulated. (3)

## Question 9: Secondary suites (characterized as a second dwelling on a property with its own living area, kitchen, bathroom and entrance, usually within the principal residence but sometimes in an accessory building such as a garage) are not currently allowed in the Summer Village. Are you in favour or against allowing secondary suites in the Summer Village of Ghost Lake?

There were 81 responses as follows:

- In favour of allowing secondary suites - 37.04%
- Opposed to allowing secondary suites - 62.96%

As with the previous question, where there were at least three responses of a similar nature they are listed below, in order of frequency of mention by survey respondents. The number of mentions is listed in brackets after each comment. Again, the description for each grouping has been developed by the consultant based on wording used by the survey respondents. The

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actual responses received, in full and in the respondents' own words, are contained in Appendix "A".

- Secondary suites are okay if the property owner occupies the primary residence and the suite is not rented out but used by aging parents, other relatives or caregivers (6)
- No - enforce the existing bylaws. (5)
- No - single family dwellings only (4)
- No - does not fit the concept of a summer village; does not fit Sustainability Plan direction (4)
- Secondary suites are okay if they receive approval; are properly regulated. (3)
- No - will cause more traffic, parking and vehicle storage issues (3)
- No - stresses wells and septic systems (3)

### **Question 10: Each property in the Summer Village of Ghost Lake currently has its own private water system and sewage treatment system. Are you aware of any need to move away from these private systems?**

There were 79 responses to this question. The results were:

- Yes - 11.39%
- No - 88.61%

Again, the responses have been grouped into common categories by the consultant based on the wording used by the survey respondents. Where there were at least three responses of a similar nature, they are listed below. The number of mentions is listed in brackets after each comment to give a sense of frequency and relative importance. The actual responses received, in full and in the respondents' own words, are contained in Appendix "A".

- We do not need to move away from the current systems now but municipal systems, especially for water, may be necessary in the future. Reasons for such a change would be: water level fluctuations in the Ghost Reservoir becoming more dramatic and negatively impacting groundwater levels or supply; effect of decisions by other governments in the region or in the South Saskatchewan River Basin; larger homes, more homes or more permanent residents in Ghost Lake; changes in senior government regulations or requirements. (9)
- Municipal water and sewer services would be very expensive and cannot be justified at this time. (7)
- Having private water and sewage systems puts the onus on property owners to be more responsible when managing resources; each property owner should look after their own water and sewage needs rather than relying on the municipality. (3)
- Because of declining well water levels, we need / may need a municipal water system. (3)
- When houses are renovated or replaced, the existing systems should be upgraded, and holding tanks should be installed rather than septic fields. (3)

- 
- Holding tanks should be required for properties near the lake to prevent possible pollution. (3)
  - No problems with the current systems that I know of. (3)
  - In a perfect world, community-wide water and sewage would be preferred; 'nice to have' not 'need to have'. (3)

### **Question 11: Municipal Development Plans must address transportation matters in the municipality (adjacent highways, internal roads, pedestrian or bicycle trails, public transit, etc.). What transportation issues, if any, are of concern to you in the Summer Village of Ghost Lake?**

There were 71 responses to this question. Where there were at least three responses of a similar nature they are listed below in order of frequency of mention by survey respondents. The number of mentions is listed in brackets after each comment. Note that the description for each grouping has been developed by the consultant but is based on wording used by the survey respondents. The actual responses received, in full and in the respondents' own words, are contained in Appendix "A".

- None; no concerns. (20)
- Speeding is an issue; encourage reduced speeds in Ghost Lake. (10)
- Highway 1A is dangerous and should be widened and straightened to accommodate vehicles, semi-trailers, cyclists and pedestrians. (10)
- Improve road maintenance - snow and ice removal - in winter; may have to use a service rather than rely on volunteers. (9)
- Need a turn lane into the Summer Village on Highway 1A. (6)
- Replace rubber speed bumps with properly designed speed bumps; keep speed bumps in winter; replace missing speed bump. (5)
- Use of unlicensed ATVs in Summer Village and by underaged youth is a concern. (4)
- The newly paved roads are an asset; roads are in good shape. (3)

### **Question 12: There is room within the Summer Village of Ghost Lake's current boundaries to accommodate growth. Would you like to see more development in the Summer Village?**

There were 78 responses to this question. The results were:

- Yes, more development - 20.51%
- No more development - 79.49%

The majority of comments received on this question fell into one of two distinct categories based on support or opposition to there being more development. Because these comments tended to be more unique to the individual and less easily grouped by similarities than with

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other questions, they have been provided in a slightly different format. As always, the actual comments received can be viewed in full and in the respondents' own words in Appendix 'A'.

The majority of respondents, those opposed to development, provided the following reasons (21):

- Damage to natural areas
- Changes to the unique way of life of Ghost Lake
- Disruption of the private and quiet nature of the community
- Generates more noise and pollution
- Goes against the Sustainability Plan
- Would reduce the amount of green space
- Makes sale of exiting properties more difficult
- Loss of the Summer Village's existing charm
- Increased stress on infrastructure - roads, recreation facilities, garbage bins, composting site, burn pile, dock space
- Groundwater supply cannot handle it
- Sewage handling capacity is limited
- Will devalue properties
- More development will lead to more demand for services and increase taxes

The smaller group, in support of more development, offered the following (12):

- Need more people to sustain status as a Summer Village
- Need more volunteers
- Will increase the tax base
- Will add more people and create a busier, more active community
- I support more development but only if it is single family residential development

Other comments with at least three mentions:

- I am in support of more development if "development" means (8):
  - more recreation facilities
  - a garden plot (community garden?)
  - a community hall on the lake with entertainment facilities and a deck for barbecues and socials
  - better access to the lake when water levels are low
  - improvements to the waterfront
  - a new and bigger beach for adult activities like volleyball and kayaking
  - a community gym
  - updating the older houses and cabins
- I can support more development only if (4);



- 
- a larger tax base is required
  - it helps prevent takeover by the MD of Bighorn

**Question 13: Is there an issue not covered above that you would like addressed in the Summer Village of Ghost Lake's MDP? (It is a future-focused, long range planning document.) If so, what is the issue and how should it be addressed?**

There were only 42 comments in response to this question. As might be expected given the nature of the question, the range of responses was broad. Consequently, for this question summary only, where there were at least two responses of a similar nature they are listed below. The number of mentions is listed in brackets. Again, the description for each grouping has been developed by the consultant based on wording used by the survey respondents. The actual responses received, in full and in the respondents' own words, are contained in Appendix "A".

- There needs to be more enforcement of Summer Village bylaws regarding the following (9):
  - recreational trailer use ... this is not a campground
  - miscellaneous storage on properties
  - parking on Summer Village property
  - storage of unused vehicles
  - misuse/abuse of the garbage collection area
  - loud music and other noise
- Don't have anything to complain about; pretty awesome community (5)
- We need better fire response options; a fire response agreement with Cochrane; a contingency fund to deal with the effects of fire events (3)
- Keep the Summer Village as is, casual and undeveloped with an emphasis on recreation (2)
- We need better compliance with Summer Village plans and rules; need a more transparent and consistent complaint process; need better notification of the Summer Village's traditional values and respect for them (3)
- The Sustainability Plan is very relevant and should be used; establish a working group to implement it (2)
- Some MDP steering committee members have a pecuniary interest in development; some committee members are currently breaking the rules (2)
- Control burning, indoors and outside, to protect air quality (2)
- Make this a gated community; gate the entrance (2)

**End of Survey Summary**



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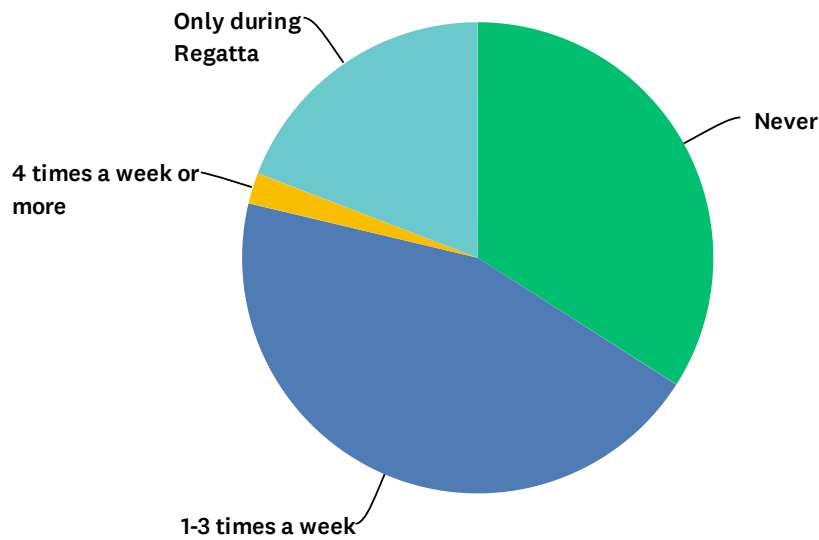
## **Appendix 'A'**

### **Summer Village of Ghost Lake**

### **Detailed MDP Survey Results**

## Q1 How many times a week do you use the Village golf course?

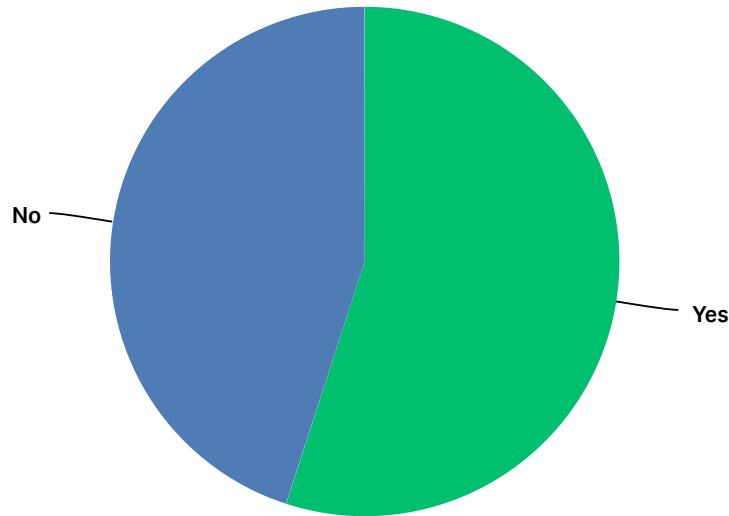
Answered: 47 Skipped: 13



ANSWER CHOICES	RESPONSES	
Never	34.04%	16
1-3 times a week	44.68%	21
4 times a week or more	2.13%	1
Only during Regatta	19.15%	9
TOTAL		47

## Q2 Would you use the golf course more regularly if the tee boxes and greens were updated?

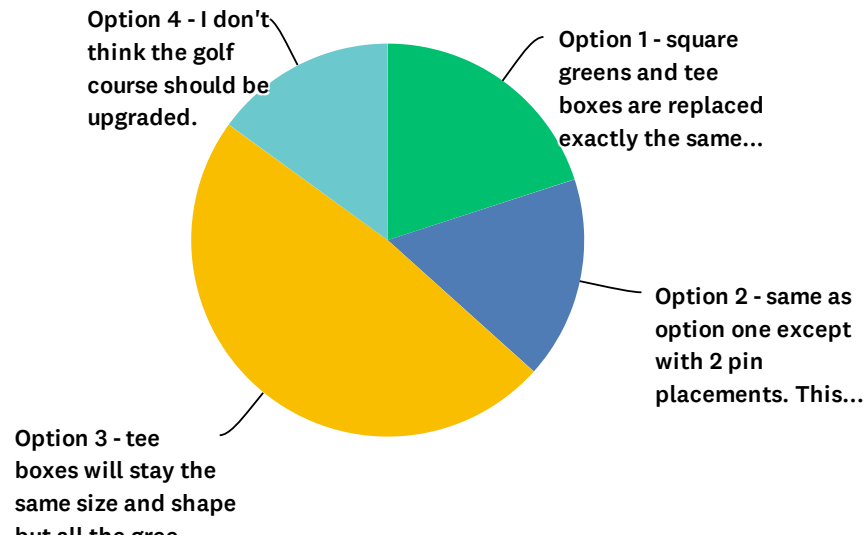
Answered: 60 Skipped: 0



ANSWER CHOICES		RESPONSES	
Yes		55.00%	33
No		45.00%	27
TOTAL			60

### Q3 Which of the options do you like best?

Answered: 60 Skipped: 0



ANSWER CHOICES	RESPONSES	
Option 1 - square greens and tee boxes are replaced exactly the same shape and size as they currently are, with 1 pin placement only. This option will cost \$31,612	20.00%	12
Option 2 - same as option one except with 2 pin placements. This option will cost \$32,512	16.67%	10
Option 3 - tee boxes will stay the same size and shape but all the greens will have unique shapes with 2 pin placements each. This option will cost 43,560	48.33%	29
Option 4 - I don't think the golf course should be upgraded.	15.00%	9
<b>TOTAL</b>		<b>60</b>

**Q4 Would you be interested in Adopting a Hole or donating to create a new feature (sandtrap / divots)? If so please fill out the contact information below and we will be in touch. If not click done to end the survey.**

Answered: 9 Skipped: 51

ANSWER CHOICES	RESPONSES	
Name	100.00%	9
Company	0.00%	0
Address	0.00%	0
Address 2	0.00%	0
City/Town	0.00%	0
State/Province	0.00%	0
ZIP/Postal Code	0.00%	0
Country	0.00%	0
Email Address	100.00%	9
Phone Number	100.00%	9

#	NAME	DATE
1	Barrie Smith	2/12/2021 4:48 PM
2	Eric Smith	2/12/2021 1:04 PM
3	Anne Bawtinheimer	2/12/2021 10:52 AM
4	Bruce Lindsay	2/12/2021 10:09 AM
5	Tim Bliek	2/12/2021 9:17 AM
6	Wayne McNeil	2/12/2021 8:01 AM
7	Darrel Cockx	2/12/2021 7:21 AM
8	Doug Stewart	2/12/2021 5:16 AM
9	Carey F	2/12/2021 12:54 AM

#	COMPANY	DATE
	There are no responses.	

#	ADDRESS	DATE
	There are no responses.	

#	ADDRESS 2	DATE
	There are no responses.	

#	CITY/TOWN	DATE
	There are no responses.	

#	STATE/PROVINCE	DATE
	There are no responses.	
#	ZIP/POSTAL CODE	DATE
	There are no responses.	
#	COUNTRY	DATE
	There are no responses.	
#	EMAIL ADDRESS	DATE
1	bcsmith@telusplanet.net	2/12/2021 4:48 PM
2	ericedwardsmith@gmail.com	2/12/2021 1:04 PM
3	annebawtinhimer@gmail.com	2/12/2021 10:52 AM
4	dblindsay@cbe.ab.ca	2/12/2021 10:09 AM
5	tim@tobelocreek.com	2/12/2021 9:17 AM
6	wmcneil@shaw.ca	2/12/2021 8:01 AM
7	dcockx@sawatskygroup.com	2/12/2021 7:21 AM
8	dgsexpl@gmail.com	2/12/2021 5:16 AM
9	careyfougere@gmail.com	2/12/2021 12:54 AM
#	PHONE NUMBER	DATE
1	403 881-2166	2/12/2021 4:48 PM
2	4038615226	2/12/2021 1:04 PM
3	4032892344	2/12/2021 10:52 AM
4	4036174047	2/12/2021 10:09 AM
5	4034654772	2/12/2021 9:17 AM
6	403-819-6716	2/12/2021 8:01 AM
7	4038813693	2/12/2021 7:21 AM
8	4038636315	2/12/2021 5:16 AM
9	403-819-4080	2/12/2021 12:54 AM

**Subject:**

Fwd: 2022 Community hall rental request

**Date:** August 10, 2021 at 3:13:06 PM MDT

**To:**

>

**Subject:** 2022 Community hall rental request

Hi John,

My daughter [REDACTED] and her partner [REDACTED] are "eloping" this fall but want to have a reaffirmation of vows and party at the Village next July. As the fire hall is being converted into a permanent community space, we want to inquire about the possibility of renting it, for the dinner and dance. Our other question is to ask if the open, grassy area, down at the point, can be used for a couple of hours for the ceremony. We would set up chairs and a tent (if the weather was problematic) for an afternoon service.

Regarding the community hall:

- We envision using it plus setting up a tent outside the hall.
- We expect about 100 people.
- We will bring in a food truck to cater the event and rent sufficient porta-potties for guests to use.
- We do want a band, but would be respectful of noise bylaws.

We would appreciate if you could bring this request forward to council to discuss. We may be the first ones to ask about renting the hall, and would be happy to be a "test case".

I'd appreciate hearing your thoughts.

Best,