

# SUMMER VILLAGE OF BIRCH COVE AGENDA

Thursday, April 27<sup>th</sup>, 2023 – 3:00 p.m.  
Wildwillow Administration Office  
2317 Township Road 545 Lac Ste. Anne County

1.	<b><u>Call to Order</u></b>		
2.	<b><u>Agenda</u></b>	a)	Thursday, April 27 <sup>th</sup> , 2023 Regular Council Meeting <i>(that Council approve as is or as amended)</i>
3.	<b><u>Minutes:</u></b> Pages 1-4	a)	Thursday, March 16 <sup>th</sup> , 2023 Regular Council Meeting <i>(approve as presented or with amendments)</i>
4.	<b><u>Public Hearings:</u></b>	a)	
5.	<b><u>Delegations/ Appointments:</u></b> Pages 5 - 27	a)	3:03 p.m. – Zahid Maqsood via zoom, Seniuk and Company, 2022 Draft Audited Financial Statements  <i>(that the 2022 Draft Audited Financial Statements be approved as presented and reviewed by Zahid Maqsood of Seniuk and Company, Chartered Professional Accountants)</i>
6.	<b><u>Business Arising:</u></b>		Administration is requesting Council direction on regular meeting dates moving forward. It was determined at the organization meeting held in August, 2022 that meetings would be held the 2 <sup>nd</sup> Saturday of every 2 <sup>nd</sup> month at 10:00 a.m. at the cook shelter in Birch Cove. Then at the January 2023 meeting, a motion was passed to meet on Thursday at 3:00 p.m. at the administration office. Discussion and direction on meeting date/times going forward.  <i>(that the regular Council meetings of the Summer Village of Birch Cove be scheduled the _____ day of every 2<sup>nd</sup> month, at _____ at the Wildwillow Administration office located at 2317 Twp Rd 545, Onoway, Alberta.</i>
7.	<b><u>Bylaws &amp; Policies</u></b>		N/A
8.	<b><u>New Business:</u></b> Page 28	a)	Regional Municipalities Meeting – please refer to the attached “save the date” notice that Lac Ste. Anne County will be hosting this next regional meeting on Tuesday, June 20 <sup>th</sup> , 2023 at the Alberta Beach Senior Hall. The County is requesting agenda items be forwarded prior to June 13 <sup>th</sup> , 2023.  <i>(that Council and Administration be authorized to attend the Regional Municipalities Meeting scheduled for Tuesday, June 20<sup>th</sup>, 2023 at the Alberta Beach Seniors)</i>

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Wildwillow Administration Office  
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	Pages 29 - 34	b)	<p>Proposed Subdivision – please find attached the April 18<sup>th</sup>, 2023 notification from Barrhead County on the proposed subdivision located on Ptn. NE-13-58-3-W5M. The notification is forwarded as part of the referral process. This referral has also been forwarded to the Development Officer for review.</p> <p><i>(that Council accept the proposed subdivision notification as information with no noted issues)</i></p> <p>Or</p> <p><i>(some other direction as given by Council at meeting time)</i></p>
	Pages 35 - 42	c)	<p>Safety Codes Council – March 23<sup>rd</sup>, 2023 letter on the 2022 Annual Internal Review, which found no notable issues with respect to our accreditation.</p> <p><i>(that the 2022 Annual Internal Review of the Summer Village of Birch Cove's accreditation status as completed by the Safety Codes Council be accepted for information)</i></p>
	<p>Forwarded under separate cover</p> <p>Bylaw # Taxation Bylaw Forwarded under separate cover</p>	g)	<p>2023 Draft Operating and Capital Budget – further to previous meetings and direction of Council, attached is the 2023 Operating and Capital Budget as accepted by Council at the last meeting. This budget has a 6.58% increase in municipal dollars collected.</p> <p><i>(that the 2023 Operating and Capital Budget be approved as presented)</i></p> <p>As a follow-up to the approved budget, attached is the required 2023 Tax Rate Bylaw which sets the various rates of taxation for the 2023 year, to be approved by Council.</p> <p><i>(that Bylaw _____, being a Bylaw to set the various rates of taxation for the 2023 taxation year, be given 1<sup>st</sup> reading (as presented or amended))</i></p> <p><i>(give 2<sup>nd</sup> reading to Bylaw _____ (as is or as amended))</i></p> <p><i>(give unanimous consent to consider 3<sup>rd</sup> reading of Bylaw _____ (as is or as amended))</i></p> <p><i>(give 3<sup>rd</sup> and final reading to Bylaw _____ (as is or as amended))</i></p>

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9.	<p><b><u>Financial</u></b> <i>Forwarded under separate cover</i></p> <p>Pages 43 - 44</p>	a)	<p>Income and Expense Statement Year to Date March 31<sup>st</sup>, 2023.</p> <p><i>(that Council accept the Income and Expense Statement Year to Date, March 31<sup>st</sup>, 2023 for information)</i></p> <p>Municipality Sustainability Initiative (MSI) April 2<sup>nd</sup>, 2023 email from Mike Pashak, President of the ASVA advising that unused 2007 to 2018 MSI funds that are not spent on eligible projects by year end (2023) will be forfeited or returned to the Government of Alberta. At this time, the Summer Village of Birch Cove has \$69,151 that is required to be spent by year end. What are capital projects that Council has in mind for 2023?</p> <p><i>(direction as given by Council at meeting time)</i></p>
10.	<p><b><u>Correspondence</u></b> <i>Pages 45 - 48</i></p>	a)	<p>Invasive Species Newsletter – please refer to the attached Newsletter written by Jay Byer, Councillor from the Summer Village of Rochon Sands and past president of the Alberta Invasive Species Council, who attended the AISC on behalf of the Alberta Summer Village Association. Some good information is provided and will be placed on the website.</p>
	<p><i>Page 49</i></p>	b)	<p>Letter from the Town of Barrhead to the Office of the Minister of Environment &amp; Protected Areas regarding the impact changes to the EPR Program would have on newspaper media. The EPR Program shifts the cost of recycling from municipalities and taxpayers to industries that produce products. The letter is urging the UPC to exempt newspapers from the revised EPR program.</p>
	<p><i>Pages 50 - 51</i></p>	c)	<p>Birch Cove Community League – upcoming events and request for volunteers.</p>
11.	<p><b><u>Council Reports</u></b> <i>Forwarded under separate cover</i></p>	<p>a)</p> <p>b)</p> <p>c)</p>	<p>Mayor Tymafickuk</p> <p>Deputy Mayor Dugan</p> <p>Councillor Sample</p> <p><i>(that the Council Reports be accepted for information)</i></p>

**SUMMER VILLAGE OF BIRCH COVE  
AGENDA**

Thursday, April 27<sup>th</sup>, 2023 – 3:00 p.m.  
Wildwillow Administration Office  
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12.	<b><u>Chief Administrative Officer Report</u></b> <i>Pages 52-53</i>	a) b) c) d)	Newsletter To Do List (forwarded under separate cover) GIC Account Holdings Assessment Services  <i>(accept Chief Administrative Officer Reports as information)</i>
13.	<b><u>Confidential Matters</u></b>		N/A
14.	<b><u>Adjournment</u></b>		

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Next Meetings:      June 10<sup>th</sup>, 2023 SVLSACE Meeting (Silver Sands to host – Fallis)  
                             June 20<sup>th</sup>, 2023, Regional Municipalities Mtg. Alberta Beach (LSAC host)

SUMMER VILLAGE OF BIRCH COVE  
REGULAR COUNCIL MEETING MINUTES  
THURSDAY, MARCH 16<sup>TH</sup>, 2023  
HELD IN PERSON AT 2317 TWP RD 545. LAC STE. ANNE COUNTY, ALBERTA

	<b>PRESENT:</b>	<p>Mayor: Steven Tymafichuk  Deputy Mayor: Dory Sample</p> <p>Administration: Wendy Wildman, Chief Administrative Officer (CAO)  Diane Wannamaker, Administrative Assistant  Shelley Vaughan, Administrative Assistant</p> <p>Public Works: N/A</p> <p>Attendees: Tony Sonnleitner, Development Officer (via phone)</p> <p>Delegation(s): N/A</p> <p>Public at Large: 0</p>
	<b>ABSENT:</b>	Councillor: Eugene Dugan
1.	<b>CALL TO ORDER</b>	Mayor Tymafichuk called the meeting to order at 3:15 p.m.
2.	<b>AGENDA</b> 23-23	<p><b>MOVED</b> by Mayor Tymafichuk that the March 16<sup>th</sup>, 2023 Regular Council Meeting agenda be approved as presented.</p> <p style="text-align: right;"><b>CARRIED</b></p>
3.	<b>MINUTES</b> 24-23	<p><b>MOVED</b> by Mayor Tymafichuk that the minutes of the January 14<sup>th</sup>, 2023 Regular Council Meeting be approved as presented.</p> <p style="text-align: right;"><b>CARRIED</b></p>
4.	<b>PUBLIC HEARING(S)</b>	N/A
5.	<b>DELEGATIONS(S)</b>	N/A
6.	<b>BUSINESS ARISING</b> 25-23	<p><b>MOVED</b> by Mayor Tymafichuk that the Seasonal Grounds Keeper Job advertisement be amended as follows:</p> <ul style="list-style-type: none"> <li>- "supply, purchase and pick up" clause be amended to "pick up and expense"</li> <li>- the following clause to be added: "routine maintenance"</li> <li>- that the date for submission be amended to April 19<sup>th</sup>, 2023</li> </ul>

SUMMER VILLAGE OF BIRCH COVE  
REGULAR COUNCIL MEETING MINUTES  
THURSDAY, MARCH 16<sup>TH</sup>, 2023  
HELD IN PERSON AT 2317 TWP RD 545. LAC STE. ANNE COUNTY, ALBERTA

	26-23	<p>and further the amended ad be forwarded to Council, that the advertisement be posted for one week in the Lac Ste. Anne Bulletin Newspaper the Barrhead Leader and the website.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p><b>MOVED</b> by Mayor Tymafichuk that the information on the two Airbnb's provided by Development Officer Tony Sonnleitner be accepted for information and that the Village maintain the status quo in terms of regulation of the Use of Short-Term Residential Rentals, with letters sent to both applicants advising that there have been concerns received with parking accommodation being on the roads.</p> <p style="text-align: right;"><b>CARRIED</b></p>
7.	BYLAWS/POLICIES	N/A
8.	NEW BUSINESS	
	27-23	<p><b>MOVED</b> by Mayor Tymafichuk that the Summer Village of Birch Cove authorize the distribution of the Family and Community Support Services (FCSS) funding as follows:</p> <p>Lac Ste Anne East End Bus Society - \$233.00          Birch Cove Community League Association - \$781.90</p> <p style="text-align: right;"><b>CARRIED</b></p>
	28-23	<p><b>MOVED</b> by Mayor Tymafichuk that the Summer Village of Birch Cove declare Seniors Week as June 5<sup>th</sup> – 11<sup>th</sup>, 2023.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	29-23	<p><b>MOVED</b> by Mayor Tymafichuk that the Lac Ste. Anne East End Bus Society Annual meeting information be accepted as presented.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	30-23	<p><b>MOVED</b> by Deputy Mayor Temple that the 2022 Annual Internal Review of the accreditation status for the Summer Village of Birch Cove completed by the Safety Codes Council be accepted for information.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	31-23	<p><b>MOVED</b> by Mayor Tymafichuk that following be appointed to the Assessment Review Board for the Summer Village of Birch Cove:</p> <p>ARB Chairman – Raymond Ralph          Certified ARB Clerk – Gerry Amarin          Certified Panelists – Darlene Chartrand, Tina Groszko, Stewart Hennig, Richard Knowles, Raymond Ralph</p> <p style="text-align: right;"><b>CARRIED</b></p>

SUMMER VILLAGE OF BIRCH COVE  
REGULAR COUNCIL MEETING MINUTES  
THURSDAY, MARCH 16<sup>TH</sup>, 2023

HELD IN PERSON AT 2317 TWP RD 545. LAC STE. ANNE COUNTY, ALBERTA

	32-23	<b>MOVED</b> by Mayor Tymafichuk that the attendance of Council and one Administration to participate in the Summer Village of Yellowstone E8 Innovation demonstration on July 22 <sup>nd</sup> , 2023 from 10:00 a.m. to 2:00 p.m. be approved.  <b>CARRIED</b>
	33-23	<b>MOVED</b> by Mayor Tymafichuk that the 2023 Draft Budget as presented be amended with the additional expense of the Safety Codes Officer and a \$1,100 minimum tax for 2023 and that this amended budget be approved at the next Council meeting.  <b>CARRIED</b>
9.	<b>FINANCIALS</b>	N/A
10.	<b>CORRESPONDENCE</b> 34-23	<b>MOVED</b> by Mayor Tymafichuk that the following correspondence be accepted for information:  <ul style="list-style-type: none"> <li>a) Wild Water Commission Public Notice dated February 6<sup>th</sup>, 2023 regarding the Rick Rich Valley Truck Fill being open for business.</li> <li>b) Summer Village Regional Emergency Management Partnership (SVREMP) email from Marlene Walsh dated January 27<sup>th</sup>, 2023 regarding upcoming meetings.</li> <li>c) 2023 Education Property Tax Requisition Comparison Report – in 2022 the Summer Village of Birch Cove total education requisition was \$35,086 and in 2023 the requisition is \$36,550, an increase of \$1,464.</li> </ul> <b>CARRIED</b>
11.	<b>COUNCILLOR REPORTS</b> 35-23	<b>MOVED</b> by Mayor Tymafichuk that the Councillor reports be accepted for information as presented.  <b>CARRIED</b>
12.	<b>ADMINISTRATION REPORTS</b> 36-23	<b>MOVED</b> by Mayor Tymafichuk that the Administration report be accepted for information as presented.  <b>CARRIED</b>

SUMMER VILLAGE OF BIRCH COVE  
REGULAR COUNCIL MEETING MINUTES  
THURSDAY, MARCH 16<sup>TH</sup>, 2023  
HELD IN PERSON AT 2317 TWP RD 545. LAC STE. ANNE COUNTY, ALBERTA

13.	CONFIDENTIAL MATTERS	N/A
15.	ADJOURNMENT	The meeting adjourned at 4:20 p.m.

\_\_\_\_\_  
Mayor, Steven Tymafichuk

\_\_\_\_\_  
Chief Administrative Officer, Wendy Wildman



**SUMMER VILLAGE OF BIRCH COVE**  
**Financial Statements**  
**Year Ended December 31, 2022**

*Draft for discussion purposes only*

**SUMMER VILLAGE OF BIRCH COVE**

**Index to Financial Statements**

**Year Ended December 31, 2022**

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	Page
MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING	1
INDEPENDENT AUDITOR'S REPORT	2 - 3
FINANCIAL STATEMENTS	
Statement of Financial Position	4
Statement of Operations and Accumulated Surplus	5
Statement of Changes in Net Financial Assets	6
Statement of Cash Flows	7
Schedule of Property and Other Taxes <i>(Schedule 1)</i>	8
Schedule of Government Transfers <i>(Schedule 2)</i>	8
Schedule of Expenditures by Object <i>(Schedule 3)</i>	8
Schedule of Changes in Accumulated Surplus <i>(Schedule 4)</i>	9
Schedule of Segmented Disclosure <i>(Schedule 5)</i>	10
Schedule of Tangible Capital Assets <i>(Schedule 6)</i>	11
Notes to Financial Statements	12 - 21

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## MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

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The integrity, relevance and comparability of the data in the accompanying financial statements are the responsibility of management.

The financial statements are prepared by management, in accordance with Canadian Public Sector Accounting Standards. They necessarily include some amounts that are based on the best estimates and judgments of management. Financial data elsewhere in the report is consistent with that in the financial statements.

To assist in its responsibility, management maintains accounting, budget and other controls to provide reasonable assurance that transactions are appropriately authorized, that assets are properly accounted for and safeguarded, and that financial records are reliable for preparation of the financial statements.

Management reports directly to Council on an ongoing basis, carrying out its audit program to ensure internal controls and their application are reviewed and financial information is tested and independently verified.

Prior to their submission to Council, the financial statements have been reviewed and recommended for approval by management. The financial statements have been audited by the independent firm of Seniuk and Company, Chartered Professional Accountants. Their report to the Council, stating their opinion, basis for opinion, other information, responsibilities of management and those charged with governance for the financial statements, and auditors' responsibilities for the audit of the financial statements, follows.

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Ms. Wendy Wildman, CAO

Alberta Beach, Alberta  
April 27, 2023



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## INDEPENDENT AUDITOR'S REPORT

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To the Members of Council of Summer Village of Birch Cove

### *Opinion*

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

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

### *Basis for Opinion*

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the municipality in accordance with ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### *Responsibilities of Management and Those Charged with Governance for the Financial Statements*

Management is responsible for the preparation and fair presentation of the financial statements in accordance with PSAS, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the municipality's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the municipality or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the municipality's financial reporting process.

### *Auditor's Responsibilities for the Audit of the Financial Statements*

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

(continues)



Independent Auditor's Report to the Members of Council of Summer Village of Birch Cove (*continued*)

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the municipality's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the municipality's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the municipality to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Edmonton, Alberta  
April 27, 2023

**Seniuk and Company,**  
**Chartered Professional Accountants**

**SUMMER VILLAGE OF BIRCH COVE****Statement of Financial Position****December 31, 2022**

	2022	2021
<b>FINANCIAL ASSETS</b>		
Cash (Note 2)	\$ 14,912	\$ 105,698
Term deposits (Notes 2, 3)	486,211	444,680
Restricted portion of investments (Note 2)	93,368	17,546
Taxes and grants in place of taxes receivable (Note 4)	17,517	8,205
Grants and receivables from other governments (Note 5)	275,544	349,277
Trade and other receivables	2,635	159
	<b>890,187</b>	<b>925,565</b>
<b>LIABILITIES</b>		
Bank indebtedness (Note 9)	4,969	-
Accounts payable	10,163	20,460
Deferred income (Note 7)	365,475	365,227
	<b>380,607</b>	<b>385,687</b>
<b>NET FINANCIAL ASSETS</b>	<b>509,580</b>	<b>539,878</b>
<b>NON-FINANCIAL ASSETS</b>		
Tangible capital assets (Note 6)	918,197	899,130
<b>ACCUMULATED SURPLUS</b>	<b>\$ 1,427,777</b>	<b>\$ 1,439,008</b>

**APPROVED ON BEHALF OF COUNCIL**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Councilor

**SUMMER VILLAGE OF BIRCH COVE**  
**Statement of Operations and Accumulated Surplus**  
**Year Ended December 31, 2022**

	Budget (Unaudited) 2022	2022	2021
<b>REVENUES</b>			
Net municipal taxes (Schedule 1)	\$ 75,590	\$ 75,589	\$ 68,981
Government transfers for operating (Schedule 2)	5,570	5,570	10,800
Investment income	2,500	5,142	2,243
Penalties and costs of taxes	3,500	3,467	3,980
Licenses and permits	200	242	1,734
Other	355	754	354
	87,715	90,764	88,092
<b>EXPENSES</b>			
Administration and legislative	37,100	52,738	39,348
Protective services	4,830	5,449	4,291
Transportation services	69,010	59,325	73,364
Land use planning, zoning and development	9,500	8,511	8,530
Parks and recreation	14,160	14,987	14,966
	134,600	141,010	140,499
<b>DEFICIT FROM OPERATIONS</b>	(46,885)	(50,246)	(52,407)
<b>OTHER INCOME (EXPENSES)</b>			
Government transfers for capital (Schedule 2)	39,005	39,015	37,794
Gain on disposal of tangible capital assets	-	-	1,030
	39,005	39,015	38,824
<b>ANNUAL DEFICIT</b>	(7,880)	(11,231)	(13,583)
<b>ACCUMULATED SURPLUS - BEGINNING OF YEAR</b>	1,439,008	1,439,008	1,452,591
<b>ACCUMULATED SURPLUS - END OF YEAR</b>	\$ 1,431,128	\$ 1,427,777	\$ 1,439,008

**SUMMER VILLAGE OF BIRCH COVE**  
**Statement of Changes in Net Financial Assets**  
**Year Ended December 31, 2022**

	Budget (Unaudited) 2022	2022	2021
<b>ANNUAL DEFICIT</b>	\$ (7,880)	\$ (11,231)	\$ (13,583)
Purchase of tangible capital assets	(75,520)	(66,671)	(35,794)
Proceeds on disposal of tangible capital assets	-	-	1,350
Loss (gain) on disposal of assets	-	-	(1,030)
Amortization of tangible capital assets	-	47,604	43,918
	(75,520)	(19,067)	8,444
<b>DECREASE IN NET FINANCIAL ASSETS</b>	(83,400)	(30,298)	(5,139)
<b>NET FINANCIAL ASSETS - BEGINNING OF YEAR</b>	539,878	539,878	545,017
<b>NET FINANCIAL ASSETS - END OF YEAR (Note 2)</b>	\$ 456,478	\$ 509,580	\$ 539,878

The accompanying notes form an integral part of these financial statements



**SUMMER VILLAGE OF BIRCH COVE****Statement of Cash Flows****Year Ended December 31, 2022**

	2022	2021
<b>OPERATING ACTIVITIES</b>		
Annual deficit for the year	\$ (11,231)	\$ (13,583)
Items not affecting cash:		
Amortization of tangible capital assets	47,605	43,918
Gain on disposal of tangible capital assets	-	(1,030)
	36,374	29,305
Changes in non-cash working capital:		
Trade and other receivables	(2,476)	675
Grants and receivables from other governments	73,733	(89,622)
Taxes and grants in place of taxes	(9,312)	5,224
Accounts payable	(10,298)	15,048
Deferred income	248	45,344
	51,895	(23,331)
Cash flow from operating activities	88,269	5,974
<b>CAPITAL ACTIVITIES</b>		
Cash used to acquire tangible capital assets	(66,671)	(35,794)
Proceeds on disposal of tangible capital assets	-	1,350
Cash flow used by capital activities	(66,671)	(34,444)
<b>INVESTING ACTIVITIES</b>		
Decrease (increase) in restricted cash	(75,822)	64,591
Decrease (increase) in term deposits	(41,531)	(50,529)
Cash flow from (used by) investing activities	(117,353)	14,062
<b>DECREASE IN CASH FLOW</b>	(95,755)	(14,408)
Cash - beginning of year	105,698	120,107
<b>CASH - END OF YEAR (Note 2)</b>	\$ 9,943	\$ 105,699

**SUMMER VILLAGE OF BIRCH COVE**  
**Schedule of Property and Other Taxes**  
**Year Ended December 31, 2022**

**(Schedule 1)**

	Budget (Unaudited) 2022	2022	2021
<b>TAXATION</b>			
Real property tax	\$ 113,630	\$ 113,621	\$ 105,591
<b>REQUISITIONS</b>			
Alberta school foundation	35,090	35,086	33,765
Seniors' housing requisition	2,950	2,946	2,845
	38,040	38,032	36,610
<b>NET MUNICIPAL TAXES</b>	\$ 75,590	\$ 75,589	\$ 68,981

**Schedule of Government Transfers**

**(Schedule 2)**

	Budget (Unaudited) 2022	2022	2021
<b>TRANSFERS FOR OPERATING</b>			
Provincial Government	\$ 5,570	\$ 5,570	\$ 10,800
	5,570	5,570	10,800
<b>TRANSFERS FOR CAPITAL</b>			
Provincial Government	39,005	39,015	37,794
<b>TOTAL GOVERNMENT TRANSFERS</b>	\$ 44,575	\$ 44,585	\$ 48,594

**Schedule of Expenditures by Object**  
**Year Ended December 31, 2022**

**(Schedule 3)**

	Budget (Unaudited) 2022	2022	2021
<b>EXPENSES</b>			
Salaries, wages and benefits	\$ 9,015	\$ 2,096	\$ 8,579
Contracted and general services	63,980	68,340	62,217
Materials, goods and utilities	11,625	19,875	22,691
Transfer to local boards and agencies	3,095	3,094	3,094
Amortization	46,885	47,605	43,918
<b>Total Expenditures by Object</b>	\$ 134,600	\$ 141,010	\$ 140,499

The accompanying notes form an integral part of these financial statements

**SUMMER VILLAGE OF BIRCH COVE**  
**Schedule of Changes in Accumulated Surplus**  
**Year Ended December 31, 2022**

**(Schedule 4)**

	Unrestricted Surplus	General Restricted Surplus	Equity in Tangible Capital Assets	Total 2022	Total 2021
<b>BALANCE, BEGINNING OF YEAR</b>	\$ 190,995	\$ 348,883	\$ 899,130	\$ 1,439,008	\$ 1,452,591
Excess (deficiency) of revenues over expenses	(11,231)	-	-	(11,231)	(13,583)
Current year funds used to purchase of tangible capital assets	(66,671)	-	66,671	-	-
Annual amortization expense	47,605	-	(47,605)	-	-
Change in restricted reserve	(1,117)	1,117	-	-	-
	(31,414)	1,117	19,066	(11,231)	(13,583)
<b>BALANCE, END OF YEAR</b>	\$ 159,581	\$ 350,000	\$ 918,196	\$ 1,427,777	\$ 1,439,008

The accompanying notes form an integral part of these financial statements

15

**SUMMER VILLAGE OF BIRCH COVE**  
**Schedule of Segmented Disclosure**  
**Year Ended December 31, 2022**

**(Schedule 5)**

	General Government	Protective Services	Transportation Services	Planning & Development	Recreation & Culture	Environmental Services	2022 Total
<b>REVENUE</b>							
Net municipal taxes	\$ 75,589	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,589
Government transfers	4,615	-	-	-	955	-	5,570
User fees and sales of goods	-	-	-	3,467	-	-	3,467
Investment income	5,142	-	-	-	-	-	5,142
Other revenues	4	-	-	992	-	-	996
	85,350	-	-	4,459	955	-	90,764
<b>EXPENSES</b>							
Contract and general services	46,057	5,449	7,474	8,511	847	-	68,338
Salaries and wages	-	-	-	-	2,098	-	2,098
Materials, goods and utilities	-	-	10,927	-	8,948	-	19,875
Transfers to local boards	-	-	-	-	3,094	-	3,094
Amortization	6,681	-	40,924	-	-	-	47,605
	52,738	5,449	59,325	8,511	14,987	-	141,010
<b>Excess (deficiency) of revenue over expenses before other</b>	32,612	(5,449)	(59,325)	(4,052)	(14,032)	-	(50,246)
<b>OTHER</b>							
Government transfers for capital	-	-	-	-	39,015	-	39,015
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	\$ 32,612	\$ (5,449)	\$ (59,325)	\$ (4,052)	\$ 24,983	\$ -	\$ (11,231)

The accompanying notes form an integral part of these financial statements

**SUMMER VILLAGE OF BIRCH COVE**
**Schedule of Tangible Capital Assets**
**(Schedule 6)**
**Year Ended December 31, 2022**

	Opening Balance	Additions and Transfers	Disposals, Impairments and Transfers	Closing Balance
<b>For the year ended December 31, 2022</b>				
<b>Cost</b>				
Land	\$ 330,721	\$ -	\$ -	\$ 330,721
Land improvements	117,511	27,656	-	145,167
Engineered structures	1,268,233	-	-	1,268,233
Buildings	170,087	39,015	-	209,102
Machinery and equipment	5,641	-	-	5,641
	1,892,193	66,671	-	1,958,864
<b>Accumulated Amortization</b>				
Land improvements	(54,199)	(9,677)	-	(63,876)
Buildings	(27,803)	(6,681)	-	(34,484)
Engineered structures	(910,779)	(30,682)	-	(941,461)
Machinery and equipment	(282)	(564)	-	(846)
	(993,063)	(47,604)	-	(1,040,667)
<b>Net Book Value</b>	\$ 899,130	\$ 19,067	\$ -	\$ 918,197

**For the year ended December 31, 2021**

<b>Cost</b>				
Land	\$ 330,721	\$ -	\$ -	\$ 330,721
Land improvements	117,511	-	-	117,511
Buildings	85,935	84,152	-	170,087
Engineered structures	1,268,233	-	-	1,268,233
Machinery and equipment	3,200	5,641	(3,200)	5,641
Assets under construction	53,999	-	(53,999)	-
	1,859,599	89,793	(57,199)	1,892,193
	-	-	-	-
<b>Accumulated Amortization</b>				
Land improvements	(46,365)	(7,834)	-	(54,199)
Buildings	(22,683)	(5,120)	-	(27,803)
Engineered structures	(880,097)	(30,682)	-	(910,779)
Machinery and equipment	(2,880)	(282)	2,880	(282)
	(952,025)	(43,918)	2,880	(993,063)
<b>Net Book Value</b>	\$ 907,574	\$ 45,875	\$ (54,319)	\$ 899,130

Additions to assets under construction are reported net of those tangible capital assets placed in service during the year which are shown in their respective asset classifications.

## SUMMER VILLAGE OF BIRCH COVE

### Notes to Financial Statements

Year Ended December 31, 2022

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#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Summer Village of Birch Cove (the Municipality) are prepared by management in accordance with Canadian Public Sector Accounting Standards (PSAS). It is a municipality in the Province of Alberta, Canada and operates under the provisions of the Municipal Government Act, R.S.A., 2000, c. M-26, as amended (MGA). Significant aspects of the accounting policies adopted by the Municipality are as follows:

##### Basis of Accounting

The financial statements are prepared using the accrual basis of accounting. Revenues are accounted for in the period in which they are earned and measurable. Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Expenses are recognized as they are incurred and measurable based upon receipt of the goods and services and/or the legal obligation to pay.

##### Tax Revenue

Annually, the Municipality bills and collects property tax revenues for municipal purposes. Tax revenues are based on market value assessments determined in accordance with the Municipal Government Act (MGA) and annually established tax rates. Municipal tax rates are set each year by the Municipality Council in accordance with legislation and the Municipality Council approved policies to raise the tax revenue required to meet the Municipality's budget requirements. Tax revenues are recorded at the time tax billings are issued. Property assessments are subject to tax appeal. Expenses related to tax appeals and allowances are separately disclosed in the Schedule of Property and Other Taxes.

The Municipality also bills and collects education tax on behalf of the Province of Alberta (the Province). Education tax rates are established by the Province each year in order to fund the cost of education on a province-wide basis. Education taxes collected are remitted to the Province and are excluded from revenues and expenses in the Schedule of Property and Other Taxes (Schedule 1).

##### Segment disclosures

The Schedule of Segment Disclosures – Schedule 5 has been prepared in accordance with PS2700 Segment Disclosures. Segment disclosures are intended to enable users to better understand the government reporting entity as well as the major expense and revenue activities of the Municipality. For each reported segment, revenues and expenses represent amounts directly or reasonably attributable to the segment.

The segments have been selected based on a presentation similar to that adopted for the municipal financial planning and budget processes.

Segments include:

- a) Transportation Services includes roadway and parking services.
- b) Protective Services is comprised of police, traffic safety, bylaw enforcement and fire rescue.
- c) Recreation and Culture includes parks and recreation, community and family services, planning and corporate properties and public housing.
- d) General Government includes municipal administration and council governance.
- e) Planning and Development includes related services for the betterment of the municipality.
- f) Environmental Services include water, sewage, and garbage services.

(continues)

## SUMMER VILLAGE OF BIRCH COVE

### Notes to Financial Statements

Year Ended December 31, 2022

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#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

##### Cash and Short Term Investments

Cash and cash equivalents consist of cash on deposit, bankers' acceptances, treasury bills and commercial paper, at cost, which approximates market value. These cash equivalents generally mature within 90 days from the date of purchase, are capable of reasonably prompt liquidation and may be used to manage the Municipality's cash position throughout the year.

##### Investments

Investments are recorded at amortized cost. Investment premiums and discounts are amortized on the net present value basis over the term of the respective investments. When there has been a loss in value that is other than a temporary decline, the respective investment is written down to recognize the loss.

##### Government Transfers

Government transfers are the transfer of monetary assets or tangible capital assets from other orders of government that are not the result of an exchange transaction and for which there is no expectation of repayment or direct financial return to the transferor in the future. The Municipality receives government transfers from the Federal and Provincial governments to fund operating and capital expenditures. These transfers to the Municipality are recognized as revenues when the transfers are authorized and all the eligibility criteria, if any, has been met except when and to the extent that the transfer gives rise to an obligation that meets the definition of a liability for the recipient. Prior to that time, any amounts received along with restricted interest thereon are recorded as deferred revenue.

##### Measurement Uncertainty

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates. Significant estimates include:

- Estimated accrued receivables.
- Useful lives for tangible capital assets.
- Assessment of impairment of long term assets.
- Estimated accrued payables.

##### Deferred Revenue

Deferred revenue comprises funds received in advance of services performed or where the use of funds is externally restricted. These amounts are recognized as revenue in the period the service is performed or when the funds are used for the purpose specified. When agreements stipulate that interest earned on contributions should be restricted for a specific purpose that interest is treated as a contribution received and recorded as an addition to deferred revenue.

*(continues)*

## SUMMER VILLAGE OF BIRCH COVE

### Notes to Financial Statements

Year Ended December 31, 2022

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#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

##### Debt Charges Recoverable

Debt recoverable consists of long term debt amounts borrowed that are recoverable under loans or other financial arrangements made to non-profit organizations. These debt recoverable amounts are recorded at a value equivalent to the offsetting outstanding long term debt balances as at December 31. Loans are recorded at the lower of cost and net recoverable value. A valuation allowance in the debt recoverable is recognized when there is no longer any reasonable assurance of collection.

##### Requisition Over-levy and Under-levy

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

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

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

##### Land for Resale

Land for resale is recorded at the lower of cost and net realizable value. Cost includes amounts for land acquisition and improvements to prepare the land for sale or servicing.

##### Local Improvements

When a service or improvement is deemed to benefit a specific area more than the municipality as a whole, the project may be classified as a local improvement under the MGA to be paid in whole or in part by a tax imposed on the benefiting property owners. The property owners' share of the improvement is recognized as revenue and established as a receivable in the period that the project expenditures are completed.

##### Deposits

Deposits are held for the purposes of securing the compliance of a third party to contractual stipulations. Deposits are returned when compliance with contractual stipulations are determined. Deposits are recognized as revenue when a third party defaults on the contractual stipulations that the deposits were securing against.

*(continues)*



## SUMMER VILLAGE OF BIRCH COVE

### Notes to Financial Statements

Year Ended December 31, 2022

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#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

##### Contaminated Sites Liability

Contaminated sites are the result of a chemical, organic or radioactive material or live organism in amounts that exceed an environmental standard being introduced into soil, water or sediment. The Municipality recognizes a liability for remediation of contaminated sites when the following criteria have been met:

- an environmental standard exists,
- there is evidence that contamination exceeds an environmental standard,
- the Municipality is directly responsible or accepts responsibility for the contamination,
- it is expected that future economic benefits will be given up, and
- a reasonable estimate of the amount can be made.

Sites that are currently in productive use are only considered contaminated sites if an unexpected event results in remediation. In cases where the Municipality's responsibility is not determinable, a contingent liability may be disclosed.

The liability reflects the Municipality's best estimate, as of December 31, of the amount required to remediate non-productive sites to the current minimum standard of use prior to contamination. Where possible, provisions for remediation are based on environmental assessments completed on a site; for those sites where an assessment has not been completed, estimates of the remediation are completed using information available for the site and by extrapolating from the cost to clean up similar sites. The liability is recorded net of any estimated recoveries from third parties. When cash flows are expected to occur over extended future periods the Municipality will measure the liability using present value techniques. This liability is reported in the Statement of Financial Position.

##### Asset Retirement Obligations

Asset retirement obligations are a result of obligations associated with the retirement of tangible capital assets controlled by the municipality. A liability for a retirement obligation can apply to tangible capital assets either in productive use or no longer in productive use.

##### Non-Financial Assets

Non-financial assets are not available to discharge liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. Non-financial assets include tangible capital assets, inventory of materials and supplies, and other assets.

##### Tangible Capital Assets

Tangible capital assets are stated at cost which include all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less accumulated amortization of the tangible capital assets, is amortized on a straight-line basis at the following rates:

Land improvements	15-20 years
Buildings	25 - 50 years
Machinery and equipment	5 - 20 years
Engineered structures	15 - 65 years

The municipality regularly reviews its tangible capital assets to eliminate obsolete items.

Tangible capital assets acquired during the year but not placed into use are not amortized until they are placed into use.

*(continues)*

## SUMMER VILLAGE OF BIRCH COVE

### Notes to Financial Statements

Year Ended December 31, 2022

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

##### Impairment of Long Lived Assets

The municipality tests for impairment whenever events or changes in circumstances indicate that the carrying amount of the assets may not be recoverable. Recoverability is assessed by comparing the carrying amount to the projected future net cash flows the long lived assets are expected to generate through their direct use and eventual disposition. When a test for impairment indicates that the carrying amount of an asset is not recoverable, an impairment loss is recognized to the extent the carrying value exceeds its fair value.

##### Contributions of Tangible Capital Assets

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also are recorded as revenue.

##### Cultural and Historical Tangible Capital Assets

Works of art for display are not recorded as tangible capital assets but are disclosed.

##### Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

##### Reserves and Equity in Tangible Capital Assets

Certain amounts, as approved by Council, are designated within accumulated surplus as reserves for future operating and capital expenditures.

Equity in tangible capital assets is included within accumulated surplus. It represents the investment in tangible capital assets after deducting the portion financed by long term debt.

#### 2. CASH, TEMPORARY INVESTMENTS, AND RESTRICTED CASH

	2022	2021
Bank indebtedness	\$ (4,969)	\$ -
Cash and temporary investments	14,912	105,698
	9,943	105,698
Restricted portion term deposits	93,368	17,546
	\$ 103,311	\$ 123,244

Temporary investments are short term deposits with original maturities of three months or less.

Restricted amounts received from municipal grants and are held exclusively for future approved projects (Note 7).

# SUMMER VILLAGE OF BIRCH COVE

## Notes to Financial Statements

Year Ended December 31, 2022

### 3. TERM DEPOSITS

	2022 Cost	2022 Market value	2021 Cost	2021 Market value
1 year Cashable GIC due on Dec 13, 2023 at 3.00% per annum	\$ 104,196	\$ 104,196	\$ -	\$ -
1 year Cashable GIC due on Dec 13, 2023 at 3.00% per annum	104,196	104,196	-	-
1 year Cashable GIC due on Dec 14, 2023 at 3.00% per annum	152,409	152,409	-	-
1 year Non Redeemable GIC due on May 19, 2023 at 2.80% per annum	77,005	77,005	-	-
1 year Non Redeemable GIC due on May 29, 2023 at 2.80% per annum	37,575	37,575	-	-
1 Year Cashable GIC due on Dec 13, 2022 at 0.60% per annum	-	-	103,575	103,575
1 Year Cashable GIC due on Dec 13, 2022 at 0.60% per annum	-	-	103,575	103,575
1 year Cashable GIC due on Dec 13, 2022 at 0.60% per annum	-	-	103,575	103,575
1 year Cashable GIC due on Dec 14, 2022 at 0.60% per annum	-	-	151,500	151,500
1 year Cashable GIC due on Dec 13, 2023 at 3.00% per annum	104,196	104,196	-	-
	\$ 579,577	\$ 579,577	\$ 462,225	\$ 462,225

### 4. TAXES RECEIVABLES

Taxes receivables are comprised of:

	2022	2021
Current taxes and grants in place of taxes	\$ 11,135	\$ 5,195
Arrears taxes and grants in place of taxes	6,382	3,010
	\$ 17,517	\$ 8,205

### 5. GRANTS AND RECEIVABLES FROM OTHER GOVERNMENTS

Grants and receivables from other governments are comprised of:

	2022	2021
Municipal Sustainability Initiative - Capital grant receivable	\$ 249,141	\$ 294,837
Canada Community-Building Fund grant receivable	22,966	52,844
Subtotal	272,107	347,681
Goods and Services Tax refundable	3,437	1,596
	\$ 275,544	\$ 349,277

**SUMMER VILLAGE OF BIRCH COVE****Notes to Financial Statements****Year Ended December 31, 2022****6. TANGIBLE CAPITAL ASSETS**

	Cost	Accumulated amortization	2022 Net book value	2021 Net book value
Land	\$ 330,721	\$ -	\$ 330,721	\$ 330,721
Land improvements	145,167	63,876	81,291	63,312
Engineered structures	1,268,233	941,461	326,772	357,454
Buildings	209,102	34,484	174,618	142,284
Machinery and equipment	5,641	846	4,795	5,359
	<b>\$ 1,958,864</b>	<b>\$ 1,040,667</b>	<b>\$ 918,197</b>	<b>\$ 899,130</b>

For additional information see the Schedule of Tangible Capital Assets (Schedule 6).

**7. DEFERRED REVENUE**

Deferred revenue is comprised of:

	2022	2021
Canada Community-Building Fund	\$ 47,183	\$ 52,844
Municipal Sustainability Initiative - Capital	318,292	312,142
Other	-	241
	<b>\$ 365,475</b>	<b>\$ 365,227</b>

**Municipal Sustainability Initiative - Capital**

Funding from the Provincial Government was allocated to the Municipality in the current year from the Municipal Sustainability Initiative - Capital Grant. The grant funding is restricted to eligible capital projects, as approved under the funding agreements, which are scheduled for completion in the next few years. Unexpended funds related to the advance, less amounts receivable from the Provincial Government, are supported by restricted cash held exclusively for these projects (refer to Note 2.).

**Canada Community-Building Fund**

Funding from the Provincial Government was allocated to the Municipality in the current year from the Canada Community-Building Fund and is restricted to eligible capital projects as approved under the funding agreement. Funds from this grant are being deferred for a future project. Unexpended funds related to the advance are supported by restricted cash held exclusively for this project (refer to Note 2.).

**8. TRUST FUNDS**

The municipality administers the following fund as deposits against any potential damage or repairs to the local pier. These funds are not included as part of the Summer Village's financial records as they are held in trust on behalf of the fund contributors.

	2022	2021
Pier Fund	\$ 6,550	\$ 3,950

## SUMMER VILLAGE OF BIRCH COVE

### Notes to Financial Statements

Year Ended December 31, 2022

#### 9. BANK INDEBTEDNESS

	2022	2021
Bank indebtedness	\$ 4,969	\$ -

The Municipality has overdraft protection on its bank account with Royal Bank a maximum limit of \$10,000. Interest accrues monthly on the outstanding balance at a rate of prime plus 5%. As at December 31, 2022, the prime rate was 6.45% (2021 - 2.45%).

#### 10. DEBT LIMITS

Section 276(2) of the Municipal Government Act requires that debt and debt limits, as defined by Alberta Regulation 255/00 for the Summer Village of Birch Cove, be disclosed as follows:

	2022	2021
Total debt limit	\$ 136,146	\$ 132,138
Total debt	-	-
Amount of debt limit unused	136,146	132,138
Debt servicing limit	22,691	22,023
Debt servicing	-	-
Amount of debt servicing limit unused	\$ 22,691	\$ 22,023

The debt limit is calculated at 1.5 times revenue of the Municipality (as defined in Alberta Regulation 255/00) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities that could be at financial risk, if further debt is acquired. The calculation taken alone does not represent the financial stability of the Municipality. Rather, the financial statements must be interpreted as a whole.

#### 11. EQUITY IN TANGIBLE CAPITAL ASSETS

Equity in tangible capital assets is comprised of:

	2022	2021
Tangible capital assets (Note 6.)	\$ 1,958,864	\$ 1,892,193
Accumulated amortization (Note 6.)	(1,040,667)	(993,063)
	\$ 918,197	\$ 899,130

#### 12. SEGMENTED DISCLOSURE

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

Refer to the Schedule of Segmented Disclosure (Schedule 4).

## SUMMER VILLAGE OF BIRCH COVE

### Notes to Financial Statements

Year Ended December 31, 2022

#### 13. SALARY AND BENEFITS DISCLOSURE

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

			2022	2021
	Salary (1)	Benefits & allowances (2)	Total	Total
S. Tymafichuk - Mayor	\$ -	\$ -	\$ -	\$ -
E. Dugan - Councilor	-	-	-	-
D. Sample - Deputy Mayor	-	-	-	-
Chief Administrative Officer - Interim	8,710	-	8,710	-
Chief Administrative Officer - Former	14,000	-	14,000	20,250
Chief Administrative Officer	7,500	-	7,500	-
	\$ 30,210	\$ -	\$ 30,210	\$ 20,250

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

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

#### 14. FINANCIAL INSTRUMENTS

The municipality is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the municipality's risk exposure and concentration as of December 31, 2022.

##### Credit risk

Credit risk arises from the possibility that taxpayers and entities to which the Municipality provides may experience financial difficulty and be unable to fulfil their obligations. The Municipality is subject to credit risk with respect to taxes and grants in place of taxes receivable and trade, and other receivables. The large number and diversity of taxpayers and customers minimizes the credit risk.

##### Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The municipality is exposed to this risk mainly in respect of its receipt of funds from its taxpayers and other related sources, and accounts payable.

##### Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the municipality manages exposure through its normal operating and financing activities. The municipality is exposed to interest rate risk primarily through its floating interest rate bank indebtedness and credit facilities.

## **SUMMER VILLAGE OF BIRCH COVE**

### **Notes to Financial Statements**

**Year Ended December 31, 2022**

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#### **15. CONTAMINATED SITES LIABILITY**

The Municipality has adopted PS3260 Liability for Contaminated Sites. The Municipality did not identify any financial liabilities in 2022 (2021 – Nil) as a result of this standard.

#### **16. ASSET RETIREMENT OBLIGATIONS**

The Municipality has adopted PS3280 Asset Retirement Obligations. The Municipality did not identify any financial liabilities in 2022 (2021 – Nil) as a result of this standard.

#### **17. APPROVAL OF FINANCIAL STATEMENTS**

Council and management have approved these financial statements.

#### **18. COMPARATIVE FIGURES**

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

#### **19. BUDGET AMOUNTS**

Budget amounts are included for information purposes only and are not audited.

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**From:** Cindy Suter

**Sent:** March 30, 2023 4:11 PM

**To:** Councillors2022; Brian Hartman; Greg Edwards; Matthew Ferris; Mike Primeau; Trista Court; Alexis Nakota Sioux Nation; Steven TYMAFICHUK; svcastle.kupchenko@gmail.com; Marge Hanssen; ray.hutscal@rosshaven.ca; Denise Lambert; berniepoulin@icloud.com; sandi.benford@gmail.com; 'Jon Ethier'; gwen.jones@sunsetpoint.ca; k.dion@valquentin.ca; renjgiesbrecht@gmail.com; Don Bauer; Janet Jabush; Ikwasny@onoway.ca; angeladuncan@albertabeach.com; cao@birchcove.ca; Summer Village of Sandy Beach; Summer Village of Nakamun Park; Summer Village of Silver Sands; Sunset Point; Yellowstone Office; Summer Village of West Cove; Summer Village of Ross Haven; Town of Mayerthorpe; Onoway CAO

**Cc:** McGillivray, Kevin; Kevin Ouderkirk; Joe Blakeman; George Vaughan; Dodds, Bob; Lorne Olsvik; Town CAO; Nicholas Gelych; kevin.bird@ngps.ca; Kevin Lovich; Lloyd Giebelhaus; Darren Jones; Village of Alberta Beach

**Subject:** Save the Date - Regional Municipalities Meeting

**When:** June 20, 2023, 9:30 AM - 3:00 PM

**Location:** Alberta Beach Seniors

The Reeve sends his apologies as we need to reschedule the meeting to Tuesday, June 20, 2023

Save the date. Agenda to follow. If you have agenda items please forward one week prior to the meeting, June 13, 2023.

Thank you.

Cindy





April 18, 2023

MPS FILE NUMBER: 23-R-675

**REFERRAL AGENCY**

Dear Sir/Madam:

RE: PROPOSED SUBDIVISION

Legal Description: Pt. NE 13-58-3-W5

Municipal Address: 58228 Range Road 30

County of Barrhead

A copy of this subdivision application is referred to you for comments.

Any concerns or recommended conditions of approval should be explained in detail.

Please respond quoting our file number within twenty-one (21) days of the date of this letter. The application will be finalized and a report prepared for the consideration of the municipality's Subdivision Authority on the information available at that time.

Please note that you are expected to make representation on any appeal that involves your input.

Thank you for participating in the review of this submission.

Please contact me at (780) 486-1991 or at [s.barrett@munplan.ab.ca](mailto:s.barrett@munplan.ab.ca) for any clarification.

Yours truly,

*Shelly Barrett*

Shelly Barrett

Municipal Planning Services (2009) Ltd.

cc:

Forestry, Parks and Tourism - Craig/Bruce

Water Act- Capital Region

Canada Post Mark

Lac Ste Anne County

West Lake Energy Corp

Summer Village of Birch Cove

Equus REA

Fortis Alberta

Telus Communications (Edmonton N)

Apex Utilities

Alberta Health Services (North Zone)

DATE RECEIVED: APR 11 2023DEEMED COMPLETE: April 18, 2023

This form is to be completed in full wherever applicable by the registered owner of the land that is the subject of the application, or by a person authorized to act on the registered owner's behalf.

## 1. Name of registered owner of land to be subdivided

Address, Phone Number, and Fax Number

Kenneth & Maureen SchnierBox 217 BUSBY, AB T0G 0H0

## 2. Name of person authorized to act on behalf of owner (if any)

Address, Phone Number, and Fax Number

780 777 2125  
780 721 8861

## 3. LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED

ALL ☐ PART ☒ of the NE  $\frac{1}{4}$  SEC. 13 TWP. 58 RANGE 3 WEST OF 5 MERIDIAN.Being ALL ☐ PART ☐ of LOT \_\_\_\_\_ BLOCK \_\_\_\_\_ REG. PLAN NO. \_\_\_\_\_ C.O.T. NO. \_\_\_\_\_Area of the above parcel of land to be subdivided 3.55 hectares (4-0.78 acres)Municipal address (if applicable) 58228 RR 30

## 4. LOCATION OF LAND TO BE SUBDIVIDED

a. The land is situated in the municipality of: Barrheadb. Is the land situated immediately adjacent to the municipal boundary? YES ☐ NO ☒

If 'YES', the adjoining municipality is \_\_\_\_\_

b. Is the land situated within 1.6 KM of a right-of-way of a highway? YES ☐ NO ☒

If 'YES', the Highway # is: \_\_\_\_\_

d. Is a river, stream, lake, other water body, drainage ditch, or canal within (or adjacent to) the proposed parcel? YES ☒ NO ☐If 'YES', the name of the water body/course is: Pembina Rivere. Is the proposed parcel within 1.5 KM of a sour gas facility? YES ☐ NO ☒

## 5. EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED (Please describe)

Existing Use  
of the LandProposed Use  
of the LandLand Use District Designation  
(as identified in the Land Use Bylaw)Ag, residentialAg, residentialAg.

## 6. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED (Please describe, where appropriate)

Nature of the Topography  
(e.g. flat, rolling, steep, mixed)Nature of the Vegetation and Water  
(e.g. brush, shrubs, treed, woodlots)Soil Conditions  
(e.g. sandy, loam, clay)Rolling, mixedtrees, shrubs, opengrey wooded

## 7. STRUCTURES AND SERVICING

Describe any buildings/structures on the land and whether they are to be demolished or moved.

Describe the manner of providing water and sewage disposal.

House, detached garage, barn existing pump out structure system

## 8. REGISTERED OWNER OR PERSON ACTING ON THE REGISTERED OWNER'S BEHALF

1. Kenneth Schnierhereby certify that ☒ I am the registered owner OR☐ I am the agent authorized to act on behalf of the registered owner and that the information given on this form is full and complete and is (to the best of my knowledge) a true statement of the facts relating to this application for subdivision.

Signature

Date

March 20/23

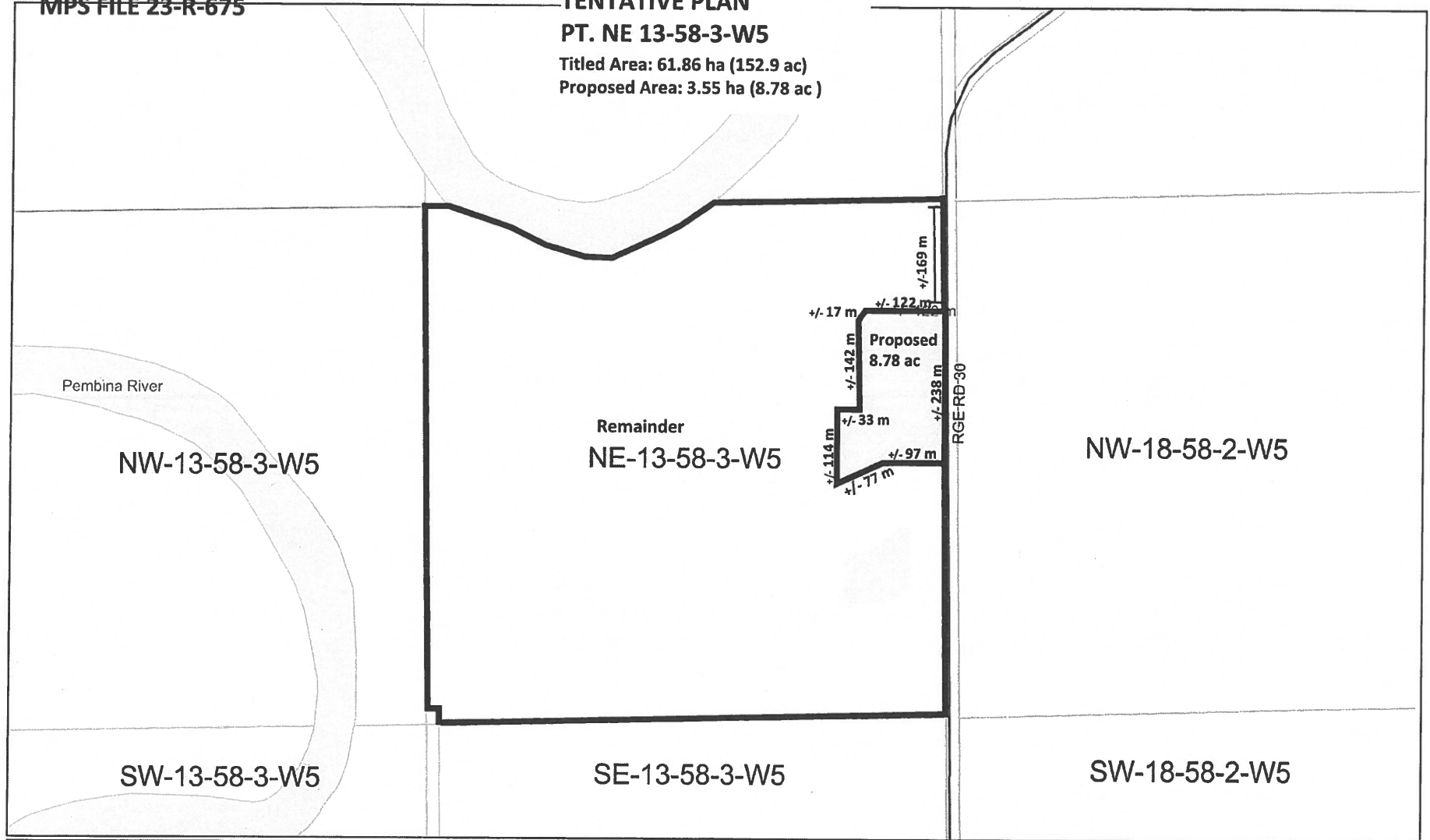
MPS FILE 23-R-675

**TENTATIVE PLAN**

**PT. NE 13-58-3-W5**

Titled Area: 61.86 ha (152.9 ac)

Proposed Area: 3.55 ha (8.78 ac )

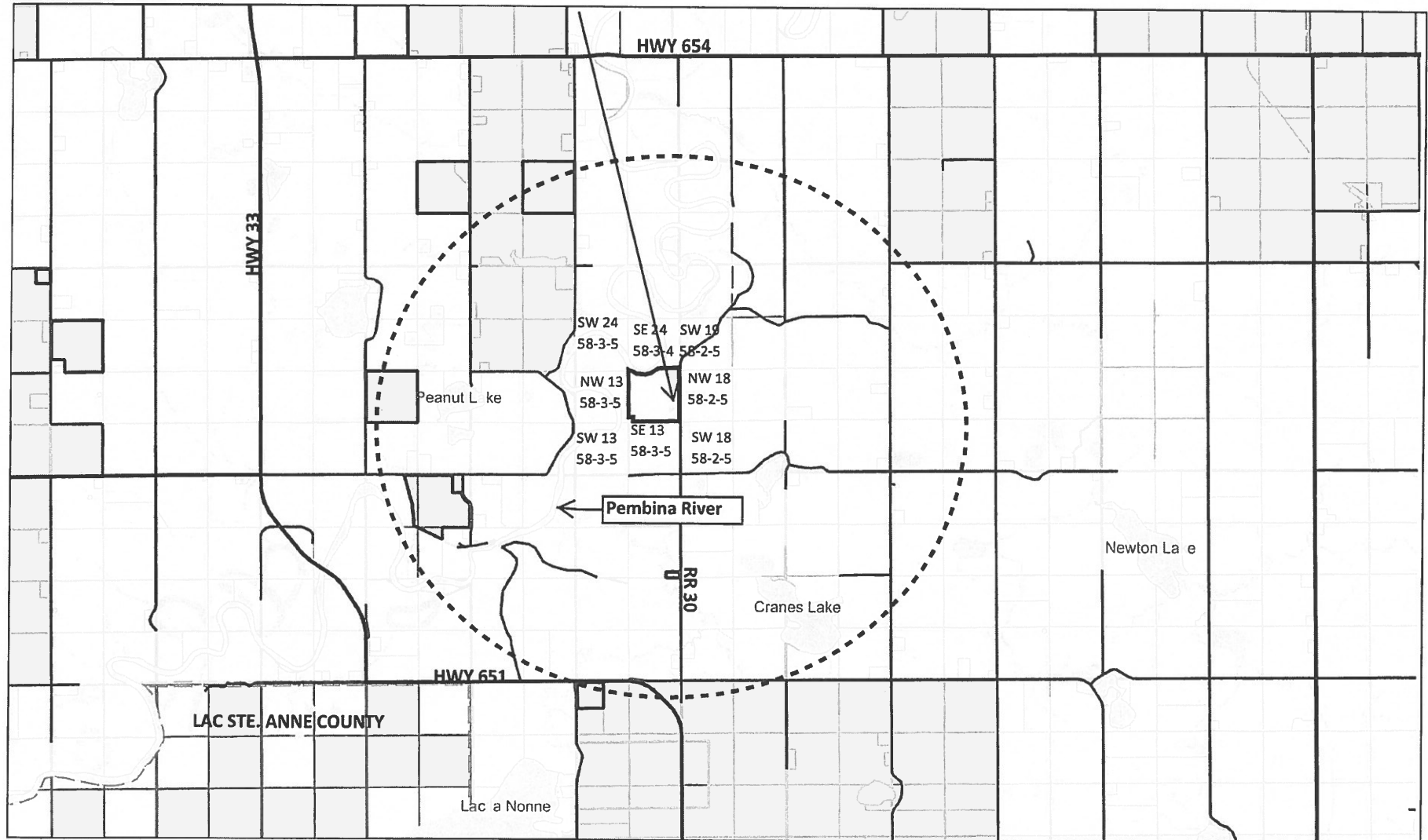


Scale 1: 8,554

100 yd   
100 m 

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## LOCATION MAP



Scale 1: 85,541

1 Mi  
1 Km

**Legal Description: Pt. NE 13-58-3-W5**  
**Municipal Address: 58228 Range Road 30**  
**County of Barrhead**

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# AER Setback Referral Form



Refer to *AER Bulletin 2013-03: Mandated Subdivision and Development Application Referrals, Setback Relaxations, Land Development Information Package, and Abandoned Well Information* for land-use descriptions and instructions on determining when to refer applications to the AER. Failure to follow the recommended process may result in delays in the review of your referral.

All queries relating to setback referrals can be directed to the Emergency Preparedness and Assessment help line at 403-297-2625.

<b>Date</b>
Month: <u>04</u> Day: <u>18</u> Year: <u>2023</u>

<b>1. Subdivision and Planning Authority Information</b>	
Subdivision and planning authority: _____	
Subdivision/development application no.: <u>23-R-675</u>	
Contact name: <u>Shelly Barrett</u>	Contact number: <u>1-780-486-1991</u>
E-mail address: <u>s.barrett@munplan.ab.ca</u>	

<b>2. Land Information</b>				
Legal land description of proposed development:				
QTR: <u>NE</u>	SEC: <u>13</u>	TWP: <u>58</u>	RG: <u>3</u>	M: <u>5</u>

<b>3. Land-Use Description</b>	
<input checked="" type="checkbox"/> Permanent dwelling <input type="checkbox"/> Unrestricted country development <input type="checkbox"/> Urban centre <input type="checkbox"/> Public facility	

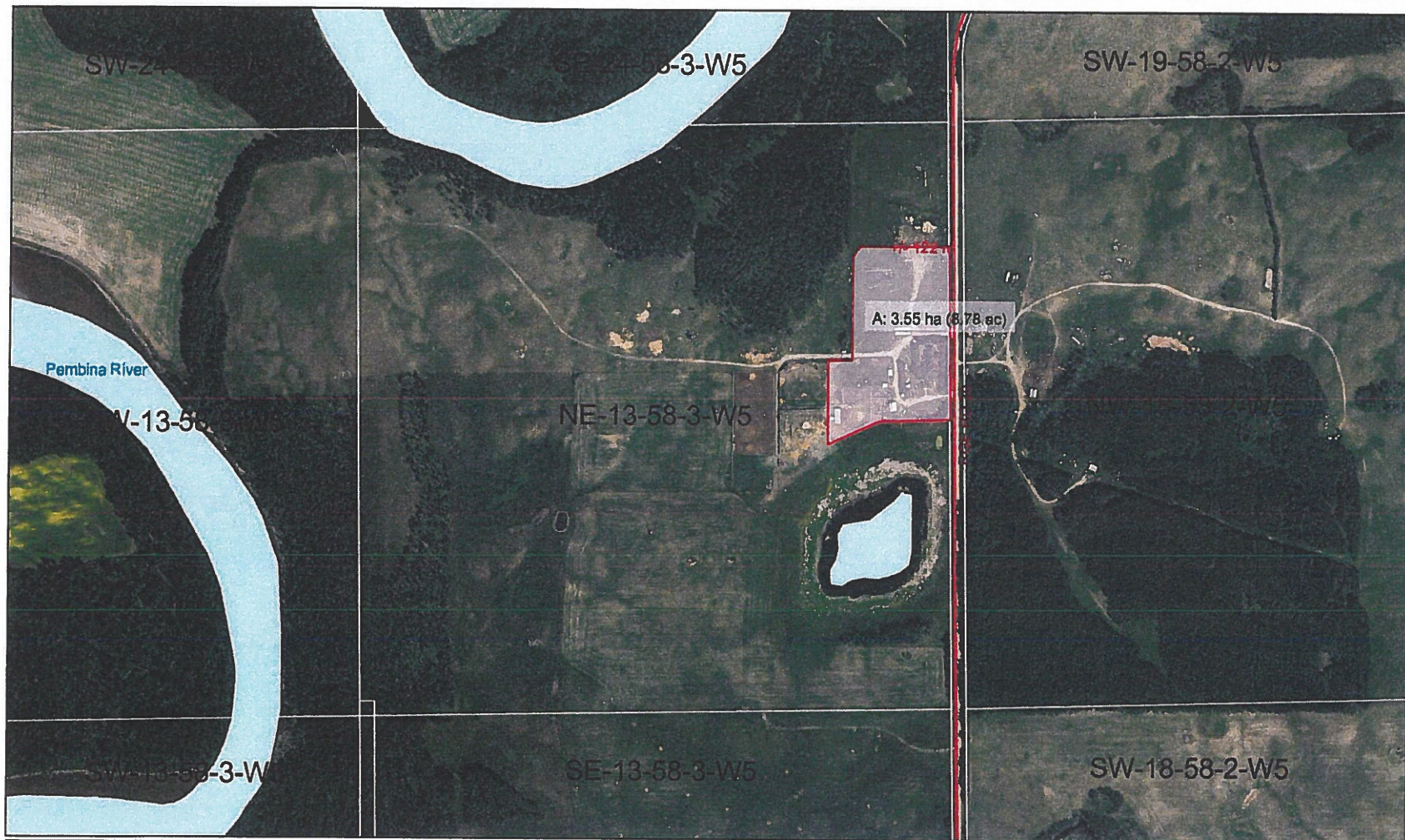
<b>4. Nearest Sour Gas Facility</b>	
Is there any sour gas facility within 1.5 kilometres of the proposed development? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Unknown	
If yes, provide the distance from the proposed development to the sour gas facility : _____ metres	

Submit the completed form to [setbackreferrals@aer.ca](mailto:setbackreferrals@aer.ca). Please note that you may be contacted for further information about your setback referral.

The AER will not respond to any referrals that are not required as per *AER Bulletin 2013-03*.

33





Scale 1: 7,500



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March 23, 2023

Dennis Evans  
Chief Administrative Officer  
Summer Village of Birch Cove  
Box 7, Site 19, RR1  
Gunn, AB T0E 1A0

Dear Dennis Evans:

**RE: 2022 Annual Internal Review  
Summer Village of Birch Cove - Accreditation No: M000380**

The Summer Village of Birch Cove 2022 Annual Internal Review (AIR) for the building, electrical, gas and plumbing disciplines has been approved. You can view the signed AIR document on your organization dashboard on Council Connect.

I would like to thank you for the thorough and comprehensive review and the effort put into completing the review.

Should you have any questions, please do not hesitate to call the Accreditation Business Unit. We can be reached toll-free at 1-888-413-0099 or by email at [accreditation@safetycodes.ab.ca](mailto:accreditation@safetycodes.ab.ca).

Best Regards,

A handwritten signature in blue ink that reads 'PJBurrows'.

Peter Burrows  
Administrator of Accreditation

JV

**2022**

**Annual Internal Review**

**Accredited Municipality**

**Summer Village of Birch Cove**





## 2022- Municipal Accreditation

### Accreditation Information

**Accreditation ID:** M000380  
**Municipal Name:** Summer Village of Birch Cove  
**Population Size:** 45  
**Municipal Type:** Summer Village  
**Accredited Disciplines:** Building, Electrical, Gas, Plumbing  
**Application Disciplines:** Building, Electrical, Gas, Plumbing

### QMP Information

QMP	Disciplines Covered	QMP Approved Date	QMP Manager Name (First name , Last name)	QMP Manager Job Title
330	Plumbing, Building, Gas, Electrical	2021-04-26	Victoria Message	

### Operational Activity

Activity	Building	Electrical	Gas	Plumbing	PSDS	Total
Permits Issued	1	1	1	0	1	4
Permits Closed	3	2	3	1	1	10
Permits Open	0	0	2	1	0	3
Inspection Completed	5	2	3	1	1	12
Orders Issued	0	0	0	0	0	0
Orders Closed	0	0	0	0	0	0
Orders Outstanding	0	0	0	0	0	0
Variances Issued	0	0	0	0	0	0

### QMP Administration

a.	Is an accredited agency under contract to provide safety codes services?	Yes
b.	Please provide the following verifications:	
i.	The list of active Designation of Powers in Council Connect is up-to-date.	Yes
ii.	SCO certifications are current and have not expired.	Yes
iii.	SCO training is current.	Yes
iv.	A registry of SCO training is maintained.	Yes
v.	Municipal staff and contractors have access to the approved QMP	Yes
vi.	Municipal staff and contractors have received training on the approved QMP.	Yes
vii.	All and any changes to the QMP have been approved by the Administrator prior to implementation.	Yes
viii.	All safety codes services files are managed under a formal records management program.	Yes
ix.	All safety codes services files closed by a contracted accredited agency are returned to the municipality	Yes

### Accredited Agency Contract Information

Agency Name	B	EL	G	P	PS	Mun. %	Ag. %	Other
Superior Safety Codes Services	Yes	Yes	Yes	Yes	Yes	30	70	

### Agency Monitoring and Oversight

a.	Does the accredited agency submit the Council levy on behalf of the municipality?	Yes
i.	The municipality is not in arrears in its remittance of the Council Levy.	Yes
b.	Please provide the following verifications	
i.	An agency monitoring and oversight program is in place.	Yes
ii.	Agency inspections services are delivered in accordance to the municipality's QMP.	Yes
iii.	Signed formal agency contracts are in place.	Yes
iv.	Agency contracts are current and up-to-date.	Yes



v.	Agency contracts address the transition of safety codes services upon termination.	Yes
vi.	Closed agency safety codes services files are returned to the municipality.	Yes

### Agency Satisfaction

Please rate the following statements in relation to the corporation's satisfaction with the safety codes services provided by their contracted agency or agencies.

		Very Satisfied	Satisfied	Dissatisfied	Very Dissatisfied
a.	Overall satisfaction.		Yes		
b.	Delivery of permit services.		Yes		
c.	Delivery of inspection services.		Yes		
d.	Timeliness and responsiveness of service delivery.		Yes		
e.	Competency and knowledge of SCOs.		Yes		
f.	Actions taken to improve the delivery of safety codes services.		Yes		
g.	Actions taken to promote compliance to the Safety Codes Act, its regulations and the codes and standards in force in Alberta.		Yes		

### Technical Service Delivery Standards File Review Instructions

- Complete a review of one (1) closed permit file in each of the disciplines covered by the accreditation (i.e. building, electrical, gas, and plumbing)
- Files closed in the fire discipline **do not have** to be reviewed.
- An organization accredited in all disciplines will complete a maximum of four (4) file reviews.
- If a permit file was not closed in a discipline in the year which the AIR applies, a file review **is not required**.

### File Information

**Discipline:** Gas **Permit Issue Date:** 2021-06-03 **Permit Closure Date:** 2022-04-01

**Issuing Organization:** Summer Village of Birch Cove

**Permit Issuer:** Julie Corbett

**DOP Number:** P10108

**Inspecting Organization:** Superior Safety Codes Inc.

**Inspecting SCO:** Brian Cherneske

**DOP Number:** D5454

**Discipline:** Plumbing **Permit Issue Date:** 2021-03-24 **Permit Closure Date:** 2022-05-06

**Issuing Organization:** Summer Village of Birch Cove

**Permit Issuer:** Alexis MacMaster

**DOP Number:** P10088

**Inspecting Organization:** Superior Safety Codes Inc.

**Inspecting SCO:** Brian Cherneske

**DOP Number:** D5455

**Discipline:** Private Sewage **Permit Issue Date:** 2022-03-07 **Permit Closure Date:** 2022-04-01

**Issuing Organization:** Summer Village of Birch Cove

**Permit Issuer:** Julie Corbett

**DOP Number:** P10108

**Inspecting Organization:** Superior Safety Codes Inc.

**Inspecting SCO:** Brian Cherneske

**DOP Number:** D5455

**Discipline:** Building **Permit Issue Date:** 2020-07-24 **Permit Closure Date:** 2022-07-26

**Issuing Organization:** Summer Village of Birch Cove

**Permit Issuer:** Paul Sheppard

**DOP Number:** P3788

**Inspecting Organization:** Superior Safety Codes Inc.

**Inspecting SCO:** Ron Matiejewski

**DOP Number:** D4811



Discipline: Electrical

Permit Issue Date: 2022-10-04

Permit Closure Date: 2022-10-31

Issuing Organization: Summer Village of Birch Cove

Permit Issuer: Gerald Ives

DOP Number: D5724

Inspecting Organization: Superior Safety Codes Inc.

Inspecting SCO: Gerald Ives

DOP Number: D5724

## File Review

Building	a.	Construction Document Review	
		Was a construction document review required?	Yes
		If yes, Please verify the following	
	i.	Plans were reviewed as prescribed in the municipality's QMP.	Yes
	ii.	Professional involvement occurred as required in the municipality's QMP.	Yes
	iii.	Plans were reviewed and approved by an SCO with the proper certification.	Yes
		Note: Seek the assistance of an SCO to answer questions i and ii if necessary.	
	b.	Permit Issuance	
		Please verify the following:	
	i.	The permit is compliant with the section 21 and 22 of the Permit Regulation	Yes
	ii.	The permit was approved and signed by a Permit Issuer with the proper designation.	Yes
	iii.	The permit was issued in compliance with the Permit Regulation and the approved QMP.	Yes
	iv.	The permit was monitored in compliance with section 20 or 25 of the Permit Regulation, whichever is applicable.	Yes
	c.	Orders	
	i.	Was an order issued?	No
	ii.	If yes, the order is registered with the Council.	
	d.	Variances	
	i.	Was a variance issued?	No
	ii.	If yes, the variance is registered with the Council.	
	e.	Inspections and File Closure	
		Please verify the following:	
	i.	Inspections completed within the prescribed time frame.	Yes
	ii.	The mandatory minimum number of inspections required by the municipality's QMP were completed	Yes
	iii.	The inspection reports describe the "work in place" at the time of inspection	Yes
	iv.	An SCO with the proper certification and designation completed the inspections.	Yes
	v.	Was the permit closed with an unsafe condition?	No
	vi.	Did the inspections identify deficiencies?	Yes
	1.	Were the deficiencies resolved prior to permit closure?	Yes
	2.	Were the deficiencies an unsafe conditions?	No
	3.	Was a verification of compliance accepted?	Yes
Electrical	a.	Construction Document Review	
		Was a construction document review required?	No
		If yes, Please verify the following	
	i.	Plans were reviewed as prescribed in the municipality's QMP.	
	ii.	Professional involvement occurred as required in the municipality's QMP.	
	iii.	Plans were reviewed and approved by an SCO with the proper certification.	
		Note: Seek the assistance of an SCO to answer questions i and ii if necessary.	
	b.	Permit Issuance	
		Please verify the following:	
	i.	The permit is compliant with the section 21 and 22 of the Permit Regulation	Yes
	ii.	The permit was approved and signed by a Permit Issuer with the proper designation.	Yes

<b>Electrical</b>	iii.	The permit was issued in compliance with the Permit Regulation and the approved QMP.	Yes
	iv.	The permit was monitored in compliance with section 20 or 25 of the Permit Regulation, whichever is applicable.	Yes
	c.	Orders	
	i.	Was an order issued?	No
	ii.	If yes, the order is registered with the Council.	
	d.	Variances	
	i.	Was a variance issued?	No
	ii.	If yes, the variance is registered with the Council.	
	e.	Inspections and File Closure	
		Please verify the following:	
	i.	Inspections completed within the prescribed time frame.	Yes
	ii.	The mandatory minimum number of inspections required by the municipality's QMP were completed	Yes
	iii.	The inspection reports describe the "work in place" at the time of inspection	Yes
	iv.	An SCO with the proper certification and designation completed the inspections.	Yes
	v.	Was the permit closed with an unsafe condition?	No
	vi.	Did the inspections identify deficiencies?	No
	1.	Were the deficiencies resolved prior to permit closure?	
	2.	Were the deficiencies an unsafe conditions?	
	3.	Was a verification of compliance accepted?	
<b>Gas</b>	a.	Construction Document Review	
		Was a construction document review required?	No
		If yes, Please verify the following	
	i.	Plans were reviewed as prescribed in the municipality's QMP.	
	ii.	Professional involvement occurred as required in the municipality's QMP.	
	iii.	Plans were reviewed and approved by an SCO with the proper certification.	
		Note: Seek the assistance of an SCO to answer questions i and ii if necessary.	
	b.	Permit Issuance	
		Please verify the following:	
	i.	The permit is compliant with the section 21 and 22 of the Permit Regulation	Yes
	ii.	The permit was approved and signed by a Permit Issuer with the proper designation.	Yes
	iii.	The permit was issued in compliance with the Permit Regulation and the approved QMP.	Yes
	iv.	The permit was monitored in compliance with section 20 or 25 of the Permit Regulation, whichever is applicable.	Yes
	c.	Orders	
	i.	Was an order issued?	No
	ii.	If yes, the order is registered with the Council.	
	d.	Variances	
	i.	Was a variance issued?	No
	ii.	If yes, the variance is registered with the Council.	
	e.	Inspections and File Closure	
		Please verify the following:	
	i.	Inspections completed within the prescribed time frame.	Yes
	ii.	The mandatory minimum number of inspections required by the municipality's QMP were completed	Yes
	iii.	The inspection reports describe the "work in place" at the time of inspection	Yes
	iv.	An SCO with the proper certification and designation completed the inspections.	Yes
	v.	Was the permit closed with an unsafe condition?	No
	vi.	Did the inspections identify deficiencies?	No
	1.	Were the deficiencies resolved prior to permit closure?	
	2.	Were the deficiencies an unsafe conditions?	



<b>Gas</b>	3.	Was a verification of compliance accepted?	
<b>Plumbing</b>	a.	Construction Document Review	
		Was a construction document review required?	No
		If yes, Please verify the following	
	i.	Plans were reviewed as prescribed in the municipality's QMP.	
	ii.	Professional involvement occurred as required in the municipality's QMP.	
	iii.	Plans were reviewed and approved by an SCO with the proper certification.	
		Note: Seek the assistance of an SCO to answer questions i and ii if necessary.	
	b.	Permit Issuance	
		Please verify the following:	
	i.	The permit is compliant with the section 21 and 22 of the Permit Regulation	Yes
	ii.	The permit was approved and signed by a Permit Issuer with the proper designation.	Yes
	iii.	The permit was issued in compliance with the Permit Regulation and the approved QMP.	Yes
	iv.	The permit was monitored in compliance with section 20 or 25 of the Permit Regulation, whichever is applicable.	Yes
	c.	Orders	
	i.	Was an order issued?	No
	ii.	If yes, the order is registered with the Council.	
	d.	Variances	
	i.	Was a variance issued?	No
	ii.	If yes, the variance is registered with the Council.	
	e.	Inspections and File Closure	
		Please verify the following:	
	i.	Inspections completed within the prescribed time frame.	Yes
	ii.	The mandatory minimum number of inspections required by the municipality's QMP were completed	Yes
	iii.	The inspection reports describe the "work in place" at the time of inspection	Yes
	iv.	An SCO with the proper certification and designation completed the inspections.	Yes
	v.	Was the permit closed with an unsafe condition?	No
	vi.	Did the inspections identify deficiencies?	No
	1.	Were the deficiencies resolved prior to permit closure?	
	2.	Were the deficiencies an unsafe conditions?	
	3.	Was a verification of compliance accepted?	
<b>Private Sewage</b>	a.	Construction Document Review	
		Was a construction document review required?	Yes
		If yes, Please verify the following	
	i.	Plans were reviewed as prescribed in the municipality's QMP.	Yes
	ii.	Professional involvement occurred as required in the municipality's QMP.	Yes
	iii.	Plans were reviewed and approved by an SCO with the proper certification.	Yes
		Note: Seek the assistance of an SCO to answer questions i and ii if necessary.	
	b.	Permit Issuance	
		Please verify the following:	
	i.	The permit is compliant with the section 21 and 22 of the Permit Regulation	Yes
	ii.	The permit was approved and signed by a Permit Issuer with the proper designation.	Yes
	iii.	The permit was issued in compliance with the Permit Regulation and the approved QMP.	Yes
	iv.	The permit was monitored in compliance with section 20 or 25 of the Permit Regulation, whichever is applicable.	Yes
	c.	Orders	
	i.	Was an order issued?	No
	ii.	If yes, the order is registered with the Council.	
	d.	Variances	

Private Sewage	i.	Was a variance issued?	No
	ii.	If yes, the variance is registered with the Council.	
	e.	Inspections and File Closure	
		Please verify the following:	
	i.	Inspections completed within the prescribed time frame.	Yes
	ii.	The mandatory minimum number of inspections required by the municipality's QMP were completed	Yes
	iii.	The inspection reports describe the "work in place" at the time of inspection	Yes
	iv.	An SCO with the proper certification and designation completed the inspections.	Yes
	v.	Was the permit closed with an unsafe condition?	No
	vi.	Did the inspections identify deficiencies?	No
	1.	Were the deficiencies resolved prior to permit closure?	
	2.	Were the deficiencies an unsafe conditions?	
	3.	Was a verification of compliance accepted?	

### Annual Internal Review Findings

Use the results of the File Review and any other information to answer the following questions

1. Are there any notable issues with respect to the accreditation that was discovered through the completion of the Annual Internal Review?

There were no notable issues with respect to accreditation.

2. Any other general comments, concerns or issues the municipality would like to raise with the Administrator and council in regards to its accreditation or operation of the safety codes system.

The Summer Village of Birch Cove continues to strive to improve our Safety Codes practices and delivery program on an ongoing basis.

### Municipal Acknowledgement and Signature

Signature: Victoria Message

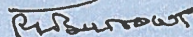
Date: 2023-03-14

Job Title: QMP Manager

Note: This information is being collected for the purpose of administering and monitoring organizations accredited under the Safety Codes Act. The information collected will be managed in compliance with section 33,39 and 40 of the Freedom of Information and Protection of Privacy Act, section 63 of the Safety Codes Act, and in accordance with the policies, practices and procedures of the Safety Codes Council. Questions about the collection and use of this information can be directed to the Safety Codes Council at 780-413-0099, or toll-free at 1-888-413-0099.

### For Safety Council Use Only

#### Administrator of Accreditation Review and Approval

Signature: 

Date: 2023-03-22

Subject **ASVA Communication on MSI Unspent Funds**  
From MIKE PASHAK <mike.pashak@shaw.ca>  
To <cao@birchcove.ca>  
Cc Kathy Krawchuk ASVA, Executive Director <execdirector@asva.ca>,  
<administration@wildwillowenterprises.com>  
Date 2023-04-02 17:12



Mayor Steven Tymafichuk,

As you are likely aware, the Municipality Sustainability Initiative (MSI) will be ending this year. Any of the 2007 to 2018 MSI funds that are not spent on eligible projects by year end will be forfeited or returned to the Government of Alberta (GOA). This is something the Association of Summer Villages of Alberta (ASVA) and Municipal Affairs does not want to happen. The reason for my email is that ASVA has become aware that there are 23 Summer Villages in a situation where they may have to forfeit or return MSI funds to the Government.

For several years now, ASVA has been advocating for Local Government Fiscal Framework (LGFF) allocation factors that recognize Summer Villages have changed with increased year-round use and increased permanent residents. With that change the GOA and more particularly Municipal Affairs, should increase the amount of Base funding to better support Summer Villages. In my discussions with Municipal Affairs and other stakeholders, they point to the amount of unspent MSI funds as a reason for not increasing future LGFF funding to Summer Villages.

So, I am reaching out [today](#) to understand where your Summer Village is at with respect to unspent MSI funds. I also offer ASVA's support and assistance in getting those funds spent by year end. In my discussions with other Summer Villages, I hear some of the innovative things they are doing with MSI funds. If you like, my offer is to have a phone conversation with you and your CAO or to virtually attend a Council meeting to discuss what ever you would like related to this topic or ASVA.

The data that Municipal Affairs has is likely a year old as the 2022 SFE's have not been filed yet. So, it would be beneficial for me to know where you are currently at with MSI and be in a position to update Municipal Affairs and others about your situation. To do so, here are my questions:

1. Have you spent all your 2007 to 2018 MSI funds?
2. If you have not spent those funds, do you have plans in place to spend the funds by year end?
3. What can ASVA do to help?

Regards,  
Mike Pashak  
President, ASVA  
(403) 620-1543

43



Summer Village of Birch Cove Grant Funding Report

Updated: April 21, 2023

Grant Program	Year	Allocation	Dollars Received	Dollars Spent/To Be Spent	Grant Carried Forward	Interest Earned/Applied Carried Forward	Projects/Current Projects
MSI - O	2022 Operating	4,615.00	4,615.00	4,615.00	-	-	Offset Admin
	2023 Operating	9,230.00	-	-	-	-	Offset Admin
Total MSI - O Grant & Interest Dollars Available		\$ 9,230.00			\$ -	\$ -	
SFE Due May 1st					2023 Allocation	\$ 9,230.00	

MSI - C	2007	3,228.00	3,228.00	-	3,228.00	30.00	
	2008	9,000.00	9,000.00	-	12,228.00	159.00	
	2009	7,431.00	7,431.00	-	19,659.00	26.00	
	2010	62,867.00	62,867.00	-	82,328.00	224.00	
	2011	62,997.00	62,997.00	-	145,323.00	1,118.00	
	2012	63,495.00	63,495.00	189,319.00	19,499.00	1,121.00	
	2013	63,927.00	63,927.00	10,523.00	72,903.00	620.00	
	2014	76,423.00	76,423.00	61,536.00	87,790.00	817.00	
	2015	74,628.00	74,628.00	-	162,418.00	451.00	
	2016	74,775.00	74,775.00	113,534.00	123,659.00	947.00	
	2017	74,555.00	74,555.00	54,230.00	143,984.00	545.00	
	2018	77,005.00	77,005.00	2,001.00	218,988.00	747.00	
	2019	67,374.00	67,374.00	27,752.00	191,236.00	135.00	
	2020	73,251.00	73,251.00	66,296.00	124,940.00	160.00	
	2021	77,207.00	77,207.00	37,794.00	87,146.00	64.00	
							2020 Application for Main Park Upgrade - Total Application Project Costs \$75,520, to be funded by MSI-C CAP-14580- \$25,520 & CCBF-1888 - \$50,000 /
	2022	31,309.00		25,520.00	61,626.00	361.00	2022 Expenses \$39,014.78
	2023	31,309.00					
Total MSI - C Grant & Interest Dollars Available		\$ 349,601.00			\$ 61,626.00	\$ 7,525.00	
2008-2016 - Funds must be spent within 5 years of the allocation year					2023 Allocation	\$ 31,309.00	
SFE Due May 1st - Funding expires 2023							

the majority of MSI funding is allocated 48 per cent on a per capita basis; 48 per cent based on education property tax equities; and 4 per cent based on kilometers of local roads

The 2007-2018 Allocations must be reported on the 2022 and/or 2023 SFE - amount to be reported is \$69,151

\*\*\*\*\*

to be spent before

end of 2023

GTF	GTF - 2005	1,288.00	1,288.00		1,288.00	SFE Done
	GTF - 2006	1,288.00	1,288.00		2,576.00	SFE Done
	GTF - 2007	1,717.00	1,717.00		4,293.00	SFE Done
	GTF - 2008	3,006.00	3,006.00		7,289.00	SFE Done
	GTF - 2009	6,009.00	6,009.00		13,308.00	SFE Done
	GTF - 2010	7,118.00	7,118.00		20,426.00	SFE Done
	GTF - 2011	7,118.00	7,118.00		27,544.00	SFE Done
	GTF - 2012	7,118.00	7,118.00		34,662.00	SFE Done
	GTF - 2013	7,118.00	7,118.00		41,780.00	SFE Done
	GTF - 2014	7,448.00	7,448.00		49,228.00	SFE Done
	GTF - 2015	7,359.00	7,359.00		56,585.00	SFE Done
	GTF - 2016	7,426.00	7,426.00		64,011.00	SFE Done
	GTF - 2017	7,434.00	7,434.00		71,445.00	SFE Done
	GTF - 2018	7,482.00	7,482.00		78,927.00	SFE Done
	GTF - 2019	15,085.00	15,085.00		94,012.00	SFE Done
	GTF - 2020	7,574.00	7,574.00		101,588.00	SFE Done
	GTF - 2021	15,269.00	-	64,719.00	36,867.00	708.00
						SFE Done - Totals represent from 2005 to present
						2020 Application for Main Park Upgrade - Total Application Project Costs \$75,520, to be funded by MSI-C CAP-14580- \$25,520 & CCBF-1888 - \$50,000 /
CCBF	CCBF - 2022	7,697.00		13,494.76	23,372.24	137.00
	CCBF - 2023	7,817.00				
Total NDCC/FGTF Grant & Interest Dollars Available		\$ 55,000.24			\$ 23,372.24	845.00
2010-2013 - ust be spend by March of 2014 - NEW EXTENSION TO DECEMBER 31/14 - New agreement for 2014-2024					2023 Allocation	\$7,817
SFE Due June 30th						



## Invasive Species Update

In March, the Alberta Invasive Species Council held a very successful conference in Olds at the Olds College. The take home message from this conference was that Albertans cannot let their guard down when it comes to alien species invading our pristine environment. Here are several invaders and various campaigns highlighted at the conference:

### Squeal on Pigs

Invasive wild boar at large and hybrid pigs appear to be increasing in Alberta. They can damage crops and landscapes. They are elusive and often times, only the damage caused by wild boar may be noticed. If you see unexplained disturbed land, contact [AF.wildboar@gov.ab.ca](mailto:AF.wildboar@gov.ab.ca) or call 310.FARM to report this damage.



### Understand your grass.

Many lakeshore cottagers are keen to see a thick, green lawn and are tempted to seed or sod down as close to the shore as possible. In order for them to ensure invasive annual grasses such as downy brome or Japanese brome do not take a foothold on lake areas, cottagers need to ensure their sod or seed does not contain invasive species by asking their suppliers if their products are invasive-free. As well, too much nitrogen fertilizer can leach into the water, when fertilizing your shoreline grasses, which can enhance devastating algae blooms in lake areas.



Down brome riparian infestation



Algae bloom

## Burn it Where you Buy It

Firewood can contain invasive insects like emerald ash borer or harbor invasive tree diseases such as Dutch Elm Disease (DED). Don't get caught with DED when buying firewood further than 80 km from where you originally purchased it! Always burn it where you buy it and do not return to your Summer Village with it to avoid the spread of invasive insects and diseases.



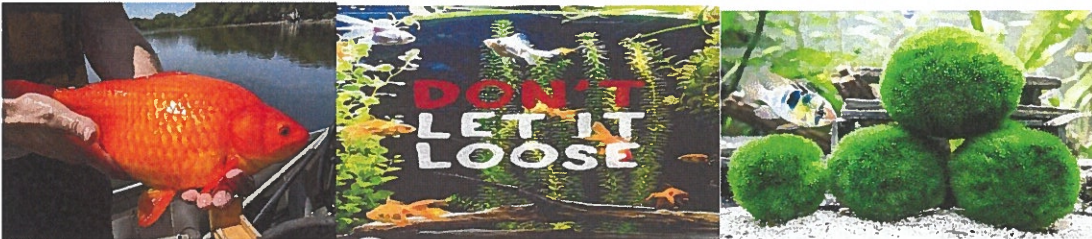
Dutch Elm Disease

Do Not Transport Firewood

Elm Bark Beetle

## Don't Let it Loose

Goldfish are a common pet in aquariums. When people get tired of their fish many have considered releasing them into lakes and streams, however this is illegal! Goldfish can survive in less than ideal conditions and disrupt our environments. If an aquarium pet or plant is no longer wanted, please return them to the pet store where purchased or donate them to a school, aquarium group, community organization or a rescue society. That also applies to aquarium moss balls. Some of these balls have been found to contain zebra mussels, which, if released in Alberta, could be an environmental disaster to our lakes.



Released oversized goldfish

Don't let it Loose Program

Aquarium moss balls

## Clean, Drain and Dry your Boat.

Recreational activities, such as boating can spread invasive species. Not only can zebra and quagga mussels be transported on uncleaned watercrafts and undrained bilges or equipment, but aquatic species such as Eurasian water milfoil, the exclusionary phragmites, and the invasive Prussian carp can be transported to new areas. In specific, Prussian carp have been found in the Red Deer and North Saskatchewan watershed, so it is critical that, even if you are just moving your boat from a river to a nearby lake, to always clean, drain and dry any gear that comes in contact with the water.





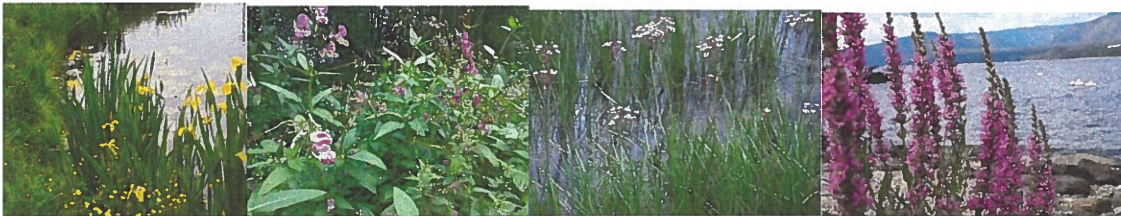
Prussian Carp

Clean Drain Dry Your Boat

Eurasian Watermilfoil

## If You Don't Know, Now You Know:

Gardeners often are offered attractive species in the form of seeds or plant fragments. Emergent species have often been moved from one shore to line the edges of a pond or water feature. Many of the species can take over a lakeshore, ending the biodiversity and use of that water's edge. If you do not have full knowledge of what you might be bringing in to your pond, now you know to not do it. Some of these invasive ornamental species include yellow flag iris, flowering rush, Himalayan balsam, and purple loosestrife, and can all be found in Alberta.



Yellow Flag Iris

Himalayan Balsam

Flowering Rush

Purple Loosestrife

## Don't go cray-cray with your fish bait.

The northern crayfish is native to the Beaver River system, where it is often collected and used as bait for sport fishing in that area. But that river system is where it needs to stay. Bringing it back in your tacklebox or wet well and letting it loose in other water ecosystems could potentially cause major disruption. This applies to all live bait! It is illegal to let any bait loose in aquatic ecosystem.



Northern Crayfish

Live bait.

All of these species and more were featured at the 2023 AISC conference. Continued updates on the battles against invasive species of all types will occur as successes and failures are noted—stay up to date with the AISC and join their newsletter or follow their social medial accounts on Facebook, Instagram and Twitter, @ABinvasives!

April 3, 2023

Office of the Minister  
Environment & Protected Areas  
224 Legislature Building  
10800 – 97 Avenue  
Edmonton, AB T5K 2B6

**RE: Exemption of Newspaper Media from EPR Program Revisions**

Dear Minister Savage,

On March 14, Council heard from Evan Jamieson, President, Alberta Weekly Newspapers Association. Mr. Jamieson highlighted what impact changes to the EPR program would have on newspaper media.

The newspaper industry is already under extreme financial pressure due to increased costs of materials and inflation coupled with the decline in advertising spend and subscriptions. It might seem simple to discontinue physical publications in a digital world; however, digital excludes entire demographics of individuals who cannot access the internet. Newspapers serve as a source of information for those who still operate in an analogue world. A newspaper closing its doors due to additional expenses, will cut an entire demographic off from access to local, national, and international news.

We urge the UPC to follow in the footsteps of jurisdictions such as Great Britain and Ontario where newspapers have become exempt from similar EPR programs. Newspapers have multiple uses, offering a secondary purpose aside from providing information about the world. Among other uses, they are conducive as insulation for temperature sensitive products during transport and protect precious family heirlooms during a move. We urge you to recognize the importance of local papers and the impact the potential closure newspaper businesses would have on the social fabric of the communities they serve. Consider the challenges already faced. Follow in the footsteps of the Ontario government, and please exempt newspapers from the revised EPR program.

Regards,



Dave McKenzie  
Mayor





Mark Your  
Calendar



*HELLO Summer Village of Birch Cove! The **Birch Cove Community League** is hoping you'll join us for another awesome summer of fun. Here's some of what's happening at the Lake this summer - Come Join in the Fun!*

**Saturday May 20, 2023** (this is the Victoria Day long weekend) **10 a.m.**

**Set Up The Pier & Kayak Launch AND Order Your SVBC Apparel**

The community pier set up starts at 10 a.m. and the kayak/paddle board launch will also be set up this date (with some modifications that will hopefully make it easier for everyone that uses it. Once our waterfront is set up for the summer, come warm up in the Community Clubhouse & reconnect with your neighbours while enjoying some coffee/tea/hot chocolate and selecting your new Summer Village of Birch Cove apparel (order cutoff will be May 28<sup>th</sup> so that we can get everything before Canada Day).

**Saturday June 3, 2023 at 10 a.m.**

**Lac La Nonne Enhancement & Protection Association (LEPA) Annual General Meeting**

For the past few decades **LEPA** has been working to address the health of our lake, conserve the surrounding natural areas, and to celebrate the lake's community accomplishments (they also host a great Fishing Tournament on Family Day & a fun Boat Regatta each July). Join them at the Seniors Lakeside Recreation Club to see what they've got in the works this year (Turn east off HWY 33 onto Township Road 575. Follow the road until the lake and the Recreation Club will be on the right-hand side. Signs will be posted).

**Saturday July 1, 2023** (this is the Canada Day long weekend)

**Birch Cove Canada Day Festivities**

The **Birch Cove Community League** has a day of fun events planned with something for everyone! We've got a parade, a 50/50 Crib Tournament, a Scavenger Hunt, and a Canada Day photobooth. Then we're hoping everyone will join us for a **free** BBQ dinner in the park (along with cake for Canada's 156<sup>th</sup> birthday) before we end the day with a Playlist Party and fireworks. We need your help to make this memorable, so check out the bulletin board mid June for our poster with the details.

**Saturday July 15, 2023 at 10 a.m.**

**LEPA Annual Boat Regatta**

The Lac La Nonne Enhancement and Protection Association (**LEPA**) will be announcing the theme for their annual boat regatta shortly, and they'd like to have Birch Cove join in the fun.

**Saturday July 29, 2023**

**Birch Cove Market and Fun in the Park Day**

The **Birch Cove Community League** is hosting a day of fun in our park area. Market tables will be available for our community entrepreneurs to sell their homemade/homegrown goods. We've also got a free concert in the park, and fun activities planned for the afternoon. Check out the bulletin board in early July for our poster with the details.

**Saturday September 2, 2023** (this is the Labor Day long weekend)

**Summer Wrap-up Party**

The **Birch Cove Community League** will be wrapping up the summer's fun with our yearend party. This year we've decided to start the fall fun in the afternoon with our own early *Halloween*. Then join us in the evening for a bit of southern hospitality as we host our Mardi Gras-themed dinner and party. We'll also be having our annual silent auction, dance music by **Radio Tragedy**, and of course fireworks. Check out the bulletin board in mid July for our poster with the details.

**Saturday September 9, 2023**

**Pier and Kayak Launch Removal for Winter Storage**

With the end of the summer, it's time for removal of the pier & kayak launch for winter storage. Come join the work group at 10 a.m.



The **Birch Cove Community League** Executive is a small group of volunteers that put in a lot of time to run our not-for-profit organization, to create events and help with projects that enhance social connections for folks in our community. To make this a success, we need to hear from you - E-mail us at

**[BirchCoveCommunityLeague@gmail.com](mailto:BirchCoveCommunityLeague@gmail.com)**



**WE NEED  
YOUR HELP!**

**Got Suggestions?**

**Got Questions?**

**Want to Help with Community Events?**

CONTACT THE

**Birch Cove Community League**

**BIRCHCOVECOMMUNITYLEAGUE@GMAIL.COM**

KIM TEHA • PRESIDENT  
#4 HORSESHOE CRES.

JEREMY HUMMELLE • TREASURER  
#2 SPRUCE ROAD

CORINNE TYMAFICHUK • VICE PRES.  
#9 SPRUCE ROAD

ILONA DUGAN • SECRETARY  
#9 HORSESHOE CRES.



# Summer Village of Birch Cove



## Newsletter Spring 2022

### Main Park Upgrade Project

The main park upgrade project is now underway. This involves a new staircase for the north end of the park, re-siding the cook house and installing doors on the cook house.

### Water Well building is complete.

The water well project is now complete. Well water is now ready for use. A special note that this is non-potable water and not to be used as drinking water.

### A Special Thank-you

A special thank-you to all those property owners who look after the lawn maintenance on the boulevards which adjoin their properties. This goes a long way in beautifying the overall look of the Village.

### Street Lights

If you notice problems such as not lighting at all, staying on all day long, or flickering on and off, please call Fortis Alberta at 780-310-WIRE or 780-310-9473 to report the problem and location.

### Town Hall Meeting

The Town Hall meeting will take place May 28, 2022 at the community shelter at 10:00 am.

### Off-Highway Vehicles (Quads)

The Summer Village has received several complaints about the operation of Off-Highway Vehicles. These complaints vary from younger drivers (without supervision) driving continually on the roadways, to operators travelling at excessive speed, to quads that make excessive noise due to modified exhaust systems. The operation of all Off-Highway Vehicles is controlled under the Provincial Highway Traffic Act. If you are not familiar with this Act, it is the Act which regulates the operation of all motor vehicles, whether you have an operator's license or not. Under provincial law, Off-Highway Vehicles are prohibited from operation on all highways and roadways. The Summer Village of Birch Cove passed an Off-Highway Vehicle Bylaw to allow the operation of Off-Highway Vehicles on their roadways, with conditions such as having the vehicle plated and insured. The helmet law is also in effect. Do not allow one or two offenders take this privilege away from you. **If you see illegal operation of an Off-Highway Vehicle, please report it to the RCMP.**

### Community Dock Installation

All of the people using the common dock, should be at the dock area at 10:00 a.m. on Saturday May 21, 2022, to help install the dock system and boat lifts in the lake. See you there!!! Remember to practice social distancing.

The dock will come out on September 10, 2022.

### Dumpster

The dumpster will return again this year. It should be delivered the first week of May.



### **Council Meetings**

If you have any suggestions or matters you would like addressed by Council, please contact the Administrator to be placed on the Council Agenda. Council meeting dates may change, please contact the administrator for times and location. Everyone is welcome to attend.

### **Contact Information**

Fire Emergency	911
Ambulance Emergency	911
RCMP Emergency	911
RCMP Barrhead Detachment Emergency	780- 674-2696
RCMP Barrhead Detachment Non-Emergency	780-674-4848

### **Development Permits**

For all development questions, Development Permits, and Compliance Certificates please contact:

**Tony Sonnleitner**

**Box 2945**

**Stony Plain, Alberta**

**T7Z 1Y4**

**Phone: 780-718-5479**

**Fax: 866-363-3342**

**email: [pcm1@telusplanet.net](mailto:pcm1@telusplanet.net)**

### **Safety Codes Permits**

All construction in the Village requires Safety Codes Permits. Please contact:

**Superior Safety Codes Inc.**

**14613 - 134 Avenue**

**Edmonton, Alberta**

**T5L 4S9**

**Phone: (780) 489-4777**

**Fax: (780) 489-4711**

**Toll Free Phone: 1-866-999-4777**

**Toll Free Fax: 1-866-900-4711**

**(Includes Building, Electrical, Plumbing, Sewage and Gas Permits)**

### **Street Addresses**

#### **DO YOU HAVE YOUR STREET ADDRESS PREDOMINANTLY DISPLAYED ON YOUR PROPERTY?**

It is imperative that all properties are identified with their street address which is clearly readable from the roadway. This is the only way that emergency personnel such as fire, ambulance or police can quickly identify your property in case of emergency. If you are not sure what your address is, please contact the Village office and confirm it.

### **Dogs - Barking and Running Loose**

Once again, over the past few months, we have received complaints about dogs running at large, defecating on the parks and walkways, and getting into garbage. Please keep your dog confined to your property or on a leash. All residents should ensure that they have proper garbage cans or containers for their trash. Garbage not only attracts dogs, but many wild animals such as skunks, foxes, and porcupines.

If your "best friend" is one who:

--barks till the wee hours of the morning

--chases cars or people

--runs loose and leaves "gifts" in the parks or in your neighbours yard

--lopes straight for a garbage can to rummage through at 6:00 a.m.

Remember, it is the owner who is inconsiderate, not the dog. Please be responsible!

### **Contacts**

**Mayor Steven Tymafichuk**

**Deputy-Mayor Eugene Dugan**

**Councillor Dory Sample**

**Municipal Administrator**

**Dennis Evans**

**780-446-1426**

**[d.evans@birchcove.ca](mailto:d.evans@birchcove.ca)**

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Box 7, Site 19, RR 1, Gunn, Alberta T0E 1A0  
Phone: 780-446-1426 email: [d.evans@birchcove.ca](mailto:d.evans@birchcove.ca)

**[www.birchcove.ca](http://www.birchcove.ca)**