



- Alberta Beach
- Birch Cove
- Nakamun Park
- Ross Haven
- Sandy Beach
- Silver Sands
- South View
- Sunrise Beach
- Val Quentin
- West Cove

Ste. Anne Summer Villages Regional Emergency Partnership

VIRTUAL MEETING

Wednesday, May 13, 2026 7:00 PM - 9:00 PM

Land Acknowledgement

We acknowledge the many First Nations, Metis and Inuit who have lived in and cared for these lands for generations. We are grateful for the traditional knowledge Keepers and Elders who are still with us today and those who have gone before us.

1. Call to Order: 7:05 PM Chairperson: Steve Wright

2. [Attendance Wednesday, May 13, 2026](#)

3. Acceptance of Agenda

Moved by Dennis Woosley the Agenda be adopted as presented.

4. [Approval of Previous Agency Minutes January 21, 2026](#)

Moved by Rick Wagner the Minutes of the January 21, 2026 Agency Meeting be accepted as presented.

5. AEMA Update John Swist/Troy Carriere Unavailable due to Whitecourt Fire

- LAEMR [AUDIT RESULTS](#) - Overview presented by Steve Wright. The 2025 Audit was completed with positive results; a few minor gaps were identified with meeting training requirements. The Training Tracker will be used to confirm registration and confirmation of participation and notification to those who need to completed the required training. Bylaws also require minor procedural tweaks for next revision.

6. OLD BUSINESS

- **Regional Mock Emergency Fall 2026**

Confirmed for September 28-29, 2026 (alternate October 1-2, 2026, in collaboration Lac Ste Anne County and Sandhurst consultants. Steve shared some background on the

new Consultant: Sandhurst (former British officers who are from Suffield/Medicine Hat area, and are expanding service across Alberta and provinces);

The proposed format will be a full 2-day exercise at county facilities. Administration will confirm if there is opportunity for council observers at the event.

Preparation: SVREMP will conduct tabletop exercise in August focusing on Planning P process and communication phase to prepare participants for regional exercise

Steve encouraged full participation from DEM/DDEMs. Information will be shared as it is received. SVREMP has a strong pool of qualified resources.

- **FireSmart Home Assessments** - grant funding for free home/community assessments. Several Fire Departments in the SVREMP region now offer this service
Following discussion, Administration will confirm if funds can be diverted to Section Chief Training or to assist with expenditures for Community Cleanup Events or Community Firesmarting projects.
- **72 hour Emergency Kits** - 1 per community for give away at Community Events to promote FireSmart initiatives and awareness.

7. NEW BUSINESS

- [Agency 2026 Workplan Update](#)
 - **Community Events** - add into Workplan or 2026/2027
- **Sandy Beach Fire Update**
Brian Brady shared the successful multi-agency response to the Sandy Beach fire (3 houses lost, 60+ responders)

Incident overview:

The fire started Saturday, May 9, 2026 at 3 PM. All 3 cabins were engulfed by 4 PM. Alexander Band Fire Department responded within 6 minutes with support from Sturgeon County, Parkland County, Lac Ste. Anne, and Forest Service (medium helicopter with bucket, bulldozer, 60+ personnel by 6 PM)

State of Local Emergency (SOLE) was declared at 8:30 PM to enable water access through private property and prepare for potential evacuation of Lakeshore Drive if winds shifted; council coached through process during incident.

- **Lessons Learned- Brian Brady**

- Pull Form 201, 211, and 214 immediately for incident structure and direction
- Order portable toilets immediately for large-scale events (weekend availability limited; Sandstone provided free units)
- Pre-arrange food supply logistics
- Ensure all forms in emergency kit are current
- Brief council in advance on emergency roles to avoid delays during active incidents
- Fire Chief serves as Operations Superintendent throughout incident
- Partnership response: SVREMP provided on-site support (Stephen, Brian attended first incident brief, Marlene worked Sunday as scribe with CAO Louise)
- Sturgeon County, SANG, Gateway School Division coordinated effectively

- **Fireban Process**

- Municipalities have authority to set local fire bans, and must document decisions if lowering recommendations from Fire Chief or County who are subject matter experts
- Councils assume full risk and liability for deviating from expert guidance and must record transparent rationale for any deviations
- Ongoing discussion: Exploring empowering Fire Chief to set fire bans for all managed summer villages simultaneously to streamline process and remove council burden and responsibility.

- **Ministerial Order #A:017/20 Request for Revision**

- The request for revision has been received by AEMA and will be directed to Minister Ellis for approval. This revision will officially add the Village of Alberta Beach and withdraw the Summer Village of Sunset Point and the Summer Village of Yellowstone from SVREMP.

- **Tabletop Exercises** (including all SVREMP)

- Planning P - prior to Regional Mock Exercise - perhaps in August, 2026 - Email to confirm dates
 - Forms Training

- **Section Chief Training**

[Organization Chart](#)

Discussion regarding current gaps for Section Chief roles.

Course schedule is available through the AEMA [Online Training](#) Calendar.

Goal: Establish two qualified personnel per section chief role to enable 24-hour rotation during extended incidents; explore hosting custom training sessions with John Swist/Troy Carrier or leveraging City of Edmonton, Justice Institute BC, California Fire, Texas A&M resources

8. Round Table

Alberta Beach: Community and Council Meet and Greet being held on June 13, 2026

Janice would appreciate receiving a 72 Hour Emergency Kit to promote FireSmart for giveaway at this event.

Alberta Beach Library: Radon detectors available for 6-week loan to members

Nakamun Park: Nakamun 60 Anniversary July 25, 2026: Marlace would appreciate receiving a 72 Hour Emergency Kit to promote FireSmart for giveaway at this event.

Cleanup Crew Organization Update

Sandy Beach: Brian suggested soliciting interest within the partnership for completion of Section Chief training

Silver Sands: July 25, 2026: Family Day Picnic: Dennis would appreciate receiving a 72 Hour Emergency Kit to promote FireSmart for giveaway at this event. Dennis will send July event details to Marlene

Rick Wagner expressed interest in completing ICS 200 - Administration will provide information for this online training.

South View August 15, 2026: Community Event

Sunset Point Bible Camp: Karen Bradbury/ SVREMP ESS Coordinator

Work bees completed: Sunset Point Bible Camp cleared brush/downed trees with 75 volunteers

A second FireSmart session will be held during July family camp

ESS and RRECP Training

RRECP software: Electronic registration/inquiry system replacing paper cards; allows family linking, confidential notes (e.g., abuse situations), faster searches; training required for access codes

Training format: Half-day for ESS components (triage, donations, pet care, first aid); 1-2 days for RRECP software (last training ~2 years ago at county office)

Challenges noted:

Privacy resistance from residents when collecting information pre-evacuation easier acceptance during active evacuation;

Stephen, Marlene and Janice attended a Mock Emergency Exercise in St. Albert as observers. St. Albert developed offline Excel form as backup for internet connectivity issues

Recommendation: Train DEMs and Deputy DEMs in addition to ESS leads to enable smaller-scale response (e.g., 10-property gas leak evacuation)

West Cove: May 30, 2026 FireSmart Community Cleanup: would appreciate receiving a 72 Hour Emergency Kit to promote FireSmart for giveaway at this event. Wendy has received a box of FireSmart promo material from Mike Coutu at FireSmart.

Val Quentin: May 30, 2026: Community Cleanup Event; July 11, 2026: Picnic in the Park

FIRESMART PROMOTIONAL MATERIALS AVAILABLE ON REQUEST

To place an order, please contact:

Michael Coutu, FireSmart Specialist

email: michael.coutu@gov.ab.ca

cell: 587-337-2508

9. **Next Meeting Date:** September 9, 2026 Virtual Evening 6:30 PM Save the Date
10. **Adjournment 8:48 PM**

Action Items

- Marlene: Explore grant fund reallocation options with FRIAA
 - Marlene: Follow up with Alexis Nation (Crystal Potts) by end of May on MOU
 - Marlene: Alexander First Nations demonstrated excellent mutual aid response at Sandy Beach fire (6-minute response time, 4 km from village); continue to explore formal MOU with Alexander and other First Nations near summer villages
 - Marlene: SANG GIS mapping: Working with Karen to update detailed village maps including utilities using SANG GIS technology; SANG also has expressed strong interest in partnership Pursuing MOU
 - Marlene: Coordinate RCMP Dispatch tour dates with Parkland RCMP Sergeant once 6th participant confirmed 55
 - Marlene: Send FireSmart provincial coordinator (Mike) contact info to Karen (Sunset Point Bible Camp) and Dennis (Silver Sands)
 - Marlene: Send AEMA training calendar link to Rick Wagner (ICS 200 needed) and all DEMs
 - Marlene: Send September 9, 6:30 PM meeting invite to all participants
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- Stephen: Purchase 72-hour emergency backpacks (one per community) for distribution at local events by May 30
 - Stephen: Send email to confirm August tabletop exercise date; aim for full team participation before regional exercise
 - Stephen: Update SVREMP plan with new SOLE process and correct forms; ensure electronic database available
 - Stephen: Complete Alberta Beach hazard/risk assessment (final community remaining)
 - Stephen: Update organization chart with confirmed Section Chief assignments and contact information for warning order distribution
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- Janice : Share emergency supplies inventory (vests, poster-size post-its, org chart materials) access info with all DEMs; supplies available through Jan, Kathy (Alberta Beach), or Stephen
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- Brian Brady: Review Operations Section Chief training in High Prairie (June 2 start date) for scheduling feasibility
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- All DEMs: Share monthly SVREMP work plan at council meetings to maintain council awareness of partnership activities
 - All DEMs: Identify Section Chief role candidates and training interest; communicate to Stephen/Marlene