

**ALBERTA BEACH  
REGULAR COUNCIL MEETING  
BEING HELD IN THE ALBERTA BEACH COUNCIL CHAMBERS  
AND BEING HELD ELECTRONICALLY VIA ZOOM  
AUGUST 19, 2025 AT 7:00 P.M.**

**AGENDA**

1. CALL TO ORDER
2. LAND ACKNOWLEDGEMENT
3. AGENDA ADDITIONS
4. ADOPTION OF AGENDA
5. CONFIDENTIAL – CLOSED MEETING SESSION (will be held at the end of the meeting)
  - a. LSAC – LILSA Briefing Note
  - b. Proposal to Purchase Village Road ROW (Right of Way)
- P. 2-6  
6. ADOPTION OF PREVIOUS MINUTES
  - a. Regular Council Meeting of June 17, 2025
- P. 7-19  
P. 20-21  
7. DELEGATIONS
  - a. Alberta Beach Alliance Church – Historical Status for Small Church Building
  - b. Donna Jacobsen – Enhanced Patrolling
8. PUBLIC HEARINGS
9. MUNICIPAL PLANNING COMMISSION
- P. 22-24  
10. OLD BUSINESS & CAO REPORT ACTION LIST
- P. 25-38  
11. FINANCIAL REPORTS
  - a. Financial Report of June 30, 2025
12. BYLAWS & POLICIES
- P. 39  
13. COUNCIL, COMMITTEES & STAFF REPORTS
14. CORRESPONDENCE – INFORMATION ITEMS
  - P. 40-47  
P. 48-49  
P. 50-55  
P. 56-57  
P. 58-62  
P. 63-74  
P. 75-76  
P. 77-91  
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P. 93-95  
P. 96-114  
P. 115-116  
P. 117-120  
P. 121  
P. 122-125  
P. 126-137  
P. 138-139  
P. 140-149  
P. 150-154  
P. 155-156  
P. 157-158  
P. 159-161  
P. 162-167  
P. 168-171  
P. 172-173  
P. 174-179  
a. Alberta Association of Police Governance – PRC Special Advisory Committee Recruitment & PRC Update
  - b. Alberta Association of Police Governance – Police Review Commission Interim CEO Announced
  - c. Alberta Association of Police Governance – Police Review Commission Status Update July 21-Aug 4
  - d. Alberta Municipal Affairs – 2025-26 Canada Community Building Fund (CCBF)
  - e. Alberta Municipal Affairs – Bill 20/50 Resources – LAEA Amendments – Nominations & Forms
  - f. Alberta Municipalities – Feedback on School Site Ownership
  - g. Alberta Municipalities – Registration Open for Peace River Summer Municipal Leaders Caucus
  - h. Alberta Municipalities – ABmunis Updated Recommendations on Recall Rules
  - i. Community Futures Yellowhead East – Introduction of Regional Investment Marketing Strategist
  - j. Community Futures Yellowhead East – Press Release - Launch of Exit Navigator
  - k. Community Futures Yellowhead East – Town of Barrhead Business Survey Results
  - l. Community Futures Yellowhead East – RIAMS Welcome Meeting
  - m. Community Futures Yellowhead East – RIAMS Community Survey
  - n. Government of Alberta Health Regional Advisory Council – Municipal Representation on RAC
  - o. Government of Alberta Police Review Commission – Police Review Commission Status Update June 4-20
  - p. Lac Ste. Anne County – Subdivision Referral 018SUB2025
  - q. Lac Ste. Anne County – Subdivision Referral 018SUB2025 Access
  - r. Lac Ste. Anne County – Decision Referral Subdivision 018SUB2025
  - s. Lac Ste. Anne Foundation – Summary Strategic Planning Session Report
  - t. Royal Canadian Mounted Police – Introduction - New Commanding Officer
  - u. Royal Canadian Legion – Military Service Recognition Book & Certificate of Appreciation
  - v. Skydancer Indigenous Cultural Center – Astam Culture Camp
  - w. SV REMF – Job Opportunity- Regional Director of Emergency Management Position
  - x. Town of Onoway – Full and Final Settlement of Onoway Regional Fire Services
  - y. Yellowhead Regional Library – YRL Deputy Director Announcement
  - z. Bevan Janzen – Objection to LSAC Proposed Discretionary Development Permit 24-D0191 & 24-D0192
- P. 180-182  
P. 183-185  
P. 186  
P. 187  
P. 188-189  
15. CORRESPONDENCE – ACTION ITEMS
  - a. Alberta Beach & District Amateur Softball Association (ABADASA) – 25<sup>TH</sup> Annual Golf Tournament
  - b. Edmonton Military Family Resource Centre – 19<sup>th</sup> Annual Yellow Ribbon Gala
  - c. Jolena Hove, Lakeside Childcare Ltd. – Safety Near Lakeside Childcare
  - d. Northwest of 16 Regional Tourism Association - Podcast
  - e. TVRSSC – Alberta Community Partnership Grant Application – Sewer Master Plan Project
16. NEW BUSINESS
  - a. Lac Ste. Anne County – Draft Mutual Aid Agreement
17. QUESTION PERIOD
18. ADJOURNMENT

b.a

**MINUTES OF THE REGULAR MEETING OF COUNCIL  
OF ALBERTA BEACH IN THE PROVINCE OF ALBERTA  
HELD IN THE ALBERTA BEACH COUNCIL CHAMBERS  
AND HELD ELECTRONICALLY VIA ZOOM  
JUNE 17, 2025 AT 7:00 P.M.**

**PRESENT:**

- Mayor.....Kelly Muir
- Deputy Mayor.....Bill Love
- Councillor.....Debbie Durocher
- Councillor.....Tara Elwood (via zoom)
- Councillor.....Daryl Weber
- CAO.....Kathy Skwarchuk
- Asst. CAO.....Cathy McCartney (Zoom Administrator)

**CALL TO ORDER:**

Mayor Muir called the meeting to order at 7:00 P.M.

**LAND ACKNOWLEDGEMENT:**

Mayor Muir read a Land Acknowledgement Statement as follows:

Alberta Beach respectfully acknowledges that it is located on the First People’s traditional lands. We recognize this traditional Treaty Six Territory to show respect and understanding to the First Nations, Metis and Inuit peoples who walked this land for centuries. We express gratitude and respect for the land we use and reaffirm our relationship with one another.

**NATIONAL INDIGENOUS PEOPLES DAY:**

Mayor Muir read a recognition statement as follows:

Alberta Beach would like to recognize that June 21 marks National Indigenous Peoples Day, a day recognizing and celebrating the cultures and outstanding contributions of the First Nations, Inuit, and Metis Indigenous Peoples of Canada. We are pleased to acknowledge, honour and celebrate the First Peoples and their relatives.

**AGENDA ADDITIONS:**

- 15e. Connect Mobility Inc. – Municipal Approval for Fiber Network Attachment to FortisAlberta Poles
- 15f. Skydancer Indigenous Cultural Society – Invitation to Launch & Tour of Astam Culture Camp
- 15.g. Alberta Beach & District 50 Plus Club – 2025 26<sup>th</sup> Annual Alberta Beach Show & Shine

**ADOPTION OF AGENDA:**

**MOTION #095-25**

MOVED BY Councillor Weber that the agenda be adopted as amended.

CARRIED UNANIMOUSLY

**CONFIDENTIAL – CLOSED MEETING SESSION:** None.

**ADOPTION OF PREVIOUS MINUTES:**

REGULAR COUNCIL MEETING OF MAY 20, 2025:

**MOTION #096-25**

MOVED BY Councillor Durocher that the minutes of the Regular Council meeting held on May 20, 2025 be adopted as presented.

CARRIED UNANIMOUSLY

**DELEGATIONS:** None.

**PUBLIC HEARINGS:** None.

**MUNICIPAL PLANNING COMMISSION MEETING:** None.

**OLD BUSINESS & CAO REPORT ACTION LIST:**

ACCEPTANCE OF CAO REPORT ACTION LIST:

**MOTION #097-25**

MOVED BY Deputy Mayor Love that the CAO Report Action List be accepted for information.

CARRIED UNANIMOUSLY

**FINANCIAL REPORTS:**

DOYLE & COMPANY – FINANCIAL STATEMENTS OF DECEMBER 31, 2024:

**MOTION #098-25**

MOVED BY Councillor Weber that the Financial Statements of December 31, 2024 from Doyle & Company as well as the oversight report and management letters be accepted as presented.

CARRIED UNANIMOUSLY

**BYLAWS & POLICIES:** None.

**COUNCIL, COMMITTEES & STAFF REPORTS:**

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**MINUTES OF THE REGULAR MEETING OF COUNCIL  
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**DEPUTY MAYOR LOVE:**

Deputy Mayor Love reviewed and submitted reports on the following meetings:  
Highway 43 East Waste Commission meeting held on June 10, 2025.  
Lac Ste. Anne East End Bus Committee meeting held on June 9, 2025.

**COUNCILLOR WEBER:**

Councillor Weber reviewed and submitted reports on the following meeting:  
Sturgeon River Watershed Alliance meeting held on May 22, 2025.

**COUNCILLOR DUROCHER:**

Councillor Durocher reviewed and submitted reports on the following meetings:  
Alberta Beach & District Museum & Archives meeting held on May 22, 2025.  
Lake Isle & Lac Ste. Anne Stewardship Society meetings held on May 27, 2025.

**ALBERTA BEACH & DISTRICT MUSEUM – DONATION TO GIFT BASKET:**

**MOTION #099-25**

MOVED BY Councillor Durocher that Council approves a donation of promotional products for the Alberta Beach Museum Farmer's Market gift basket.

CARRIED UNANIMOUSLY

**COUNCILLOR ELWOOD:**

Councillor Elwood reviewed and submitted reports on the following meetings:  
Alberta Beach Library Board meeting held on June 16, 2025.  
Yellowhead Regional Library Board meeting held on June 16, 2025.

**MAYOR MUIR:**

Mayor Muir reviewed and submitted reports on the following meetings:  
FCSS Trivillage Committee meeting held on June 3, 2025.  
Beachwave Park Coordinator's report of June 15, 2025.

**ACCEPTANCE OF COUNCIL, COMMITTEE AND STAFF REPORTS:**

**MOTION #100-25**

MOVED BY Councillor Durocher that the Council, committee and staff reports be accepted for information.

CARRIED UNANIMOUSLY

**CORRESPONDENCE – INFORMATION ITEMS:**

**ALBERTA BEACH & DISTRICT AG SOCIETY – AGLIPLIX RE-OPENING EVENT:**

Correspondence was received from the Alberta Beach Ag Society inviting the community to come see the new improvements at the Agliplex Re-Opening Event being held on June 21, 2025 at 11:00am to 3:00pm.

**ALBERTA EMERGENCY MANAGEMENT AGENCY – AEMA LOCAL AUTHORITY INFORMATION SESSIONS FOLLOW UP:**

Correspondence was received from Alberta Emergency Management Agency in follow up to the AEMA local authority information sessions held regarding the amendments to the *Emergency Management Act* and regulations.

**ALBERTA HEALTH SERVICES – INDIGENOUS SUPPORT LINE:**

Correspondence was received from Alberta Health Services advising that Indigenous patients and families across Alberta now have access to an innovative service to help them navigate the healthcare system in a culturally safe way, and that on June 1, 2025 the Indigenous Support Line is available province wide to Indigenous patients, family members, friends and front-line healthcare providers for advice, advocacy, navigation, translation services and more.

**ALBERTA MUNICIPAL AFFAIRS – UPDATED THIRD PARTY ADVERTISING GUIDELINES FOR LOCAL ELECTIONS IN ALBERTA:**

Correspondence was received from Alberta Municipal Affairs regarding the *Local Authorities Election Act* (LAEA) and the updated third party advertising guidelines for the upcoming 2025 municipal elections.

**ALBERTA MUNICIPAL AFFAIRS – LAEA AMENDMENTS – PRE-ELECTION DAY FINANCIAL DISCLOSURES:**

Correspondence was received from Alberta Municipal Affairs regarding the *Local Authorities Election Act* (LAEA) and the amendments made through the *Election Statutes Amendment Act, 2025* requiring candidates to file a campaign disclosure statement and pre-election day financial disclosures.

**ALBERTA MUNICIPAL AFFAIRS – LEVEL OF SERVICE (FIRE SERVICE) ENGAGEMENT:**

Correspondence was received from Alberta Municipal Affairs inviting municipalities to participate in engagement regarding potential legislative changes to the *Municipal Government Act* requiring municipalities and Metis Settlements in Alberta to establish a level of service for their fire service. Mayor Muir confirmed he will complete the survey and Councillor Elwood will attend the engagement being held virtually on June 24, 2025.

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**ALBERTA MUNICIPALITIES – UPCOMING ENGAGEMENT ON ALBERTA’S POLICE FUNDING MODEL:**

Correspondence was received from Alberta Municipalities regarding the upcoming engagement on Alberta’s Police Funding Model through participation in a survey and virtual focus groups and further advising that MNP LLP will be holding town hall meetings for municipalities policed under the Provincial Police Service agreement.

**ALBERTA MUNICIPALITIES – NOMINATE A MUNICIPAL LEADER IN YOUR COMMUNITY:**

Correspondence was received from Alberta Municipalities regarding the 2025 ABmunis Awards which recognizes municipal leaders who have made extraordinary contributions to their communities.

**ALBERTA MUNICIPALITIES – PRELIMINARY RECOMMENDATIONS ON RECALL OF A MUNICIPAL ELECTED OFFICIAL:**

Correspondence was received from Alberta Municipalities regarding ABmunis preliminary recommendations to improve the rules for recall of a municipal elected official.

**COMMUNITY FUTURES YELLOWHEAD EAST – CFYE AGM MEETING PACKAGE:**

The CFYE Annual General Meeting package being held on June 18, 2025 was received from Community Futures Yellowhead East.

**GOVERNMENT OF ALBERTA POLICE REVIEW COMMISSION – POLICE REVIEW COMMISSION STATUS UPDATE:**

Correspondence was received from the Government of Alberta Police Review Commission which included a status update for the period May 13-June 4, 2025 outlining the key accomplishments to date and the key activities planned for the next period.

**LAC STE. ANNE COUNTY – LAC STE. ANNE LIBRARY BOARD PLAN OF SERVICE SURVEY:**

Correspondence was received from Lac Ste. Anne County advising that the Lac Ste. Anne County Library Board is working on their 2025-2029 Plan of Service and are requesting participation from elected officials, library board members & managers, library patrons and the general public in their online survey.

**LAC STE. ANNE METIS COMMUNITY ASSOCIATION – MAMAWIHWITOWIN SUMMER EVENT INVITATION:**

Correspondence was received from the Lac Ste. Anne Metis Community Association to invite the Mayor to attend their Mamawihitowin Summer Event being held on July 26<sup>th</sup>, 2025. Mayor Muir confirmed he will attend and Councillor Elwood will be his alternate.

**MNP LLP – ALBERTA POLICE FUNDING MODEL REVIEW SURVEY:**

Correspondence was received from MNP LLP requesting participation in the Alberta Police Funding Model Review survey to assist in understanding the perspective of communities on what is working well in the current model, what challenges exist, and any suggested improvements or changes for the future. Councillor Elwood confirmed she will complete the survey.

**MNP LLP – ALBERTA POLICE FUNDING MODEL REVIEW FOCUS GROUP SESSION:**

Correspondence was received from MNP LLP requesting participation in the Alberta Police Funding Model Review virtual focus group session to contribute feedback on the model to assist in understanding what works well with the current model, what concerns our municipality has with the model and suggested improvements or changes for the future.

**SERVICE ALBERTA & RED TAPE REDUCTION – PROCLAMATION OF THE ACCESS TO INFORMATION ACT & REGULATIONS:**

Correspondence was received from Honourable Dale Naly, Minister of Service Alberta and Red Tape Reduction regarding the proclamation of the *Access to Information Act* & regulations which was proclaimed on June 11, 2025 and further advising that the *Freedom of Information and Protection of Privacy (FOIP) Act* has officially been repealed.

**SUMMER VILLAGE OF SUNSET POINT – WALKING TRAIL CONNECTION IMPROVEMENT:**

Correspondence was received from the Summer Village of Sunset Point Engineer regarding the proposed Walking Trail Connection Improvement on 42 Street (Boundary Road) outlining the proposed work to improve the pedestrian trail and further advising that all costs for the work will be paid by Sunset Point. Council was advised a response has been sent to confirm Alberta Beach has no concerns with the project.

**SUMMER VILLAGE OF VAL QUENTIN – ALBERTA COMMUNITY PARTNERSHIP GRANT – TIME EXTENSION AMENDMENT:**

The Summer Village of Val Quentin forwarded a copy of a letter from Alberta Municipal Affairs regarding the Alberta Community Partnership (ACP) grant program approving a time extension from December 31, 2024 to December 31, 2025 for completion of the water distribution feasibility study.

**SUMMER VILLAGE OF VAL QUENTIN – PICNIC IN THE PARK INVITATION:**

An invitation was received from the Summer Village of Val Quentin to attend their Picnic in the Park being held on Saturday, July 12, 2025 from noon to 3 pm. Councillor Durocher confirmed she will attend.

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**WILD WATER COMMISSION – WATER DEMAND MANAGEMENT MEASURE A:**  
Notice was received from the WILD Water Commission to advise that effective immediately a Measure A Water Restriction is in effect for the capital region & WILD system to ban non-essential potable water use for all municipal operations.

**ALBERTA ASSOCIATION OF POLICE GOVERNANCE – AAPG SPECIAL PURPOSE COMMITTEE MINUTES:**  
The Alberta Association of Police Governance forwarded the AAPG Special Purpose Committee minutes held on June 3, 2025.

**ACCEPTANCE OF CORRESPONDENCE INFORMATION ITEMS:**

**MOTION #101-25**

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

**CORRESPONDENCE – ACTION ITEMS:**

**ALBERTA BEACH & DISTRICT AG SOCIETY – POLYDAYS 2025 REQUEST FOR DONATIONS OF PRIZES:**

**MOTION #102-25**

MOVED BY Mayor Muir that Council approves the request from the Alberta Beach Ag Society for a donation of promotional products for Polydays prizes.

CARRIED UNANIMOUSLY

**ALBERTA BEACH & DISTRICT AG SOCIETY – POLYDAYS 2025 PARADE:**

**MOTION #103-25**

MOVED BY Councillor Weber that Council approves to participate in the Alberta Beach Ag Society's Polydays parade.

CARRIED UNANIMOUSLY

**MNP LLP – ALBERTA POLICE FUNDING MODEL REVIEW ENGAGEMENT SESSION:**

**MOTION #104-25**

MOVED BY Mayor Muir that Council approves Councillor Elwood to attend the MNP LLP Alberta Police Funding Model Review virtual engagement session for elected representatives of the municipality being held July 3, 2025.

CARRIED UNANIMOUSLY

**MOORE FAMILY – MICHAEL MOORE MEMORIAL PLAQUE:**

**MOTION #105-25**

MOVED BY Mayor Muir that the Moore family be advised that Council has received their request to install a memorial plaque however as Alberta Beach does not have a policy and is not looking to put a policy in place for memorial plaques, the request was denied, it is further suggested they contact the Alberta Beach Heritage Museum for information on their memorial boardwalk or to consider to sponsor the Lion's Club with a memorial trophy.

CARRIED UNANIMOUSLY

**CONNECT MOBILITY INC. – MUNICIPAL APPROVAL FOR FIBER NETWORK ATTACHMENT TO FORTIS ALBERTA POLES:**

**MOTION #106-25**

MOVED BY Councillor Weber that Council approves to provide municipal approval for Connect Mobility Inc. to attach their fiber network system to Fortis Alberta poles.

CARRIED UNANIMOUSLY

**SKYDANCER INDIGENOUS CULTURAL SOCIETY – INVITATION TO LAUNCH & TOUR OF ASTAM CULTURE CAMP:**

**MOTION #107-25**

MOVED BY Mayor Muir that Councillor Durocher and Councillor Elwood be approved to attend the Skydancer Indigenous Cultural Society's Launch & Tour of Astam Culture Camp being held July 14, 2025.

CARRIED UNANIMOUSLY

**ALBERTA BEACH & DISTRICT 50 PLUS CLUB – 2025 26<sup>TH</sup> ANNUAL ALBERTA BEACH SHOW & SHINE:**

**MOTION #108-25**

MOVED BY Councillor Elwood that Council approves to sponsor a plaque in the amount of \$40.00 as well as a donation of promotional products to the Alberta Beach & District 50 Plus Club for the 2025 Alberta Beach Show & Shine.

CARRIED UNANIMOUSLY

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**MINUTES OF THE REGULAR MEETING OF COUNCIL  
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**NEW BUSINESS:**

REQUEST FOR DECISION – JULY 2025 COUNCIL MEETINGS:

**MOTION #109-25**

MOVED BY Deputy Mayor Love that the Round Table meeting scheduled for July 8<sup>th</sup>, 2025 and the Regular Council meeting scheduled for July 15<sup>th</sup>, 2025 be cancelled due to vacation schedules.

CARRIED UNANIMOUSLY

**QUESTION PERIOD:**

A brief discussion was held on the following topics: Connect Mobility fiber network system.

**ADJOURNMENT:**

The meeting adjourned at 8:10 P.M.

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Mayor – Kelly Muir

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C.A.O. – Kathy Skwarchuk

7.a

**aboffice@albertabeach.com**

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**From:** Wendy Lippa  
**Sent:** July 8, 2025 4:14 PM  
**To:** aboffice@albertabeach.com  
**Subject:** Speak to the Council on August 19th about Historical Status.

Greetings,

I would like to present information for you to consider a historical status for the small church building that has served this community for many years when owned in the 1930s by the Catholic Parish at the Mission.

I come representing the Alliance Church.

The Village Museum has indicated a desire to work with us on this project.

Please confirm that we are registered with you.

Sincerely,  
Wendy Lippa

Sent from my iPhone

# Briefing Notes for the Village of Alberta Beach Council Meeting

August 19, 2025

## Our Purpose

To share information and future action of the Lady of Victories Catholic Church (LVCC) that is owned by the Alberta Beach Alliance Church (ABAC). This small church is located at 4507 47 St. (just as you enter the main road into the Village)

Today's meeting is to determine if the Village Council is prepared to pass a bylaw for designating Municipal Historical Buildings Our understanding is that this is necessary.

The R F Proposal to date has a strong interest in designating the LVCC as a Historical Municipal site.

Action is needed for the Alberta Beach Village Council to confirm with the ABAC to enable action to proceed.

## LVCC Condition

The Church has been inspected and the structure is solid. The roof is in need of repair.

## Community Support

Letters written of support are attached which highlight sincere interest in preserving the building for future benefits.

History received from the Alberta Beach Historical Society

Many folks are interested in preserving the building.

## Benefits to our Community

Sharing our Vision and Programs to our Community. This is the first point of entry to the Village.

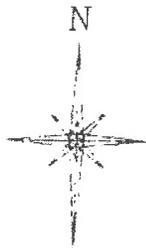
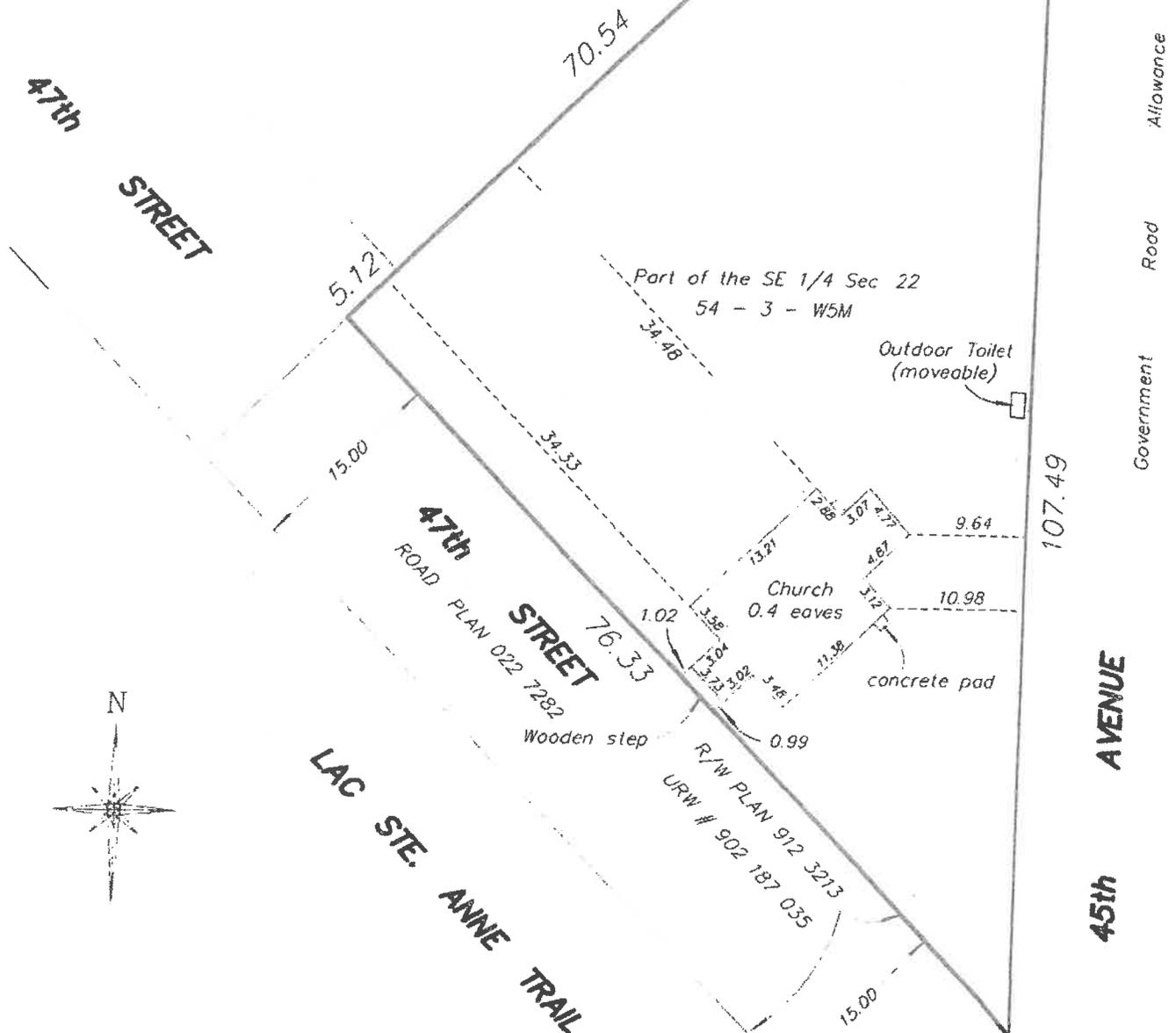
Space to hold meetings, workshops, retreats and storage that is always needed

History of Lac Ste Anne County and connections with other historical churches, sites.

Possible designation of a Muster Station in case of an emergency.

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**PLAN**  
 showing the location of improvements on part of  
**SE 1/4 SEC. 22 TWP 54 RGE 3 W5M**  
**ALBERTA BEACH, ALBERTA**  
 Scale 1:500 (metres)



*ALS*  
 ALS

HARLAND AND HIGGINS LAND SURVEYORS  
 10722 - 181st STREET, EDMONTON, ALBERTA  
 FILE NO. 1484/02 BK. NO. P.129 PAGE 3/3

### 1941: A Day to Remember

Transported across the lake, the cottage is transformed into Our Lady of Victories Church and the Archbishop comes to visit.

From the left: Joe Julien's 1941 Plymouth, Ed Brent, Joe Julien (with Father Romeo Ketchen peeking over his shoulder), His Grace Archbishop MacDonald, Alphonse Hervieux, Mrs. Omer St. Germaine, Joe Bacon, and children of the parish.

Photo courtesy of Paul Julien (Son of Joe)



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## .... A STORY TO BE CONTINUED....

visitors. The church was handling two masses on Sunday and had to be extended -- every which way. The altar was moved into an extension at the back; a vestibule was added at the front; the pitch of the roof was made steeper and a miniature belltower perched on top.

Altar boys had the best view of what was going on during mass. Young Guy Poirier noted that weekend strangers weren't suffered to stand unwelcomed at the door when the place was crowded -- Frank Healy or Charlie Cairns would beckon them forward and make a row of cottagers slide over to receive them.

In those pre-guitar days, the church housed a second-third-or-fourth hand organ no one remembers where it came from; a massive pumper splendid with carving -- fretwork, posts, pedestals for vases of flowers -- yielded a reluctant wheezing accompaniment to the hymns. Despite its magnificence, its works disintegrated and in 1958 the church received probably the last manual organ ever sold by Heintzmann's Edmonton store -- a gift of Mrs. Paul Poirier. The term manual is misleading with its suggestion of hands. Power comes from two ponderous pedals pumped by the feet. Few performers can pump out rhythm and harmony steady enough to hold Catholic singers together, but the organ had to be manual because the church had no electricity along with no water and no heat.

Crowds increased. By 1961 the church was holding three Sunday masses and parking was a problem with villagers and the RCMP objecting to the faithful blocking the road. That problem was solved in 1963 when Georges Ethier bought the adjacent property and let it be a parking lot.

1965 brought a great turnaround. Churches all over the world were swinging altars 180 degrees so the celebrant could face the congregation. Father Joly made the turn at Alberta Beach on May 19th, 1965.

1968 brought another change from Vatican II. By attending Saturday evening mass, Catholics could meet church regulations under the Fourth Commandment. Alberta Beach voted two to one in favour of the new order -- two Saturday masses to one on Sunday.

Pastors had turned over rapidly -- twelve in eighteen years -- but 1969 brought a change in that. Father Paul-Antoine Hudon began a stewardship which was to endure fifteen years. His first campaign was to make the interior more attractive with wall panelling, a tiled ceiling, and carpets on the rough floor. Windows were rebuilt, with valences on top, as the Grey Nuns

made proper curtains. The church was wired for electricity -- wired for sound too, as an electric organ replaced the heaving pumper.

Summer after summer, Our Lady of Victories went on placid and serene -- till September 1989 when Father Campagna dropped the Archbishop's letter.

It wasn't possible to ring the old engine bell and alarm all parishioners -- many had departed for the season and the bell had been boarded up to prevent rain coming through and unauthorized ringing by adventurous boys. But the letter galvanized the congregation into a church militant. (Older readers will remember the church militant from the Butler Catechism). Action was required, immediate and positive. A committee of that name was formed: John Barbeau, Paul Julien and Dr. Rupert Clark and an emergency meeting with Archbishop MacNeil produced a stay of execution. The archdiocese would reinstate the insurance if parishioners brought the roof up to strength -- totally at their own expense.

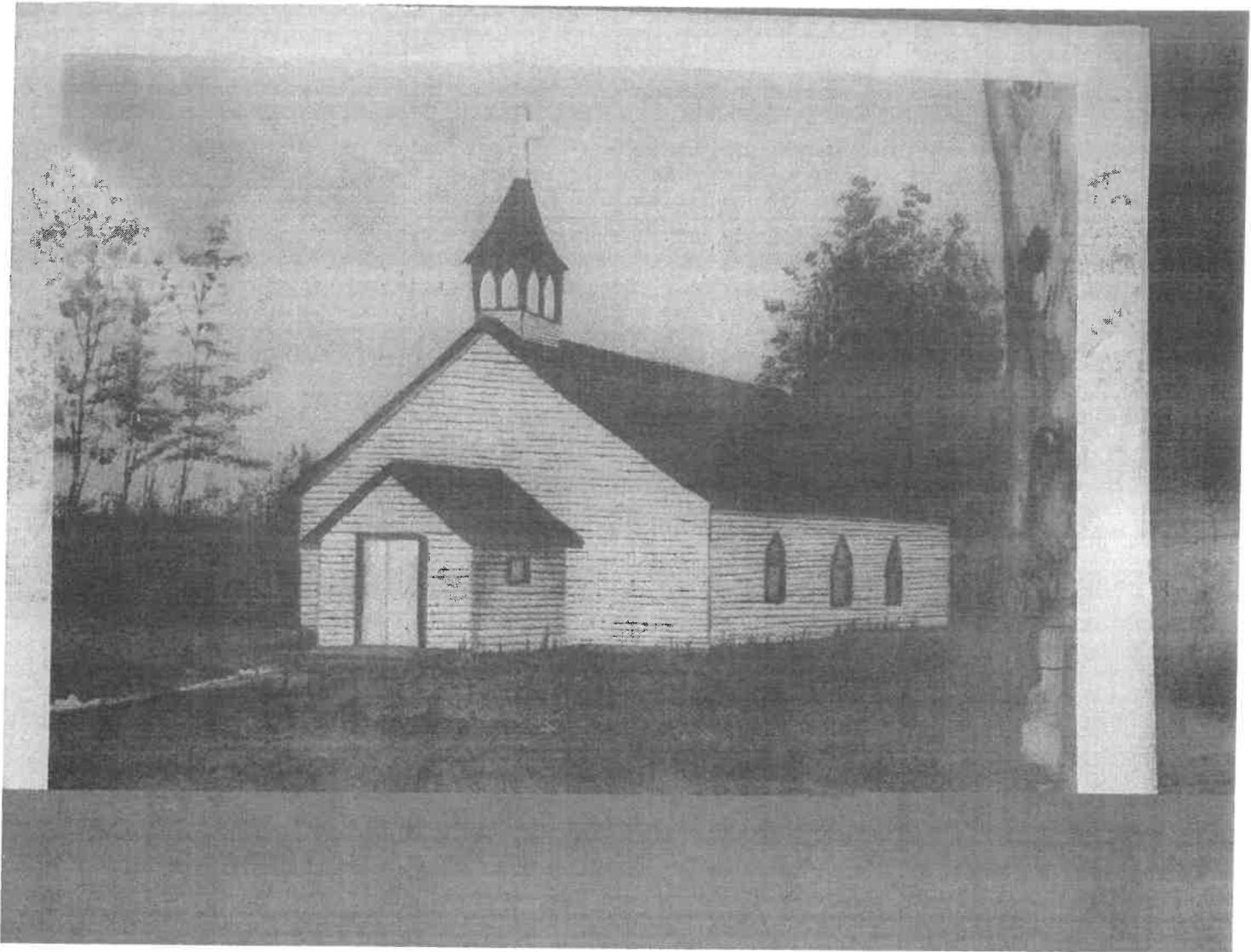
Paul Julien had retired to a year-round house at the beach so was elected superintendent of construction (unpaid) as his fellow parishioners resumed winter life in Edmonton. With the first donations of \$2,500 for material, Paul and Jack Gouin, a retired pressure welder, climbed among the rafters and repaired the trusses.

Occasionally they put feet through the ceiling but that was all right, the acoustic tiles were being replaced with drywall anyway. Mike Bond helped with drywalling and other assistance came from the mission in the persons of Joe Bickerstaff, Basil Bradshaw and Joe Walters. Rugs needed cleaning after the ceiling work and Hubert Lamoureux and others helped carry out the heavy pews.

By spring the roof was judged sturdy enough to carry the weight of public liability insurance but restoration didn't stop there. And since volunteers had risked sufficient physical injury, the jobs of re-shingling (at \$2,500) and vinyl exterior siding (at \$5,200) were delegated to professionals.

The big contribution to the save-the-church fund came from beyond the sunset -- from the Bateman Foundation, one of the parish originals. It's expected that Tubby and his co-founders will be there in spirit when Our Lady of Victories makes a joint celebration of its history and its future.

-- Tony Cashman



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## **WHAT HOLDS THE FUTURE FOR “OUR LADY OF VICTORIES CHURCH”**

I am following up on the article written back a few weeks ago sharing history of “Our Lady of Victories Church”. This Church as the article indicated is located just as you enter Alberta Beach. It was explained how the building came to life back in 1916. As the writer indicated it was brought to our little Village due to the hunger for worship without having to make their way to the Mission 5 miles away. The Church was filled to capacity especially during World War 2 but only operational from April to October as no heat and only the little out house behind the church. Repairs were needed in 1989 and no money was offered by the Archbishop at that time so a group of parishioners and community members were able to fix the roof and siding thus allowing it to continue on with God’s Plan for the community. The largest contribution to the “Save the Church Fund” came from the Bateman Foundation.

The Alliance Church, being the interested neighbor, purchased the property including the building to allow ample parking for future growth

This little church was immediately incorporated into the ministry of the large church. Many children’s events and services were held for an extended time. My children in the summer would happily go off on Sunday to what was known as Children’s Church. On Friday nights, the youth would gather there for fellowship, study and fun with other teens in the community. Winter months brought those young folks inside the main church due to weather. However, we continued to use this valuable space for storage and fund raisers supporting overseas missions called “Operation Christmas Child”

“Our Lady of Victories Church” is in need again with similar struggles as before. The Board of Elders and Maintenance Committee are considering all proposals and are prayerfully seeking to find the best path forward. I personally have spoken with a number of folks who seem concerned, passionate and interested in the next steps.

Does the future mean we will no longer round the corner in the Village and see it anymore or will it have an interesting part in the history of our town and the folks who used prayer, wisdom, labor, funds and TLC to “Save The Church” so many years ago?

Given the historical importance, there is belief that the building possesses historical value and is worthy of preservation and appreciation by current and future generations. Would this enhance the cultural heritage of our community? It has been suggested that the Church would be a good candidate for the Municipal Heritage Designation.

Others have shared different ideas on how this could be utilized to benefit us all... special occasions, foodbank, museum events, fund raising, and welcome center.

Thank you to those of you reading this article. Please pass the word to the community that we are all in this together with the hope that we can find the best possible solution. Please share that the building is sound and, yes, needs work to the roof. The foundation, siding, and floor all appear to be solid. The furnace worked when the propane tank was removed and the Church is wired. At present, there is no water and sewer plumbing in the building.

If you wish more information, call the Alberta Beach Alliance Church or come by. We can let you see inside the building and talk with you.

Blessings,

Wendy Lippa

Member of the Committee (780) 913 0063

Subject to change.  
*W.L.*

Designation Steps	Action Initiator	Designation Steps		Comments
		Date	Completed Y	
Determine if Lady of Victories Catholic Church is worthy of protection	Lucie Hems (ABM) <del>#####</del>		Y	<p>According to Michael Dougherty: Manager, Historic Places Research and Designation. The Research and Designation team gave this a cursory review, and we feel that it is not a candidate for provincial designation (PHR).</p> <p>However, we do feel it would be a candidate for municipal designation (MHR).</p> <p>Municipal designation is for structures significant at the municipal or regional level, enabled under Section 26 of the Historical Resources Act.</p> <p>Properties with municipal designation are eligible for up to \$50,000 annually in matching grants (50%) for approved heritage conservation work.</p>
Owner, the Alliance Church, approves to begin the application process for municipal designation.	Wendy Lippa to present Municipal Designation proposal to the Church Elders			<p>This step is highly recommended by Michael Dougherty before approaching the Village Council. It is at this time that the Alliance Church can also introduce the lease agreement with the AB Village Council/AB Museum so that both are in agreement.</p>

<p>Once the Alliance Church has approved to proceed, a proposal can be presented to the Alberta Beach Village Council to consider the designation of the Lady of Victories Catholic Church as a Municipal Heritage Resource</p>	<p>Wendy Lippa, Jocelyne April, Luce Hains</p>	<p>Set a date to give a presentation to the AB Village Council. At this time also present the lease agreement.</p>
<p>Compensation agreement is reached with the property owner.</p>	<p>N/A</p>	<p>According to the <b>Managing Historic Places</b> document, Many owners of Municipal Historic Resources have waived compensation because they are eligible to apply to the Alberta Historical Resources Foundation for financial assistance to support approved conservation work if the resource is listed on the Alberta Register of Historic Places.</p>
<p>AB Village Council issues property owner with Notice of its Intention (NOI) to designate the L of V Catholic Church as a Municipal Historic Resource</p>	<p>AB Village Council</p>	<p>This is just a formality since the Alliance Church will have already approved moving forward with the designation.</p>
<p>Council advertises the Notice of Intention.</p>	<p>AB Village Council</p>	<p>Although not required, advertising helps to ensure that the designation has informed public support.</p>

Sixty (60) day waiting period elapses	AB Village Council	After sixty days the AB Village Council can proceed with the designation bylaw, which is considered in the same manner as a regular bylaw.
AB Village Council considers bylaw to designate the I. of V Catholic Church as Municipal Historic Resource.	AB Village Council	According to Michael Dougherty, Manager, Historic Places Research and Designation has two designation bylaw templates that the AB Village Council can use to facilitate the process.
Bylaw registered against title of designated property and served on the property's registered owner.	AB Village Council	A designation bylaw must be registered in the appropriate land titles office against the title for the designated property, as soon as possible, after the bylaw is passed. This ensures that anyone with an interest in the property understands that it is a Municipal Historic Resource. The law requires that a certified copy of the bylaw be served on the registered owner of the property.
Site is nominated for listing on the Alberta Register of Historic Places	AB Museum Lucie Heins	There is an application process required in order to have access to matched funding up to \$50,000 for conservation work. The AB Museum will work on this process with the guidance of Michael Dougherty, Manager, Historic Places Research and Designation.

7. a

**aboffice@albertabeach.com**

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**From:** aboffice@albertabeach.com  
**Sent:** July 9, 2025 4:00 PM  
**To:** 'Jocelyne April'  
**Subject:** RE: Attendance at next Council Meeting

Hi Jocelyne,  
Wendy Lippa will be attending the August 19<sup>th</sup> Council meeting. Delegations on the Council meeting are given 15 minutes for their presentation. I understand Wendy Lippa has requested representatives from the Museum to attend and therefore a little more time may be required. Can you let me know how many will be coming from the museum? I will confirm the Council meeting delegation the week prior to the meeting. If you have any questions, please let me know.

Thank you,

Kathy Skwarchuk,  
CAO  
Alberta Beach  
Box 278  
Alberta Beach, AB  
T0E 0A0  
Phone: 780-924-3181  
Fax: 780-924-3313  
[aboffice@albertabeach.com](mailto:aboffice@albertabeach.com)

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**From:** Jocelyne April  
**Sent:** July 9, 2025 2:43 PM  
**To:** Alberta Beach Village Office <[aboffice@albertabeach.com](mailto:aboffice@albertabeach.com)>  
**Cc:** Wendy Lippa ; :donmitch Lucie Heins  
**Subject:** Attendance at next Council Meeting

Hello,

Wendy Lippa, representative from the Alberta Beach Alliance Church, has asked that we join her in presenting to Village Council on the topic of obtaining Alberta Provincial Historic Resource Designation for the Alliance Church.

Please confirm our attendance and let us know how much time is allotted to our presentation so that we can prepare accordingly.

Jocelyne April

Executive Director



Alberta Beach Heritage Village and Museum

5000 – 47 Avenue, Box 68,

Alberta Beach, AB T0E 0A0

Phone: 780-346-8030

**aboffice@albertabeach.com**

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**From:** Donna Jacobsen  
**Sent:** August 12, 2025 1:51 PM  
**To:** Alberta Beach Village Office  
**Subject:** Council meeting

Hello,

I would like to attend the council meeting next week. I have some questions regarding the enhanced patrolling referenced in the letter that came with our tax notices.

Will it be an online meeting with a zoom link?

Sent from my iPhone

**From:** Donna Jacobsen  
**Sent:** August 13, 2025 11:56 AM  
**To:** aboffice@albertabeach.com  
**Subject:** Re: Council meeting

Thank you.

As mentioned, I would like to know details of the enhanced patrolling, referenced in the letter that came with tax notices.

Early in the season I noticed new "no access" signs on public beach access's. When I contacted the office to inquire, I was told these signs were for ATVs, as they are not permitted, however they are running along the beach consistently throughout the summer.

I also noticed bylaws permit lakefront owners to use ATVs for vegetation to be removed despite the provincial legislation stating it is damaging to the health of the lake? When our lake health is already a problem, I would like to discuss why the municipality permits this regardless of the provincial legislation stating otherwise?

Sent from my iPhone

> On Aug 12, 2025, at 3:15 PM, aboffice@albertabeach.com wrote:

>

> Good afternoon, Donna,

> Thank you for your email. I will add you as a delegate to the Agenda  
> for the August 19th Council meeting, which starts at 7:00 p.m.

>

> As there are two other delegates scheduled, I cannot confirm the exact  
> time you will be called upon, so I recommend being online at 7:00 p.m.  
> The meeting will be available both in person and via Zoom - whichever  
> you prefer.

>

> Could you please forward your specific questions regarding the  
> enhanced patrolling so Council can address your concerns?

>

> The Zoom link will be posted on our website; however I will have a  
> staff member email it to you on Tuesday afternoon.

>

>

> Thank you,

> Kathy Skwarchuk,

> CAO

>

> Alberta Beach

> Box 278

> Alberta Beach, AB

> T0E 0A0

> Phone: 780-924-3181

> Fax: 780-924-3313

> aboffice@albertabeach.com

**CAO REPORT – ACTION LIST****JUNE 2025****COUNCIL:**

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

**ALBERTA BEACH AG SOCIETY – INVITATION TO MAYOR FOR AGLIPEX RE-OPENING EVENT**

May20/25 MOVED BY Councillor Weber that Council approves that Mayor Muir attend the Agliplex re-opening event on June 21, 2025.

**ALBERTA MUNICIPAL AFFAIRS – LEVEL OF SERVICE (FIRE SERVICE) ENGAGEMENT:**

June 17/25 Alberta Municipal Affairs inviting municipalities to participate in engagement regarding potential legislative changes to the MGA requiring municipalities and Metis Settlements in Alberta to establish a level of service for their fire service. Mayor Muir confirmed he will complete the survey and Councillor Elwood will attend the engagement being held virtually on June 24, 2025.

**LAC STE. ANNE METIS COMMUNITY ASSOCIATION – MAMAWIHITOWIN SUMMER EVENT INVITATION:**

June 17/25 Correspondence was received from the Lac Ste. Anne Metis Community Association to invite the Mayor to attend their Mamawihitowin Summer Event being held on July 26<sup>th</sup>, 2025. Mayor Muir confirmed he will attend and Councillor Elwood will be his alternate.

**MNP LLP – ALBERTA POLICE FUNDING MODEL REVIEW SURVEY:**

June 17/25 MNP LLP requested participation in the Alberta Police Funding Model Review survey to assist in understanding the perspective of communities on what is working well in the current model, what challenges exist, and any suggested improvements or changes for the future. Councillor Elwood confirmed she will complete the survey.

**SUMMER VILLAGE OF VAL QUENTIN – PICNIC IN THE PARK INVITATION:**

June 17/25 An invitation was received from the Summer Village of Val Quentin to attend their Picnic in the Park being held on Saturday, July 12, 2025 from noon to 3 pm. Councillor Durocher confirmed she will attend.

**ALBERTA BEACH & DISTRICT AG SOCIETY – POLYDAYS 2025 PARADE:**

June 17/25 MOVED BY Councillor Weber that Council approves to participate in the Alberta Beach Ag Society's Polydays parade. Council to decorate on Thursday evening prior to parade (July 31<sup>st</sup>).

**MNP LLP – ALBERTA POLICE FUNDING MODEL REVIEW ENGAGEMENT SESSION:**

June 17/25 MOVED BY Mayor Muir that Council approves Councillor Elwood to attend the MNP LLP Alberta Police Funding Model Review virtual engagement session for elected representatives of the municipality being held July 3, 2025.

**SKYDANCER INDIGENOUS CULTURAL SOCIETY INVITATION – TOUR OF ASTAM CULTURE CAMP:**

June 17/25 MOVED BY Mayor Muir that Councillor Durocher and Councillor Elwood be approved to attend the Skydancer Indigenous Cultural Society's Launch & Tour of Astam Culture Camp being held July 14, 2025.

**REQUEST FOR DECISION – JULY 2025 COUNCIL MEETINGS:**

June 17/25 MOVED BY Deputy Mayor Love that the Round Table meeting scheduled for July 8<sup>th</sup>, 2025 and the Regular Council meeting scheduled for July 15<sup>th</sup>, 2025 be cancelled due to vacation schedules.

**ADMINISTRATION:****2025 TAX RECOVERY PUBLIC AUCTION:**

Jan.21/25 The following tax recovery properties will be offered for sale at public auction:

Roll #	Lot	Block	Plan	Municipal Address	C. of Title	2024 Assessment
#380	3A,	11,	7720268	5012 – 56 Street	892237665	\$159,670.00
#617	3A,	15,	6476MC	4828 – 53 Street	972134540	\$61,390.00

MOVED BY Mayor Muir that Lot 3A, Block 11, Plan 7720268 and Lot 3A, Block 15, Plan 6476MC be offered for tax sale by public auction on March 28, 2025 at 11:00 A.M. in the Alberta Beach Municipal Office at 4935 – 50 Avenue (Ste. Anne Trail), Alberta Beach and further that the parcels be offered for sale subject to the following conditions;

The parcels will be offered for sale subject to a reserve bid, and to the reservations and conditions contained in the existing certificate of title; The Lands are being offered for sale on an "as is, where is" basis, and Alberta Beach makes no representation and gives no warranties whatsoever as to the adequacy of services, soil conditions, land use districting, building and development conditions, absence or presence of environmental contamination, or the development ability of the subject land for any intended use by the purchaser; No bids will be accepted where the bidder attempts to attach conditions precedent to the sale of the parcels; No terms and conditions will be considered other than those specified by

Alberta Beach; Alberta Beach may, after the public auction, become the owner of any parcel of land not sold at the public auction; Terms: Cash, Certified Cheque or Bank Draft. 10% non-refundable deposit on the day of the sale and balance due within 14 days of the Public Auction, GST will apply if applicable; and Reserve bids will be set at the 2024 assessed values. Feb.18/25 Advertisements have been submitted to the Alberta Gazette, Community Voice & LSA Bulletin. Apr.15/25 The CAO reported that the Tax Recovery Public Auction was held on March 28, 2025 at 11:00 A.M. and further reported that no bids were received on the parcels. The minutes of the tax recovery public auction as well as the municipal responsibilities following the auction was distributed to Council for information. The CAO advised that in discussions with the Lawyer it is recommended to hold off on a motion to register tax forfeiture titles until the next Council meeting.

**MUTUAL AID AGREEMENTS:**

Jan.21/25 MOVED BY Councillor Elwood that Council approves to request mutual aid agreements with Lac Ste. Anne County; Parkland County; Sturgeon County; Barrhead County; Westlock County; Yellowhead County; Alexander First Nation; and Alexis Nakota Sioux Nation.

Feb.18/25 Request letters have been sent & responses have been received as follows: Alexander First Nation mutual aid agreement has been completed, Lac Ste. Anne County Council accepted the request for information, & once their fire agreements are in place with the other municipalities that joined them, they will reach out (March is the timeframe for setting up) & Parkland County denied mutual aid agreement.

Mar.18/25 Draft agreements have been sent to Westlock County, Lac Ste. Anne County and Alexis.

Sturgeon County has advised they have mutual aid agreement with LSAC and requested that any requests for assistance be requested through LSAC.

Mar.18/25 Mayor Muir & Councillor Elwood are scheduled to attend Parkland County Council meeting on Apr.15/25.

Apr.15/25 Lac Ste. Anne County is redrafting a mutual aid agreement.

Letter was received from Yellowhead County in response to the request for a Mutual Aid Agreement for fire and emergency services to advise that Council denied the request as Alberta Beach does not border Yellowhead County and could be better served by adjacent municipalities.

May20/25 Trista Court of LSAC is working on the agreement & Councillor Elwood is working on agreement with Alexis.

**CONNECT MOBILITY – LEASE:**

Feb.18/25 MOVED BY Councillor Durocher that Council approves a lease with Connect Mobility for space in the administration building for their fiber internet equipment in exchange for free internet for administration and public works subject to Connect Mobility being responsible for the power consumption on their equipment.

Mar.18/25 Notice was sent to Connect Mobility.

**AB PUBLIC SAFETY & EMERGENCY SERVICES – PROVINCIAL WILDLAND URBAN INTERFACE PROGRAM:**

Apr.15/25 A letter was received from Alberta Public Safety & Emergency Services advising that the application submitted for the Provincial Wildland Urban Interface (WUI) Program was not successful in the current process. Councillor Elwood requested that administration thank Fire Rescue International for their application in the WUI program and further contact AEMA to inquire on why our application was not successful.

May20/25 A letter was sent to AB Public Safety to inquire on why the application was not successful.

June 17/25 Email was received to confirm they received the letter & would be responding..

**AB MUNICIPAL AFFAIRS LETTER TO DAVE IVES RE: THE PROVINCIAL FIRE LIAISON COMMITTEE:**

A letter from Alberta Municipal Affairs to Dave Ives regarding the Provincial Fire Liaison Committee was received thanking Mr. Ives for his interest in becoming a member of the Provincial Fire Liaison Committee and advising that he was not a successful applicant to the committee.

May20/25 MOVED BY Mayor Muir that Council provides a response to Alberta Municipal Affairs requesting the reasons why David Ives' application to the Provincial Fire Liaison Committee was not successful.

June 17/25 Email was received from the Minister's office to confirm they received the letter.

**ALBERTA BEACH MUSEUM – SIGNAGE FOR ALBERTA BEACH HERITAGE VILLAGE & MUSEUM:**

May20/25 MOVED BY Councillor Durocher that the Alberta Beach & District Museum be advised that Council does not object to the installation of signage for the Heritage Village & Museum subject to further clarification on the sign locations and referral to the Development Officer; as well Council approves that the public works department assist with the installation of the signs subject to any additional material costs be the expense of the Alberta Beach Museum.

June 17/25 The Museum members were advised on Council's motion and they are contacting the Development Officer. Councillor Durocher confirmed the sign locations: one sign is on the main beach and the other sign is located on the Beachwe Park fence behind the Lift Station.

**ALBERTA BEACH & DISTRICT MUSEUM – DONATION TO GIFT BASKET:**

June 17/25 MOVED BY Councillor Durocher that Council approves a donation of promotional products for the Alberta Beach Museum Farmer's Market gift basket.

**ALBERTA BEACH & DISTRICT AG SOCIETY – POLYDAYS 2025 REQUEST FOR DONATIONS OF PRIZES:**

June 17/25 MOVED BY Mayor Muir that Council approves the request from the Alberta Beach Ag Society for a donation of promotional products for Polydays prizes.

**MOORE FAMILY – MICHAEL MOORE MEMORIAL PLAQUE:**

June 17/25 MOVED BY Mayor Muir that the Moore family be advised that Council has received their request to install a memorial plaque however as Alberta Beach does not have a policy and is not looking to put a policy in place for memorial plaques, the request was denied, it is further suggested they contact the Alberta Beach Heritage Museum for information on their memorial boardwalk or to consider to sponsor the Lion's Club with a memorial trophy.

**CONNECT MOBILITY – MUNICIPAL APPROVAL FOR FIBER NETWORK ATTACHMENT TO FORTIS POLES:**

June 17/25 MOVED BY Councillor Weber that Council approves to provide municipal approval for Connect Mobility Inc. to attach their fiber network system to Fortis Alberta poles.

**ALBERTA BEACH & DISTRICT 50 PLUS CLUB – 2025 26<sup>TH</sup> ANNUAL ALBERTA BEACH SHOW & SHINE:**

June 17/25 MOVED BY Councillor Elwood that Council approves to sponsor a plaque in the amount of \$40.00 as well as a donation of promotional products to the Alberta Beach & District 50 Plus Club for the 2025 Alberta Beach Show & Shine.

**PUBLIC WORKS:****MICHAEL WELLER – 47A AVENUE DRAINAGE:**

Oct.15/24 MOVED BY Councillor Weber that the correspondence from Michael Weller regarding the 47A Avenue drainage be accepted for information and further he be advised the matter will be referred to the engineer and our public works department to review and provide an update on the drainage project.

Nov.19/24 Public Works Manager has contacted the engineer, Bolson Eng will review the project with the contractor, they will be resurveying the culverts. Admin has updated Mr. Weller.

# Financial Report

## June 30, 2025

BALANCE SHEET	Reg:000000000	End:30Jun2025	Type: A	C:U	Name
ASSETS					
CASH ON HAND:					
CASH REGISTER FLOAT	100.00		1	A	A111
CASH ON HAND - PETTY CASH	100.00		1	A	A112
BANK	466,733.28		1	A	A121
INVESTED CASH - TERM DEPOSIT	0.00		1	A	A122
BANK - MUSH SAVINGS #25	1,217,637.37		1	A	A125
BANK CUSTOM PLAN #26 (1.3)	0.00		1	A	A126
TOTAL CASH		1,684,570.65	2	T	TOTC
ACCOUNTS RECEIVABLE:					
TAXES & GRANTS-IN-LIEU REC	2,318,781.67		1	A	A210
RECEIVABLE FROM OTHER GOVTS:					
GST COLLECTED\PAID OUT-A230	7,423.62		1	A	A230
ITC	13,383.20		1	A	A231
GST SHARED SERVICES - A232	0.00		1	A	A232
CONDITIONAL PROV GRANTS	0.00		1	A	A248
RECEIVABLE OTHER LOCAL GOVT:	0.00		1	A	A250
ADMIN ACCOUNTS RECEIVABLE	40,481.17		1	A	A270
ADMIN RECEIVABLE - AFDA	6,309.88		1	A	A275
TRADE ACCOUNTS RECEIVABLE	0.00		1	A	A271
ALL OTHER RECEIVABLES	525,148.00		1	A	A290
TOTAL ACCOUNTS RECEIVABLE		2,872,141.38	2	T	TAR
PREPAID EXPENSES					
REQUISITION UNDER\OVER LEVY	0.00		1	A	A413
SUPPLIES INVENTORY	13,477.11		1	A	A164
TAX SALE SURPLUS (BANK ACCT.)	0.00		1	A	A474
LAND HELD FOR RESALE	0.00		1	A	A570
FIXED ASSETS:					
ENGINEERING STRUCTURES	7,476,759.22		1	A	A610
ACCUM.AMORTIZATION-ENG.STRUC	4,184,712.93		1	A	A615
BUILDINGS	3,247,708.64		1	A	A620
ACCUM.AMORTIZATION-BUILDINGS	1,112,480.12		1	A	A625
MACHINERY & EQUIPMENT	1,025,602.35		1	A	A630
ACCUM.AMORTIZATION-MACH&EQ	760,541.92		1	A	A635
LAND	1,349,990.57		1	A	A640
ACCUM.AMORTIZATION-LAND	0.00		1	A	A645
VEHICLES	71,850.00		1	A	A650
ACCUM.AMORTIZATION-VEHICLES	10,447.50		1	A	A655
LAND IMPROVEMENTS	684,574.81		1	A	A660
ACCUM.AMORTIZATION-LAND IMPR	559,123.67		1	A	A665
TOTAL FIXED ASSETS		7,229,179.45	2	T	TFA
TOTAL ASSETS			3	T	TA
		11,848,911.97			
SHORT TERM LOANS					
	0.00		1	L	L121
ACCOUNTS PAYABLE					
FEDERAL - G.S.T.	0.00		1	L	L230
Description	Reg:000000000	End:30Jun2025	Type: A	C:U	Name

BALANCE SHEET	Beg:000000000	End:30Jun2025	Type: A	C:U	Name
FEDERAL - REC GEN	6,110.00		1		L231
PAYROLL - ACCRUED HOLIDAY PA	3,570.03		1		L235
PAYROLL - AMEBSWITH	0.00		1		AMEBSWITH
PAYROLL - R.R.S.P.	0.00		1		RRSPACC
PAYROLL - UNION	0.00		1		UNION
PAYROLL - EMPL RECEIVABLES	0.00		1		EMPLREC
PAYROLL - AHC PREMIUM	0.00		1		AHCWITH
PAYROLL - CANADA SAV BOND	0.00		1		CANSAV
PAYROLL - ADVANCES	0.00		1		ADV
PAYABLE TO OTHER LOC GOVT	10,208.00		1		L270
TRADE ACCOUNTS PAYABLE	91.00		1		L270TP
KIDS IN ACTION	0.00		1		KIDSIA
BIKES FOR KIDS	0.00		1		B4KIDS
VILLAGE MAP\BROCHURE	0.00		1		MAPAP
COMMUNITIES IN BLOOM	0.00		1		CIBLOOM
ALL OTHER PAYABLES	7,400.00		1		L290
DEPOSITS	18,141.50		1		L291
TOTAL ACCOUNTS PAYABLE		45,338.53	2		TAP
TAX SALE SURPLUS TRUST	28,873.20		1		L410
DEFERRED REVENUE	239,853.08		1		L411
DEFERRED REVENUE	0.00		1		L412
DEFERRED REVENUE	0.00		1		L413
ASSET RETIREMENT OBLIGATIONS	215,279.22		1		L500
RESERVES FOR OPERATING		0.00	2		L700
TAX RATE STABILIZATION		187,907.39	2		L701
ADMIN & P.W. INCOME-STAFF		0.00	2		L702
ADMIN & P.W. INCOME-VILLAGE		0.00	2		L703
INSURANCE PROCEEDS- HAYLAND		44,536.80	2		L704
DISASTER PREPAREDNESS		0.00	2		L705
STREET IMPROVEMENTS		0.00	2		L706
CAMPGROUND IMPROVEMENTS		0.00	2		L707
ECONOMIC DEVELOPMENT- 100 YR		7,295.92	2		L708
SALE OF PUBLIC LANDS		0.00	2		L709
SCHOOL PROJECTS		0.00	2		L710
DRAINAGE & WATER STUDY		0.00	2		L711
PROVINCIAL POLICE FUND		0.00	2		L712
REDEVELOPMENT PLAN		0.00	2		L713
TOTAL OPERATING RESERVES			3		L790
RESERVES FOR CAPITAL					
GENERAL CAPITAL		994,451.47	2		L750
ADMINISTRATIVE EQUIPMENT		10,803.01	2		L761
WASTE EQUIPMENT RESERVES		110,205.00	2		L762
PARK RESERVE SALE PROCEEDS		0.00	2		L763
PARKS AND RECREATION DEV		34,494.45	2		L764
PUBLIC WORKS EQUIPMENT		37,959.73	2		L765
CAMPGROUND DEVELOPMENT		0.00	2		L766
FIREHALL		0.00	2		L767
UNUSED RESERVES		0.00	2		L799
Description	Beg:000000000	End:30Jun2025	Type: A	C:U	Name

BALANCE SHEET	Beq:000000000	End:30Jun2025	Type: A	C:U	Name
ADMINISTRATIVE BUILDING		44,694.92		2	L768
PATROL EQUIPMENT		15,000.00		2	L770
COMMUNITY & RECREATION FACIL		50,000.00		2	L771
BOAT LAUNCH RESERVES		25,000.00		2	L772
ROADWORK RESERVES		65,000.00		2	L773
TOTAL CAPITAL RESERVES			1,387,608.58	3	L760
TOTAL EQUITY IN FIXED ASSETS		7,013,900.23		2	L800
ACCUMULATED SURPLUS - 31\12\94	2,966,354.45			1	L900
ADJUSTED SURPLUS (PRIOR PERIOD	1,004,447.91			1	L902
SURPLUS FROM 1\1\95	5,187,785.43			1	L901
APPROPRIATED SURPLUS	0.00			1	L905
CURRENT FUNDS USED FOR TCA	0.00			1	L910
CURRENT AMORTIZATON EXPENSE	1,225,399.57			1	L915
NET BOOK VALUE OF TCA DISPOSAL	235,936.38			1	L920
CONTRIBUTED TCA	0.00			1	L925
TOTAL SURPLUS		2,678,319.02		2	ACCUMSURP
TOTAL LIABILITIES			11,848,911.97	3	TL
PROOF			0.00	3	PROOF
DATED <u>June 30</u> , 2025					
Description	Beq:000000000	End:30Jun2025	Type: A	C:U	Name

Analysis: INCOME STATEMENT

INCOME STATEMENT		(1)	(2)
---	Begin	01Jan2025	01Jan2025
Period 1: -	End	31Dec2025	30Jun2025
	Type	B	A
(less)	---	000000000	000000000
Period 2: -	End	000000000	000000000
	Type		
Ratios:	% of Account		
Graphs:	# of Columns,Scale	0 0	0 0

Description	2025 BUDGET	2025 ACTUAL
REVENUE		
RESIDENTIAL TAXES (MUNICIPAL)	872,344.50	872,165.35
RESIDENTIAL TAXES (SCHOOL)	493,801.28	493,699.91
COMMERCIAL TAXES (MUNICIPAL)	103,608.60	103,608.60
COMMERCIAL TAXES (SCHOOL)	42,513.82	42,513.83
FARM TAXES (MUNICIPAL)	71.41	71.41
FARM TAXES (SCHOOL)	40.42	40.42
POWER & PIPELINE (MUNICIPAL)	19,663.77	19,663.78
POWER & PIPELINE (SCHOOL)	8,068.65	8,068.65
DIP \ MACH & EQUIP (MUNICIPAL)	1,798.52	1,798.52
DIP \ MACH & EQUIP (SCHOOL)	82.06	82.06
DESIGNATED INDUSTRIAL (DI)	157.09	157.09
MUNICIPAL SERVICES TAX	868,380.00	867,330.00
LIBRARY LEVY	0.00	0.00
MISC. OTHER LEVY	0.00	0.00
TOTAL TAXES	2,410,530.12	2,409,199.62
PENALTIES & COSTS ON TAXES	75,000.00	55,302.36
FRANCHISE - ATCO GAS	30,000.00	17,985.07
FRANCHISE - FORTIS	60,000.00	29,141.74
INVESTMENT INCOME	70,000.00	27,524.20
PROVINCIAL GRANTS		
RESTRUCTURING GRANT	0.00	0.00
CONDITIONAL F&T\F&CBF	0.00	100,334.00
CONDITIONAL MUNICIPAL GRANTS	0.00	0.00
CONDITIONAL MSI\L&GFF GRANT	42,420.00	155,178.00
FROM RESERVE\DEF.REV.	0.00	0.00
OTHER	191.77	51.48
ADMIN		
ADMINISTRATIVE SERVICE	5,400.00	4,800.00
SALES OF GOODS & SERVICES	2,000.00	1,085.00
TAX CERTIFICATES	4,000.00	2,650.00
PHOTOCOPIES\FAXES\POSTAGE	2,000.00	2,492.91
PENALTIES\COSTS - N.S.F. FEES	100.00	0.00
HAWKER PEDDLER LICENSES	1,000.00	250.00
RENTAL AND LEASE	12,000.00	5,775.00
PROV\FED CONDITIONAL GRANT	0.00	0.00
TRANSFER FROM RESERVE\DEF.REV.	0.00	0.00
PATROL		
SALES TO OTHER LOCAL GOV'T	49,870.00	0.00
SALES OF GOODS & SERVICES	0.00	0.00
Description	2025 BUDGET	2025 ACTUAL

Analysis: INCOME STATEMENT

Description	2025 BUDGET	2025 ACTUAL
FINES	10,000.00	3,581.61
SALE OF FIXED ASSETS	0.00	0.00
PROV CONDITIONAL GRANT	0.00	0.00
GRANTS FROM LOCAL AGENCIES	0.00	0.00
TRANSFER FROM RESERVES	0.00	0.00
FIRE DEPARTMENT - DONATIONS	0.00	0.00
FEES DUE TO COUNTY FROM UNPAID	0.00	0.00
RENTAL & LEASE	24,000.00	18,000.00
UTILITIES REIMBURSEMENT	11,000.00	0.00
PROVINCIAL CONDITIONAL GRANT	0.00	0.00
GRANTS FROM LOCAL AGENCIES	0.00	1,627.50
TRANSFER FROM RESERVES	0.00	0.00
DISASTER SERVICES	0.00	0.00
AMBULANCE GRANT	0.00	0.00
AMBULANCE STATION RENTAL	10,200.00	5,100.00
ANIMAL LICENSES	800.00	145.00
BY-LAW FINES	1,000.00	311.00
COMMON SERVICES		
PUBLIC WORKS SERVICES	5,800.00	0.00
SALES OF GOODS & SERVICES	2,000.00	1,769.21
RENTAL AND LEASE	77,000.00	36,860.00
CONDITIONAL GRANT	0.00	0.00
SALE OF FIXED ASSETS	40,000.00	2,500.00
TRANSFER FROM RESERVE	0.00	0.00
ROADS		
CONDITIONAL GRANT	0.00	0.00
SALE OF TCA	0.00	0.00
TRANSFER FROM RESERVE	0.00	0.00
STORM SEWER & DRAINAGE		
CONDITIONAL GRANT	0.00	0.00
GRANTS FROM LOCAL AGENCIES	0.00	0.00
SEWER		
LOCAL IMPROVEMENT CHGS	0.00	0.00
SEWER REVITALIZATION	243,600.00	243,600.00
PROV CONDITIONAL GRANT	0.00	0.00
TRANSFER FROM RESERVE\DEF.REV.	0.00	0.00
SOLID WASTE		
CONTRACT WITH OTHER MUNICIPAL	0.00	0.00
SALE OF GOODS & SERVICES	0.00	4,052.32
PROV CONDITIONAL GRANT	0.00	0.00
TRANSFER FROM RESERVE\DEF.REV.	0.00	0.00
ECONOMIC DEVELOPMENT	0.00	0.00
Description	2025 BUDGET	2025 ACTUAL

Analysis: INCOME STATEMENT

Description	2025 BUDGET	2025 ACTUAL
MUNICIPAL PLANNING	0.00	0.00
DEVELOPMENT PERMITS	3,000.00	800.00
COMPLIANCE CERTIFICATES	300.00	0.00
SUBDIVISION APPLICATIONS	0.00	0.00
ENCROACHMENT AGREEMENTS	0.00	0.00
PROV CONDITIONAL GRANT	0.00	0.00
TRANSFER FROM RESERVES\DEF.REV	0.00	0.00
SALE OF PUBLIC LAND	0.00	0.00
BOAT LAUNCH	10,000.00	0.00
TRANSFER RESERVE\DEF.REV.	25,000.00	0.00
PARKS		
FEDERAL\PROVINCIAL GRANT(ICAP)	0.00	0.00
CONDITIONAL GRANT	0.00	0.00
UNCONDITIONAL GRANT	0.00	0.00
GRANT FROM LOCAL AGENCIES	10,000.00	0.00
PARKING LOT REVENUE	0.00	0.00
TRANSFER FROM RESERVE	0.00	0.00
RECREATION FACILITIES		
SALE OF SERVICE - FEES\CHARGES	0.00	12,752.66
REGIONAL RECREATION	25,140.61	6,285.15
GRANT FROM LOCAL AGENCIES	27,000.00	0.00
CONDITIONAL PROVINCIAL GRANT	5,000.00	0.00
TRANSFER FROM RESERVE\DEF.REV.	26,366.78	0.00
CAMPGROUND		
USER FEES (SEASONAL)	277,200.00	267,300.00
WEEKEND SITES	25,000.00	6,089.50
CAMPGRD CABIN RENTAL	0.00	0.00
SALES OF GOODS & SERVICES	2,800.00	2,035.00
WINTER STORAGE	25,200.00	900.00
DEBIT MACHINE ADJUSTMENTS	0.00	1,312.50
RENTAL & LEASE	9,600.00	4,800.00
M.R.T.A. GRANT	0.00	0.00
TRANSFER FROM RESERVE	0.00	0.00
CULTURE		
LIBRARIAN WAGE REIMBURSEMENT	0.00	0.00
GAIN ON SALE OF FIXED ASSET	0.00	0.00
TOTAL OPERATING REVENUE	3,661,519.28	3,431,590.83
CAPITAL:		
CAPITAL PURCHASES-ADMIN	0.00	0.00
CAPITAL PURCHASES-PATROL	0.00	0.00
CAPITAL PURCHASES-PUBLIC WORKS	100,000.00	0.00
Description	2025 BUDGET	2025 ACTUAL

Analysis: INCOME STATEMENT

Description	2025 BUDGET	2025 ACTUAL
CAPITAL PURCHASES-RECREATION	0.00	0.00
CAPITAL PURCHASES-PARKS	0.00	0.00
CAPITAL PURCHASES-CAMPGROUND	0.00	0.00
TOTAL	100,000.00	0.00
CAPITAL PROJECTS:		
CAPITAL PROJECT-ROADS	300,000.00	0.00
CAPITAL PROJECT-SHDP	0.00	0.00
CAPITAL PROJECT-DRAINAGE	50,000.00	0.00
CAPITAL PROJECT-WALK PATHS	0.00	0.00
CAPITAL PROJECT-STORM OUTFALL	0.00	0.00
CAPITAL PROJECT-ADMIN BLDG	0.00	0.00
CAPITAL PROJECT-CAMPGRD W\R	0.00	0.00
TOTAL	350,000.00	0.00
TOTAL CAPITAL REVENUE	450,000.00	0.00
REQUISITIONS:		
SCHOOL FOUNDATION	0.00	0.00
ASFF	544,506.31	251,582.92
OVER\UNDER LEVY UTILIZED	0.00	0.00
DESIGNATED INDUSTRIAL	157.09	0.00
TOTAL REQUISITIONS	544,663.40	251,582.92
BUSINESS INCOME PROFIT	0.00	0.00
TOTAL	3,566,855.88	3,180,007.91
Description	2025 BUDGET	2025 ACTUAL

Analysis: EXPENSE STATEMENT

EXPENSE STATEMENT		(1)	(2)
---	Begin	01Jan2025	01Jan2025
Period 1: -	End	31Dec2025	30Jun2025
	Type	B	A
(less)	---	000000000	000000000
Period 2: -	End	000000000	000000000
	Type		
Ratios:	% of Account		
Graphs:	# of Columns,Scale	0 0	0 0

Description	2025 BUDGET	2025 ACTUAL
<b>COUNCIL</b>		
COUNCIL HONORARIUMS - MAYOR	12,070.00	5,570.94
COUNCIL HONORARIUMS	42,795.00	19,751.58
MEETING FEES	20,000.00	5,925.00
HONORARIUM DEDUCTIONS	2,000.00	0.00
COUNCIL TRAVEL	3,000.00	1,018.62
CONFERENCE\PROFESSIONAL DEV	12,500.00	1,695.50
INTERNET & PHONE EXPENSE	6,300.00	5,000.00
COUNCIL PROMOTIONAL	15,000.00	4,459.00
MISC. SUPPLIES	8,500.00	331.16
TOTAL	122,165.00	43,751.80
<b>ADMINISTRATION</b>		
ADMINISTRATOR	131,200.00	65,003.40
SALARIES	199,260.00	99,185.58
PAYROLL TO\FROM BUS INC	0.00	0.00
SHARED SERVICES SALARIES	0.00	0.00
PAYROLL DEDUCTIONS	73,400.00	41,748.08
SCP PAYROLL	0.00	0.00
FROM\TO RESERVE	0.00	0.00
TRAINING	1,000.00	228.57
TRAVEL	800.00	461.61
FREIGHT, POSTAGE, DELIVERY	3,600.00	1,511.75
TELEPHONE\INTERNET\SATELLIT	4,100.00	1,676.36
ADVERTISING	2,000.00	1,243.34
SUBSCRIPTIONS\MEMBERSHIPS	4,400.00	3,268.49
PRINTING	1,200.00	0.00
LEGAL	5,000.00	2,238.85
AUDITOR	14,000.00	14,000.00
SERVICE CONTR-PHOTO,FAX,POS	6,000.00	3,042.35
SERVICE CONTR - ALARM	400.00	408.80
PURCHASED EQUIPMENT REPAIR	7,500.00	1,721.57
CONTRACT - JANITOR	7,600.00	3,810.00
INSURANCE	63,000.00	512.66
W.C.B.	30,000.00	18,615.08
STATIONERY & SUPPLIES	5,000.00	1,494.72
JANITORIAL SUPPLIES	800.00	119.39
MISCELLANEDUS SUPPLIES	4,000.00	1,782.96
VILLAGE PROMOTION	4,000.00	95.24
100 YEAR ANNIVERSARY	0.00	0.00
UTILITIES	7,000.00	3,362.12
DEBT REPAYMENT	0.00	0.00
SHORT TERM BORROWING FEES	0.00	0.00
Description	2025 BUDGET	2025 ACTUAL

Analysis: EXPENSE STATEMENT

Description	2025 BUDGET	2025 ACTUAL
BANK CHARGES	1,200.00	527.96
TAX REBATES & CANCELLATIONS	0.00	0.00
OTHER & BLDG REPAIRS	10,000.00	3,194.89
BAD DEBT EXPENSE	0.00	0.00
CAPITAL PURCHASES	0.00	0.00
CAPITAL PROJECTS	0.00	0.00
CAPITAL PROJECTS	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	586,460.00	269,253.77
ELECTION \ CENSUS		
SALARIES & WAGES	2,900.00	0.00
ADVERTISING	700.00	0.00
GOODS & SUPPLIES	1,000.00	350.00
TOTAL	4,600.00	350.00
ASSESSMENT SERVICES		
ASSESSMENT SERVICES	25,400.00	13,186.65
TOTAL	25,400.00	13,186.65
PATROL		
ADMINISTRATION	0.00	0.00
SALARIES & WAGES	100,450.00	46,597.51
PROVINCIAL POLICE FUNDING	45,215.00	0.00
RCMP ENHANCED POLICING	0.00	0.00
PAYROLL DEDUCTIONS	23,100.00	12,062.53
TRAINING & DEVELOPMENT	2,000.00	1,313.23
MILEAGE & SUBSISTENCE	300.00	95.12
FREIGHT, POSTAGE, DELIVERY	0.00	0.00
TELEPHONE	7,000.00	4,415.43
ADVERTISING & PROMOTION	500.00	0.00
AUX PRG\CRIME PREVENTION	0.00	0.00
EQUIPMENT REPAIR	3,000.00	2,445.08
VEHICLE REPAIR	5,000.00	381.36
JANITOR EXPENSES	0.00	0.00
LICENSES & PERMITS	0.00	0.00
STATIONERY & OFFICE SUPPLIES	500.00	150.38
MISC. SUPPLIES	4,000.00	3,121.84
UNIFORMS & ACCOTREMENTS	2,000.00	378.00
FUEL & OIL	8,000.00	2,866.16
UTILITIES	4,800.00	2,241.41
CAPITAL PURCHASES	0.00	0.00
PROJECTS	0.00	0.00
TO RESERVE\DEF.REV.	7,500.00	0.00
TOTAL	213,365.00	76,068.05
BY-LAW ENFORCEMENT		
BYLAW\ANIMAL CONTROL	0.00	0.00
PARKING ENFORCEMENT	0.00	0.00
POUND FEES	2,000.00	1,000.00
GENERAL GOODS AND SERVICES	5,000.00	9.99
SIGNS	0.00	0.00
TOTAL	7,000.00	1,009.99
Description	2025 BUDGET	2025 ACTUAL

Analysis: EXPENSE STATEMENT

Description	2025 BUDGET	2025 ACTUAL
<b>FIREFIGHTING</b>		
FIRE DEPARTMENT HONORAIUMS	0.00	0.00
TELEPHONE	0.00	0.00
FIRE CONTRACT	111,626.00	54,852.83
JANITOR EXPENSES	0.00	0.00
GOODS AND SUPPLIES	0.00	0.00
MISCELLANEOUS	2,000.00	1,352.01
BUILDING REPAIR	6,000.00	5,203.40
UTILITIES	12,500.00	2,074.59
CAPITAL	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
<b>TOTAL</b>	<b>132,126.00</b>	<b>63,482.83</b>
<b>DISASTER SERVICES</b>		
GENERAL GOODS AND SERVICES	10,000.00	1,500.00
TO RESERVE\DEF.REV.	0.00	0.00
<b>AMBULANCE SERVICES</b>		
AMBULANCE CONTRACT	0.00	0.00
BUILDING REPAIRS	3,000.00	1,624.87
UTILITIES	6,500.00	3,162.45
CAPITAL PROJECTS	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
<b>TOTAL</b>	<b>9,500.00</b>	<b>4,787.32</b>
<b>COMMON SERVICES</b>		
PUBLIC WORKS MANAGER	0.00	0.00
PUBLIC WORKS WAGES	252,765.00	114,795.54
EXTRA PERSON	25,000.00	7,982.00
SUMMER PAYROLL	11,000.00	748.80
PAYROLL DEDUCTIONS - MGR	0.00	0.00
PAYROLL DEDUCTIONS	59,700.00	31,378.23
PAYROLL DEDUCTIONS - SUMMER	3,500.00	640.20
FROM\TO RESERVE	0.00	0.00
SHARED SERVICES SALARIES	0.00	0.00
PAYROLL TO BUSINESS INCOME	0.00	0.00
TRAINING & DEVELOPMENT	2,000.00	0.00
MILEAGE & SUBSISTENCE	300.00	66.30
POSTAGE, FREIGHT & DELIVERY	0.00	0.00
TELEPHONE	2,100.00	1,111.70
PURCHASE SERVICES	12,000.00	3,089.89
EQUIPMENT REPAIR	25,000.00	12,145.29
VEHICLE REPAIR	20,000.00	8,640.55
EQUIPMENT RENTAL	1,500.00	0.00
GENERAL GOODS	10,000.00	6,341.15
SIGNS	5,000.00	0.00
BUILDING REPAIRS	5,000.00	1,009.67
SAFETY SUPPLIES	2,500.00	609.28
FUEL & OIL	25,000.00	10,340.66
UTILITIES - SHOP	18,000.00	8,385.78
BOAT LAUNCH MTCE	0.00	0.00
CAPITAL PURCHASES	0.00	0.00
Description	2025 BUDGET	2025 ACTUAL

Analysis: EXPENSE STATEMENT

Description	2025 BUDGET	2025 ACTUAL
CAPITAL PROJECTS	0.00	0.00
CAPITAL PROJECTS	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	480,365.00	207,285.04
ROADS AND STREETS		
GRAVEL\SAND\ETC.	25,000.00	4,035.26
CRACK FILLING\LINE PAINTING	30,000.00	0.00
UTILITIES - STREET LIGHTS	118,000.00	49,929.98
ROAD PROJECTS	0.00	0.00
ROAD PROJECTS	0.00	0.00
STREET LIGHT PROJECTS	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	173,000.00	53,965.24
STORM SEWER AND DRAINAGE		
GENERAL SUPPLY-CULVERTS	5,000.00	580.00
DRAINAGE PROJECTS	0.00	0.00
DRAINAGE STUDY	0.00	0.00
TOTAL	5,000.00	580.00
WATER SYSTEM		
WATER COMM. OPERATING	8,721.80	8,721.88
WATER COMM. DEBENTURES	71,034.00	35,517.05
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	79,755.80	44,238.93
SANITARY SEWER		
TVRSSC MAINTENANCE AGREE	301,600.00	150,800.00
TVRSSC SEWER REVITALIZATION	243,600.00	0.00
TVRSSC DEB. - LAGOON	85,826.00	42,913.00
TVRSSC UPGRADE	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	631,026.00	193,713.00
GARBAGE COLLECTION		
GARBAGE WAGES	6,500.00	0.00
GARBAGE CONTRACT	74,500.00	26,549.87
REGIONAL LAND FILL	18,000.00	7,951.35
RECYCLING	6,000.00	3,371.17
ANNUAL WASTE ROUND-UP	0.00	0.00
FUEL & OIL	3,000.00	0.00
TRUCK REPAIRS & MAINTENANCE	0.00	0.00
CAPITAL PURCHASES	0.00	0.00
TO RESERVE\DEF.REV.	20,000.00	0.00
TOTAL	128,000.00	37,872.39
COMPOST FACILITY		
PURCHASED SERVICE - CLEANUP	3,000.00	0.00
GENERAL SUPPLIES	0.00	0.00
TOTAL	3,000.00	0.00
Description	2025 BUDGET	2025 ACTUAL

Analysis: EXPENSE STATEMENT

Description	2025 BUDGET	2025 ACTUAL
MUNICIPAL PLANNING		
CONTRACT - DEVELOPMENT OFF	24,000.00	12,000.00
MUNICIPAL PLANNING	2,000.00	0.00
GENERAL GOODS & SUPPLIES	500.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	26,500.00	12,000.00
ECONOMIC DEVELOPMENT		
ADVERTISING AND PROMOTION	2,200.00	500.00
TELEPHONE AND UTILITIES	0.00	0.00
REVENUE & COST SHARE STUDY	0.00	0.00
GENERAL GOODS & SUPPLIES	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	2,200.00	500.00
LAC STE. ANNE FOUNDATION		
	46,863.80	35,147.85
PIER\BOAT LAUNCH		
	25,000.00	800.00
PIER TO RESERVE\DEF.REV.		
	0.00	0.00
RECREATION & FACILITIES		
REGIONAL RECREATION	31,425.75	31,425.76
GENERAL GOODS & SUPPLIES	20,000.00	10,507.48
EAST END BUS	11,548.72	0.00
LSA PHYSICIAN RECRUITMENT	0.00	0.00
BEACHWAVE PARK COORDINATOR	48,000.00	24,000.00
UTILITIES	6,000.00	3,355.96
CAPITAL PURCHASES	0.00	0.00
PROJECTS	0.00	0.00
PROJECTS	0.00	0.00
PROJECTS	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	116,974.47	69,289.20
PARKS		
CONTRACT SERVICES	20,000.00	8,418.00
GENERAL GOODS & SUPPLIES	10,000.00	5,911.05
UTILITIES	6,000.00	2,273.07
PARKING LOT EXPENSES	3,098.33	3,126.84
PARK PROJECTS	0.00	0.00
PARK PROJECTS	0.00	0.00
CONTRIBUTED ASSETS	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	39,098.33	19,728.96
CAMPGROUND:		
ADVERTISING & SIGNS	1,500.00	0.00
POSTAGE, FREIGHT, DELIVERY	0.00	0.00
PHONE\INTERNET\SATELLITE	2,000.00	971.70
PRINTING	300.00	0.00
CAMPGROUND MANAGER CONTRACT	62,000.00	6,000.00
CAMPGROUND SUMMER HELP	0.00	0.00
PAYROLL DEDUCTIONS	0.00	0.00
Description	2025 BUDGET	2025 ACTUAL

Analysis: EXPENSE STATEMENT

Description	2025 BUDGET	2025 ACTUAL
EQUIPMENT REPAIR	1,500.00	560.99
GENERAL GOODS & SUPPLIES	3,000.00	1,991.13
JANITORIAL SUPPLIES	700.00	0.00
WASTE DISPOSAL	3,800.00	897.57
FUEL & OIL	1,500.00	225.71
REPAIR MATERIALS	10,000.00	0.00
CONSTRUCTION MATERIALS	2,000.00	0.00
UTILITIES	38,000.00	8,614.12
IMPROVEMENTS	5,000.00	0.00
DEBIT/VISA BANK FEES	600.00	250.41
CAMPGROUND PROJECTS	0.00	0.00
CAMPGROUND PROJECTS	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	131,900.00	19,511.63
CULTURE		
SALARIES & WAGES	0.00	0.00
PAYROLL DEDUCTIONS	0.00	0.00
REIMBURSE LIBR WAGE	0.00	0.00
UTILITIES	0.00	0.00
GRANT TO LIBRARY	13,452.48	13,452.00
YELLOWHEAD REGIONAL LIBRARY	4,104.00	2,052.00
TOTAL	17,556.48	15,504.00
LOSS ON SALE OF FIXED ASSET	0.00	0.00
AMORTIZATION OF TCA	65,000.00	0.00
ACCRETION EXPENSE	0.00	0.00
CAPITAL:		
-----		
CAPITAL PURCHASES-ADMIN	0.00	0.00
CAPITAL PURCHASES-PATROL	10,000.00	0.00
CAPITAL PURCHASES-PUBLIC WORKS	125,000.00	0.00
CAPITAL PURCHASES-RECREATION	0.00	0.00
CAPITAL PURCHASES-PARKS	0.00	0.00
CAPITAL PURCHASES-CAMPGROUND	0.00	0.00
TOTAL	135,000.00	0.00
CAPITAL PROJECTS:		
-----		
CAPITAL PROJECTS-ROADS	300,000.00	0.00
CAPITAL PROJECTS-SHOP	0.00	0.00
CAPITAL PROJECTS-DRAINAGE	50,000.00	0.00
CAPITAL PROJECTS-WALKING PATHS	0.00	0.00
CAPITAL PROJECTS-STORM OUTFALL	0.00	0.00
CAPITAL PROJECTS-ADMIN BLDG	0.00	0.00
CAPITAL PROJECTS-CAMPGRD W\R	0.00	0.00
TOTAL	350,000.00	0.00
TOTAL CAPITAL EXPENSES	485,000.00	0.00
BUSINESS INCOME EXPENSES	0.00	0.00
TOTAL	3,566,855.88	1,183,526.65
Description	2025 BUDGET	2025 ACTUAL

2025 Development Permits Issued					
Permit #	Date	Municipal	Lot	Block	Plan
25DP01-01	18-Mar-25	4311 - 50 Avenue	13	6	6604AO
25DP02-01	21-Apr-25	5015 - 54 Street	15	14	9722944
25DP03-01	12-May-25	4412 - 50 Avenue	13	B	3510BZ
25DP04-01	IN PROGRESS				
25DP05-01	23-Jun-25	4204 - 43 Avenue	23	2	2422052
25DP06-01	21-Jun-25	5019 - 59 Street	11	9	3653HW
25DP07-01	IN PROGRESS				
25DP08-01	14-Aug-25	4712-45 Street	20	2	6604AO
25DP09-01	14-Aug-25	4727-46 Street	5	2	6604AO

**Alberta Beach Village Office**

**From:** Executive Director <admin@aapg.ca>  
**Sent:** July 21, 2025 1:48 PM  
**To:** Executive Director  
**Subject:** PRC Special Advisory Committee recruitment & latest PRC Update  
**Attachments:** AAPG PRC SPC Nomination Form Committees only.docx; 2025-07-21 - PRC Status Update.pdf

AAPG Members,

You may recall earlier this year the AAPG recruited members for the PRC AAPG Special Purpose Committee. After several meetings, the Committee has determined that a better approach is to meet separately with Commission and Committee representatives going forward. Largely, this is because the RCMP will fall under the PRC's jurisdiction for Level 1 and 2 (statutory) complaints, but not level 3 (code of conduct) and a lot of the Special Purpose Committee's current focus is on Level 3 processes.

AAPG currently has three (3) Policing Committee representatives **and we are recruiting for 2 more**. If your Policing Committee OR current Police Advisory Committee in the process of converting to a Policing Committee, has a member interested in providing important feedback on the future processes, please see the attached NOMINATION FORM. All nominations require submission by **no later than Monday, August 18th**.

ALSO attached please find the most recent PRC Implementation Team Update!

We hope you are enjoying your summer :)

Victoria Chester  
 Executive Director  
 Alberta Association of Police Governance  
 587-892-7874  
[www.aapg.ca](http://www.aapg.ca)

# Call for Nominations to the AAPG Police Review Commission Special Purpose Committee

AAPG is inviting its Policing Committee or Police Advisory Committee member organizations to recommend representatives to sit on the newly created AAPG Police Review Commission Special Purpose Committee ("SPC").

**WHAT:** The Special Purpose Committee (SPC) will be made up of 4-5 representatives, nominated by their oversight Committee and selected by the AAPG Board.

The Committee will receive updates from the PRC Implementation Team **and provide advice and input on arising issues, operational matters, training and transition**. SPC Members will illicit questions and/or report PRC activities to the AAPG (via the Board) and their own Policing Committee.

**WHEN:** The Committee will meet virtually for 1 hour, approximately every 4 weeks.

Meetings will begin as soon as members have been selected by AAPG. Member availability will be canvassed by the PRC Implementation Team. First meeting of the new group proposed for September 2025.

**WHY:** The purpose of the AAPG Police Review Commission Special Purpose Committee (AAPG PRC SPC or "Committee") is to facilitate the Police Review Commission Implementation Team's gathering of information from, and sharing of information with, the AAPG and its members on matters relating to the implementation of the PRC. The PRC is expected to become operational in December of 2025 and will be a stand-alone, province-wide police discipline and accountability organization.

Committee information gathering/sharing will center around:

- a. Stakeholder engagement
- b. Regulations, policy and workflow development
- c. Organizational structure development
- d. Procurement and technology requirements
- e. Data governance
- f. Transition planning
- g. AAPG member training development

**WHO:** Four to Five representatives will be selected by AAPG to sit on the Committee from now through December 2025, with the possibility of the Committee extending into 2026.

Representatives should have at least 1 year of experience sitting on their oversight board and have detailed understanding of the current police complaints and discipline model.

Members are asked to commit to the full term. If a member requests or requires replacement, AAPG will work with its membership to select another representative.

Interested Committees are asked to submit their completed nomination form to [admin@aapg.ca](mailto:admin@aapg.ca) **no later than Monday, August 18th, 2025**.

Questions can be directed to the AAPG at 587-892-7874, or by email at [admin@aapg.ca](mailto:admin@aapg.ca) .

Victoria Chester  
Executive Director  
Alberta Association of Police Governance  
587-892-7874  
[www.aapg.ca](http://www.aapg.ca)

Attachments: AAPG PRC SPC DRAFT Terms of Reference

# Nomination to the AAPG Police Review Commission Special Purpose Committee (AAPG PRC SPC)

AAPG Member Committee or Municipality: \_\_\_\_\_

Nominee Name: \_\_\_\_\_

Nominee Title/Role: \_\_\_\_\_

Nominee Address: \_\_\_\_\_

Nominee Phone #: \_\_\_\_\_

Nominee E-mail: \_\_\_\_\_

Nominee: Please provide two to three sentences, explaining your interest in being a member of the AAPG PRC SPC and what you feel you can bring to this Committee:

By signing below the Nominee agrees they have read and understand the Call for Nominations and are willing to make the time commitment to the AAPG PRC SPC.

Nominee Signature: \_\_\_\_\_

## REQUIRED:

Approved by (Chair of Committee or Municipal Authority - such as Mayor or CAO):

Name (print): \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

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# Status Report

Reporting Period: July 7 to July 21, 2025

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## Key accomplishments this period

### Policy and Regulatory Development

- Policy development on the alternative dispute resolution and investigative processes.
- Collaboration with LEO to develop transition materials for police commissions.
- Prepared drafting instructions for Police Service Regulation amendments.

### Engagement and Training

- A What We Heard document summarizing perspectives gathered during the formal engagement process has been approved for distribution.
- Meeting with the AAPG special purpose committee on July 8.
- Indigenous liaison attended Tsuut'ina Nation Police Service community event on July 9.
- Indigenous liaison attended Enoch Cree Nation Powwow for community engagement on July 11 and 12.
- Initial draft review completed for staff training courses in Police Complaints, and Cultural Competency.
- Continued work on the production and customization of the PRC's Learning Management System (LMS).

### Operational Planning

- Case management system demo to Medicine Hat Police Service on July 11.
- Met with T&I on July 16 to plan integration of CXOne services such as voicemails, phone calls and emails into the case management system.

### Other

- Executive Support for the CEO Onboarded on July 11.
- Creative services vendor has started PRC website design; work on visual identity is continuing with development of document templates.

## Key activities planned next period

### Policy and Regulatory Development

- Continue work on transition packages for police services and police commission.
- Continue work on the policy framework to support implementation of the PRC.

### Operational Planning

- Explore business processes related to information transferring mechanisms from police services to the PRC.
- Case management system will be completed on July 25. System enhancements expected before and after December 1, 2025.

### Engagement and Training

- Distribution of What We Heard Summary to organizations on the PRC Implementation Team's stakeholder contact list.
- Curriculum vendor continuing work on draft course content.
- LMS vendor continuing work on system configuration.
- Creative services vendor to begin development of PRC website while continuing visual identity work.
- Meeting with CPS Victims Assistance Support Team on July 22.
- Community engagement meeting with Tsuut'ina Police Service and Tsuut'ina Nation Police Commission on July 23.
- Meeting with National Police Federation on July 23 to provide update on PRC implementation.

### Other

- PRC recruitment underway. Job advertisements will be posted to <https://jobpostings.alberta.ca/>

# Police Review Commission

## Goal:

*Establish a new public agency under the Police Act for police complaints, investigations, and coordination of disciplinary hearings.*

**Timeline:** December 2025

# Key Milestones

Reporting Period: July 7 to July 21, 2025

44

## Police Review Commission Milestones

PRC Milestones	Anticipated Timeline*
Case management system development	Completed
Phase 1-2 recruitment for permanent PRC staff: Executive directors, directors and key support positions	Summer 2025
Updates to the Police Service Regulation Engagement, research and analysis is ongoing	Fall 2025
Policy manual Engagement, research and analysis is ongoing	Fall 2025
Phase 3 recruitment of PRC staff Recruitment will continue into 2026	Fall 2025
JJ Bowlen Building (Calgary interim office) occupancy	Fall 2025
Labour Building & 108 St Building (Edmonton interim office) occupancy	Fall 2025

\*Timelines are based on available information and may shift as more information becomes available. Changes will be communicated.

# Recruitment Ongoing

Reporting Period: July 7 to July 21, 2025

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## Police Review Commission Recruitment

Positions	Stage
Director, Case Management (Comp. #72649)	Interviews
Executive Director, Case Management and Resolution (Comp. #72259)	Application screening
Director, Resolution (Comp. #72550)	Reference checks
Manager, Training and Development (Comp. #72257)	Reference checks
Executive Advisor (Comp. #72657)	Reference checks
Manager, Case Management (Comp. #72529)	Reference checks
Data Scientist (Comp. #72546)	Offer extended

All open competitions are available at <https://jobpostings.alberta.ca>

# Recruitment Upcoming

Reporting Period: July 7 to July 21, 2025

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## Police Review Commission Recruitment

Upcoming Positions	Status Update
Statutory/Level 2 Investigators x4	1-2 weeks
Hearing Planner	2-3 weeks
Manager, Resolution	2-3 weeks
Senior Resolution Specialist x6	2-3 weeks
Resolution Specialist x6	2-3 weeks
Resolution Coordinator x2	2-3 weeks
Director of Investigations	2-3 weeks
Manager, Investigations	2-3 weeks
Investigators	3-4 weeks

All open competitions are available at <https://jobpostings.alberta.ca>

# Police Review Commission Acronym Glossary

- AACP- Alberta Association of Chiefs of Police
- AAPG- Alberta Association of Police Governance
- ADM- Assistant Deputy Minister
- ADR- Alternative Dispute Resolution
- AFPA- Alberta Federation of Police Association
- ALERT- Alberta Law Enforcement Response Teams
- ASIRT- Alberta Serious Incident Response Team
- CCRC- Civilian Review and Complaints Commission
- CEO- Chief Executive Officer
- CPS- Calgary Police Service
- ED- Executive Director
- EPS- Edmonton Police Service
- GIS- Geographic Information System mapping
- GOA- Government of Alberta
- IIO- Independent Investigation Office
- IST- Investigative Services Team (section within LEO)
- LEO- Law Enforcement Oversight Branch (Branch within PSES)
- LERB- Law Enforcement Review Board
- Level 1: Serious and sensitive incidents (currently handled by ASIRT). This level will also apply to Alberta peace officers.
- Level 2: Statutory complaints (offences specified in an act of Parliament or of the legislature) but do not meet the definition of "serious and sensitive."
- Level 3: Code of conduct complaints (currently code of conduct complaints as per the *Police Service Regulation*).
- Level 4: Unsatisfactory performance matters (to be logged by the PRC and returned to the police service of jurisdiction to manage).
- Level 5: Complaints regarding policy or services of a police service (to be logged by the PRC and returned to the police service of jurisdiction to manage).
- NPF- National Police Federation
- OAPSB- Ontario Association of Police Services Boards
- OIPRD- Office of the Independent Police Review Director (Ontario)
- OPCC- Office of the Police Complaint Commissioner
- PRC- Police Review Commission
- PS- Program Services (type of classification band within GOA)
- PSC- Public Service Commission
- PSD- Public Security Division
- PSES- Public Safety and Emergency Services Ministry
- PSIO- Alberta Provincial Security and Intelligence Office
- SME- Subject matter expert
- SSI- Strategy, Support and Integrated Initiatives (Division within PSES)
- SIU- Special Investigations Unit (Ontario)
- T&I- Ministry of Technology and Innovation

**aboffice@albertabeach.com**

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**From:** Executive Director <admin@aapg.ca>  
**Sent:** July 23, 2025 8:33 AM  
**To:** Executive Director  
**Subject:** Police Review Commission Interim CEO announced

Sharing the news below.

Victoria Chester  
Executive Director  
Alberta Association of Police Governance  
587-892-7874  
[www.aapg.ca](http://www.aapg.ca)

----- Forwarded message -----

**From: PSES ADM Public Security Division**  
**Date:** Tue, Jul 22, 2025 at 10:37 AM  
**Subject:** Interim CEO for the Police Review Commission

Good morning colleagues,

I am pleased to announce that Mr. Michael Ewenson, K.C., has been selected to lead the Police Review Commission (PRC) as its interim chief executive officer. Mr. Ewenson has a wealth of relevant expertise that will help guide the PRC as it prepares to receive and resolve public complaints against police and strengthen Albertans' trust and faith in the work it will do.

Until now, Mr. Ewenson has served as executive director of the Alberta Serious Incident Response Team (ASIRT), which investigates serious or sensitive allegations of police misconduct and events of serious injury or death involving police across the province. After three consecutive years of demonstrated efficiency, resolving files and significantly reducing the agency's investigative backlog, Mr. Ewenson has well-positioned ASIRT for inclusion as part of the PRC over the coming months. ASIRT's current assistant executive director, Mr. Matthew Block, will step into the role of acting executive director in the interim.

In his capacity as the PRC's interim chief executive officer, Mr. Ewenson will support the transition of processes for handling complaints from police services to the new agency when it launches in December, providing strategic direction on policy framework, operational processes and organizational structure. His term as the agency's interim chief executive officer will end once a candidate has been selected to fill the position permanently.

Please join me in congratulating Mr. Ewenson and welcoming him into this new role.

Regards,

C.M. (Curtis) Zablocki, O.O.M.

Assistant Deputy Minister

Director of Law Enforcement

Public Security Division

Classification: Protected A

aboffice@albertabeach.com

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**From:** Executive Director <admin@aapg.ca>  
**Sent:** August 7, 2025 8:24 AM  
**To:** Executive Director  
**Subject:** Police Review Commission Status Update: July 21 - Aug. 4  
**Attachments:** 2025-08-04 - PRC Status Update.pdf

Good Morning Members!

Sharing the most recent Police Review Commission status update (attached).

Enjoy the day!

Victoria Chester  
Executive Director  
Alberta Association of Police Governance  
587-892-7874  
[www.aapg.ca](http://www.aapg.ca)

----- Forwarded message -----

**From:** PSES Police Review Commission <PRC@gov.ab.ca>  
**Date:** Wed, Aug 6, 2025 at 3:50 PM  
**Subject:** Police Review Commission Status Update: July 21 - Aug. 4

Hello,

Please see attached PRC Status Update for the period of July 21 – Aug. 4, 2025

Thank you,

Police Review Commission Implementation Team



# Status Report

Reporting Period: July 21 to August 4, 2025

## Key accomplishments this period

### Policy and Regulatory Development

- Met with Ontario's Law Enforcement Complaints Agency (LECA) on July 24 to gather information about its policies for reporting complaints against police chiefs to local police boards.

### Engagement and Training

- A *What we Heard* document summarizing perspectives gathered during formal engagement was distributed to approximately 700 stakeholders and community groups.
- PRC Implementation Team and PSES officials met in person on July 23 with Tsuut'ina Nation Police Service leadership and Tsuut'ina Nation Police Commission members to identify culturally-appropriate models for engagement and service delivery.
- Met with NPF representatives from Alberta and Ottawa on July 23 to provide an implementation update.
- PRC's Indigenous liaison attended Sundance ceremonial events on the Kainai Nation on July 29, following an invitation to engage with the Blood Tribe community.
- Presented update on PRC implementation and curriculum development to leadership at Alberta Government Training Academy on July 29.

## Key activities planned next period

### Key Personnel Moves

- CEO onboarding and orientation.
- Onboarding of executive advisor to the CEO.
- Onboarding of data scientist.

### Policy and Regulatory Development

- Continue work on transition packages for police services and police commission.
- Continue work on the policy framework to support implementation of the PRC.

### Operational Planning

- Explore business processes related to information sharing mechanisms from police services to the PRC.
- Explore operational software related to accessibility, translation and transcription services for the PRC.

### Engagement and Training

- Anticipated final approval and sign-off for training courses in two curriculum streams: Police Complaints, and Cultural Competency.
- Curriculum vendor continuing work on draft course content in PRC Processes stream.
- Learning Management System vendor continuing work on system configuration, moving to user acceptance testing.
- Creative services vendor continuing website development.
- Monthly meeting of AAPG special purpose committee.

### Other

- PRC recruitment underway. Job advertisements will be posted to <https://jobpostings.alberta.ca/>

# Police Review Commission

## Goal:

*Establish a new public agency under the Police Act for police complaints, investigations, and coordination of disciplinary hearings.*

**Timeline:** December 2025

15

# Key Milestones

Reporting Period: July 7 to July 21, 2025

PRC Milestones	Anticipated Timeline*
Case management system development	Completed
Phase 1-2 recruitment for permanent PRC staff: Executive directors, directors and key support positions	Summer 2025
Updates to the Police Service Regulation Engagement, research and analysis is ongoing	Fall 2025
Policy manual Engagement, research and analysis is ongoing	Fall 2025
Phase 3 recruitment of PRC staff Recruitment will continue into 2026	Fall 2025
JJ Bowlen Building (Calgary interim office) occupancy	Fall 2025
Labour Building & 108 St Building (Edmonton interim office) occupancy	Fall 2025

# Police Review Commission Milestones

\*Timelines are based on available information and may shift as more information becomes available. Changes will be communicated.

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# Recruitment Ongoing

Reporting Period: July 7 to July 21, 2025

## Police Review Commission Recruitment

Positions	Stage
Director, Case Management (Comp. #722649)	Reference checks
Executive Director, Case Management and Resolution (Comp. #72259)	Application screening
Director, Resolution (Comp. #72550)	Offer accepted
Manager, Training and Development (Comp. #72257)	Offer accepted
Manager, Case Management (South) (Comp. #72529)	Offer accepted
Manager, Case Management (North) (Comp. #72529)	Reference checks
Planning Advisor (Comp. #73562)	Competition open

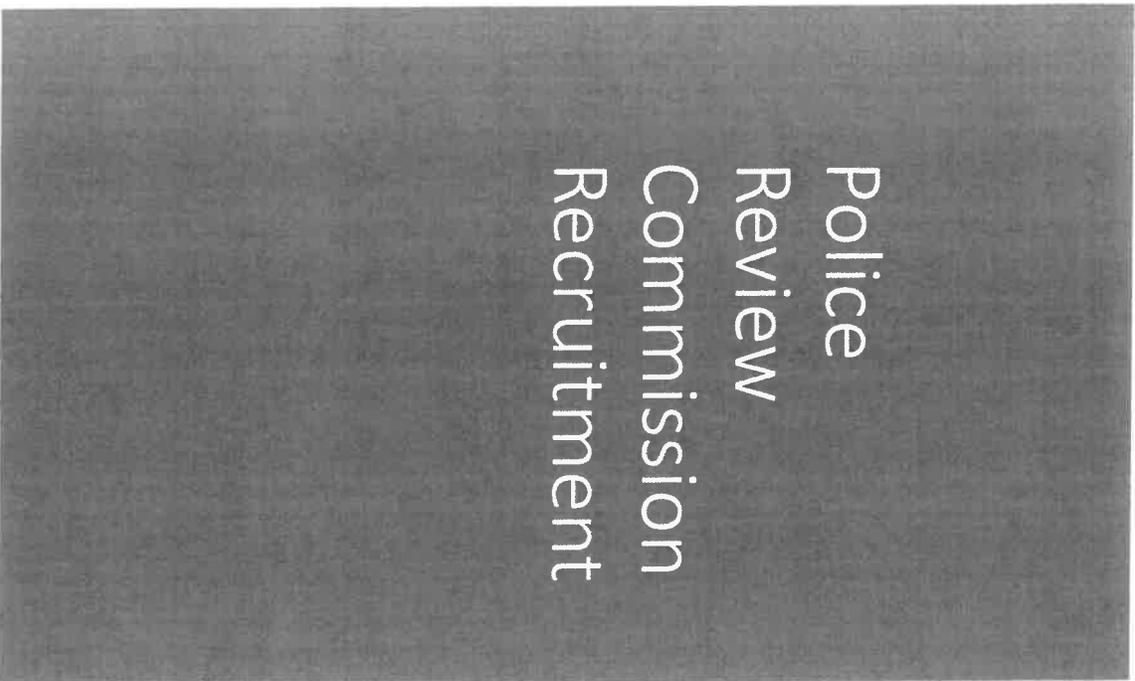
All open competitions are available at <https://jobpostings.alberta.ca>

# Recruitment Upcoming

Reporting Period: July 7 to July 21, 2025

Upcoming Positions	Status Update
Statutory/Level 2 Investigators x4	1-2 weeks
Manager, Resolution	2-3 weeks
Senior Resolution Specialist x6	2-3 weeks
Resolution Specialist x6	2-3 weeks
Resolution Coordinator x2	2-3 weeks
Director of Investigations.	2-3 weeks
Manager, Investigations	2-3 weeks
Investigators	3-4 weeks
Community and Commission Liaison	3-4 weeks
Police Liaison	3-4 weeks

All open competitions are available at <https://jobpostings.alberta.ca>



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- GoA- Government of Alberta
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- LEO- Law Enforcement Oversight Branch (Branch within PSES)
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- Level 2: Statutory complaints (offences specified in an act of Parliament or of the legislature) but do not meet the definition of "serious and sensitive."
- Level 3: Code of conduct complaints (currently code of conduct complaints as per the *Police Service Regulation*).
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- OPCC- Office of the Police Complaint Commissioner
- PRC- Police Review Commission
- PS- Program Services (type of classification band within GoA)
- PSC- Public Service Commission
- PSD- Public Security Division
- PSES- Public Safety and Emergency Services Ministry
- PSIO- Alberta Provincial Security and Intelligence Office
- SME- Subject matter expert
- SSII- Strategy, Support and Integrated Initiatives (Division within PSES)
- SIU- Special Investigations Unit (Ontario)
- T&I- Ministry of Technology and Innovation

**aboffice@albertabeach.com**

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**From:** Shawn Wiskar <Shawn.Wiskar@gov.ab.ca> on behalf of MA GEPTbranch <ma.geptbranch@gov.ab.ca>  
**Sent:** August 11, 2025 2:25 PM  
**To:** Kelly Muir; ! ABOffice  
**Subject:** 2025 Canada Community-Building Fund (CCBF) Allocations  
**Attachments:** 0004 Alberta Beach.pdf

Greetings.

Municipal Affairs is pleased to provide you with the attached 2025 CCBF allocation letter.

Best,

Municipal Affairs

Classification: Protected A



ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Peace River*

AR119711

August 8, 2025

His Worship Kelly Brian Muir  
Mayor  
Alberta Beach  
PO Box 278  
Alberta Beach AB T0E 0A0

Dear Mayor Muir:

I am pleased to confirm your allocation for the 2025-26 Canada Community-Building Fund (CCBF). In 2025, Canada allocated Alberta \$276 million; this partnership between the province and the federal government will help ensure local governments in Alberta can continue to make needed investments in local infrastructure.

For the Alberta Beach, your 2025 CCBF allocation is \$102,476.

Both the CCBF and Local Government Fiscal Framework (LGFF) funding amounts for all municipalities and Metis Settlements are posted on the Government of Alberta website at <https://open.alberta.ca/publications/canada-community-building-fund-allocations>.

I look forward to working together with you to support your local infrastructure needs, and building strong, vibrant communities across Alberta.

Sincerely,

Dan Williams, ECA  
Minister of Municipal Affairs

cc: Kathy Skwarchuk, Chief Administrative Officer, Alberta Beach

**aboffice@albertabeach.com**

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**From:** municipalservicesdivision@gov.ab.ca  
**Sent:** August 11, 2025 2:06 PM  
**To:** Kathy Skwarchuk  
**Subject:** Changes Regarding Insufficient Nominations  
**Attachments:** LAEA Forms Regulations.pdf; Nominations.pdf; Signed letter (2).pdf

Attn: CAOs

Please see the attached Letter, LAEA Resources, and Nominations.

Thank you.

AR119757

July 22, 2025

Dear Chief Administrative Officer:

**Subject: Bill 20/50 Resources – LAEA Amendments – Nominations and Forms**

Bill 20 and Bill 50, the *Municipal Affairs Statutes Amendment Act, 2024 and 2025*, received Royal Assent on October 31, 2024, and May 15, 2025, respectively. Both Acts made amendments, in part, to the *Local Authorities Election Act (LAEA)*.

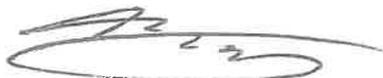
Attached are two fact sheets highlighting changes made under these Acts. The first addresses amendments changing the process when insufficient nominations are received, new rules around withdrawal of candidates, and declaring when an acclamation comes into effect.

The second fact sheet covers changes to the *Local Authorities Election Forms Regulation* that could not be made in advance of the October 20, 2025, general local election. Variations to the prescribed forms are permitted as long as the changes are not intended to mislead and are consistent with the Act. Guidance is also provided on which prescribed forms do not currently align with the Act and may be altered to better align with the amended legislation.

Lastly, the Expense Limits Regulation made under the LAEA has recently been amended to add subsection 5(2). This new clause applies to the 2025 general local election and specifies that the 2024 Municipal Affairs Population List is to be used to determine the number of persons residing in an area for the purposes of the expense limits calculation.

Should you have any questions about the *Municipal Affairs Statutes Amendment Act, 2024 or 2025*, please contact us toll-free in Alberta by first calling 310-0000, then 780-427-2555, or by email at [ma.advisory@gov.ab.ca](mailto:ma.advisory@gov.ab.ca).

Yours truly,



Gary Sandberg  
Assistant Deputy Minister

Attachments: Fact Sheet – Bill 20/50 Amendments to the LAEA – Nominations  
Fact Sheet -- LAEA Forms Regulation - Variances of Prescribed Forms

# Local Authorities Election Act (LAEA)

## LAEA Forms Regulation

### Variations of Prescribed Forms

This fact sheet has been developed as an explanatory resource. It is not legal advice and cannot be used in place of consulting with a lawyer. In the event of a conflict between the legislation and this fact sheet, the legislation prevails.

#### Relevant LAEA sections

- LAEA s. 49
- LAEA s. 53
- LAEA s. 147.25

#### The Local Authorities Election Forms Regulation and the *Interpretation Act*

The Local Authorities Election Forms Regulation provides the forms prescribed under the LAEA that must be used for all local elections, including byelections, school board trustee elections and votes on bylaws or questions. Due to the time needed to update, translate and prepare the forms each time amendments are needed, it was not possible to amend the Forms Regulation to reflect the newest 2025 LAEA amendments, or to account for nuances that have now been identified.

Section 26(1) of the *Interpretation Act* allows for modifications to a prescribed form as long as the changes align with the LAEA, do not affect the substance of the form, and are not intended to mislead.

#### Previous LAEA requirements

Previously, the LAEA did not allow for financial transfers to or from a candidate and a local political party (LPP). With the passing of Bill 50: *Municipal Affairs Statutes Amendment Act, 2025*, such transfers of funds may now occur. However, there is no place on the candidate disclosure form (Form 26) to list the transfer amount received or sent to an LPP, as now required under the LAEA.

Secondly, although the Forms Regulation was amended in 2025 to reflect the 2024 LAEA amendments related to a permanent electors register (PER), Forms 7 and 8 do not clearly state that in addition to providing identification, if an elector is not listed on the PER they must complete a statement in the prescribed form (Form 13: Elector Register) to confirm their eligibility to vote. Form 13SV also included the option for electors to validate their

residency by vouching, which is no longer an option for residents in a municipality which is not using a PER.

It is noted that prior to the 2024 LAEA amendments, all electors were required to complete a Form 13, thus the need to complete it should be something electors are used to and should not be a concern for most electors who are not on the PER and thus need to complete it now.

Lastly, previous versions of the LAEA only required candidates, local political parties, and third party advertisers to provide annual disclosures by March 1 of each year. The amendments in Bill 50 require a new partial year disclosure by September 30 of data for the year of the general election from January 1 to July 31. The date fields in both Form 26 and Form 28 may be modified to accommodate this requirement.

#### What Forms are affected

##### Form 26

Form 26: Campaign Disclosure Statement and Financial Statement may be modified to account for transfers between a candidate and a local political party (and vice versa). As transfers are not considered contributions under the LAEA, transfers to a candidate should be listed on the campaign disclosure statement under the 'Other Sources' section. Likewise, transfers from a candidate to an LPP are not considered to be expenses and should be reported as a separate line item from the existing expenditures section.

The date fields in Form 26 may also be modified to reflect the new partial year disclosure that all candidates, local political parties, and third party advertisers must complete by September 30 in the year of a municipal general election.

##### Form 28

The date fields in Form 28: Third Party Advertising Contribution Statement may also be modified so that third party advertisers can complete the partial year

disclosure required by September 30 of the year of the municipal general election.

### Forms 7 and 8

Form 7: Notice of Election and Requirements for Voter identification, and Form 8: Notice of Vote on a Bylaw or Question, may be modified to include the requirement that an elector not on the PER must complete a statement that they are eligible to vote (Form 13: Elector Register). Adding a clarifying statement would ensure awareness of the LAEA's requirement set out in Section 53 that electors must:

- Provide applicable identification, and
- Either:
  - complete a statement to establish their eligibility to vote, or
  - be listed on the PER.

### Form 13SV

Form 13SV: Elector Register for Summer Villages includes a check box in the Deputy Returning Officer section that is listed as 'Elector's residence vouched for, if applicable'. This check box can be removed if the summer village is not using a PER. Where no PER is in use, summer village electors may validate their residency by either producing identification, or a certificate of title with their name listed as a property owner. Vouching is only permitted as an acceptable process for validating an elector's residency in a summer village which is using a PER. An additional check box indicating that the elector has presented a certificate of title with either their name or the name of their adult inter-dependent partner may be used.

### What municipalities need to know

For the upcoming local general elections or any byelections that may be held before the Forms Regulation can again be updated, municipalities should review and consider updating any candidate, elector or LPP resources or webpages, or draft language in the materials for the notice of election, to reflect possible modifications to the forms.

Municipalities which have been authorized to conduct elections with LPPs should modify the forms required under the Local Political Parties and Slates Regulation for financial disclosure of LPPs.

### Effective date

The PER provisions in the LAEA came into effect on October 31, 2024. The LAEA changes related to transfers between candidates and LPPs took effect upon the royal assent of Bill 50 on May 15, 2025.

These changes are in effect for the October 2025 local general elections.

### Resources

To learn more, please refer to:

- Strengthening local elections and councils: <https://www.alberta.ca/strengthening-local-elections-and-councils>
- Bill 20, *Municipal Affairs Statutes Amendment Act, 2024*: [https://docs.assembly.ab.ca/LADDAR\\_files/docs/bills/bill/legislature\\_31/session\\_1/20230530\\_bill-020.pdf](https://docs.assembly.ab.ca/LADDAR_files/docs/bills/bill/legislature_31/session_1/20230530_bill-020.pdf)
- Bill 50, *Municipal Affairs Statutes Amendment Act, 2025*: [https://docs.assembly.ab.ca/LADDAR\\_files/docs/bills/bill/legislature\\_31/session\\_1/20230530\\_bill-050.pdf](https://docs.assembly.ab.ca/LADDAR_files/docs/bills/bill/legislature_31/session_1/20230530_bill-050.pdf)
- Municipal elections – Overview: <https://www.alberta.ca/municipal-elections-overview>

### Contact us

Phone: 780-427-2225  
Toll-free in Alberta: 310-0000  
Email: [ma.advisory@gov.ab.ca](mailto:ma.advisory@gov.ab.ca)

# **Local Authorities Election Act - Change Summary – Sections 31, 32, 34(1)**

## **Municipal Affairs Statutes Amendment Acts, 2024 and 2025 Nominations**

This fact sheet has been developed as an explanatory resource. It is not legal advice and cannot be used in place of consulting a lawyer. In the event of a conflict between the legislation and this fact sheet, the legislation prevails.

### **Relevant Local Authorities Election Act Sections**

- Section 31
- Section 32
- Section 34(1)

### **Previous Local Authorities Election Act requirements**

Under Section 31, when an insufficient number of nominations was received at the close of nominations, the municipality was required to re-open nominations every day from 10 a.m. to noon (or sooner if dictated by bylaw) for five additional days until enough nominations were received to fill all elected positions.

Under Section 32, if more nominations were received than the minimum to fill all vacancies for that office, candidates had 24 hours, on a first-come-first-withdrawn basis, to withdraw their nomination. As soon as enough nominations were withdrawn such that all vacancies were exactly filled, no further withdrawals could be accepted by the Returning Officer

Under Section 34(1), if the number of candidates for an office was the same as the number of vacancies, at the close of nominations the Returning Officer would declare those candidates elected.

### **What has changed?**

Now, Section 31 states if an insufficient number of nominations are filed on nomination day, the municipality must re-open the nominations for all five additional days.

Under Section 32, candidates have 24 hours from the close of nominations to withdraw, even if this creates an insufficient number of nominations for that office. If an insufficient number of nominations occurs this way, the municipality would be required to follow the process under Section 31.

Finally, under Section 34(1), the returning officer can only declare a council acclaimed after the 24-hour withdrawal period has passed.

### **What do municipalities have to do?**

If a municipality has received an insufficient number of nominations at the end of nomination day, they **MUST** open nominations for the next five business days (or five calendar days for a Summer Village).

The Returning Officer must accept all candidate withdrawals filed within the 24-hour period (48 for Summer Villages) even if this would create an insufficient number of nominations. This could lead to opening nominations up again to fill all elected positions.

The Returning Officer must monitor withdrawals and the withdrawal period closely to ensure correct action is taken at the end of the withdrawal period.

### **Effective date**

The full suite of changes took effect on May 15, 2025.

### **Resources**

To learn more, please refer to:

- <https://kingsprinter.alberta.ca/documents/acts/l21.pdf>

### **Contact us**

**Phone:** 780-427-2225  
**Toll-free in Alberta:** 310-0000  
**Email:** [ma.advisory@gov.ab.ca](mailto:ma.advisory@gov.ab.ca)

**Alberta Beach Village Office**

**From:** Tyler Gandam <president@abmunis.ca>  
**Sent:** June 17, 2025 2:03 PM  
**To:** Kathy Skwarchuk  
**Subject:** Feedback on School Site Ownership  
**Attachments:** K-12 School Ownership –word version of survey.docx; Discussion Guide.pdf; Real Property Governance Fact Sheet.pdf

Dear Mayors, Councillors, and CAOs:

Alberta Municipalities would like to hear your municipality’s perspective on the Government of Alberta’s decision to take ownership of real property related to new schools.

**Background**

Alberta Infrastructure invited municipalities to participate in a stakeholder session on Real Property Governance, which took place on June 12. The purpose of the session was to discuss how recent changes to the Municipal Government and Education Acts enable the province to own all land including buildings, playgrounds, sports fields, and parking lots related to new, or replacement schools announced in Budget 2025 onwards. The attached fact sheet and discussion guide shared by the province provide further details.

**Feedback requested**

Following the session, Alberta Infrastructure distributed a survey requesting feedback by June 27. The ABmunis Board meets that day and will consider a submission and advocacy approach on this topic. What follows is our administration's initial high-level assessment of the issue. We would like your feedback to validate this assessment and, in particular, your thoughts on the potential impacts of the new ownership model – positive or negative. **Share your perspective with us by emailing [advocacy@abmunis.ca](mailto:advocacy@abmunis.ca) with “School Site Ownership” in the subject line.** To further our understanding of the impact on municipalities, we have attached a word version of the electronic survey to allow you to share your response to the online survey with us.

**Initial Analysis**

- Municipalities understand that schools are essential to thriving communities. Municipal governments should receive greater recognition for the role they play in supporting schools in their communities.
- The province’s decision to take over ownership of school sites does nothing to address the challenges that municipalities have been flagging for years, namely the need for:
  - Better coordination in site selection and servicing (with resolutions on this topic going back to 2009).
  - Funding support for site servicing as well as playgrounds.

- It would be helpful for the province to provide a clear rationale behind the decision to take ownership of school sites and how this will tangibly benefit schools, municipalities, and the communities they serve.
- Municipalities and School Boards are investing time and resources in the development of Joint Use Planning Agreements (JUPA's). Some JUPAs are complete while others are in progress ahead of the June 2026 deadline. The province indicates that municipalities and school boards should continue to develop JUPAs as currently legislated. It is unclear how the new ownership will impact planning and use of school sites. ABmunis emphasizes that municipalities will need support and guidance to make any necessary updates to JUPAs.
- It is essential that municipalities be fairly compensated for any costs incurred in land acquisition for schools.
- One size does not fit all. This mantra applies to school sites, which apply to a wide variety of different contexts, especially in relation to who builds, operates and manages use of playgrounds, sports facilities and other community amenities.
- Municipalities were not consulted in advance of the legislative changes to the school ownership model, but must be meaningfully consulted on the development of regulations the Minister of Infrastructure has been granted authority to develop related to:
  - Ownership transfer of newly built school properties
  - Compensation related to transfers and
  - Leasing school properties to school jurisdictions.

Again, we welcome your feedback on our initial analysis, as well as any additional insights you can share. We also welcome your feedback in the current review on setting a level of service for fire services.

Email [advocacy@abmunis.ca](mailto:advocacy@abmunis.ca) with feedback on either or both engagements.

**Tyler Gandam** | President

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***We respectfully acknowledge that we live, work, and play on the traditional and ancestral territories of many Indigenous, First Nations, Métis, and Inuit peoples. We acknowledge that what we call Alberta is the traditional and ancestral territory of many peoples, presently subject to Treaties 4, 6, 7, 8 and 10 and Six Regions of the Métis Nation of Alberta.***

**K-12 School Ownership –Alberta Municipalities Feedback**

This is a word version of a electronic survey distributed by Alberta Infrastructure to seek implementation considerations related to Real Property Governance – K-12 School Ownership Implementation.

ABmunis is distributing this word version to make it easier for members to draft your response. In addition we welcome you to share your responses with us ([advocacy@abmunis.ca](mailto:advocacy@abmunis.ca)) to inform our own submission on this topic.

1. First and Last Name

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2. Name of Municipality

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3. Ownership Model: What aspects of the ownership model may require further clarification to ensure smooth implementation?

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4. Ownership Model: Are there specific challenges your organization foresees with the timing or process for transferring land title?

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5. Ownership Model: Are there aspects of municipal zoning, planning, and/or site servicing responsibilities prior to the transfer of ownership that we need to be aware of with respect to implementation?\*

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6. What aspects of the leasing structure (e.g., lease length, sub-leasing, termination), including roles and responsibilities, may require consideration or clarification to support operational stability?

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7. What aspects of insurance responsibilities do we need to consider with respect to implementation of the ownership model and leasing to school jurisdictions?\*

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8. What implications do you foresee for partnerships (e.g., partnership with School Boards) under the new ownership model that may need to be considered for implementation?

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9. What implications do you foresee for partnerships (e.g., partnership with School Boards) under the new ownership model that may need to be considered for implementation?

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10. What additional clarity is needed on the legislative amendments (i.e., Education Act, Municipal Government Act) to ensure implementation meets the legislative requirements?

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11. What documents and/or existing processes may be impacted by the ownership change that we need to be aware of?

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12. Additional Comments: What else needs to be addressed to support your jurisdiction's readiness to implement the new ownership model?

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13. What tools, resources, or communications would help support your organization during the transition?

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14. Are there any other comments or recommendations your organization would propose to support a seamless implementation?

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# Real Property Governance (RPG)-School Ownership

## Discussion guide

### Background

Bill 50 Municipal Affairs Statutes Amendment Act, 2025, and Bill 51 Education Amendment Act, 2025, received royal assent on May 15, 2025, enabling the province to own all new Kindergarten to Grade 12 (K-12) real property related to new or replacement school projects. The real property includes land, buildings, playgrounds, sports fields, and parking lots. New schools also include buildings that are repurposed as a new school. The legislation will take effect for projects announced in Budget 2025 and onwards.

Infrastructure will assume ownership of all new and replacement K-12 school real property and then lease the property to school jurisdictions (including public, separate, francophone, and charter schools) for operation and maintenance. The transfer of ownership will occur once provincial funding to design and/or build the school is secured, and written notice is provided by the Minister of Infrastructure.

Infrastructure will be responsible for overseeing the transfer of ownership and managing leasing these properties, ensuring better oversight, transparency, and strategic use of assets in alignment with broader government priorities. The separation of ownership and operations allows Infrastructure to use its expertise in real estate, construction, and managing public infrastructure, allowing school jurisdictions to focus on delivering education and maintaining the schools with their specialized knowledge.

Through discussions with impacted stakeholders, Infrastructure is seeking to better understand the potential impacts related to the implementation of the new ownership model. While Infrastructure will own school real property, school jurisdictions will continue to be responsible for the operation and maintenance of the properties through a leasing arrangement.

The legislative amendments introduced through the Municipal Affairs Statutes Amendment Act, 2025 (Bill 50), and the Education Amendment Act, 2025 (Bill 51), provide the framework to implement the new ownership model for all new and replacement K-12 schools.

#### Bill 50 amendments:

- Clarify definitions including, “Crown”, and align with terms in the *Education Act*.
- Define “school building project” and “school division” consistent with the *Education Act*.
- Exclude Crown land (with school board leasehold interest) from off-site levies.
- Exempt land transfer from school boards to the Crown from public hearing requirements.

#### Bill 51 amendments:

- An approved new school project provides scope of the project types:

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- new and replacement schools; and
- repurposing of an existing building into a new school
  - All other school building projects are out of scope, including modernizations and renovation.
- New school real property refers to the parcel of land that will be transferred to the province.
  - The Minister of Infrastructure is required to provide written notice of transfer when transfer conditions are met.
  - Upon transfer to the province, the registrar removes the reserve designation from title.
  - The Minister must offer a leasehold interest in the new school to the appropriate board.
- Regulatory Authority is provided to the Minister of Infrastructure as required:
  - ownership transfer of newly built school properties;
  - compensation related to transfers; and
  - leasing school properties to jurisdictions.

The legislative changes do not alter the educational responsibilities of school authorities, which will continue to deliver education programming and operate schools. The legislative changes do not impact existing schools or properties owned by school authorities. They apply only to schools that received capital funding in Budget 2025 and onward.

Site servicing, day-to-day implementation and other operational frameworks of the agreements will continue to be between municipalities and school boards. Joint Use and Planning Agreements (JUPAs) will continue to be developed between municipalities and school jurisdictions as required under legislation.

This session will provide stakeholders with information regarding ownership and leasing changes, clarify roles and responsibilities, and allow Infrastructure to understand potential impacts and consequences that will need to be considered throughout implementation.

This guide outlines background and context, the key elements of RPG School Ownership and a framework for discussions. The guide is meant to support stakeholders' understanding in preparation for the session.

*Objectives:*

- Communicate the change in school real property ownership for new and replacement K-12 schools beginning in 2025 and going forward.
- Understand implementation challenges/concerns and identify opportunities for an effective and seamless implementation of the new ownership model that does not impact the operations or maintenance of schools.

**What is Changing?**

- Infrastructure will own all new K-12 school real property (land, buildings, parking lots, playgrounds, sports fields) and lease to school jurisdictions for operation and maintenance.
- The transfer of ownership will occur once provincial funding to design and/or build the school is secured, and written notice is provided by the Minister of Infrastructure.

- The ownership policy is **not retroactive**; existing school properties and school capital projects that received capital funding approval prior to Budget 2025 will remain unaffected.

### **Key Discussion Themes**

As Infrastructure transitions to the new model for K-12 school ownership, we aim to gather feedback and insights to inform the implementation process. The goal is to ensure that the transition to the new ownership model is smooth, efficient, and in alignment with broader government objectives regarding the management of the public real estate portfolio.

The following themes are designed to better understand the practical implications of the transition and guide the development of a successful implementation strategy. We encourage stakeholders to reflect on each theme to help us identify key considerations and potential challenges as we move forward.

### **Ownership Changes:**

This ownership model will not remove the ability for school jurisdictions to operate, hire teachers, plan for future school sites, and assess the education needs for the children of Alberta.

We anticipate questions and discussion on:

- future planning and reserve designations
- scope and timing of the ownership changes, including the written notice provided by the Minister of Infrastructure
- impacts on school construction process
- partnership space ownership and funding responsibilities

### **Leasing:**

Infrastructure will manage lease agreements with school jurisdictions, offering a leasehold interest structure. The lease will include provisions around operations, maintenance, usage, and other responsibilities.

We anticipate discussion and questions on:

- Maintenance and renewal funding
- Insurance and liability responsibilities
- Length and termination provisions
- Joint usage or ability to sub lease

### **Legislative and other amendments to enable ownership model:**

Amendments to the *Education Act* and *Municipal Government Act* enable the proposed change in ownership and provide the overall framework to operationalize the new ownership model. These changes will require further consideration to ensure the appropriate scope is implemented.

We anticipate discussion and questions on:

- the definitions of new school real property
- compensation

- Joint Use and Planning Agreements (JUPAs) between school jurisdictions and municipalities

**Overall implementation:**

This guide is not intended to be exhaustive of all the implementation requirements. If you wish to submit additional themes for discussion in advance of the session, please email at [infra.policy@gov.ab.ca](mailto:infra.policy@gov.ab.ca) by June 12, 2025. Additional time will also be provided during the session to address further implementation considerations related to the new ownership model.

Thank you for reviewing this guide prior to our session.

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# Real Property Governance

## Fact Sheet

Alberta Infrastructure is responsible for ensuring all government-owned and leased real property are effectively and transparently managed for the benefit of Albertans. Real property includes facilities, buildings, and titled land.

Modernizing governance of all government-owned and leased real property will provide greater accountability to taxpayers by ensuring these assets are handled in a uniform manner and allow government the option to hold onto real property that have strategic value. Streamlining sales helps support priority projects across government, create revenue and reduce red tape.

### Real Property Governance

Real Property Governance (RPG) refers to the modernization of the way real property assets are managed with the intent to improve accountability and transparency. The overall objective for RPG is strengthening the government's ability to support program delivery to Albertans.

#### A. Real Property Governance Act

The Alberta government enacted the *Real Property Governance Act* (RPGA) to legislate a centralized approach to manage its real property inventory. The centralized approach creates more efficiencies across government and maximizes asset value to the benefit of Albertans.

The RPGA received Royal Assent on May 16, 2024, streamlining the real property inventory and disposals of surplus real property. The RPGA applies to all government ministries and consolidated entities such as government organizations, school jurisdictions and charter schools, post-secondary institutions, health authorities and other entities as listed in Alberta's financial statements.

The RPGA excludes the Office of the Legislative Assembly, Offices of the Legislature, Regulated Funds, and Government Business Enterprises. It takes precedence over conflicting legislation, except for the *Freedom of Information and Protection of Privacy Act*, ensuring consistent governance of public real estate assets.

#### Requirements of the RPGA

##### Centralized Inventory System

- Government ministries and consolidated entities must report all owned and leased real property information to Infrastructure, which will then be consolidated it into a centralized inventory system.

- This provides a centralized view of the government's owned and leased real property portfolio which ensures informed and efficient decision making.

##### Offer to Transfer

- When a government ministry or consolidated entity deems real property surplus or no longer required for program use, it must be offered to Infrastructure at net book value. Infrastructure determines whether to accept the offer or reject it, allowing the ministry or consolidated entity to dispose of the real property.
- The RPGA applies to all government ministries and consolidated entities, however, some entities or land are not subjected to Offer to Transfer:
  - Land that does not have a Certificate of Title under the *Land Titles Act* (however, once a title is created, the RPGA will apply).
  - Land currently being used by ministries or consolidated entities for program purposes.
  - Caveats registered on land titles that restricts use of the land will be honoured.

##### Scope of Regulations

- Regulations may be created to define any term used but not defined in the RPGA and to address any confusion or difficulty in applying the provisions of this act.
- Regulations necessary to exempt specific real property and for the administration of the act may be created.

## **B. Government Assets Ownership**

The overall objective of Real Property Governance is strengthening the government's ability to support program delivery to Albertans. This is achieved through awareness of all assets, holistic decision making, and simplified ownership.

Real property that Infrastructure has acquired, built or owns will be leased to consolidated entities, which will operate and maintain the real property.

### **Health Facilities Ownership**

In April 2025, health facility ownership under Infrastructure was fully implemented. Infrastructure now owns all health facilities previously owned by Regional Health Agencies and leases the facilities to the appropriate health agency for operation and maintenance.

### **K-12 School Ownership**

Bill 50 *Municipal Affairs Statutes Amendment Act*, 2025 and Bill 51 *Education Amendment Act*, 2025 received Royal Assent on May 15, 2025, enabling the Government of Alberta to own all new Kindergarten to Grade 12 (K-12) school real property. This property will be leased to school jurisdictions, including public, separate, francophone and charter, for operations and maintenance.

#### **Ownership Model:**

- Infrastructure will own all newly constructed K-12 school real property, including buildings and facilities, playgrounds, sports fields, and parking lots.
- The change in ownership is on a go-forward basis only and will not be applied retroactively.

#### **School Reserve Transfers:**

- The transfer of ownership will occur once provincial funding to design and/or build a new school is secured and written notice is provided by the Minister of Infrastructure.

#### **Leasing and Operations:**

- New schools will be leased to school jurisdictions to operate and maintain.

14.9

**aboffice@albertabeach.com**

**From:** Tyler Gandam <president@abmunis.ca>  
**Sent:** July 7, 2025 1:34 PM  
**Cc:** Events  
**Subject:** Registration Open for Peace River Summer MLC

Good afternoon,

Following our earlier communication regarding Alberta Municipalities' Summer Municipal Leaders' Caucus, which was postponed until September, we're pleased to share that the in-person session has now been rescheduled.

The Caucus will be held on Friday, September 19 and features the same one-day program, running from 10:00 a.m. to 3:00 p.m., and includes a light breakfast, refreshments, and lunch. Registration is \$115, and the full agenda is attached for your reference. To register, please visit ABmunis' [Events page](#).

If you have any questions or need assistance, please don't hesitate to contact us at [events@abmunis.ca](mailto:events@abmunis.ca). We appreciate your understanding as we worked to find a new date. We're looking forward to being back in Peace River and connecting in person with members in the northern region.

Sincerely,

**Tyler Gandam | President**

E: [president@abmunis.ca](mailto:president@abmunis.ca)  
300-8616 51 Ave Edmonton, AB T6E 6E6  
Toll Free: 310-MUNI | 877-421-6644 | [www.abmunis.ca](http://www.abmunis.ca)



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TS

## Alberta Beach Village Office

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**From:** Marina Iliukhina <Marina@abmunis.ca>  
**Sent:** July 15, 2025 3:56 PM  
**To:** Kathy Skwarchuk  
**Subject:** RE: Registration Open for Peace River Summer MLC

Hi,

Thank you for your email inquiring about the agenda for the upcoming Peace River MLC, scheduled for September 19, 2025. The agenda was not attached to the email, as we are still finalizing some details. We apologize if this has caused any inconvenience.

The event's agenda is being finalized and will be made available to attendees well in advance of the event.

Please feel free to contact me if you have any questions.

Regards,

**Marina Iliukhina** | Executive Assistant

---

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**From:** Alberta Beach Village Office <[aboffice@albertabeach.com](mailto:aboffice@albertabeach.com)>  
**Sent:** July 14, 2025 1:25 PM  
**To:** Tyler Gandam <[president@abmunis.ca](mailto:president@abmunis.ca)>  
**Subject:** RE: Registration Open for Peace River Summer MLC

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14.6

cc: Council

**Alberta Beach Village Office**

**From:** Tyler Gandam <president@abmunis.ca>  
**Sent:** July 21, 2025 12:09 PM  
**To:** Kathy Skwarchuk  
**Subject:** ABmunis updated recommendations on recall rules  
**Attachments:** ABmunis Recommendations on Recall of a Municipal Elected Official 20250630.pdf

Dear Mayors, Councillors, and CAOs:

We are pleased to share Alberta Municipalities **updated** recommendations on how the province can improve the rules for recall of a municipal elected official (attached). We had shared our initial recommendations with you in early June but after speaking with members at our Summer Municipal Leaders' Caucus last month, ABmunis' Board has expanded our recommendations. Many municipalities have not experienced a recall petition so we are sharing this information to help your council respond to Municipal Affairs' online survey that was sent out to municipalities on July 18, 2025.

**What has ABmunis added to its recommendations?**

1. Change the signature threshold for a recall petition to be 40% of eligible voters (except for summer villages).
2. If the number of required signatures is greater than 15,000 then allow 90 days for the organizer to collect signatures. Otherwise, maintain the time period at 60 days.
3. Municipal governments should have zero involvement in the management of a recall petition due to the power structure between council and municipal staff and the related challenges with public perception. All aspects of a recall petition should be managed by an independent body similar to how the Chief Electoral Officer manages all aspects of recall of MLAs.
4. Require the petition organizer to provide a written statement on the reasons for recall and allow the elected official to provide a statement in response that is printed on the petition form.
5. Require petition canvassers to register and follow a code of conduct guideline (same as MLA recall).
6. Create a regulatory framework for advertising, fundraising, and financial disclosures.
7. Create a regulatory framework that prevents local political parties, slates, candidates, and third-party advertisers from launching a recall petition or fundraising from a recall petition.

ABmunis has sent a total of 16 recommendations to Municipal Affairs. The complete list is included in our attached report. Many of our recommendations are designed to create greater consistency between the rules for recalling a municipal official and recall of an MLA.

We encourage you to review our recommendations and complete the province's survey to inform their next steps on recall rules. Thank you to all members that have provided input to us through various meetings throughout the last year.

Any questions about our recommendations can be sent to our Advocacy team at [advocacy@abmunis.ca](mailto:advocacy@abmunis.ca).

**Tyler Gandam** | President

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# Recommendations on Recall of a Municipal Elected Official



 **Alberta  
Municipalities**  
Strength  
In Members

**Submitted to Alberta Municipal Affairs**

**June 30, 2025**

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## Executive Summary

In May 2025, Alberta Municipal Affairs began engagements on potential improvements to the rules for recall of a municipal elected official as prescribed in the *Municipal Government Act* (MGA). This report represents Alberta Municipalities' recommendations to Municipal Affairs based on the input we have collected from our member municipalities since the inception of recall in 2023. Our recommendations are based on the premise that recall represents the undoing of a democratic election. Therefore, the framework and processes for a municipal recall petition should be structured to provide the same standard of trust and transparency for the public.

### Recommendations to Improve Municipal Recall

	Alignment with the Recall Act
<b>Transparency and Trust in the System</b>	
1. Appoint the Minister of Municipal Affairs, a municipal ethics commissioner, or other independent body to manage all activities related to municipal recall petitions. The municipal government and municipal staff should have zero involvement in the management of a recall petition due to the perception and power structure between municipal elected officials and municipal government staff.	✓ (Elections Alberta)
2. Require the petition application and petition form to include a written statement by the organizer explaining why the municipal elected official should be recalled.	✓
3. Require the petition form to include a written statement by the targeted elected official, if provided by the official within the prescribed time period.	✓
4. Require the independent body to vet the rationale for a recall petition to ensure it meets a test of reasonability before approving the petition application. This provides an opportunity to clarify information and a possible resolution prior to a full recall petition process.	No
5. Require the petition organizer to submit the petition at the end of the petition period regardless of how many signatures are collected.	✓
6. Require petition canvassers to register and follow a code of conduct guideline.	✓
7. Prescribe penalties if recall rules are not followed.	✓
<b>Threshold of Signatures Required</b>	
8. Change the threshold for a successful recall petition to be based on signatures from 40 per cent of eligible voters (except for summer villages).	No
<b>Process for Municipal Recall Petitions</b>	
9. Change the eligible period to launch a recall petition to open one year after election and close the eligible period one year prior to the general municipal election.	✓
10. Maintain the current requirement that signatures must be collected within 60 days for all municipal recall petitions. Or set the default to 60 days and increase to 90 days only when a recall petition requires more than 15,000 signatures.	Partial
11. Require the petition organizer to remove a signature if requested by the signatory.	No
<b>Finances Related to Municipal Recall Petitions</b>	
12. Create rules to prevent the offering of gifts and financial incentives to petition signatories.	✓
13. Create rules for advertising, fundraising, and an expense limit for municipal recall petitions. The rules should apply to petition organizers and the targeted elected official.	✓
14. Create a regulatory framework that prevents local political parties, slates, candidates, and third-party advertisers from launching a recall petition or fundraising from a recall petition.	
15. Create rules for petition organizers to disclose finances related to a recall petition.	✓
16. Create rules that prescribe what a petition organizer must do with any surplus funds after a recall petition has been submitted.	✓

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## Background

This report represents Alberta Municipalities (ABmunis) response to Municipal Affairs' May 2025 discussion guide questions on potential improvements to the *Municipal Government Act* relating to the recall of a municipal elected official. ABmunis prepared for this engagement by:

- Meeting with administrators from most municipalities that have managed a recall petition.
- Conducted a comprehensive workshop with ABmunis' Municipal Governance Committee in February 2025.
- Collected input from municipalities during ABmunis' Summer 2025 Municipal Leaders' Caucus.

### Comparison of Recall of MLAs versus Municipal Officials

In May 2025, the Government of Alberta amended the *Recall Act* to update the rules for recall of an MLA. The following table summarizes some of the differences in rules for recall of an MLA versus the recall of a municipal elected official.

	Recall of an MLA	Recall of a Municipal Elected Official
Recall Period – Start	12 months after being elected.	18 months after an election.
Recall Period – End	12 months prior to a general election.	January 1 of a general election year.
Signature Collection Timeframe	90 days	60 days
Recall Threshold	60 per cent of the total number of electors who voted in the electoral district in the most recent election	40 per cent of the population of a municipality or ward.  For summer villages, it is 50 per cent of the number of residences.
Reasons for recall stated on the petition	Up to 100 words	Not required
Response from the targeted official stated on the petition	Up to 100 words  MLA has 7 days to provide a response.	Not required
Petition verification timelines	Determine if requirements have been met within seven days.  Verify within 21 days whether a recall is authorized.  Report the recall petition results within seven days of completing the verification.	45 days after the date on which a recall petition is filed, determine whether the recall petition is sufficient.
Outcome if the petition is successful	Residents of the division will vote on whether to recall the MLA.  The vote must be held within six months from the date on which the successful petition results are published.  If the vote is successful, then a by-election must be held.	Elected official is immediately removed from office.  The municipality must hold a by-election in accordance with section 162 or 163 of the MGA as applicable.  The recalled official may run in the by-election.
Fundraising	An individual in the division may contribute up to \$4,000.	No provisions.
Expense limit	A petitioner organizer may spend up to \$23,000 on a recall petition.	No provisions.

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## 1. Alignment with the Recall Act

The *Recall Act* provides a much more comprehensive set of rules for how recall petitions should be conducted for MLAs compared to the provisions in the *Municipal Government Act* for municipal elected officials. In many cases, there is merit for municipal recall rules to be aligned with the *Recall Act*; however, there are some areas where recall rules need to differ for municipalities because of the differences in:

- The number of people in electoral divisions (small and large communities).
- Municipal governments have financial and human resource capacity challenges to run by-elections.
- The frequency that municipal officials are acclaimed to office.

### Areas where MLA and municipal recall rules should be aligned

- An independent body oversees the recall process.
- The reasons for recall must be stated on the petition form in less than 100 words.
- The targeted official's response to those reasons must be stated on the petition in less than 100 words.
- The period for when a recall petition may be launched.
- Rules for advertising, fundraising, and expense limits for a petition.
- Rules for petition canvassers.
- Rules for collection and use of personal information collected on a petition.
- Penalties for violating the rules.

### Areas where municipal recall rules should differ for municipal governments

- Threshold used to determine the number of signatures required for a successful recall petition.
- Timeframe to collect the required number of signatures.

## 2. Threshold of Signatures Required

### Background

Section 240.5 (a) of the MGA establishes that a recall petition must be signed by eligible voters representing at least 40 per cent of the municipality or ward's population for municipalities other than summer villages.

2.1. Should the threshold to recall a councillor be lower, higher, or the same as the current threshold? Why?

#### **A recall petition represents the undoing of a democratic election.**

Alberta's municipal elections are run in a manner where people have sufficient time to:

- research the issues and the candidates, and
- vote in privacy without the threat of undue influence.

However, when petition organizers approach voters at their home or at events, there are opportunities for residents to feel unsafe or pressured to sign the petition in the moment without sufficient knowledge or consideration of the matter.

Therefore, to undo the results of an election, the Government of Alberta should ensure that the signature threshold continues to be a high bar to meet, regardless of the metric that is used. Particularly since a municipal recall petition results in the immediate removal from office.

We also note a successful recall petition also creates a significant expense for the municipality in the form of a by-election. It requires indirect costs in the form of a reallocation of staff time from other priorities, training of the returning officer (if necessary), and direct costs to run the election.

## Recommendations on Recall of a Municipal Elected Official

### Outcome of Past Recall Petitions

We note that some recall proponents suggest that the reason all but one of the recall petitions have failed is because the signature threshold is too high. However, the Government of Alberta should consider the reasons that each petition was brought forward. It's possible that those petitions failed, not because of the high threshold, but because the public saw insufficient justification on why that elected official should be removed from office. In addition, organizers of failed petitions have not been transparent about the number of signatures they received, so it's impossible to gauge the impact that a reduced, but still reasonable threshold would have had in those petitions.

- 2.2. What population should the recall threshold percentage be based on?
- Percentage of people that voted in the last general election.
  - Percentage of eligible voters in the municipality or ward.
  - Percentage of population.

ABmunis recommends that the signature threshold metric be changed to option B, percentage of eligible voters in the municipality or ward. This recommendation is based on our concerns with options A and C.

#### Concern with Option A: Percentage of people that voted in the last general election

- Just because a person didn't vote in the last election doesn't mean they aren't eligible or motivated to sign a petition.
- Voter turnout can be lower in elections when there is no contest for the mayor's seat, thereby artificially lowering the threshold for that term.
- If council is acclaimed, there is no voting data available and using voter turnout numbers from prior elections may be problematic if the council or the elected official has been acclaimed for several elections and the population of the municipality has changed since then.

#### Concern with Option C: Percentage of population (current system)

- Potentially unfair threshold to meet if the community has a high number of ineligible voters (e.g. children and permanent residents without citizenship).

Our recommendation is based on the assumption that the recall threshold for summer villages will remain unchanged using the number of residences.

- 2.3. Based on your answer to 2.2, what should the percentage be?

40 per cent of eligible voters.

## Acclamations

In 2013, 37 per cent of candidates ran uncontested and were acclaimed.  
In 2017, 28 per cent of candidates ran uncontested and were acclaimed.  
In 2021, 26 per cent of candidates ran uncontested and were acclaimed.

- 2.4. In the event of an uncontested election where the candidate is acclaimed, what population should be considered? Note: option 2.2a would not be applicable.

This problem is overcome if the threshold is based on a percentage of eligible voters.

## Recommendations on Recall of a Municipal Elected Official

### Tiered Threshold

- 2.5. In the large municipalities there are significant logistical challenges with collecting the volume of signatures required within the petition timeframe. Should there be a tiered threshold for municipalities over a specific population size? Why, or why not?

No, a recall petition represents the undoing of an election so the threshold should be the same regardless of the size of the municipality. However, refer to question 3.10 regarding our recommendation for a tiered approach for the time available to collect signatures.

- 2.6. If tiers of thresholds were considered based on population size, what population level should be considered for tiers?

No comment.

## 3. Process to Recall a Municipal Elected Official

Stakeholders have expressed concerns with the current process to recall a municipal elected official related to:

- ability to use financial incentives to sign a petition;
- advertising rules;
- fundraising;
- protection of personal information;
- failure for petition organizers to submit a recall petition;
- timelines;
- requirements for recall petition information to be completed on each page of the petition; and
- potential requirement for a rationale for recall.

Section 240.95 of the MGA allows the Lieutenant Governor in Council to make regulations modifying provisions of the LAEA and its regulations for the purposes of a recall petition. There are currently no regulations in place.

- 3.1. Did your municipality develop/implement any internal policies/procedures to support the recall petition validation process?

Recall is a provincial initiative whereby the sufficiency of a petition is determined by the Minister of Municipal Affairs. Therefore, the Government of Alberta should be responsible for all policies, procedures, and end-to-end operations of all recall petition issues.

Residents who are motivated to recall a municipal elected official may perceive that the CAO and municipal administration are not independent of council and will take all orders from the elected official who is the target of a recall petition. This creates an environment for distrust in the system.

For example, the current municipal recall system is structured in a manner that is equivalent to requiring a deputy minister and staff to manage the recall petition of the minister of their department. This context is not present in the provincial recall system because Elections Alberta ensures that there is a separation of powers, but that is not present in the municipal system.

## Recommendations on Recall of a Municipal Elected Official

### Recommend Independent Body to Manage all Recall Activities

To build trust in government systems, a municipality should have zero involvement in the management of a recall petition. It should be the responsibility of Municipal Affairs, a municipal ethics commissioner, or other appointed body to manage the operations of recall including:

- Prescribe all policies and procedures for recall petitions.
- Provide the template forms and guide to be used by petition organizers.
- Manage all questions and operational matters in the lead up to a recall petition being considered and approved.
- Determine the number of signatures required.
- Oversee all activities during a recall petition.
- Collect the petition and verify if the petition is successful.
- Manage all communications with the petition organizer and to the community.

The municipality's only role should be to direct residents to the independent body that manages recall petitions.

### *Financial incentives or gifts to sign a petition*

Municipal Affairs has been directed to ensure that financial incentives or gifts to sign a councillor recall petition are prohibited.

As a reference, Section 55(1)(c) of the *Recall Act*, which applies to MLAs only, establishes recall petition offences, including when a person in any manner exerts undue influence on an individual in respect of the signing of a recall petition. Section 63(1) of the *Recall Act* outlines that a person who contravenes any of the provisions of the Act is guilty of an offence and liable to: (a) in the case of an individual, a fine not to exceed \$10,000, or (b) in the case of a corporation, unincorporated organization or association, a fine not to exceed \$100,000.

3.2. What mechanisms should be in place to prohibit financial incentives or gifts?

The provisions in the *Recall Act* should also apply to municipal recall petitions and the Government of Alberta's guide should provide examples of activities that would be considered "undue influence".

### *Advertising for a recall petition*

3.3. Should there be rules established around advertising recall petitions? If 'yes', what should be included?

Yes, but ABmunis does not have any specific recommendations and would need additional time to understand what advertising rules apply for recall of an MLA.

### *Fundraising for a recall petition*

3.4. Should fundraising be permitted during a recall petition?

Yes, but there should be a maximum expense limit and any surplus funds must be returned to the contributor or transferred to a charity.

### Fundraising by the Petition Organizer and Prevention of Campaigning

ABmunis is concerned about how fundraising for a recall petition could be intertwined with fundraising for an election campaign, particularly since candidates, local political parties, and third-party advertisers can fundraise and spend money in non-election years. Allowing fundraising for a

## Recommendations on Recall of a Municipal Elected Official

recall petition creates an opportunity for a local political party, slate, or candidate to collaborate with an individual to launch a recall petition with the alternative motive of using the recall petition to raise funds and indirectly use those funds in ways that will support their own election or issues campaign.

To overcome this, the Government of Alberta will need to prescribe a detailed regulatory framework to prevent the use of recall petitions as a fundraising and campaign strategy.

### Fundraising by the Targeted Elected Official

In addition, the elected official who is the target of the petition may be motivated to fundraise to conduct their own campaign to counter or respond to the information being shared by petition organizers. Therefore, fundraising rules should be clear for both parties.

- 3.5. If fundraising is permitted, should there be rules established around fundraising for recall petitions? If 'yes', what should be included?
- Clear rules to prevent funds from a recall petition being used for any other purpose (e.g. future election campaign, or issues campaign).
  - Prescribe a maximum amount that a petition organizer may spend on a recall petition. (e.g. the *Recall Act* limits expenses on a recall petition to \$23,000). Since municipalities are different sizes, the expense limit should be set on a per capita basis.
  - Requirement to submit a financial report to the authority that oversees recall.
  - Donations may only be accepted from individuals that are eligible to sign the petition.
  - Prescribe what the petition organizer must do with any surplus funds remaining after the recall petition has been submitted. For example, the funds must be returned to the contributor(s) or gifted to a registered charity.

## *Use of personal information for purposes other than the recall petition*

Section 226.2(1) (a) and (b) of the MGA establishes that personal information contained in a petition must not be disclosed to anyone except the CAO or their delegate(s) and must not be used for any purpose other than validating the petition. Section 240.2(1)(4) of the MGA states that personal information gathered in a petition must not be disclosed, except to the Minister, the CAO or their delegate(s), as necessary for administration or enforcement of the process, or for judicial review.

- 3.6. Should penalties be established for misuse and/or unauthorized sharing of personal data collected during the recall process?

Yes. The current system provides an opportunity for petition organizers to use a recall petition to discredit a mayor/councillor to build support for a future election campaign and as such, there may be motivations to use a recall petition to collect personal information of voters for the purposes of future campaigning.

The MGA should prescribe the penalties that apply towards the petition organizer or persons found guilty of the offence. The legislation should be clear that the Minister, not the municipality, is responsible for imposing the penalty.

- 3.7. What security measures should be mandated for storing personal data collected for recall petitions?

We recommend consulting with data security experts.

## Recommendations on Recall of a Municipal Elected Official

- 3.8. Should there be a reporting mechanism for individuals who suspect their data has been misused? If yes, who should oversee this investigation?

Similar to our previous recommendations, investigations should be managed by the appointed body (e.g. Minister, municipal ethics commissioner, other independent body) outside of the municipality.

## Timelines

Bill 54 received Royal Assent on May 15, 2025, and upon proclamation will amend the provincial *Recall Act* for Members of the Legislative Assembly (MLAs). The proposed changes will allow that recall petitions can only begin 12 months after an MLA is elected and may not be issued 12 months before a set date general election. Bill 54 also proposed to extend the recall petition signature collection timeline to 90 days.

- 3.9. Should the timeline to submit a recall petition be amended to align with the changes to the *Recall Act* under Bill 54?

Yes, ABmunis is supportive of reducing the wait period from 18 months to 12 months after the election for when a recall petition may be launched. It is also reasonable to change the closing period of municipal recall petitions to be consistent with the *Recall Act*, as it would only reduce the eligible recall window by three months.

- 3.10. Should the recall petition signature collection timeline be extended to 90 days to align with the proposed changes to the *Recall Act* under Bill 54?

### Strain on Municipal Government Resources & Progress

Past recall petitions have shown that the time period that a recall petition is open presents a significant strain on municipal administrative resources. For example, it demands time for staff to:

- Respond to media.
- Respond to questions and complaints from residents who have been approached by petition canvassers.
- Answer questions from the petition organizer.
- General management of the issue amongst other operational priorities.

While having an outside body manage a recall petition would mitigate some of the administrative burden, the municipality would likely still need to field questions from the public and media.

A recall petition can also cause the council to feel that they must delay decisions on important matters until the recall petition is resolved. This results in delays in government decision-making which can have adverse effects on the future of the community.

### Strain on Mental Health

The time period that a recall petition is open also places a significant burden on the mental health of the targeted elected official as well as the staff involved, particularly when the petition is unjustified or based on misinformation.

At least one municipality who managed a recall petition noted that the recall petition and resulting conversation in the community impacted staff morale resulting in some staff resigning, which created a further challenge for the municipality.

### Recommendation

Therefore, ABmunis recommends maintaining the petition period at 60 days to limit the costs and impact on the municipality and community; however, if the Minister determines that 60 days is an

## Recommendations on Recall of a Municipal Elected Official

insufficient period to collect the required number of signatures in a large municipality, then the legislation should be drafted to:

- set the default time period to 60 days, and
- increase to 90 days when a recall petition requires more than 15,000 signatures.

### *Failure to submit a petition as required*

Section 240.9 of the MGA establishes that if a recall petition is insufficient or if no recall petition is submitted to the Minister before the end of the recall petition signature period, the Minister must declare the recall petition is insufficient, provide the declaration, and direct the CAO to publish the declaration of insufficiency on the municipality's website no later than seven days after the declaration is provided.

3.11. Should Section 240.9 of the MGA be modified to ensure all recall petitions are submitted, even in cases of insufficient signatures?

Yes, requiring the petition to be submitted is important for several reasons:

- Transparency of information for the media and community to verify the number of signatures the petition received versus relying on a statement by the organizer where there is potential for misinformation.
- Gives confidence to the signatories that their personal information was not collected for alternative motives.
- Provides an opportunity to repair the reputation of the elected official if the number of signatures is low.

Municipalities have reported that petition organizers have not submitted the petition because of concerns that the council or administration will then see the names of signatories and seek retribution. This has a notable context in small communities where most people are known to one another and may impact personal relationships and businesses. This demonstrates the value in removing the municipality from any process associated with a recall petition and require the petition to be submitted directly to the Minister or municipal ethics commissioner where the use and reporting of information will be seen as independent and unbiased.

3.12. Should there be consequences if a petitioner fails to submit a recall petition, even in cases of insufficient signatures? If yes, what kind of legal and/or financial consequences should be in place?

Yes, there should be a financial penalty similar to other offences in the MGA. The Minister or appointed body responsible for managing recall should be responsible for issuing and enforcing the penalty.

3.13. Should there be guidelines and training on the process for filing a recall petition and the roles and responsibilities of the petitioners, the CAO, and the ministry of Municipal Affairs in a recall petition process? If yes, what types of guidelines or training would be beneficial?

ABmunis is recommending that the municipality have no role in the management of a recall petition so that it is seen as independent. Therefore, municipalities would require no training other than knowing where to direct residents who are interested in launching a recall petition.

## Recommendations on Recall of a Municipal Elected Official

### *Potential for requiring grounds for rationale for recall*

Section 2(2)(c) of the *Recall Act* for MLAs establishes that the notice of the recall petition must include a statement not exceeding 100 words, and set out why, in the opinion of the applicant, the elected official should be recalled. The targeted MLA then has the option to provide a written response of no more than 100 words. Both statements must be printed on the petition.

3.14. Should a rationale statement be a requirement to submit a councillor recall petition? Why or why not?

Yes, the rules should mirror the *Recall Act* whereby both the petition organizer and the elected official provide a statement that is printed on each page of the petition. This provides transparency of information for residents when considering whether to support the petition.

It also provides an opportunity for the targeted official to correct misinformation.

3.15. Should there be criteria to determine whether the rationale for a recall petition is valid (i.e., legal violation, ethical misconduct, policy failures)? If yes, why should criteria be added?

Yes, the Minister or appointed independent body should be responsible to vet the rationale for each petition application and rule on whether the recall petition can proceed. This process would enable an opportunity to:

- Educate the petition organizer to overcome any potential confusion or misinformation on a matter before the organizer launches a petition.
- Offer an informal resolution process for frivolous matters prior to going through a recall petition process.

This will save time and money for all involved.

#### **Prevention of Unjustified Recall Petitions**

There should be guardrails that prevent a resident from launching a recall petition for unjustified and spurious reasons or due to a lack of understanding of how municipal government operates.

Examples of unjustified recall petitions may include:

- Decisions of a previous council.
- A petition that targets the mayor or a minority group of council members instead of all councillors that voted in favour of a decision that is the cause for concern by the petitioner.
- Differing political views.
- Personal grudge towards a member(s) of council.

#### **Justified Recall Petitions**

The MGA should define the criteria for which a recall petition may be launched. Suggestions include:

- Found to be in contravention of the *Municipal Government Act* or *Local Authorities Election Act*.
- Found guilty of fraud, assault, or other criminal offence that is unjust of the office.
- Ethical misconduct as determined by an independent ethics commissioner or panel.
- Inadequate performance (missing multiple board or committee meetings).

## 4. Other Recommendations

4.1. Do you have any other suggestions related to recall thresholds or processes?

### **Code of Conduct for Petition Canvassers**

There should be a requirement for canvassers to understand the rules by which they can operate to collect signatures from residents. For example, the *Recall Act* prescribes that every petition canvasser must register as a canvasser and read and sign a code of conduct guideline and they are liable for a fine of up to \$10,000 for violating the rules.

### **Removal of a Signature from a Petition**

The MGA should define that the petition organizer must remove a person's signature if requested by the signatory. Currently, the MGA only prescribes how a signatory can request removal from a petition after the petition has been submitted.

### **Responsibility for Enforcement**

The MGA includes many provisions related to fines for people who are guilty of an offence under the MGA but it is not always clear whether it is the Minister's responsibility or the municipality's responsibility to enforce those fines. Any amendments to prescribe fines and offences should also prescribe who is responsible to enforce those fines.

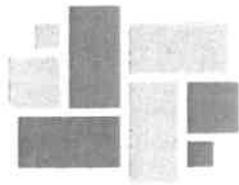
### **Consequences for Violating the Rules**

A recall petition carries significant importance as it represents the undoing of a democratic election. Therefore, there should be significant consequences when rules are not followed including fines and potential imprisonment. However, fines may not always serve as an effective deterrent and there should be consideration of what rules are important enough that if violated it would result in a recall petition being declared null and void. For example, the collection of signatures by persons that are not approved canvassers should void the petition.

### **Resources to Manage a Recall Petition**

ABmunis shares the following information to create awareness of the time invested by a municipality when managing a recall petition:

- Clerks/CAO communicate with the applicant about requirements.
- Clerks/CAO communicate with the petition organizer to answer questions about the interpretation of recall rules and any concerns with activities related to the petition.
- Communications staff/CAO manage inquiries by the media.
- Front line staff/CAO manage inquiries by residents about the issues.
- Front line staff/CAO manage complaints from residents about activities by petition canvassers, if necessary.
- Senior management's time invested to adjust schedules for other project work due to the recall petition work.
- If staff need to be hired to verify the petition signatures, then human resources and management need to invest time to write a job description, advertise, interview, hire, and conduct orientation and training for the new staff.

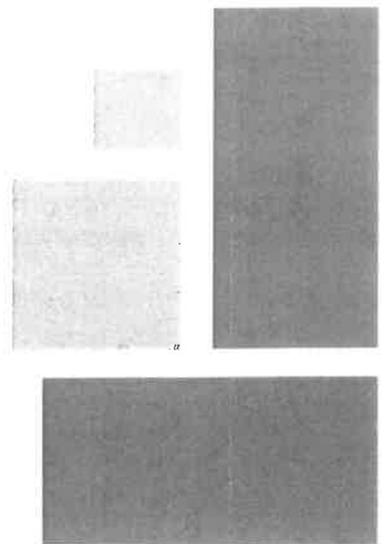


# Alberta Municipalities Strength In Members

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**aboffice@albertabeach.com**

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**From:** Michelle Jones <mjones@albertacf.com>  
**Sent:** July 2, 2025 5:08 PM  
**To:** Bill Lewis; Liz Krawiec; Rhonda Woods; petersmyl@whitecourt.ca; Joan Sloomweg; Bert Roach; matthew.ferris@woodlands.ab.ca; Karen St. Martin; Economic Development Officer; Trista Court; edo@onoway.ca; DFedorovich@countybarrhead.ab.ca; Debbie Oyarzun; Jenny Bruns; Collin Steffes; Alberta Beach Village Office  
**Cc:** tara  
**Subject:** CFYE Email Introduction of Regional Investment Attraction Marketing Strategist & Initial Project Next Steps

**Importance:** High

Dear CFYE Community Project Stakeholder

On behalf of Community Futures Yellowhead East, I'm pleased to announce the appointment of our new **Investment Attraction Marketing Strategist (IAMS)** for the Regional Investment Attraction & Marketing Strategy (RIAMS) Project .

You can expect to hear directly from Tara Zeller during the week of **July 7–11**, as she reaches out to introduce herself, and coordinate a meeting with your community's designated RIAMS project contact. This meeting will help initiate the important groundwork of the strategy, sharing the projects anticipated delivery model and ensure alignment with your local economic development priorities.

We kindly ask that you confirm the appropriate staff member who will serve as the **main point of contact** for this project, if other than those who are receiving this email—typically your CAO, EDO, or other assigned personnel responsible for economic development initiatives. Please include their name, title, and preferred contact details in your reply.

Additionally, if your municipality has completed any **Business Retention and Expansion (BRE) Surveys** in the past few years, we would greatly appreciate if you could share those findings with our Strategist. This background information will support her work as she begins Phase One of the project: conducting the **Investment Attraction Readiness Assessments**.

Thank you in advance for your support and collaboration. We look forward to working closely with you to advance regional investment opportunities and promote economic resilience across the Yellowhead East region.

Warm regards,

*Michelle Jones,*

Executive Director, Community Futures Yellowhead East  
Box 2185, Whitecourt, AB T7S 1P8  
**Main Line: 780-791-0966, Ext: 101** Cell : 780-778-0977  
mjones@albertacf.com

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14. J

CC: Council  
Website  
social media

**Alberta Beach Village Office**

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**From:** Michelle Jones <mjones@albertacf.com>  
**Sent:** July 4, 2025 1:33 PM  
**Subject:** Community Futures Yellowhead East - Exit Navigator PRESS RELEASE  
**Attachments:** Community-Futures-Yellowhead East-ExitNavigator-Press-Release-EXAMPLE.docx

Good afternoon Economic Development Partners, on behalf of Community Futures Yellowhead East, please share the attached PRESS RELEASE with your local business owners, economic development partners and your social media channels.

Thank you,

*Michelle Jones,*

Executive Director, Community Futures Yellowhead East  
Box 2185, Whitecourt, AB T7S 1P8  
Main Line: 780-791-0966, Ext: 101 Cell : 780-778-0977  
mjones@albertacf.com

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**Community Futures Yellowhead East**  
**#1, 5023-50, Whitecourt, AB**  
**mjones@albertacf.com**  
**780-791-0966**

**FOR IMMEDIATE RELEASE: 04.07.25**

### **Community Futures Launches ExitNavigator, a New Pathway for Alberta Rural Business Owners to Buy and Sell**

Funded by PrairiesCan through the 2.0 Rural Opportunities Fund, Community Futures Yellowhead East in partnership with other Community Futures offices across Alberta, are proud to announce the launch of ExitNavigator, a new initiative designed to support rural Alberta business owners seeking to sell or transition their company. With seven out of 10 Canadian entrepreneurs expected to transition the ownership or leadership of their company in the next three to five years, the time is now to provide critical support to business owners.

ExitNavigator is a collaborative effort between Alberta Community Futures organizations and the social enterprise VentureConnect. Additionally, it will also serve Alberta entrepreneurs who would like to purchase an existing business. Services include business consultations, valuations, mediation, business loans, and other transition-related support for companies located outside the major metropolitan areas of Calgary and Edmonton.

"With the growing number of business owners looking to retire, the time is right for Community Futures to provide a service supporting both current business owners and prospective buyers," said Michelle Jones, Executive Director, Community Futures Yellowhead East

"Adding ExitNavigator to our current suite of services will position Community Futures as a lead resource in regional business transitioning through purchase and sale. The continued viability of these businesses will add significant value to business economies and provide a sustainable quality of life to both the entrepreneur and the region which it operates."

"Many business owners and entrepreneurs have spent decades focusing on growth and profitability, and haven't planned for their exit - what do they do with their business when it's time for them to take a step back?" Jones continued. "ExitNavigator provides guidance to ensure viable businesses can continue operating and serving their community, while also taking the needs of the outgoing business owners into account."

For rural Albertans looking to sell, transition or purchase a business, Alberta Community Futures associations are ready to help. From entrepreneur to happily retired, or business-savvy to business owner, the ExitNavigator service can help along the way.



Current or prospective business owners interested in exploring ExitNavigator's services can visit [exitnavigator.ca](http://exitnavigator.ca), or contact the ExitNavigator Project Coordinator, Ardis, at the Community Futures Highwood office at 403-995-4151 ext. 5 for more information.

Media Contact:

Michelle Jones, Executive Director  
Community Futures Yellowhead East  
[mjones@albertacf.com](mailto:mjones@albertacf.com)  
**780-791-0966**

**Alberta Beach Village Office**

---

**From:** Jenny Bruns <JBruns@barrhead.ca>  
**Sent:** July 7, 2025 2:47 PM  
**To:** Michelle Jones; Liz Krawiec; Bill Lewis; Rhonda Woods; petersmyl@whitecourt.ca; Joan Sloodweg; Bert Roach; matthew.ferris@woodlands.ab.ca; Karen St. Martin; Economic Development Officer; Trista Court; edo@onoway.ca; DFedorvich@countybarrhead.ab.ca; Debbie Oyarzun; Collin Steffes; Alberta Beach Village Office  
**Cc:** tara  
**Subject:** RE: [EXTERNAL] - CFYE Email Introduction of Regional Investment Attraction Marketing Strategist & Initial Project Next Steps  
**Attachments:** Business Survey Report.docx

Hey guys! Sending along our Business Survey results, for everyone to check out. Share back if you have similar data!

This is the first year we've done it and while we would always like more participation, it does point to a few themes.

Let me know if any questions and welcome Tara!!!

**Jenny Bruns**  
Director of Planning, Economic Development & Legislative Services



Town of Barrhead  
Box 4189, 5014 – 50 Avenue Barrhead, AB T7N 1A2  
T 780 674 3301 | barrhead.ca

**From:** Michelle Jones <mjones@albertacf.com>  
**Sent:** July 2, 2025 5:08 PM  
**To:** Bill Lewis <bill@townofswanhills.com>; Liz Krawiec <lizkrawiec@townofswanhills.com>; Rhonda Woods <rhondawoods@whitecourt.ca>; petersmyl@whitecourt.ca; Joan Sloodweg <joan.sloodweg@woodlands.ab.ca>; Bert Roach <bert.roach@woodlands.ab.ca>; matthew.ferris@woodlands.ab.ca; Karen St. Martin <cao@mayerthorpe.ca>; Economic Development Officer <edo@mayerthorpe.ca>; Trista Court <tcourt@lsac.ca>; edo@onoway.ca; Dawn <DFedorvich@countybarrhead.ab.ca> Fedorvich <DFedorvich@countybarrhead.ab.ca>; Debbie Oyarzun <doyarzun@countybarrhead.ab.ca>; Jenny Bruns <JBruns@barrhead.ca>; Collin Steffes <csteffes@barrhead.ca>; Alberta Beach Village Office <aboffice@albertabeach.com>  
**Cc:** tara <tara@tarazeller.ca>  
**Subject:** [EXTERNAL] - CFYE Email Introduction of Regional Investment Attraction Marketing Strategist & Initial Project Next Steps  
**Importance:** High

Dear CFYE Community Project Stakeholder

On behalf of Community Futures Yellowhead East, I'm pleased to announce the appointment of our new **Investment Attraction Marketing Strategist (IAMS)** for the Regional Investment Attraction & Marketing Strategy (RIAMS) Project .

You can expect to hear directly from Tara Zeller during the week of **July 7–11**, as she reaches out to introduce herself, and coordinate a meeting with your community's designated RIAMS project contact. This meeting will help initiate the important groundwork of the strategy, sharing the projects anticipated delivery model and ensure alignment with your local economic development priorities.

We kindly ask that you confirm the appropriate staff member who will serve as the **main point of contact** for this project, if other than those who are receiving this email—typically your CAO, EDO, or other assigned personnel responsible for economic development initiatives. Please include their name, title, and preferred contact details in your reply.

Additionally, if your municipality has completed any **Business Retention and Expansion (BRE) Surveys** in the past few years, we would greatly appreciate if you could share those findings with our Strategist. This background information will support her work as she begins Phase One of the project: conducting the **Investment Attraction Readiness Assessments**.

Thank you in advance for your support and collaboration. We look forward to working closely with you to advance regional investment opportunities and promote economic resilience across the Yellowhead East region.

Warm regards,

*Michelle Jones*

Executive Director, Community Futures Yellowhead East  
Box 2185, Whitecourt, AB T7S 1P8

Main Line: 780-791-0966, Ext: 101 Cell : 780-778-0977

[mjones@albertacf.com](mailto:mjones@albertacf.com)

Register Today to increase your Online Business Presence for FREE!!

<https://digitalmainstreet.ca/business-account/registration/>

TOWN OF  
**BARRHEAD**  
ALBERTA

# ANNUAL BUSINESS

# SURVEY



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### I. Executive Summary

In early 2025, the Town of Barrhead distributed a Business Retention & Expansion Survey alongside the annual business license applications. This initiative aimed to collect timely insights on the current state, challenges, and outlook of local businesses. Of the approximately 300 businesses contacted, 30 responded, resulting in a 10% response rate.

Key trends include a generally stable or growing business environment, strong interest in marketing, grant and support resources, and widespread challenges around staffing and operational costs. The findings will help shape future support initiatives, collaborations, and inform future engagement efforts.

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### II. Introduction

The survey was created to gain a deeper understanding of the local business climate. By integrating the survey with the business license renewal process, the Town sought to collect feedback efficiently and directly from active businesses. The responses provide valuable insights into sector representation, trends, expansion plans, and business support needs.

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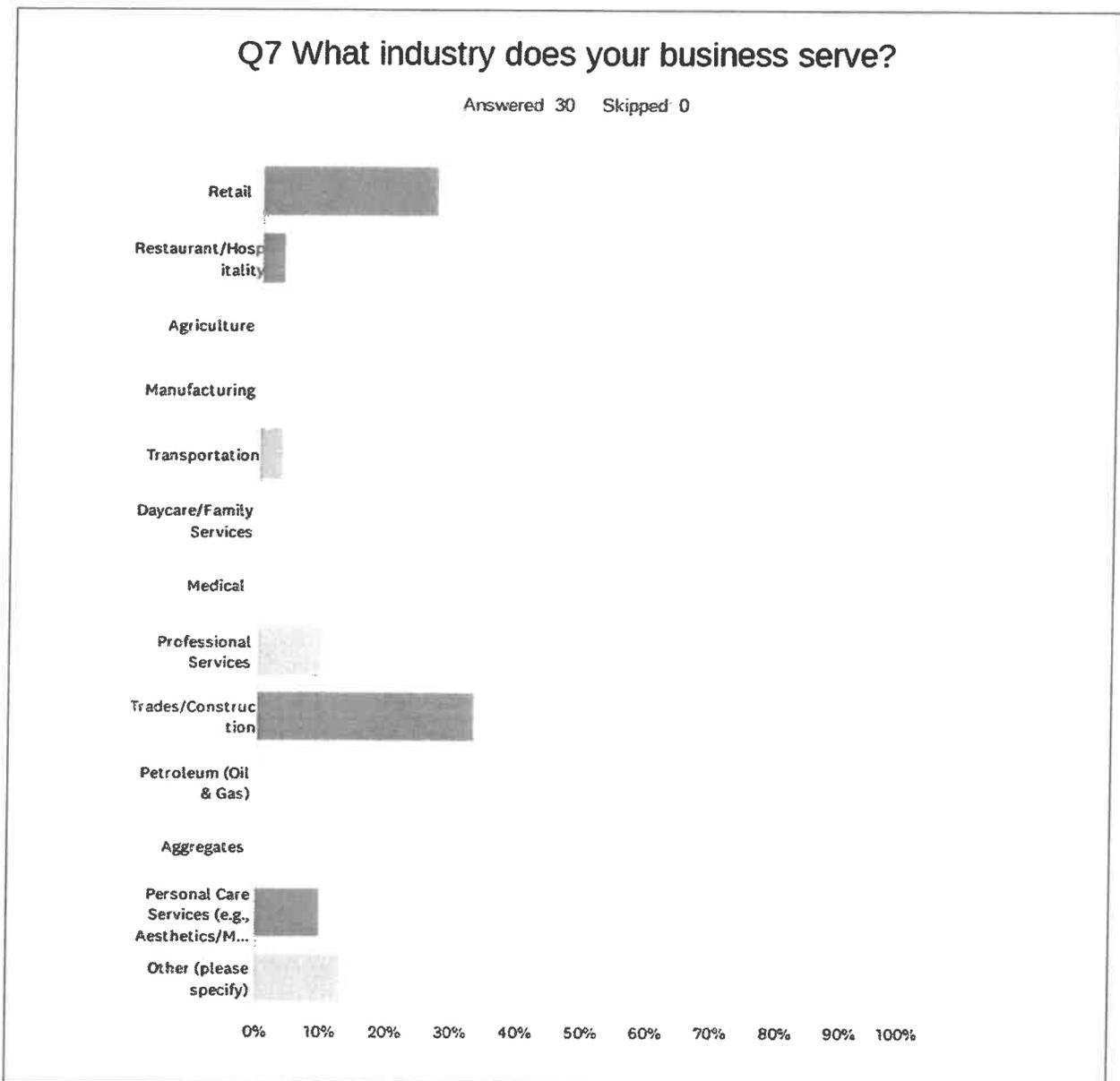
### III. Survey Methodology

- Distribution Method: Paper survey sent with business license renewals, with the option to link to an online survey via QR Code (10 out of 30 responded online).
  - Target Group: Approximately 300 active businesses within the Town of Barrhead.
  - Responses Received: 30 (10% response rate).
  - Format: 19 questions, including both quantitative and qualitative formats.
-

**IV. Respondent Overview**

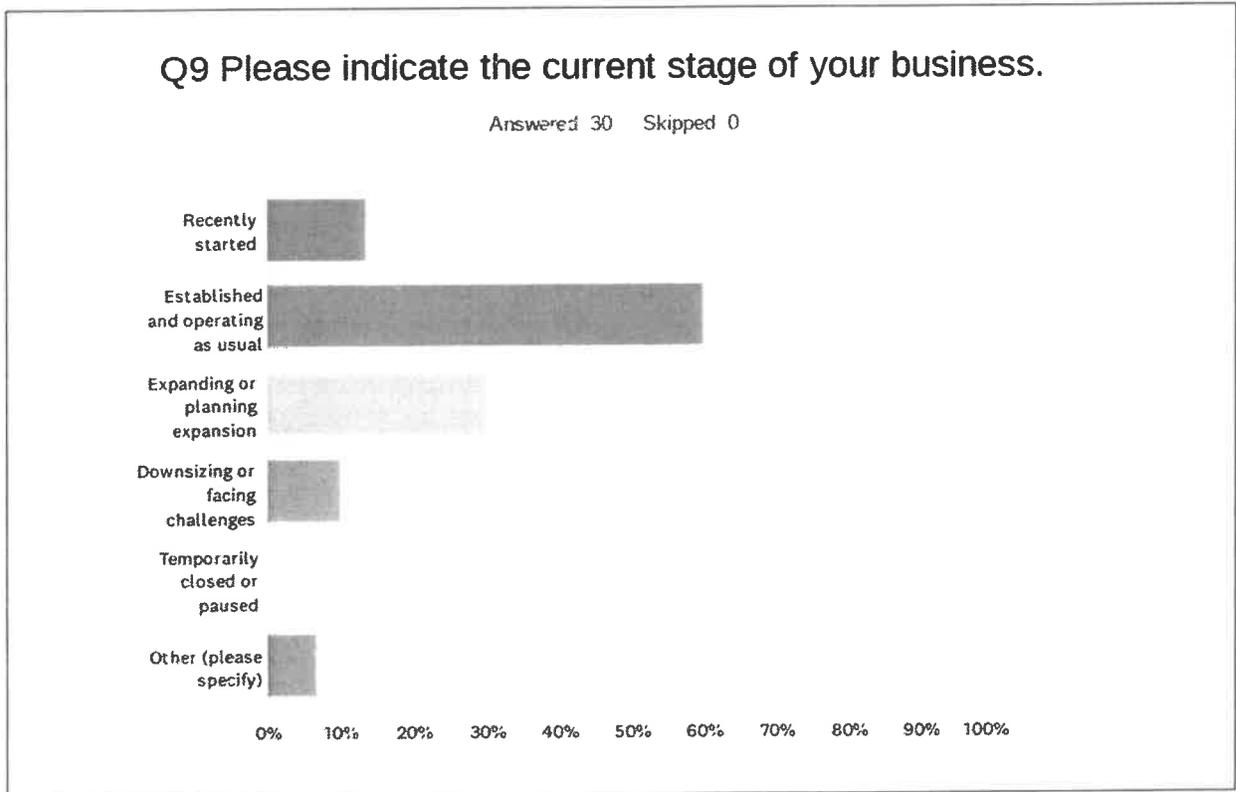
Businesses represented a diverse set of industries:

- Trades/Construction – 33%
- Retail – 27%
- Personal Care Services – 10%
- Professional Services – 10%
- Others included Restaurant/Hospitality, Agriculture, and Medical Services



Business stages:

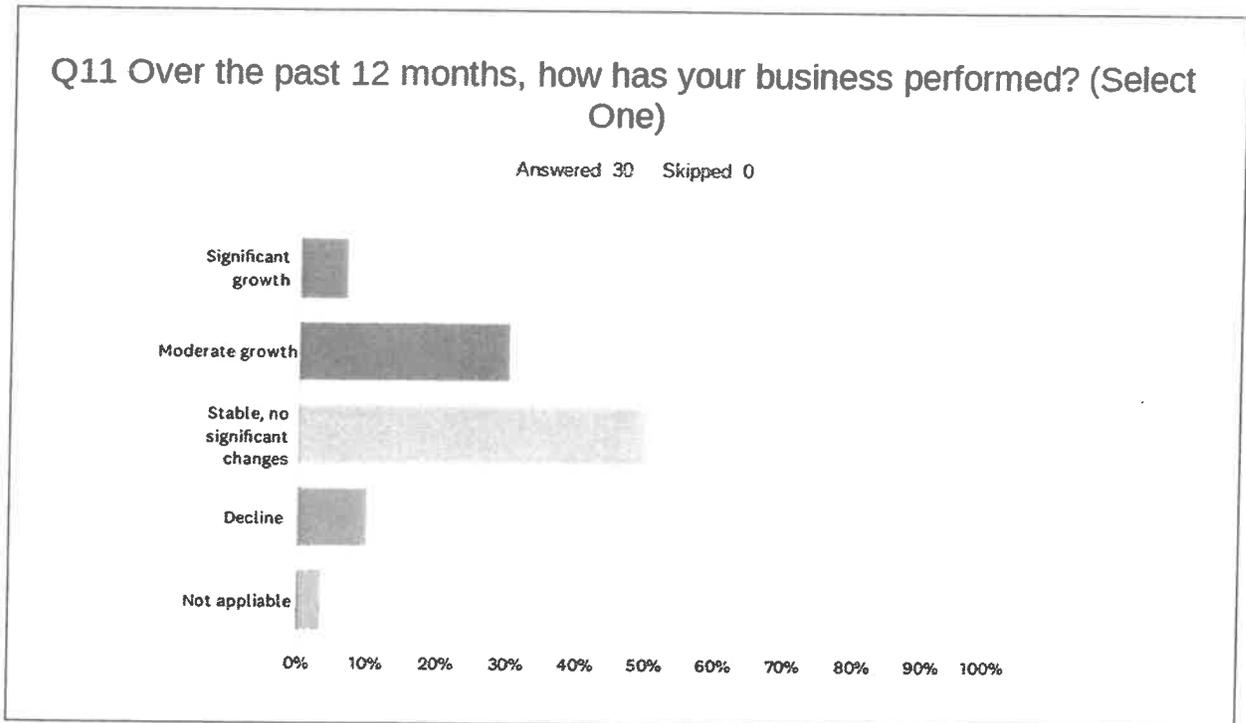
Very few businesses report downsizing or facing challenges, with one business facing retirement and another unsure due to unanticipated growth.



**V. Key Trends and Insights**

Business Performance:

- 50% reported no significant changes (stable)
- 30% experienced moderate growth
- 10% reported a decline

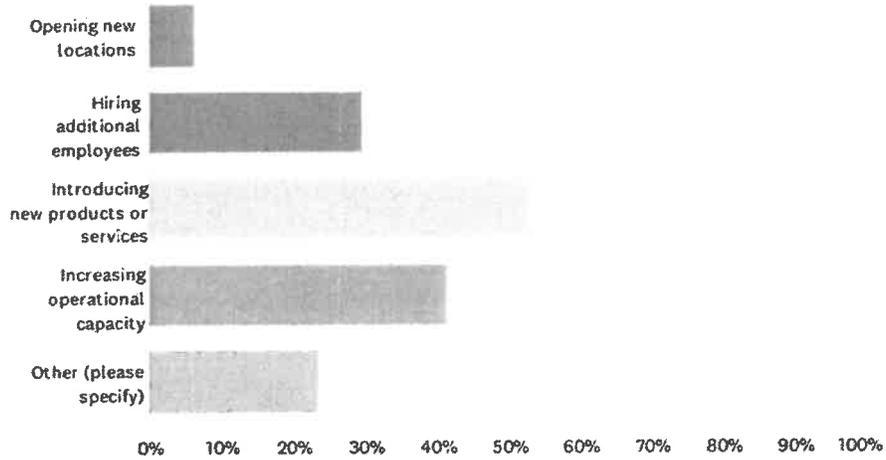


**Expansion Plans: (among 17 growing businesses)**

- 53% Introducing new products/services
- 41% Increasing operational capacity
- 29% Hiring additional employees

**Q12 If you've seen growth in your business, what type of expansion are you considering? (Select all that apply)**

Answered 17 Skipped 13

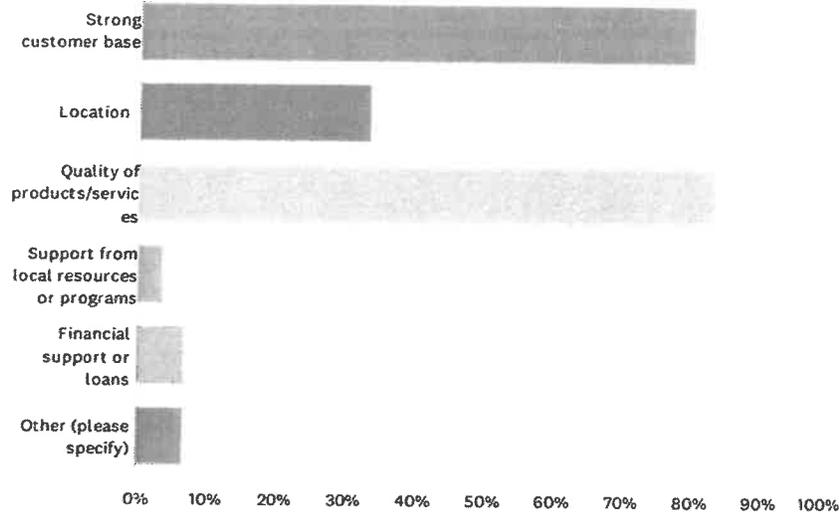


**Success Factors:**

- 83% Quality of products/services
- 80% Strong customer base
- 33% Favorable location

**Q13 What factors have most contributed to the success of your business?  
(Check all that apply)**

Answered: 30 Skipped: 0

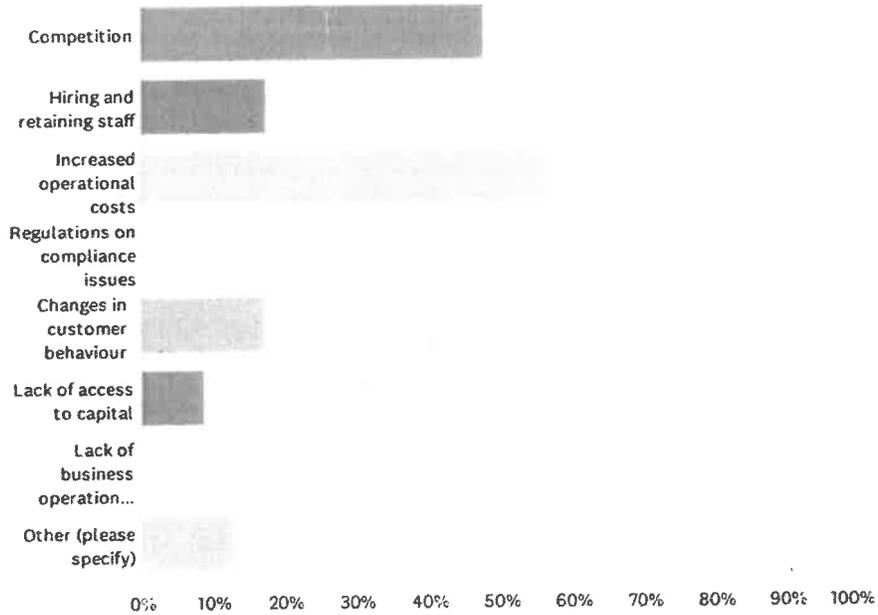


**Challenges: (from 23 responses)**

- 57% Increased operational costs
- 48% Hiring and staff retention
- 17% Competition
- 17% Customer behavior shifts

**Q14 What challenges are you currently facing, if any? (Check all that apply)**

Answered: 23 Skipped: 7

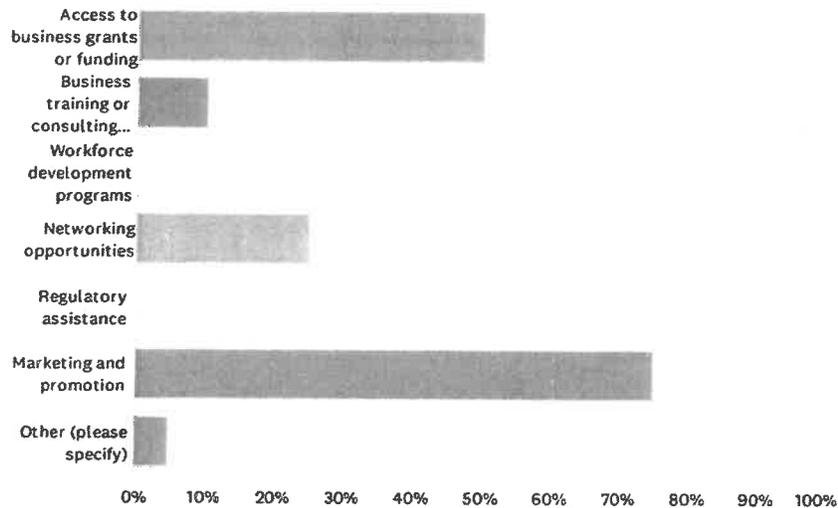


**Support Needs: (20 respondents)**

- **75% Marketing and promotion support**
- 50% Access to grants/funding
- 25% Networking opportunities
- 25% Business training/consulting services

**Q15 What additional support would help your business grow or overcome challenges? (Check all that apply).**

Answered: 20 Skipped: 10



**Engagement Interest:**

- 50% Interested in all available resource communications
- 20% Interested in communications from the Town only
- 30% Not interested in additional communications

**Satisfaction with Local Environment:**

- 60% Satisfied
- 7% Very satisfied
- 30% Neutral
- 3% Dissatisfied (\*notation was about business community not working together)

**VI. Limitations**

- The 10% response rate limits trends to broad generalizations.
- Some sectors may be over or underrepresented.
- Qualitative feedback was limited, with only a few written responses to open-ended questions.

## VII. Next Steps

### Short-Term Actions:

- Create distribution list for grant and training information to businesses who opted in.
- Promote awareness of local support services and partner organizations.
- Connect businesses with appropriate supports (CFYE, Chamber, BSN).

### Mid-Term Actions:

- Explore workforce development strategies and partnerships to address staffing shortages. (CFYE, Chamber, BSN)
- Support marketing efforts through local campaigns and digital toolkits.
- Create toolkit to go out with Business License renewals with available resources.

### Long-Term Actions:

- Plan for a more comprehensive follow-up survey with improved outreach (business visitations)
- Establish industry-specific engagements and projects to address issues such as labor, housing, etc.

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## VIII. Appendices

- A. Survey Questionnaire
- B. Full Data Summary and Charts
- C. Verbatim Respondent Comments

**Appendix A**

TOWN OF  
**BARRHEAD**  
ALBERTA

SAVE TIME  
FILL OUT OUR SURVEY ONLINE!  
[flowcode.com/peikQLGkdMh?fc=0](https://www.flowcode.com/peikQLGkdMh?fc=0)



# LOCAL BUSINESS SURVEY

Thank you for your continued partnership with us! As part of your license renewal process, we ask that you kindly take a few moments to complete this brief survey.

Your responses will help us better understand your business needs, support your growth, and ensure a positive business environment in Barrhead. This information is valuable in assisting us with resource and service development to help your business thrive!

**BASIC INFORMATION**

\*1. Please provide us with some basic information about your business.

Business Name \_\_\_\_\_  
Business Address \_\_\_\_\_  
Primary Contact Name \_\_\_\_\_  
Primary Contact Phone Number \_\_\_\_\_  
Primary Contact Email Address \_\_\_\_\_  
Describe your Business \_\_\_\_\_

\*2. What industry does your business serve?

<input type="radio"/> Retail	<input type="radio"/> Professional Services
<input type="radio"/> Restaurant / Hospitality	<input type="radio"/> Trades / Construction
<input type="radio"/> Agriculture	<input type="radio"/> Petroleum (Oil & Gas)
<input type="radio"/> Manufacturing	<input type="radio"/> Aggregates
<input type="radio"/> Transportation	<input type="radio"/> Personal Care Services (e.g., Aesthetics/Massage/Salon, etc.)
<input type="radio"/> Daycare / Family Services	<input type="radio"/> Other (please specify) _____
<input type="radio"/> Medical	

\*3. Are you interested in receiving emails regarding grant and funding options, training opportunities, available services, and business related information from the Town of Barrhead and its affiliates (e.g., Government of Alberta, Community Futures Yellowhead East)?

Yes, Please send me resources from available sources.  
 Yes, but just from the Town of Barrhead.  
 No, I'm not interested.

### CURRENT BUSINESS STATUS

Help us understand where you currently stand in your business journey.

\* 4. Please indicate the current stage of your business? (Select all that apply)

- |   |  |
|---|--|
| <input type="checkbox"/> Recently started                   | <input type="checkbox"/> Downsizing or facing challenges |
| <input type="checkbox"/> Established and operating as usual | <input type="checkbox"/> Temporarily closed or paused    |
| <input type="checkbox"/> Expanding or planning expansion    | <input type="checkbox"/> Other (please specify) .....    |
|   | .....  |

### STATUS CHALLENGES

5. If you answered that you're downsizing, facing challenges, or temporarily closed or paused, please share with us why (if you are able).

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### BUSINESS GROWTH & EXPANSION

\* 6. Over the past 12 months, how has your business performed? (Select one)

- Significant Growth
- Moderate Growth
- Stable, no significant changes.
- Decline
- Not applicable

7. If you've seen growth in your business, what type of expansion are you considering? (Select all that apply)

- Opening new locations
- Hiring additional employees
- Introducing new products or services
- Increasing operational capacity
- Other (please specify) .....

**RETENTION & CHALLENGES**

\* 8. What factors have most contributed to the success of your business (Check all that apply)

- |   |   |
|---|---|
| <input type="checkbox"/> Strong customer base         | <input type="checkbox"/> Support from local resources or programs |
| <input type="checkbox"/> Location                     | <input type="checkbox"/> Financial support or loans               |
| <input type="checkbox"/> Quality of products/services | <input type="checkbox"/> Other (please specify) _____             |
|   | _____   |

9. What challenges are you currently facing, if any? (Check all that apply)

- |   |   |
|---|---|
| <input type="checkbox"/> Competition                      | <input type="checkbox"/> Changes in customer behaviour        |
| <input type="checkbox"/> Hiring and retaining staff       | <input type="checkbox"/> Lack of access to capital            |
| <input type="checkbox"/> Increased operational costs      | <input type="checkbox"/> Lack of business operation knowledge |
| <input type="checkbox"/> Regulations on compliance issues | <input type="checkbox"/> Other (please specify) _____         |

**SUPPORT NEEDS**

10. What additional support would help your business grow or overcome challenges? (Select all that apply)

- Access to business grants or funding
- Business training or consulting services
- Workforce development programs
- Networking opportunities
- Regulatory assistance
- Marketing and promotion
- Other (please specify) \_\_\_\_\_

\*11. How satisfied are you with the local business environment and the resources available to you? (Rate 1 - 5, with one being very dissatisfied and 5 being very satisfied)

- |                       |                       |                                    |                       |                       |
|-----------------------|-----------------------|------------------------------------|-----------------------|-----------------------|
| 1                     | 2                     | 3                                  | 4                     | 5                     |
| Very dissatisfied     | Dissatisfied          | Neither satisfied nor dissatisfied | Satisfied             | Very satisfied        |
| <input type="radio"/> | <input type="radio"/> | <input type="radio"/>              | <input type="radio"/> | <input type="radio"/> |

12. If you answered that you were "very dissatisfied," "dissatisfied," or "neither satisfied nor dissatisfied" with the local business environment and local resources available, why?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**FUTURE PLANS AND RECOMMENDATIONS**

**13. How do you foresee your business evolving in the next 1 - 3 years?**

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**13. Do you have any additional suggestions or feedback to help improve the local business environment in the Town of Barrhead?**

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Thank you for taking the time to provide this important feedback. We value your business and are here to support you as you grow and succeed.

**Please submit your completed survey by February 15, 2025, either in person or via email to [jbruns@barrhead.ca](mailto:jbruns@barrhead.ca)**

Sincerely,

Jenny Brunz, CGLM

Director of Planning, Economic Development & Legislative Services

111

**Appendix B**

**Q10**

- Facing challenges with slowed sales
- Facing retirement
- We grew so quickly but struggle with staff efficiency among other things that cost us in the long run. would like to minimize the headaches so business runs smoother

**Q12**

- Will build a new shop in next 1-2 years

**Q13**

- One of the only maintenance companies around recently

**Q14**

- Customers that don't pay their bills
- Loss of older customers, death, care homes

**Q17**

- I do not find there is much of a business owner community and with what there is my store is forgotten.
- I don't really feel that there is a major business environment that we are a part of. Indifferent only because we aren't involved in anything currently.
- People are still finding out I exist
- No concerns
- Sometimes I feel like we're working alone, and in a small town I feel like we should be like WEM, working together to bring customers to our community. We are WEM, we just don't have a roof over our heads!

**Q18**

- I am hoping for more growth and supplying the community with more products.
- Company is just starting up, I foresee building an initial client base and gaining experience in the industry as a business owner.
- Slow growth although product pricing may get out of control with the current import issues
- Likely staying the same. Maybe increased rates, or more storage units
- Growing, hard work
- Not sure, more customers
- slight growth
- We hope to add additional practitioners and enhanced services
- Expanding operations in to high growth areas, embracing new technology diversifying services and focusing on sustainability
- Growth
- Possible recession, US Relations, Supply/Demand
- Very uncertain due to political world, between states and Canada
- Expanding
- Company will double in size in the next three years providing a new building can be built to allow for increased production.
- Fine tuning what we offer so we can excel at them. Get rid of services that others excel at.
- Depends on economy
- Maintain current client base and streamline operations to be able to expand clientele again in another few years
- Just keep up our good service

**Q19**

- There is little acknowledgment for new and smaller businesses unless you are already connected to the town community somehow.
- Grants or low cost loans.
- Grants to grow my business operationally, thank you!
- Free advertising & news articles about the businesses like they did in Morinville

- Partner with school to encourage young people to start their own business and keep talent in town.
- Love the one on one talks with our new staff members and seeing the growth in our Council, that will bring growth to our business community - helping us network together! Thank you!
- Not that we can think of
- Please repair service roads in the industrial park, dust control is a MUST!

**From:** Tara Zeller <tara@tarazeller.ca>  
**Sent:** July 16, 2025 2:04 PM  
**To:** aboffice@albertabeach.com  
**Subject:** Re: RIAMS Welcome Meeting

Good afternoon!

Just a reminder to book your welcome meeting (link above) so we can have an informal chat and touch base on this new initiative for the region. I look forward to learning more about your goals and ideas.

Thanks,

Tara

On Tue, Jul 8, 2025 at 12:29 PM Tara Zeller <tara@tarazeller.ca> wrote:

Good afternoon partner communities.

So great to "e-meet" you! I am super excited to start as your Investment Attraction Marketing Strategist (IAMS) and to connect, collaborate, and build capacity across the region. As Michelle introduced me, my name is Tara Zeller and I will be contracting as the IAMS for Community Futures remotely from my home office in Grande Cache over the next ~3 years.

My role as the IAMS will focus on increasing investment, supporting local businesses, and creating long-term, sustainable economic growth for the Yellowhead East region. This will include developing an Investment Attraction Marketing Strategy and creating a Regional Investment Marketing Committee to help guide the development of this initiative.

One of the key focus areas of this project is municipal economic development. That means working with each of you, one-on-one, to assess your current investment readiness, identify gaps, and build tailored strategies that reflect each of your unique strengths. I'll help to promote your economic development initiatives and provide the tools and resources you may need along the way.

My approach to delivering this project is built on a hybrid work-model. I will leverage my strong virtual management skills for the bulk of this project, however, I also appreciate and understand the importance of in-person collaboration. I will schedule key in-person visits aligned with any major milestone and relationship building needs throughout the term of this project as required.

I respect that each municipality has its own unique goals, investment priorities, and potential projects that may require discretion. I will ensure that sensitive municipal priorities are protected while regional momentum continues to grow. So please feel confident that your strategic initiatives will be handled with confidentiality and professionalism.

Over the next few weeks I would like to schedule a Virtual Meeting with each of you to officially introduce myself and learn more about your municipality, your communities, and what your goals are for this project. I will be starting to work on an Investment Readiness Strategy that will require lots of research and questions over the next few months. I will also be initiating the Regional Investment Marketing Committee over the next few weeks as well. My goal is to plan a tour/visit to each of your communities this fall - so if you can start thinking about your schedule late September -

early October and let me know if there is a good or bad time, that would be helpful.

I currently have the following dates to schedule our first Virtual Meeting between 9 am - 3 pm:  
July 15, 16, 17, 30, 31 & Aug 5, 7

**Please schedule your Community Meeting here: <https://calendly.com/tarazeller/riams-welcome-meeting>**

Please note that I do not really have set "office hours" - so please reach out at anytime and I will get back to you at my earliest convenience. If required, as we proceed with this project over the coming months, we can set up a specialized communication plan to ensure your needs are being met. I trust that we will learn along the way the best ways to collaborate with each other based on each municipality's unique needs.

Please remember to book your welcome meeting with the link above (and if none of these work for you, let me know and we can schedule for later in the summer).

I am really looking forward to working with all of you!



INVESTMENT ATTRACTION  
MARKETING STRATEGIST



📞 780.827.1778

✉️ [tara@tarazeller.ca](mailto:tara@tarazeller.ca)

🌐 [www.tarazeller.ca](http://www.tarazeller.ca)

COMMUNITY DEVELOPMENT  
& PROJECT SPECIALIST



*My working day may not be your working day. Please don't feel obliged to reply to this email outside of your normal working hours.*

I respectfully acknowledge that I work and live on Treaty 8 territory, the traditional lands of the Mountain Métis and Rocky Mountain Cree, as well as Treaty 6 territory, home of the Alexis Nakota Sioux people.

14.m

**Alberta Beach Village Office**

cc: Council

**From:** Tara Zeller <tara@tarazeller.ca>  
**Sent:** July 16, 2025 3:23 PM  
**To:** rhondawoods@whitecourt.ca; bill@townofswanhills.com; Bert.roach@woodlands.ab.ca; Town CAO; cao@onoway.ca; DFedorovich@countybarrhead.ab.ca; Jenny Bruns; aboffice@albertabeach.com; tcourt@lsac.ca; edo@mayerthorpe.ca  
**Cc:** Michelle Jones  
**Subject:** RIAMS Community Survey  
**Attachments:** RIAMS Community Survey.docx

Good afternoon regional partners. It's been great to start meeting with each of you virtually to put a face to the name and learn more about your individual municipalities.

As I mentioned to some of you already, I have created a short "survey" (i.e. 10 questions) for you to share more detailed information with me regarding your community, your needs, goals, and vision for the future. If you could please fill out the attached questions and return back to me at your earliest convenience, that would be great. This will help me create a baseline of information for the region. Please note that I will use both terms "community" and "municipality" respecting that some of you are towns and some are counties representing a larger area - so please know that I am speaking to you all when I use either term. :)

And if you haven't already done so, please schedule your virtual welcome meeting with me here: <https://calendly.com/tarazeller/riams-welcome-meeting>

Thank you!

Tara

--

780.827.1778

tara@tarazeller.ca

www.tarazeller.ca

INVESTMENT ATTRACTION  
MARKETING STRATEGIST



COMMUNITY DEVELOPMENT  
& PROJECT SPECIALIST



*My working day may not be your working day. Please don't feel obliged to reply to this email outside of your normal working hours.*

I respectfully acknowledge that I work and live on Treaty 8 territory, the traditional lands of the Mountain Métis and Rocky Mountain Cree, as well as Treaty 6 territory, home of the Alexis Nakota Sioux people.

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# RIAMS COMMUNITY INFORMATION

Please answer the following questions and return to [tara@tarazeller.ca](mailto:tara@tarazeller.ca) by August 15, 2025. If you have any questions, please reach out.

**Municipality Name:**

## COMMUNITY & ECONOMIC PROFILE

**1. What do you want people to know or feel when they think about your community?**  
*(What makes it unique or stand out in the region?)*

**2. What are your community's core economic drivers right now?**  
*(Sectors, industries, major employers?)*

**3. Have you seen any recent shifts in population, business activity, or workforce trends?**  
*(Growth, decline, aging population, new entrepreneurs?)*

## INVESTMENT READINESS & ECONOMIC DEVELOPMENT

**4. What types of businesses or industries would you like to attract to your community?**  
*(Are there gaps you'd love to fill?)*

**5. What economic development initiatives are currently underway or planned?**  
*(Any projects, studies, or strategies we should be aware of?)*

**6. Are there challenges or barriers your municipality faces when trying to attract or retain investment?**  
*(Infrastructure, broadband, housing, red tape, perception, etc.)*

#### **PARTNERSHIPS & CAPACITY**

**7. Who typically leads or supports economic development in your community?**  
*(Dedicated staff, council, regional partners, committees?)*

**8. What kind of support or resources would make the biggest difference to your community's economic growth?**  
*(Funding, capacity building, regional marketing, investment tools?)*

#### **VISION & OPPORTUNITIES**

**9. If everything went right in the next 5–10 years, what would your ideal vision for the community look like?**  
*(What kinds of changes, growth, or accomplishments would you be celebrating?)*

**10. What do you hope to get out of the RIAMS project over the next 3 years? Locally and Regionally?**

*(any specific projects you hope the Marketing Strategist position can help your municipality with?)*

**Anything else you want to share?**

14.n

**Alberta Beach Village Office**

---

**From:** Health RAC <Health.RAC@gov.ab.ca>  
**Sent:** July 16, 2025 1:46 PM  
**To:** kellymuir@albertabeach.com  
**Cc:** ! ABOffice  
**Subject:** Municipal representation on Regional Advisory Council

Hello Kelly,

We are pleased you are joining regional advisory council 6 for a one-year term as a member and elected official representing the municipalities in your region. With most municipal elections happening in October, we recognize some members who are elected officials may not run for office or be re-elected. If this occurs, the member will remain on the regional advisory council as a general member rather than a municipal representative.

During the one-year term, Minister LaGrange expects members to liaise with communities in the region to understand local needs and gather valuable input on the health system that will inform advice to her. As you fulfill your role, you will have the full support of the Advisory Councils Secretariat. We will help you engage with communities and assist in determining how to share pertinent information.

While members will not be paid for volunteer time doing advisory council business, you will be reimbursed for expenses based on the Government of Alberta Travel, Meals and Hospitality Expense Policy.

We recognize municipalities have a mutual interest in Alberta's health care system, and many wanted to have representatives on the new advisory councils. When the next recruitment opens, we will invite municipalities in the region to apply. With this in mind, we anticipate another municipal representative will join the regional advisory council once your term is complete.

As you represent your region's communities on the council, you will have the opportunity to bring their unique perspectives forward and help shape a responsive health care system within the province. If you have any questions about your role, please contact us at [health.rac@gov.ab.ca](mailto:health.rac@gov.ab.ca) or call 780-644-0878.

Sincerely,

Advisory Councils Secretariat  
Primary and Preventative Health Services  
Government of Alberta

Classification: Protected A

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**Alberta Beach Village Office**

---

**From:** PSES Police Review Commission <PRC@gov.ab.ca>  
**Sent:** June 23, 2025 12:08 PM  
**To:** PSES Police Review Commission  
**Subject:** Police Review Commission Status Update: June 4 - June 20, 2025  
**Attachments:** 2025-06-23 - PRC Status Update.pdf

Hello,

Please see attached PRC Status Update for the period of June 4 - June 20, 2025

Thank you,  
The Police Review Commission Implementation Team

Classification: Protected A

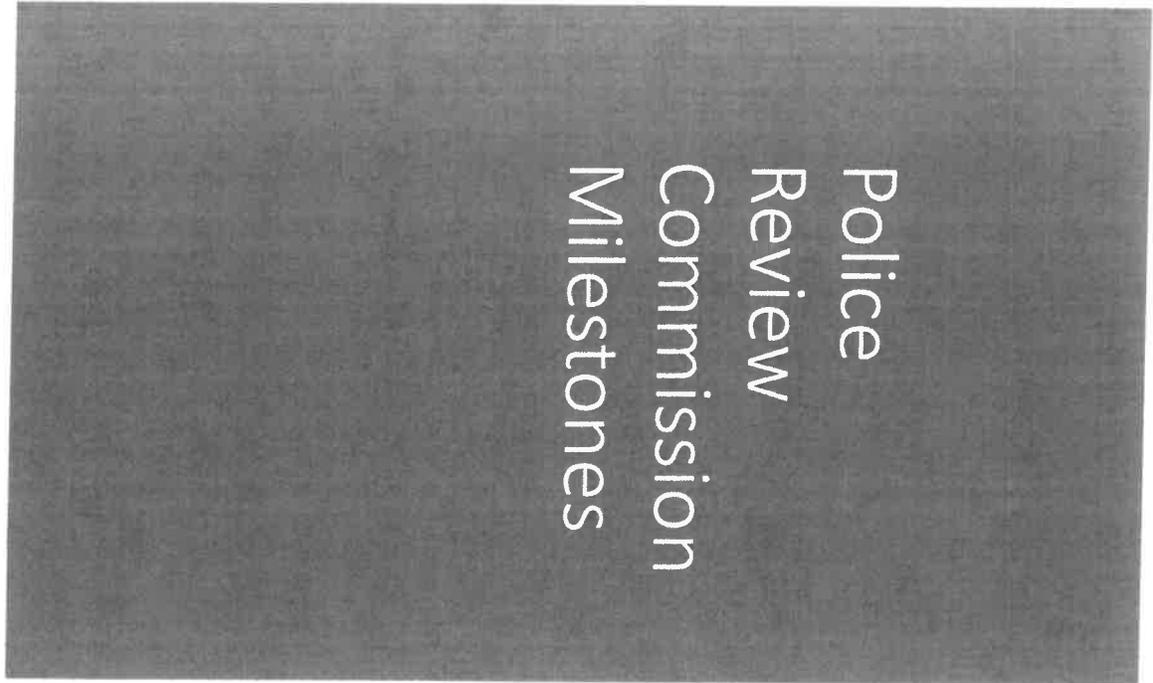
221

# Key Milestones

Reporting Period: June 4 to June 20, 2025

PRC Milestones	Anticipated Timeline*
Case management system development	July 2025
Phase 1-2 recruitment for permanent PRC staff: Executive directors, directors and key support positions	By late summer 2025
Updates to the Police Service Regulation <small>Engagement, research and analysis is ongoing</small>	By fall 2025
Policy manual <small>Engagement, research and analysis is ongoing</small>	Fall 2025
Phase 3 recruitment of PRC staff <small>Recruitment will continue into 2026</small>	Fall 2025
JJ Bowlen Building (Calgary interim office) occupancy	Fall 2025
Labour Building & 108 St Building (Edmonton interim office) occupancy	Fall 2025

\*Timelines are based on available information and may shift as more information becomes available. Changes will be communicated.



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# Recruitment Open/Upcoming

Reporting Period: June 4 to June 20, 2025

## Police Review Commission Recruitment

Open Positions	Closing Date
Executive Director, Case Management and Resolution (Comp. #72259)	July 7
Director, Resolution (Comp. #72550)	June 24
Manager, Training and Development (Comp. #72257)	June 24
Executive Advisor (Comp. #72657)	June 25
Manager, Case Management (Comp. #72529)	June 27
Data Scientist (Comp. #72546)	June 27
<b>Upcoming Positions</b>	<b>Timeline</b>
Director, Case Management	1 week
Statutory/Level 2 Investigators x4	2 weeks

All open competitions are available at <https://jobpostings.alberta.ca>

# Police Review Commission Acronym Glossary

- AACP- Alberta Association of Chiefs of Police
- AAPG- Alberta Association of Police Governance
- ADM- Assistant Deputy Minister
- ADR- Alternative Dispute Resolution
- AFPA- Alberta Federation of Police Association
- ALERT- Alberta Law Enforcement Response Teams
- ASIRT- Alberta Serious Incident Response Team
- CCRC- Civilian Review and Complaints Commission
- CEO- Chief Executive Officer
- CPS- Calgary Police Service
- ED- Executive Director
- EPS- Edmonton Police Service
- GIS- Geographic Information System mapping
- GoA- Government of Alberta
- IIO- Independent Investigation Office
- IST- Investigative Services Team (section within LEO)
- LEO- Law Enforcement Oversight Branch (Branch within PSES)
- LERB- Law Enforcement Review Board
- Level 1: Serious and sensitive incidents (currently handled by ASIRT). This level will also apply to Alberta peace officers.
- Level 2: Statutory complaints (offences specified in an act of Parliament or of the legislature) but do not meet the definition of "serious and sensitive."
- Level 3: Code of conduct complaints (currently code of conduct complaints as per the *Police Service Regulation*).
- Level 4: Unsatisfactory performance matters(to be logged by the PRC and returned to the police service of jurisdiction to manage).
- Level 5: Complaints regarding policy or services of a police service (to be logged by the PRC and returned to the police service of jurisdiction to manage).
- NPF- National Police Federation
- OAPSB- Ontario Association of Police Services Boards
- OIPRD- Office of the Independent Police Review Director (Ontario)
- OPCC- Office of the Police Complaint Commissioner
- PRC- Police Review Commission
- PS- Program Services (type of classification band within GoA)
- PSC- Public Service Commission
- PSD- Public Security Division
- PSES- Public Safety and Emergency Services Ministry
- PSIO- Alberta Provincial Security and Intelligence Office
- SME- Subject matter expert
- SSI- Strategy, Support and Integrated Initiatives (Division within PSES)
- SIU- Special Investigations Unit (Ontario)
- T&I- Ministry of Technology and Innovation

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**aboffice@albertabeach.com**

cc: Council

**From:** Dev Referrals <DevReferrals@lsac.ca>  
**Sent:** July 10, 2025 1:35 PM  
**To:** 'land.admin@atco.com'; 'land.admin@atco.com'; 'jeffrey.way@canadapost.ca';  
'david.kruger@canadapost.postescanada.ca'; 'onoway\_area@equs.ca';  
'cmorrill@equs.ca'; 'landserv@fortisalberta.com'; Trista Court; 'rhett.czaban@ngps.ca';  
'subdivisions@contractlandstaff.com'; 'kpeters@steannegas.com';  
'circulations@telus.com'; 'proximity@cn.ca'; 'lorihougan@gmail.com'; Matthew Ferris -  
Summer Village of Sunset Point; Marlene Walsh; Kathy Skwarchuk  
**Subject:** Referral 018SUB2025  
**Attachments:** Referral\_018SUB2025\_20250710.pdf

Please find the attached information regarding subdivision application 018SUB2025

Thank You,

**Desiree Hamilton**

**Development Clerk, Lac Ste. Anne County**

56521 RGE RD 65 | BOX 219 | SANGUDO, ALBERTA T0E 2A0

PHONE: 780.785.3411 | TOLL-FREE: 1.866.880.5722 | FAX: 780.785.2985 | WEBSITE: [lsac.ca](http://lsac.ca)

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**SUBDIVISION REFERRAL**

**NOTIFICATION of Email Correspondence**

# of Pages EMAILED: 11

Date: July 10, 2025

Re: PROPOSED SUBDIVISION  
Legal: OT-54-03 W5M  
Lac Ste. Anne County

FILE #: 018SUB2025

Attached is a copy of a subdivision application form and sketch proposing to subdivide the above land as shown. The subdivision proposal is to create one (1) 45.0 +/- acre parcel from a previously subdivided quarter-section. By this EMAIL we request you submit brief, relevant comments and supporting information, with regard to the subdivision application. Unless we have heard from you, **within 21 days**, we will process the proposal as though you have no objections.

Please email or fax your comments to the undersigned at your earliest convenience.

**Email: Desiree Hamilton,**  
**Planning/Development Clerk**  
[DevReferrals@LSAC.ca](mailto:DevReferrals@LSAC.ca) **OR**  
**FAX your response to (780) 785-2985**

**Email: Sarah Gibbs,**  
**Planning/Development Clerk**  
[DevReferrals@LSAC.ca](mailto:DevReferrals@LSAC.ca) **OR**  
**FAX your response to (780) 785-2985**

If you have concerns or comments that you wish to discuss with staff, please contact the staff member as indicated below:

Mitchell Kofluk  
Development Officer  
780-785-3411  
Ext.: 3601  
[mkofluk@LSAC.ca](mailto:mkofluk@LSAC.ca)

Craig Goldsmith  
Development Officer  
780-785-3411  
Ext.: 3684  
[cgoldsmith@LSAC.ca](mailto:cgoldsmith@LSAC.ca)

Amy Roberts  
Development Officer  
780-785-3411  
Ext.: 3731  
[aroberts@LSAC.ca](mailto:aroberts@LSAC.ca)

Tanya Vanderwell  
Development Officer  
780-785-3411  
Ext.: 3685  
[tvanderwell@LSAC.ca](mailto:tvanderwell@LSAC.ca)

018SUB2025

5403520001

5

June 23, 2025

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

cautions will not be accepted

**APPLICANT/AGENT INFORMATION**

Full name of Applicant: DEREK PRUE (10 252 7524 A160K Ltd.)

This Information has been Redacted as per the Freedom of Information and Protection of Privacy Act (FOIP Act)

Full name of Landowner RICHARD ARNDT

This Information has been Redacted as per the Freedom of Information and Protection of Privacy Act (FOIP Act)

Full name of Landowner

Address and contact information for the landowner, including street name and phone number.

**LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED**

Legal description of the land, including lot numbers and acreage.

AG 2

Box 219 56521 Rge Rd 65, Sangudo AB T0E 2A0  
T 780 725 3411 F 1 866 880 5722 F 780 785 2985 E cevassistant@LSAC.ca

RECEIVED  
JUN 23 2025  
Planning & Development

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**LOCATION OF LAND TO BE SUBDIVIDED**

1. Is the land situated in the municipality of LaSalle (see County)? • YES • NO
2. Is the land situated in the State of Alberta (see County)? • YES • NO  
 If YES the existing municipality is **ALBERTA BEACH** *Alberta Beach*
3. Is the land situated within 0.5 miles (1/4 mile) of the right of way of a highway? YES • NO  
 If YES the highway is \_\_\_\_\_
4. Is the land situated within 0.5 miles (0.5 mile) of a river, stream, water course, lake or other permanent body of water or a canal or drainage ditch? • YES • NO  
 If YES state name: **LAC STE ANNE**
5. Is there a proposed or existing or future kind of a sewer? YES • NO
6. Is this land used for or proposed for the disposal of sewage effluent? YES • NO
7. Is the land used or proposed for within 0.5 mile (1/2 mile) of land that is or has been used as a municipal sewage treatment facility or sewage lagoon? • YES • NO
8. Is the land used or proposed for within 0.5 mile (1/2 mile) of a land that has been used as an industrial or stock operation (Swine, Poultry, Beef etc.)? YES • NO
9. Has the land been the victim of flooding? YES • NO

**EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED**

- Existing use of the land (crop, hay, etc.) **RECREATIONAL**
2. Proposed use of the land (crop, hay, pasture, residential, etc.) ~~COMMERCIAL RESIDENTIAL~~ **AG**
  3. The designated use of the land as classified under a Land Use Bylaw **AG**
  4. Number of Parcel(s) being created: **1** Type of Parcel(s) being created: **AG**
  - Area of Parent Parcel(s) (res): **206** Area of Proposed Parcel(s) (res): **45 18.21 Hec.**

**PHYSICAL CHARACTERISTICS OF LAND BEING SUBDIVIDED**

1. Describe the nature of the topography of the land (hills, rolling, steep, etc.) **ACRES 206.12**  
**Hectares 83.41**

**MIXED**

4. Describe the nature of the vegetation on and around the land (timber, shrubs, trees, etc.)
- **Mixed/Natural Trees & Vegetation.**
  - **loam & clay/all tree covered**

EXISTING BUILDINGS ON THE LAND TO BE SUBDIVIDED

NONE

EXISTING BUILDINGS LOCATED ON THE PROPOSED PARCEL(S)

NONE

EXISTING BUILDINGS LOCATED ON THE REMAINDER OF THE QUARTER-SECTION

NONE

EXISTING WATER SUPPLY TYPE

NONE

PROPOSED WATER SUPPLY TYPE

T.B.D.

**REGULATORY REQUIREMENTS FOR SURFACE DEVELOPMENT IN PROXIMITY TO ABANDONED WELLS**

Applications, except for lot line adjustments, must include documentation from the Energy Resources Conservation Board (ERCB) identifying the presence or absence of abandoned wells.

Information from ERCB's Abandoned Well Viewer available on the ERCB Website.

ERCB information included: YES *NO* IF NO (Y/N), note: *No well*

Abandoned wells identified on the land that is subject (the quarter section) of this subdivision must show the actual well location as identified in the table above.

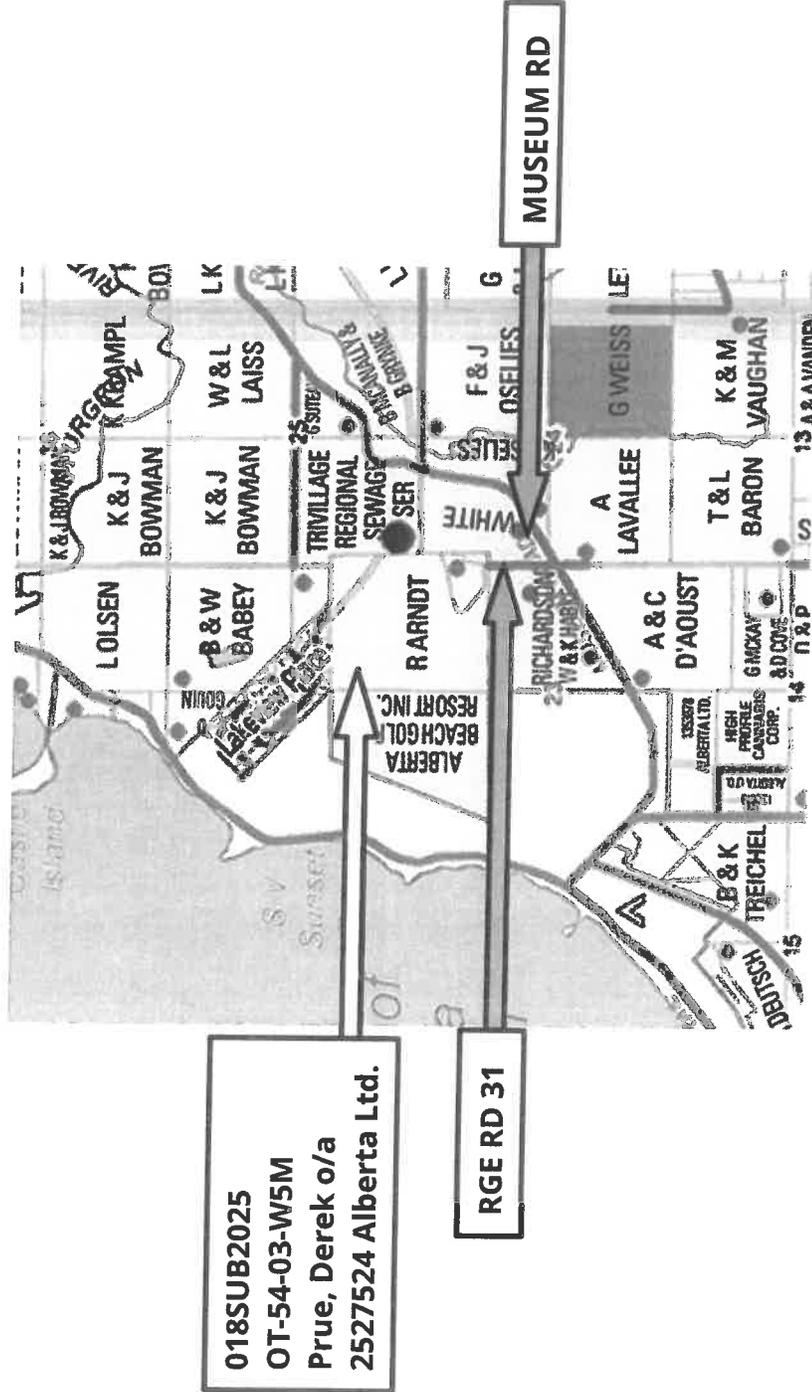
**Directive 07:** In relation to existing or proposed building areas, to clarify the location of any existing or proposed wells, or if you do not have internet access, call 1.855.297.8111 (email: [abandonedwells@ercb.gc.ca](mailto:abandonedwells@ercb.gc.ca)) or visit the website at ERCB, Suite 1000, 250 - 5 Street SW, Calgary, T2P 0P9.

*Within 7 days of applying for subdivision, please flag (orange flagging tape preferred) where you plan to place any approach(es) for each parcel so that the approaches may be inspected by the County's Public Works department.*

1. Dual approaches are required for new proposals, unless there is a specific exemption.
2. Road widening of 5 - 8 metres (17.0 feet) will be required for dual approaches.
3. A survey plan is not required until a decision on the proposed application has been made and a survey plan with conditions has been issued.
4. To avoid any unnecessary costs, do not have a surveyor complete their survey documentation until the plan is approved by the development authority.

Box 219, S052T1 Hge Rm 65, Sangudo AB T0E 2A0  
1 780.785.3711 or 1.866.890.5722 or 780.785.2885 • [devassistant@LSAC.ca](mailto:devassistant@LSAC.ca)  
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LOCATION SKETCH  
 LAC STE. ANNE COUNTY  
 SUBDIVISION APPLICATION 018SUB2025



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LAC STE. ANNE COUNTY  
LSACGIS Department

**Proposed Subdivision**  
Lac Ste. Anne County

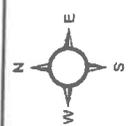
**018SUB2025**  
**SE 26-54-3-W5 SE**  
**10 July, 2025**

**Applicant name:**  
  
Richard Arndt

- Proposed Parcel
- Land Parcel
- Development Setbacks From Water Bodies
- Proposed Parcel

**Approach Inspections**

- New
- ERE- No Mowing or Grazing



All dimensions to be verified by an Alberta Land Surveyor.  
ER/ERE boundaries to be determined by field survey of Waterbodies  
Aerial Photography: 2023

**Location Overview**



Esri, Canada, Esri,  
TomTom, Garmin,





**Proposed Subdivision**  
Lac Ste. Anne County

**018SUB2025**  
**SE 26-54-3-W5 SE**  
**10 July, 2025**

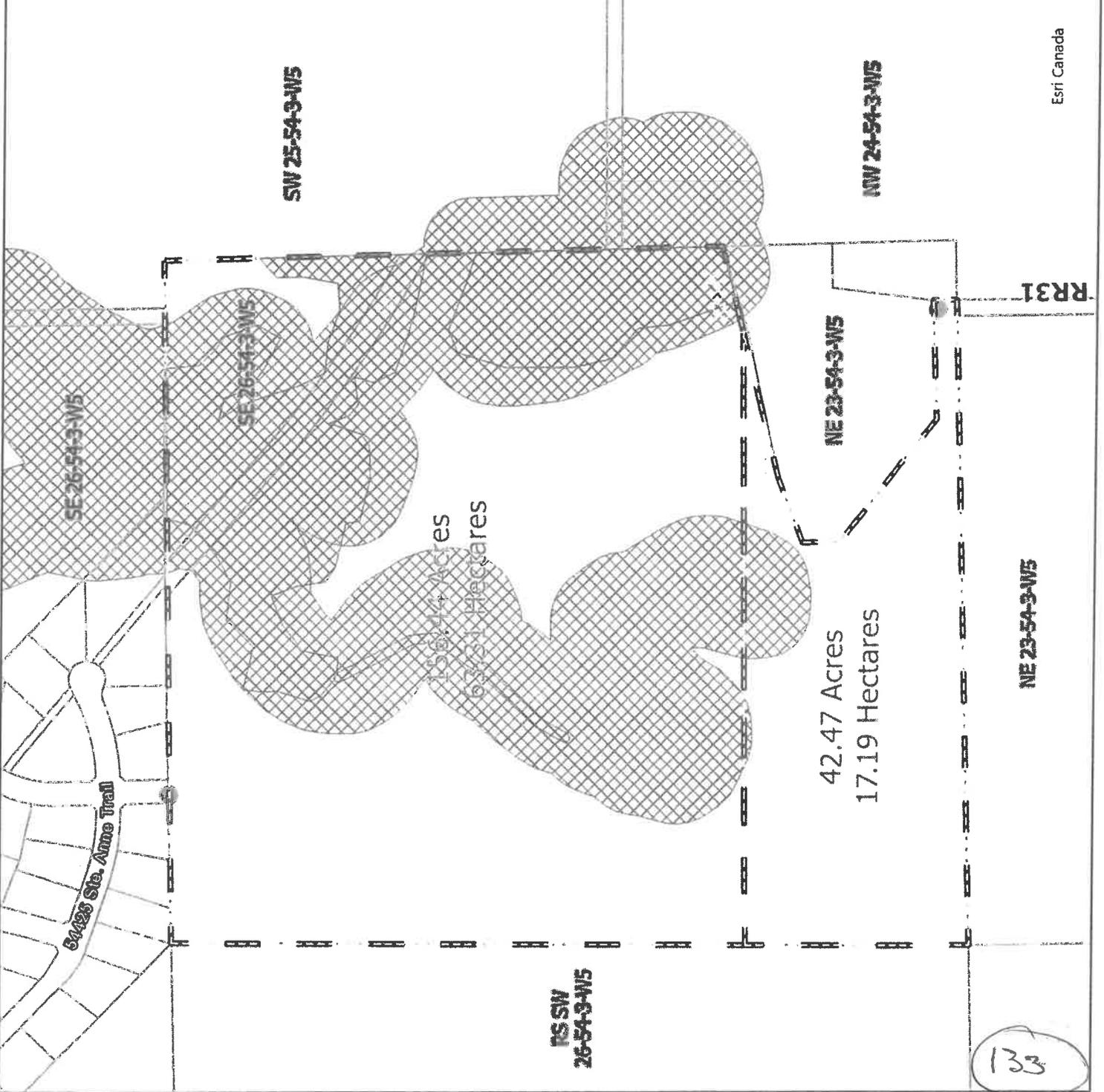
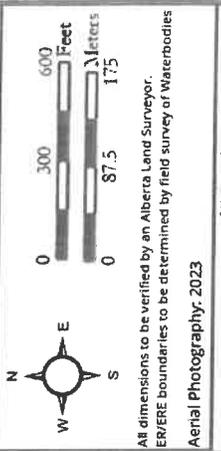
**Applicant name:**

**Richard Arndt**

- Proposed Parcel
- Land Parcel
- Development Setbacks From Water Bodies
- Proposed Parcel

**Approach Inspections**

- New
- ERE- No Mowing or Grazing



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LAND TITLE CERTIFICATE

S		
LINC	SHORT LEGAL	TITLE NUMBER
0031 548 531	5;3;54:OT	202 210 790

LEGAL DESCRIPTION

MERIDIAN 5 RANGE 3 TOWNSHIP 54  
 ALL THAT PORTION OF THE HUDSON BAY COMPANY'S RESERVE  
 AT LAC STE. ANNE AS SHOWN ON A PLAN OF SURVEY OF THE  
 SAID TOWNSHIP SIGNED AT OTTAWA ON 12 SEPTEMBER, 1918  
 LYING EAST OF A STRAIGHT LINE ADJOINING THE NORTH EAST  
 CORNER OF THE FRACTIONAL NORTH WEST QUARTER OF SECTION  
 23 SAID TOWNSHIP AND RANGE TO THE DOMINION GOVERNMENT  
 SURVEY MONUMENT ON THE NORTHERN BOUNDARY OF THE SAID  
 RESERVE AS SHOWN ON SAID PLAN OF SURVEY OF SAID TOWNSHIP  
 DISTANT WESTERLY THEREON 2579 FEET FROM THE SOUTH EAST  
 CORNER OF THE FRACTIONAL SOUTH EAST QUARTER OF SECTION 26  
 IN THE SAID TOWNSHIP AND RANGE,  
 CONTAINING 92.7 HECTARES (229 ACRES) MORE OR LESS  
 EXCEPTING THEREOUT:

	HECTARES	(ACRES)	MORE OR LESS
A) PLAN 6054AO - RAILWAY	1.57	3.90	
B) PLAN 0620488 - SUBDIVISION	7.68	18.98	

EXCEPTING THEREOUT ALL MINES AND MINERALS  
 AND THE RIGHT TO WORK THE SAME

ESTATE: FEE SIMPLE

MUNICIPALITY: LAC STE. ANNE COUNTY

REFERENCE NUMBER: 062 050 762 +1

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
202 210 790	30/09/2020	TRANSFER OF LAND	\$428,373	SEE INSTRUMENT

OWNERS

RICHARD ARNDT  
 OF 9658 95 AVENUE NW  
 EDMONTON  
 ALBERTA T6C 2A4



( CONTINUED )

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ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
2545JR	05/04/1954	UTILITY RIGHT OF WAY GRANTEE - FORTISALBERTA INC. 320-17 AVE SW CALGARY ALBERTA T2S2V1 AS TO PORTION OR PLAN:5543HW (DATA UPDATED BY: TRANSFER OF UTILITY RIGHT OF WAY 002304519) (DATA UPDATED BY: CHANGE OF NAME 042556756)
902 196 545	04/07/1990	UTILITY RIGHT OF WAY GRANTEE - TRIVILLAGE REGIONAL SEWAGE SERVICES COMMISSION.
922 021 977	27/01/1992	DISCHARGE OF UTILITY RIGHT OF WAY 902196545 PARTIAL EXCEPT PLAN/PORTION: 9123195
062 050 767	30/01/2006	EASEMENT "FOR THE BENEFIT OF LOT 1 BLOCK 1 PLAN 0620488"
062 069 936	10/02/2006	RESTRICTIVE COVENANT
232 193 168	20/06/2023	CAVEAT RE : UTILITY RIGHT OF WAY CAVEATOR - FORTISALBERTA INC. 320-17 AVE SW CALGARY ALBERTA T2S2V1 AGENT - BRENT MACINTYRE
242 052 114	22/02/2024	UTILITY RIGHT OF WAY GRANTEE - STE ANNE NATURAL GAS CO-OP LIMITED.

TOTAL INSTRUMENTS: 007

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN ACCURATE REPRODUCTION OF THE CERTIFICATE OF TITLE REPRESENTED HEREIN THIS 4 DAY OF JUNE, 2025 AT 01:36 P.M.

ORDER NUMBER: 53910306



CUSTOMER FILE NUMBER:



\*END OF CERTIFICATE\*

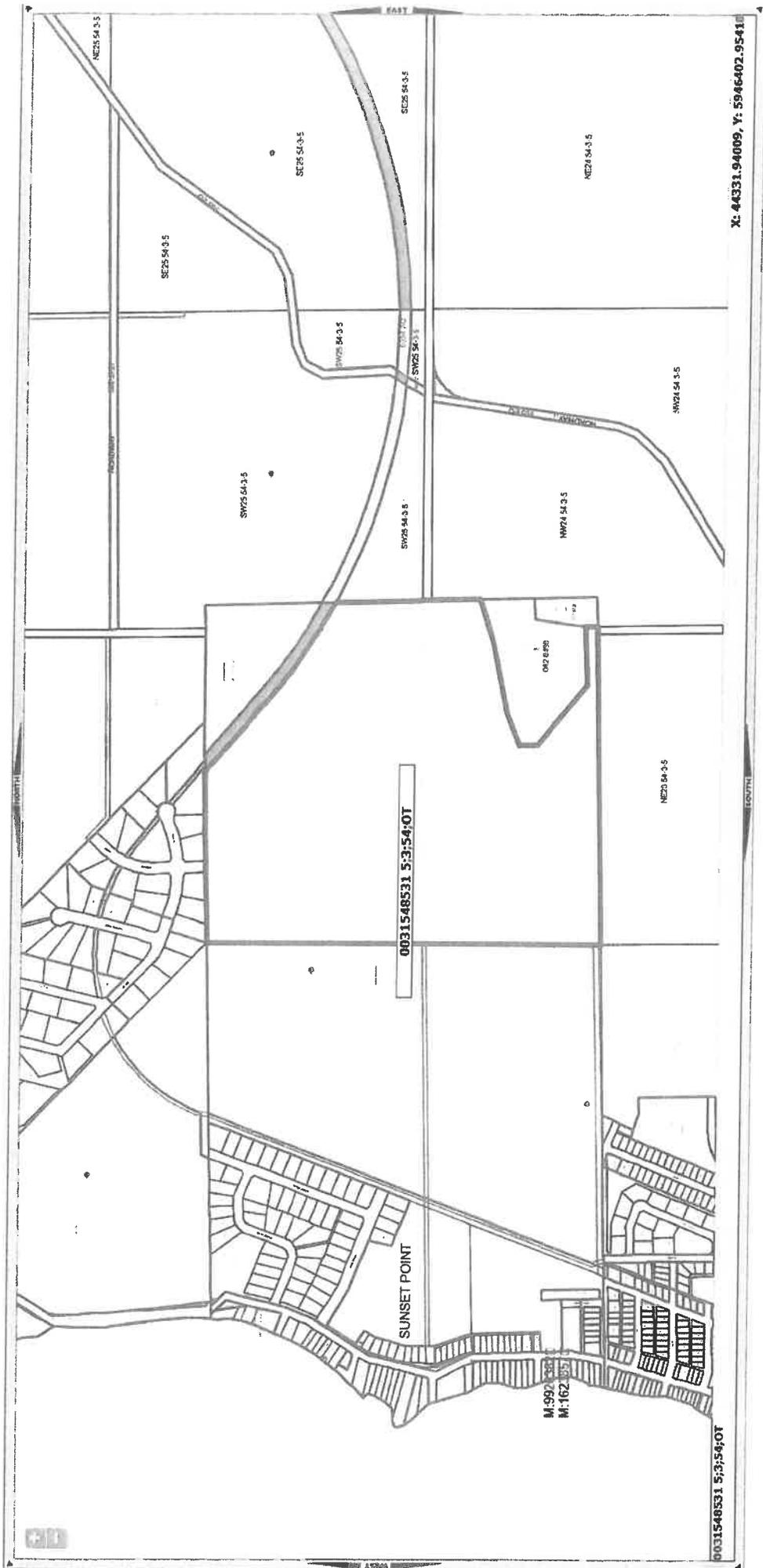
( CONTINUED )

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14.9

**aboffice@albertabeach.com**

---

**From:** Amy Roberts <aroberts@lsac.ca>  
**Sent:** August 1, 2025 10:36 AM  
**To:** Kathy Skwarchuk  
**Cc:** Dev Assistant  
**Subject:** FW: Referral 018SUB2025  
**Attachments:** Referral\_018SUB2025\_20250710.pdf

Good morning,

Thank you for the inquiry. The access to the north parcel of land would be through Lakeview Place and access to the south parcel of land would use the existing Range Road 31 as shown by the blue dots on the Proposed Subdivision Maps. The current zoning for the parcel of land is Agricultural 2 which will not change as both proposed parcels of land remain over 30.01 acres.

Please note this application is scheduled for review by MPC on August 6, 2025.

I trust this information is helpful. Call or email with any additional questions or concerns.

Sincerely,

**Amy Roberts**

Development Officer  
Lac Ste. Anne County  
Tel (780) 785-3411 Ext 3731

**From:** Dev Referrals <DevReferrals@lsac.ca>  
**Sent:** August 1, 2025 8:23 AM  
**To:** Amy Roberts <aroberts@lsac.ca>  
**Subject:** FW: Referral 018SUB2025

See email below.

Thank you,

**Sarah Gibbs**

Development Officer, Lac Ste. Anne County  
56521 RGE RD 65 | BOX 219 | SANGUDO, ALBERTA T0E 2A0  
PHONE: 780.785.3411 | TOLL-FREE: 1.866.880.5722 | FAX: 780.785.2985 | [lsac.ca](http://lsac.ca)

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**From:** aboffice@albertabeach.com <aboffice@albertabeach.com>  
**Sent:** July 31, 2025 4:30 PM  
**To:** Dev Referrals <DevReferrals@lsac.ca>  
**Subject:** FW: Referral 018SUB2025

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Hi Desiree,  
My apologies, I could not find the original email to respond to.  
We had forwarded the referral out to our Council and received the following inquiry:

Where would the road go? Is it going to use the same access that the home uses? Also, the application says for Ag use, but it originally said county residential.

Thank you,  
Kathy Skwarchuk,  
CAO

Alberta Beach  
Box 278  
Alberta Beach, AB  
T0E 0A0  
Phone: 780-924-3181  
Fax: 780-924-3313  
[aboffice@albertabeach.com](mailto:aboffice@albertabeach.com)

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**From:** [aboffice@albertabeach.com](mailto:aboffice@albertabeach.com) <[aboffice@albertabeach.com](mailto:aboffice@albertabeach.com)>  
**Sent:** July 10, 2025 2:51 PM  
**To:** 'Kelly Muir' <[kbmuir@gmail.com](mailto:kbmuir@gmail.com)>; Bill Love < >; Tara Elwood <[taraelwood@albertabeach.com](mailto:taraelwood@albertabeach.com)>;  
Debbie Durocher <[debbiedurocher@albertabeach.com](mailto:debbiedurocher@albertabeach.com)>; Daryl Weber < >  
**Subject:** FW: Referral 018SUB2025

Good afternoon ,  
Please see attached LSAC Subdivision Application. If anyone has any comments or concerns, please let me know.  
Thank you,

Kathy Skwarchuk,  
CAO  
Alberta Beach  
Box 278  
Alberta Beach, AB  
T0E 0A0  
Phone: 780-924-3181  
Fax: 780-924-3313  
[aboffice@albertabeach.com](mailto:aboffice@albertabeach.com)

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**aboffice@albertabeach.com**

---

**From:** Dev Referrals <DevReferrals@lsac.ca>  
**Sent:** August 7, 2025 9:06 AM  
**To:** 'historical.lup@gov.ab.ca'; 'LMPlan@gov.ab.ca'; 'Aep.epeacapitalregion@gov.ab.ca';  
'Aep.wacapitalregion@gov.ab.ca'; 'luapps-wcrt@gov.ab.ca'; 'Bruce.VanOs@gov.ab.ca';  
'land.admin@atco.com'; 'land.admin@atco.com'; 'jeffrey.way@canadapost.ca';  
'david.kruger@canadapost.postescanada.ca'; 'onoway\_area@equs.ca';  
'cmorrill@equs.ca'; 'landserv@fortisalberta.com'; Trista Court; 'rhett.czaban@ngps.ca';  
'subdivisions@contractlandstaff.com'; 'kpeters@steannegas.com';  
'circulations@telus.com'; 'proximity@cn.ca'; 'lorihougan@gmail.com'; Matthew Ferris -  
Summer Village of Sunset Point; Marlene Walsh; Kathy Skwarchuk  
**Subject:** Referral 018SUB2025  
**Attachments:** DecisionReferral\_018SUB2025\_20250807.pdf

Please see attached approval letter for 018SUB2025

Thank You,

**Desiree Hamilton**

**Development Clerk, Lac Ste. Anne County**

56521 RGE RD 65 | BOX 219 | SANGUDO, ALBERTA T0E 2A0

PHONE: 780.785.3411 | TOLL-FREE: 1.866.880.5722 | FAX: 780.785.2985 | WEBSITE: [lsac.ca](http://lsac.ca)

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**SUBDIVISION REFERRAL**

**NOTIFICATION of Email Correspondence**

**APPROVED**

# of Pages EMAILED: 9

Date: August 7, 2025

Re: PROPOSED SUBDIVISION  
Legal: OT-54-03 W5M  
Lac Ste. Anne County

FILE #: 018SUB2025

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Please email or fax your comments to the undersigned at your earliest convenience.

**Email: Desiree Hamilton,**  
**Planning/Development Clerk**  
[DevReferrals@LSAC.ca](mailto:DevReferrals@LSAC.ca) **OR**  
**FAX your response to (780) 785-2985**

**Email: Sarah Gibbs,**  
**Planning/Development Clerk**  
[DevReferrals@LSAC.ca](mailto:DevReferrals@LSAC.ca) **OR**  
**FAX your response to (780) 785-2985**

If you have concerns or comments that you wish to discuss with staff, please contact the staff member as indicated below:

Mitchell Kofluk  
Development Officer  
780-785-3411  
Ext.: 3601  
[mkofluk@LSAC.ca](mailto:mkofluk@LSAC.ca)

Craig Goldsmith  
Development Officer  
780-785-3411  
Ext.: 3684  
[cgoldsmith@LSAC.ca](mailto:cgoldsmith@LSAC.ca)

Amy Roberts  
Development Officer  
780-785-3411  
Ext.: 3731  
[aroberts@LSAC.ca](mailto:aroberts@LSAC.ca)

Tanya Vanderwell  
Development Officer  
780-785-3411  
Ext.: 3685  
[tvanderwell@LSAC.ca](mailto:tvanderwell@LSAC.ca)



August 6, 2025  
File: 018SUB2025

Prue, Derek  
o/a 2527524 Alberta Ltd.  
Box 10, Site 101 RR 1  
Alberta Beach, AB T0E 0A1

Arndt, Richard  
1602, 10035 Saskatchewan Drive  
Edmonton, AB T6E 4R4

**APPLICANT**

**LANDOWNER**

Dear Sir/Madame:

**Re: Proposed Subdivision  
OT-54-03 W5M,  
Lac Ste. Anne County**

This application for subdivision was considered complete by Lac Ste. Anne County on June 23, 2025 and was considered by the Subdivision Approving Authority on August 06, 2025 and was **APPROVED, subject to conditions and is valid for twenty-four (24) months.**

A conditionally approved subdivision means that you must fulfil the approval conditions prior to the Plan of Subdivision being registered with Alberta Land Titles to legally create the new title(s). Please note that you are responsible for retaining the services of an Alberta Land Surveyor to prepare the Plan of Subdivision for registration at Alberta Land Titles.

The decision may be appealed within twenty-one (21) days of the postmark of this letter by submitting a written notice to the Subdivision and Development Appeal Board (SDAB) or the Land and Property Rights Tribunal (LPRT) as indicated within the attached pages of this decision.

Following the appeal period, an instrument (a Descriptive Plan or a Plan of Survey) completed by an Alberta Land Surveyor must be submitted to this office for endorsement. We recommend that your Surveyor contact Alberta Land Titles directly in order to confirm whether a Descriptive Plan or Plan of Survey will be required. The appeal period must lapse before this office may endorse the instrument received.



Additionally, endorsement cannot be given until the attached conditions have been met. Please confirm that all appropriate documentation has been received by this Office when submitting your registerable instrument.

The instrument must be prepared on your behalf by an Alberta Land Surveyor in a manner satisfactory to the Alberta Land Titles Office (10365-97 Street, Edmonton, AB T5J 3W7; Phone 780-427-2743).

This application was evaluated in terms of Section 654 of the Municipal Government Act and Section 7 of the Subdivision and Development Regulation and therefore is approved for the following reasons:

<b>Topography</b>	As per Wetland Assessment by Aquality Environmental Consulting Ltd the topography is hummocky with drainage to the north towards Lac Ste. Anne by two watercourses 4284 and 42854 which, due to a number of factors, are now permanently ponded water. There are 15 wetlands identified within the property to a combined area of 29.3 ha. See provided Wetland Assessment for additional detail.
<b>Soils</b>	Class 4: Soils in this class have severe limitations that restrict the range of crops or require special conservation practices. The limitations are so severe that the soils are not capable of use for sustained production of annual field crops. The soils are capable of producing native or tame species of perennial forage plants, and may be improved by use of farm machinery. The improvement practices may include clearing of bush, cultivation, seeding, fertilizing, or water control.  Subclass T: adverse topography-either steepness or the pattern of slopes limits agricultural use.
<b>Storm Water</b>	No storm water issues for the proposed parcel.
<b>Flooding Risk</b>	No flood issues are expected on the property.
<b>Access</b>	Access is to be provided through the local road system.



	South parcel of land is through Range Road 31. Remaining North parcel is through an existing road right of way through Lakeview Place.
<b>Water Supply</b>	Property is currently unserviced.
<b>Private Sewage System</b>	Property is currently unserviced.
<b>Adjacent Land Uses</b>	Adjacent land uses consist of a multiparcel subdivision (Lakeview Place) to the north, the Trivillage Regional Lagoon to the east, residential acreages to the south and the Alberta Beach Golf Course Resort to the west.
<b>Landowner Concerns:<sup>1</sup></b>	None

Further, in accordance with Sections 654 and 655 of *Municipal Government Act*, the Subdivision Approving Authority has determined that this application shall be:

✓ **APPROVED, SUBJECT TO THE FOLLOWING CONDITIONS:**

**STANDARD CONDITIONS:**

1. All subdivision conditions must be fulfilled within twenty-four months of date of subdivision approval.
2. Pursuant to Section 654 of the Municipal Government Act, R.S.A. 2000, all outstanding property taxes be paid.
3. Applicant/Landowner is required to submit a survey drafted by an Alberta Land Surveyor. Any alterations to the subdivision design from the date of referral may require a new application and referral process.
4. This decision shall be valid for two (2) years from the date of issuance; if this decision is appealed (to Land and Property Rights Tribunal {LPRT}), any new decision will be valid for a time specified by the appeal body as listed within a revised decision (LPRT order).

**ACCESS/ROAD CONDITIONS:**

<sup>1</sup> Note: This Office does not guarantee that all verbal comments or written comments received after the conclusion of the referral period will be addressed in this decision, however, all comments will be reviewed by the Approving Authority.



5. Pursuant to Section 655 of the Municipal Government Act, R.S.A. 2000, the Owner and/or Developer shall enter into and abide by the provisions of a development agreement with Lac Ste. Anne County to the County's satisfaction and at the Developer's expense. This agreement may include, but not necessarily be limited to:

a. Approach #1 (South Access): satisfactory location; sight line blocked by vegetation; requires 12m 400mm culvert, bevel culvert ends, requires rip rap, remove vegetation and add gravel, must be minimum 10 metres in width. Build to County Standard/Policy.

b. Approach #2 (North Access): New approach, shall be installed to County Standard/Policy once road access is completed to the satisfaction of Public Works.

Once the above-noted work has been completed on your approach(es), you MUST return your "Final Approach Inspection Form" to the Planning and Development Department to have your approach(es) inspected. The proposed survey (from your surveyor) must be submitted before Public Works can complete the inspection of the approach(es).

6. This proposal will require 54425 Ste. Anne Trail to be constructed to County standards from the subdivision intersection to the proposed north lot approach location.

a. Road to be constructed to County standards 8.0 metres in width approx. 68.0 metres in length to serve the north parcel. All roads must be constructed, comply with municipal standards prior to registration of said lots.

b. The road gravelling application rate shall be determined by a geotechnical engineer based on the roadway use and soil conditions (shall be at minimum 500m tonnes per mile of D4-20).

Once the above-noted work has been completed on road upgrade, you MUST return your "Final Approach Inspection Form-2" to the Planning and Development Department to have road inspected.

**ENVIRONMENTAL RESERVE AND/OR CONSERVATION EASEMENT CONDITIONS:**

7. The Applicant shall enter into a development agreement, in a form suitable to the Subdivision Authority, as referenced in Section 655(1)(a) of the Municipal Government



Act. This development agreement may include, but is not limited to indicating that the new lots contain or are in close proximity to environmentally sensitive areas as identified by Aquality Environmental Consulting Ltd. Wetland Assessment and Riparian Setback Matrix Model Setback Determination dated August 15, 2024 and that the impacts on water, sewage disposal and access should be considered, along with the fact that some types of development may be restricted without further studies.

8. Environmental Reserve (ER) to be as per the attached sketch indicating the setbacks from the environmentally sensitive area identified as two recurrent watercourses (Waterbody Identification 42854 and 42838) and swamp/open water under the Alberta Merged Wetland Inventory. If the Developer and Lac Ste. Anne County agree an Environmental Reserve Easement (ERE) may replace the Environmental Reserve Lot requirement. Purpose of the ER/ERE will be to preserve wildlife habitat along the shorelands of the said environmentally sensitive areas. ER lot to be surveyed out and final sketch to be provided by Alberta Land Surveyor. Lac Ste. Anne County consents to an ERE. Final sketch for ERE to be provided by Alberta Land Surveyor.

Please note the following:

1. All conditions must be met prior to receiving endorsement.
2. You must complete all conditions of approval prior to twenty-four months from the date of this letter.
3. Lac Ste. Anne County is unable to endorse this application until 14 days have passed from the date of receipt of this letter to allow for appeal submissions. A maximum of five (5) additional days are allowed for mailing where this notice is issued through regular mail.
4. Appeals may be commenced by the applicant, subject landowner, the approving authority and required referral agencies. Under provincial statute, appeals are not allowed by adjacent landowners, community associations, or other non-statutory interests.
5. It is strongly recommended that subdivision boundaries in proximity to buildings be reviewed by a surveyor to ensure that no encroachments exist.
6. **The final plan must be submitted by the Surveyor in \*.pdf format to this Office.**
7. **MIMS (Municipal Information Management System) Compatible Drawings" must be submitted for all subdivisions. Current version is 4.2.5. The support line phone number for MIMS is 1-866-646-7473.**
8. It is the responsibility of the developer to make suitable arrangements with utility service providers to provide services to new properties.



In accordance with Section 678 of the Municipal Government Act, R.S.A., 2000, should you wish to appeal this decision, you may do so by filing notice of your intent to appeal on the required Appeal Form in writing, to the following address, along with the applicable application fee:

Land and Property Rights Tribunal

2nd Floor, Summerside Business Centre

1229 91 Street SW

Edmonton Alberta T6X 1E9

Phone: 780-427-2444, Toll free: 310-0000 before the phone number (in Alberta)

Fax: 780-427-0986

Email: [lprr.appeals@gov.ab.ca](mailto:lprr.appeals@gov.ab.ca)

Website: <https://www.alberta.ca/subdivision-appeals.aspx#jumplinks-1>

The required Appeal Form may be obtained by contacting the Land and Property Rights Tribunal or on the LPRT website.

The decision may be appealed within 21 days from the date of this letter, prior to 4:30 p.m. on August 27, 2025. If the appeal date falls on a weekend or holiday, Lac Ste. Anne County will accept the appeal form along with the applicable fee on the next business day.

Yours truly,



**LAC STE. ANNE COUNTY**

Amy Roberts

Development Officer

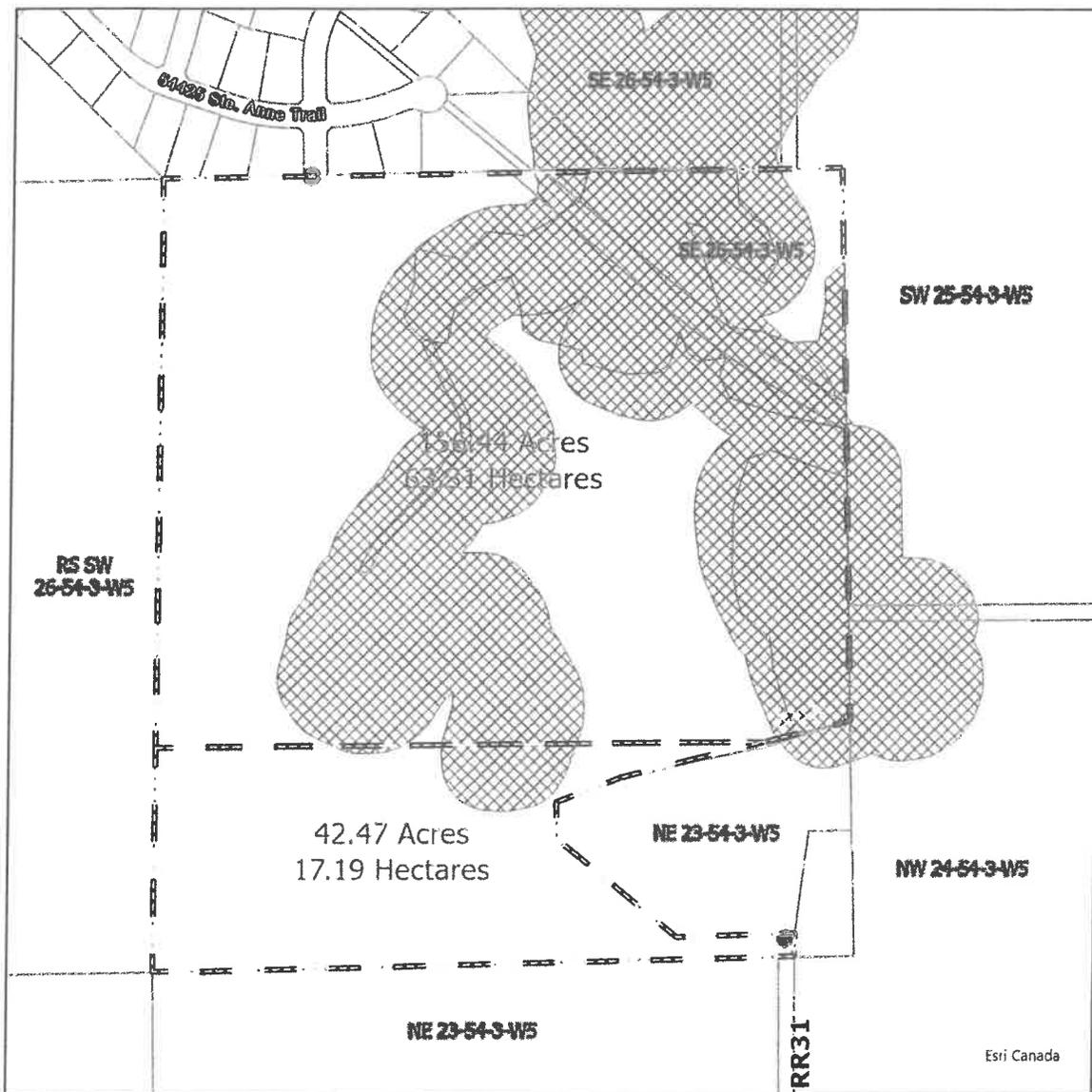
Planning & Development Department

Lac Ste. Anne County

Email any documents related to conditions to [devassistant@LSAC.ca](mailto:devassistant@LSAC.ca)

Encl: Proposed Sketch/Drawing  
Final Approach Inspection Form  
Environmental Reserve Easement – Draft  
Development Agreement - Draft

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**LAC STE. ANNE COUNTY**  
LSACGIS Department

**Proposed Subdivision**  
Lac Ste. Anne County

**018SUB2025**  
**SE 26-54-3-W5 SE**  
**10 July, 2025**

**Applicant name:**  
**Richard Arndt**

**Legend**

- Proposed Parcel
- Land Parcels
- Development Setbacks From Water Bodies
- Proposed Parcel

**Approach Inspections**

- New
- ERE- No Mowing or Grazing

All dimensions to be verified by an Alberta Land Surveyor.  
ER/ERE boundaries to be determined by field survey of Waterbodies  
Aerial Photography: 2023

**Location Overview**

Esri Canada, Esri,  
TomTom, Garmin



  
**LAC STE. ANNE COUNTY**  
LSACGIS Department

**Proposed Subdivision**  
Lac Ste. Anne County

**018SUB2025**  
**SE 26-54-3-W5 SE**  
**10 July, 2025**

**Applicant name:**

Richard Arndt

 Proposed Parcel  
 Land Parcels  
 Development Setbacks From Water Bodies  
 Proposed Parcel

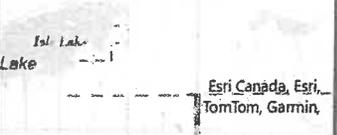
**Approach Inspections**

 New  
 ERE: No Mowing or Grazing


All dimensions to be verified by an Alberta Land Surveyor.  
 ERE/ERE boundaries to be determined by field survey of Waterbodies  
 Aerial Photography: 2023

**Location Overview**

  
 Esri Canada, Esri,  
 TomTom, Garmin

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**aboffice@albertabeach.com**

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**From:** Dena Krysik <dkrysik@lsaf.ca>  
**Sent:** June 25, 2025 1:05 PM  
**To:** petersmyl@whitecourt.ca; tcourt@lsac.ca; cao@mayerthorpe.ca; Jennifer Thompson; Alberta Beach Village Office; cao@birchcove.ca; cao@rosshaven.ca; cao@valquentin.ca; sv sandyb@xplornet.ca; svcastle@telus.net; office@sunsetpoint.ca; cao@svnakamun.com; office@svyellowstone.ca; matthew.ferris@woodlands.ab.ca  
**Cc:** Ross Bohnet; Daryl Weber; Jeremy Wilhelm ; Sandy Morton; 'Keith Pederson'; 'Lisa Johnson'; Paul Chauvet; Bernie Poulin  
**Subject:** Summary Planning Session Report  
**Attachments:** 5b. Planning Session Report - Revised.pdf

Good afternoon,

I hope this message finds you well.

We are pleased to share with you a summary overview of our LSAF Board of Directors Strategic Planning session, which outlines our key priorities & goals for the coming 5-10 years. This plan reflects the Board of Directors collective input and is intended to guide our organization's growth, impact, and sustainability.

The attached summary highlights:

- Core focus areas and objectives
- Short term planned initiatives and timelines

Thank you for your commitment to the Lac Ste. Anne Foundation.

**Dena Krysik**  
**Chief Administrative Officer**  
 Office: 780-786-3167 | Fax: 780-786-4810 | Cellular: 780-269-0084  
 4407 42A Avenue, Mayerthorpe, AB T0E 1N0  
[www.lsaf.ca](http://www.lsaf.ca)





*To provide high quality living options and support to all those we serve*

## **Board of Directors Strategic Planning Session Report**

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April 28 & 29, 2025

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*The Lac Ste. Anne Foundation is proud to be a community leader committed to provide superior client focused care and an exceptional living experience*

**Facilitated by:**

Nolan Crouse – Crouse Developments Inc.  
Derek Weiss – Independent Consultant

**Summary Report Developed by:**

Dena Krysik – LSAF Chief Administrative Officer

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In April 2025, the following Board of Directors of the Lac Ste. Anne Foundation attended a strategic planning session:

Ross Bohnet – Board Chair	Sandy Morton – Vice Chair
Jeremy Wilhelm – Director	Bernie Poulin – Director
Paul Chauvet – Director	Daryl Weber - Director
Keith Pederson - Director	

The purpose of the session was to review and determine:

- A path forward from 2025 for the next 5 to 10 years at a high level
- To reaffirm/define our:
  - Vision of our organization in the future
  - Mission... the goals and objectives that will allow us to reach our vision

During this planning session, the following priorities were established:

- **Operations:**
  - Assess & create a succession plan for key positions
  - Implement a funded maintenance plan
  - Design & implement an asset renewal plan
- **Governance & Communications:**
  - Assess Board composition and explore members at large, indigenous partnerships and regional balance
  - Pursue opportunities to participate in and advocate for changes affecting Housing Management Bodies
  - Develop a communication plan for Board advocacy
- **Asset Management and Development:**
  - Develop a sustainable revenue model for the Lodge facilities
  - Assess and address recommendations from the Lodge building condition assessments
  - Explore and pursue funding and financing that may be available through provincial and federal programs
  - Develop a 10-year capital plan & establish priority projects in alignment with community need, identified resources and general demand, including the exploration of funding and financing that informs this plan.

In addition, the remainder of this report outlines the results of the discussions and brainstorming.

- **Topics affecting Housing Management Bodies:**
  - Federal results and housing platform
  - Provincial Priorities Regulation implementation
  - Potential Tariff impacts
  - Provincial/Federal collaboration
  - Stronger Foundations Affordable 10-year Housing Strategy
    - Growing demand for affordable housing
    - Diverse & unique needs in various regions
    - Challenges to increasing the supply of affordable housing
    - Aging infrastructure
    - Fiscal Challenges
    - System complexity
  
- **LSAF Risks:**
  - AHS contracts – Continuing Care transition to the Housing Ministry
  - Current funding and financing programs administered at Provincial and Federal levels in which the capital plan may be based
  - Leadership/management skillset availability
  - Aging infrastructure
  
- **LSAF Successes:**
  - Cohesive administration and board relationship
  - Board consistency – consecutive appointments
  - Positive community and resident feedback
  - Increased revenue (Provincial/AHS)
  
- **LSAF Areas for Consideration:**
  - Potential changes to Board members following the fall Municipal Election
  - Pursuit of seed funding through the Community Housing Transformation Centre
  - Pursuit of capital funding as it relates to the 10-year capital plan

- Strategies for continued staff retention
- Provincial relationships at the Board level
- Board advocacy – develop elevator pitches for consistent communication

**Next Steps & Timelines:**

- Update the LSAF Strategic Plan (2025-2030) for Board review & approval – June 2025
- Review the current Board orientation process in preparation for the October 2025 election – August 2025
- Review and develop a revenue model for the Lodge facilities for Board review – August 2025
- Review and develop a short- and long-term capital maintenance & funding plan to address recommendations outlined in the building condition assessments related to the current lodge buildings – October 2025
- Explore expansion and new build opportunities & sustainability models and determine communities of priority – February 2026

14.7

Royal Canadian Mounted Police



Gendarmerie royale du Canada

Commanding Officer  
Alberta

Commandant  
de l'Alberta

June 25, 2025

His Worship Brian Muir  
Alberta Beach  
P.O. Box 278,  
Alberta Beach, AB T0E 0A0

Dear Mayor Brian Muir:

I'm writing to introduce myself as the new Commanding Officer of the Alberta Royal Canadian Mounted Police (RCMP). It is an incredible honour to step into this role and lead a police service with such an extensive history of service to the communities and citizens of Alberta.

People are at the heart of everything we do. That includes the dedicated employees on the front lines and behind the scenes, the citizens we serve, and the communities and governments we proudly partner with. None of our work is possible without the commitment, support and collaboration of people.

With 37 years of policing experience - much of it in Alberta - I have seen firsthand how people working together can shape strong communities. I have witnessed the remarkable impact that this committed partnership can have, not only during moments of crisis, but in the everyday interactions that build trust and strengthen public confidence.

Trust is not something that is given; it is earned, day in and day out. My leadership is grounded in public trust, transparency, accountability, and meaningful results. These principles will guide how we serve you and the citizens you represent. I firmly believe that our success is rooted in the strength of our relationships with the communities we serve and the partners we stand beside. That is why I am committed to fostering strong, open, and meaningful connections with you, listening actively, and ensuring our work reflects the needs and values of your community.

While I am proud of the high-quality policing services the Alberta RCMP delivers, I also recognize that there is always room to evolve. We are embracing innovation and leveraging technology to enhance effectiveness. You can see through initiatives like the Real Time Operations Centre (RTOC) and the Remotely Piloted Aircraft Systems (RPAS) program, that the Alberta RCMP is embracing innovation and applying technology in ways that enhance how we serve, protect, and connect with the public.

One of the most pressing challenges we face today is staffing. Recruitment continues to be a top priority - but it is only part of the solution. Retention is equally critical. We are actively exploring new strategies to attract and retain dedicated employees who see the Alberta RCMP as not only a great place to work, but a place to grow, lead and make a difference.

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Canada

We have an exciting path ahead. While challenges exist, so too do opportunities to modernize, to collaborate and to build an even stronger, more community-focused provincial police service.

Thank you for your ongoing partnership and support. I look forward to working alongside each of you to build safer communities and ensure they remain the best place to live, work and raise our families.

Yours truly,

A handwritten signature in black ink, consisting of several overlapping loops and a horizontal line, positioned above the typed name.

Trevor Daroux, O.O.M.  
Deputy Commissioner  
Commanding Officer Alberta RCMP

11140 – 109 Street  
Edmonton, AB T5G 2T4

Telephone: 780-412-5444  
Fax: 780-412-5445

**THE ROYAL  
CANADIAN  
LEGION**



14.4

**ALBERTA-NWT  
COMMAND**

**Military Service Recognition Book**

Dear Valued Supporter,

Please find enclosed a copy of the **Alberta-NWT Command's Military Service Recognition Book - Volume XVII** recognizing Veterans in Alberta and the Northwest Territories who have served our country so valiantly. We have also included a Certificate of Appreciation acknowledging your organization's generous support for our Veterans.

You will find the advertisement that you purchased during our **2024 Telephone Appeal** printed.

Your ongoing support for this important project is sincerely appreciated. Proceeds raised are used to fund bursaries, youth programs including cadets and of course The Legion's tireless support for Veterans and their families throughout Alberta and the Northwest Territories.

You may have recently been called or will receive a call in 2025 regarding this important Legion initiative.

Please do not hesitate to contact us at 1-800-506-1888, if we can be of assistance.

Once again, *thank you!*

**Respectfully,**

**Dave Velichko  
President**

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Legion 

# Certificate of Appreciation

Legion 

Presented to

*Village of Alberta Beach*

For supporting the Alberta-NWT Command's Military Service Recognition Book - Volume XVII. Your acknowledgement and support for Veterans in Alberta and the Northwest Territories is sincerely appreciated. Thank you for your participation.

*Dave Velichko*

Dave Velichko  
President



*Tammy Wheeler*

Tammy Wheeler  
Executive Director

2025

ALBERTA-NWT COMMAND OF THE ROYAL CANADIAN LEGION

“LEST WE FORGET”





Tansi Neechies (Hello, my friends),

You were the first guests to walk the grounds of ASTAM Culture Camp yesterday. We were pleased to host you. Your reverence in our opening smudge and prayer circle, enthusiasm to meet some of our local medicines and herbs, and willingness to mix Bannock dough and roast it over iskotew (the fire) was a joy to observe. Kinanaskomitin (thanks) for joining us.

We are feeling invigorated in the glow of your encouragement, are acting on your suggestions for new connections and partnerships for Skydancer to make and will endeavour to honour invitations to your own future gatherings.

In these sometimes-uncertain times, ASTAM is here as a healing place – where the land, positivity, and friendship – are the medicine for a weary heart and mind.

You are decision-makers, and we hope you will think of ASTAM as a refuge if you ever need a quiet place to ponder, or to just find “pause” from your busy lives.

Please share your experience yesterday with whomever you feel might enjoy visiting us.

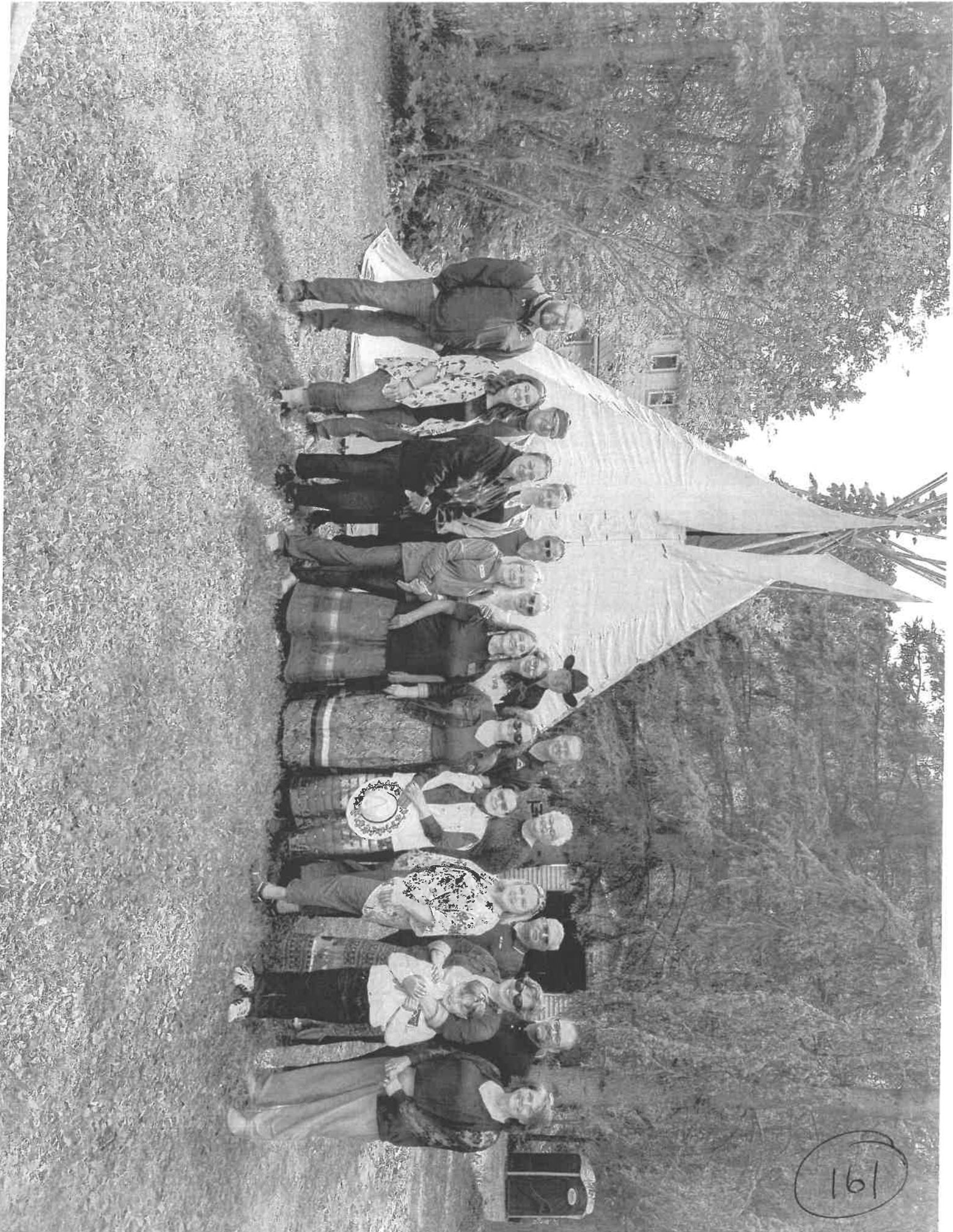
We hope to see you again soon.

Dianne Meili (on behalf of fellow board members and staff),  
ASTAM Culture Camp,  
Skydancer Indigenous Cultural Society

99 Campsite Road, Spruce Grove, AB T7X3Z1  
[www.skydancerindigenous.com](http://www.skydancerindigenous.com)

587-400-8249  
[admin@skydancerindigenous.com](mailto:admin@skydancerindigenous.com)

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14. W

**aboffice@albertabeach.com**

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**From:** SV REMP <summervillage.remp@gmail.com>  
**Sent:** July 31, 2025 11:02 AM  
**To:** sandi benford; Ren Giesbrecht  
**Subject:** Job Posting: Regional Director of Emergency Management Position for Ste. Anne Summer Villages Regional Emergency Partnershi  
**Attachments:** Job Opportunity\_ Regional Director of Emergency Management (1) (2) (2).pdf; SVREMP RDEM JOB DESCRIPTION (6).pdf

Attached is the Job Posting for the Regional Director of Emergency Management Position for Ste. Anne Summer Villages Regional Emergency Partnership (SVREMP) which will be available with a potential start date of January 1, 2026.

We appreciate your assistance with sharing this Job Posting.

Special thanks and appreciation to Janice Christiansen for amazing leadership, guidance and support over the years.

Kindly

Marlene Walsh, RDDEM  
Regional Deputy Director of Emergency Management  
Ste. Anne Summer Villages Regional Emergency Partnership

c: Ren Giesbrecht  
Sandi Benford

## Job Opportunity: Regional Director of Emergency Management

Organization: **Ste. Anne Summer Villages Regional Emergency Partnership (SVREMP)**

Location: Lac Ste. Anne County, Alberta

Job Type: Part Time Contract Position

Closing Date: Friday, August 29, 2025

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### The Opportunity

The Ste. Anne Summer Villages Regional Emergency Partnership (SVREMP) is seeking a dynamic and experienced leader to fill the role of **Regional Director of Emergency Management (RDEM)**. This is a contract position, and a unique opportunity to lead and coordinate a comprehensive, all-hazards emergency management program for a diverse and vibrant region.

The SVREMP is a collaborative partnership dedicated to ensuring the safety and resiliency of its member municipalities. As the RDEM, you will work collaboratively with the RDDEM and a team of DEM/DDEMS to be prepared for regional emergency preparedness, response, and recovery efforts.

### About the Ste. Anne Summer Villages Regional Emergency Partnership (SVREMP)

Member municipalities include:

*Village of Alberta Beach*

*Summer Village of Birch Cove*

*Summer Village of Nakamun Park*

*Summer Village of Ross Haven*

*Summer Village of Sandy Beach*

*Summer Village of Silver Sands*

*Summer Village of South View*

*Summer Village of Sunrise Beach*

*Summer Village of Val Quentin*

*Summer Village of West Cove*

*This partnership model enhances our collective ability to prepare for and respond to emergencies.*

### Qualifications

- Experience in municipal or regional emergency management, including experience in a leadership or senior coordination role.
- Knowledge of the Alberta Emergency Management Act and its associated regulations.
- Certification in Incident Command System (ICS) Canada, minimally to the ICS 300 level. ICS 400 is considered a strong asset.
- Experience in developing and facilitating emergency plans, exercises and training programs.
- Exceptional communication, interpersonal, and presentation skills, with the ability to build consensus among diverse stakeholders.
- A valid Class 5 Alberta Driver's Licence

### What We Offer

- Contractual Position
- Opportunities for professional development.
- The chance to make a significant impact for the safety and well-being of residents across a dynamic and growing region.

**How to Apply:** Please submit your cover letter and detailed resume, outlining your qualifications and experience, by **4:30 PM on August 29, 2025**.

Applications can be sent via email to [summervillage.remp@gmail.com](mailto:summervillage.remp@gmail.com). We thank all applicants for their interest.

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## **REQUEST FOR EXPRESSION OF INTEREST**

### **STE ANNE SUMMER VILLAGES EMERGENCY PARTNERSHIP**

#### **Contract Position: Regional Director of Emergency Management**

#### **Reports to: SVREMP ADVISORY COMMITTEE**

#### **Summary:**

The Regional Director of Emergency Management is a leadership position authorized by Ministerial Order. The RDEM in collaboration with the RDDEM, is responsible for the development, implementation, and oversight of a comprehensive regional emergency management partnership for municipalities including Summer Villages and the Village of Alberta Beach in the County of Lac Ste Anne.

This role involves coordinating with various stakeholders, including local governments, emergency services, community organizations, and agencies, to ensure the region's preparedness for, response to, and recovery from a wide range of emergencies and disasters. This emphasis is on ensuring all roles and functions are filled in accordance with the REMP and as necessitated by the complexity of the emergency.

The Regional DEM oversees the development and ongoing maintenance of the Emergency Management plans, conducts training and exercises, manages resources, and provides guidance and support during actual emergencies.

#### **Responsibilities:**

- **Strategic Planning and Development:**
  - Work collaboratively with AEMA to identify and ensure compliance with regional requirements resulting from legislative changes outlined in LAEMR.
  - Ongoing updates and maintenance of the comprehensive regional emergency management plan (REMP) that addresses all phases of emergency management: mitigation, preparedness, response, and recovery.
  - Ongoing updates of Municipal Continuity Plans
  - Annual Updates provided to municipalities for inclusion in Emergency Kits
  - Work collaboratively with respective DEMs to conduct hazard and risk assessments in participating municipalities to identify potential risks and plans to mitigate risks.
  - Establish goals and objectives for the regional emergency management program, in alignment with provincial regulations and best practices.
  - Develop and maintain mutual aid agreements and other cooperative

arrangements with neighboring jurisdictions and agencies.

- **Coordination and Collaboration:**

- Foster strong relationships and partnerships with local government officials, emergency services agencies (e.g., Fire, Police, EMS), healthcare organizations, non-profit organizations, and community groups.
- Work collaboratively with the SVREMP Agency and Advisory Committees to coordinate community events, activities, meetings and training sessions.
- Serve as a liaison between the local, regional, and provincial emergency management organizations.
- Facilitate communication and information sharing among stakeholders before, during, and after emergencies.
- Liaise, develop, and maintain Vendor Supplier Agreements. Review and update on an annual basis

- **Program Implementation and Management:**

- Oversee the implementation of the regional emergency management plan, ensuring that all components are effectively integrated and coordinated.
- Assist with development and delivery of training programs and table top exercises for emergency responders, government officials, and community members at the local and regional level.
- Be prepared to activate the regional emergency operations center (EOC) and ensure its readiness in the event of an emergency,
- In the event of an activation, coordinate the acquisition, maintenance, and deployment of emergency management resources and equipment.
- Develop and manage the emergency management budget for Council approval
- Identifying and securing funding sources through grant applications, etc.

- **Emergency Response and Recovery:**

- Provide oversight and guidance for local emergency events
- Activate and manage the regional EOC at one of the designated facilities, during emergencies, providing overall coordination and support to response efforts.
- Ensure mobile, portable and stationary communications are established and maintained to meet the changing needs of emergency preparedness.

- Provide guidance and support to partnership municipalities in the development and implementation of their emergency response plans.
  - Assess damage and coordinate DRP recovery efforts following an event.
  - Ensure the continuity of essential services during and after emergencies.
- **Public Education and Outreach:**
    - Develop, implement and share public information promoting community preparedness with an emphasis on the importance of 72 hour preparedness.
    - Provide information to the public about potential hazards, emergency plans, and protective actions.
    - Represent the region at public meetings, conferences, and workshops.
    - Utilize various communication channels, including social media, to disseminate emergency information.
- **Compliance and Reporting:**
    - Ensure compliance with all provincial regulations, and standards related to emergency management.
    - Update Agency and Advisory Committee members on the status of the regional emergency management program.
    - Evaluate the effectiveness of the program and identify areas for improvement.

**Qualifications:**

- Experience in emergency management, with significant experience in a leadership or management role.
- Extensive knowledge of emergency management principles, practices, and procedures.
- Thorough understanding of the Incident Command System (ICS) and the National Incident Management System (NIMS).
- Demonstrated experience in developing and implementing emergency management plans, conducting training and exercises, and managing emergency operations.
- Strong leadership, communication, and interpersonal skills.
- Ability to work effectively with diverse groups and build consensus among stakeholders.
- Excellent analytical, problem-solving, and decision-making skills.
- Ability to work under pressure and in stressful situations.
- Valid driver's license.

- Certifications: Completion of ICS - ideally ICS 400

**Preferred Qualifications:**

- Experience working in a multi-jurisdictional or regional setting.
- Experience in grant writing and budget management.
- Fluency in English

**Skills:**

- Leadership
- Strategic Planning
- Interagency Coordination
- Communication (written and verbal)
- Problem-solving
- Decision-making
- Project Management
- Budget Management
- Training and Exercise Development
- Public Speaking
- Emergency Operations
- Incident Command System (ICS)
- National Incident Management System (NIMS)

14.X

cc: Council

**Alberta Beach Village Office**

**From:** Debbie Giroux <Debbie@onoway.ca>  
**Sent:** July 14, 2025 1:09 PM  
**To:** aboffice; svcastle; cao; cao; svsouthview; office; Val Quentin; office; administration; Wendy Wildman  
**Cc:** Len Kwasny; Lisa Johnson; Bridgitte Coninx; Robin Murray; Sheila Pockett; Jennifer Thompson; Gino Damo  
**Subject:** Full and Final Settlement of Onoway Regional Fire Services - ORFS  
**Attachments:** ORFS - Full and Final Settlement of ORFS.pdf

Member Municipalities: Please note the attached correspondence from Mayor Kwasny.

Regards,  
Debbie

**ONOWAY**  
HUB OF THE HIGHWAYS

[www.onoway.ca](http://www.onoway.ca)

Follow

Debbie Giroux  
Administrative Assistant

780-967-5338  
debbie@onoway.ca  
Town Office: 4812-51 Street  
Mail: Box 540 Onoway, AB T0E-1V0

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**TOWN OF ONOWAY**

Mail: Box 540  
Onoway, Alberta  
T0E-1V0  
Town Office: 4812-51 Street  
Phone: 780-967-5338  
cao@onoway.ca

July 11, 2025

Onoway Regional Fire Services  
Member Municipalities via email

**Re: Full and Final Settlement of Onoway Regional Fire Services**

Dear Members of Onoway Regional Fire Services:

Administration for the Town of Onoway has completed the reconciliation of accounts for Onoway Regional Fire Services. In 2022 the Town of Onoway requested true transparency for the Onoway Regional Fire Services and administration created revenue and expense accounts attributed directly to Onoway Regional Fire Services. The Town held ORFS as a fund in their financial statements. However prior to 2022 these amounts were not coded to Onoway Regional Fire Services or a fire service fund. As this was the case and excel spreadsheets were presented to the member municipalities it is difficult to complete a full accounting without significant staff time. You will find attached an excel spreadsheet from the financial accounting software detailing the expenses of Onoway Regional Fire Services which was required to provide multiple year comparison. This reconciliation encompasses 2022-2025, although 2020 & 2021 are included. The final accounting concludes an operating surplus of \$2,508.44. Based on the percentages that municipalities contribute, the following distribution of funds will be made before the end of July 2025.

Alberta Beach	28%	(708.53)
Onoway	19%	(471.81)
Silver Sands	12%	(288.96)
South View	4%	(106.12)
Yellowstone	6%	(143.67)
Nakamun Park	6%	(155.09)
Sunset Point	10%	(248.97)
SSP adj to bible campg		0.00
Val Quentin	7%	(164.89)
Castle Island	1%	(21.22)
Ross Haven	8%	(199.17)
		<u>(2,508.44)</u>

Town Council has directed Administration to distribute the funds to member municipalities before the end of July 2025. The Town of Onoway considers all obligations to Onoway Regional Fire Services member municipalities concluded. Should you have questions, please direct them to our Administration at [cao@onoway.ca](mailto:cao@onoway.ca) and Council will review and respond accordingly.

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Regards,



Lenard Kwasny  
Mayor

LK/jt

cc: Town Council

# TOWN OF ONOWAY



## Revenue Operating

Description	2020 Actuals	2021 Actuals	2022 Actuals	2023 Actuals	2024 Actuals	2025 Actuals
1-23-00-850 FIRE - ORFS CONTRIB. ADM/COPIES/POSTAGE	(183,351.02)	(208,171.88)	0.00	0.00	0.00	0.00
1-23-00-920 FIRE - TRANSFER FROM RESERVES	5,000.00	0.00	0.00	0.00	0.00	0.00
1-23-00-931 FIRE REV. - LSAC MVA RESPONSE	(28,918.75)	(45,824.08)	0.00	0.00	0.00	0.00
1-23-00-940 FIRE - ONOWAY INCIDENT RECOVERY	(36,258.08)	(71,117.93)	(3,643.82)	(5,413.15)	(24,501.71)	(2,478.56)
1-23-00-980 OTHER REVENUE - ADMIN CHARGES	(48,036.00)	(46,781.36)	0.00	0.00	0.00	(4,020.00)
1-23-00-992-1 ORFS - REVENUE HIGHWAY RESPONSES				(31,231.25)	(10,392.50)	
1-23-00-992-2 ORFS - LSAC			(18,344.47)	(25,195.00)	(10,639.44)	
1-23-00-993 ORFS - OPERATIONAL COST (other munits)	0.00	0.00	(50,848.10)	(52,807.22)	(52,781.35)	(8,046.84)
1-23-00-994 ORFS - NWIF CONTRACT (other munits)	0.00	0.00	(210,460.33)	(217,155.40)	(231,270.72)	(43,303.38)
1-23-00-995 ORFS - INCIDENT RECOVERY (EXC.ONOWAY)	0.00	0.00	(26,417.39)	(134,680.31)	(40,120.64)	(7,338.14)
1-23-00-996 ORFS - FIRE RESER. TRANS.(S9761 & S7801)	0.00	0.00	(17,124.00)	0.00	(12,227.50)	0.00
1-23-00-997-1 ORFS - CONTRACT/ADMIN (Onoway)			(11,779.73)	(12,223.62)	(1,864.16)	
1-23-00-997-2 ORFS - NWIF Contract (Onoway)			(338,617.84)	(53,060.45)	(96,509.38)	
	<b>(301,563.85)</b>	<b>(371,895.05)</b>	<b>(338,617.84)</b>	<b>(631,766.40)</b>	<b>(438,443.24)</b>	<b>(77,632.16)</b>
2-23-00-110 FIRE - ONOWAY INCIDENT RESPONSES	39,376.76	71,862.84	5,240.44	13,494.19	23,009.34	2,478.56
2-23-00-111 FIRE-MEDICAL CONSUMABLES (\$5/PARCEL)	14,740.00	14,740.00	3,725.54	0.00	0.00	0.00
2-23-00-112 FIRE EXP. - LSAC MVA RESPONSES	31,648.39	33,646.15	0.00	0.00	0.00	0.00
2-23-00-113 ORFS - MEDICAL CONSUMABLES (\$5/PARCEL)	0.00	0.00	15,395.27	11,691.48	14,740.00	3,066.25
2-23-00-114-1 ORFS - LSAC MVA/MUTUAL AID RESP.	31,648.39	33,646.15	62,346.75	123,372.54	22,069.75	1,851.37
2-23-00-114-2 ORFS - MVA				23,268.83	8,140.21	2,463.90
2-23-00-115 ORFS - INCIDENT RESPONSES (EXC. ONOWAY)	0.00	0.00	9,517.57	8,393.81	22,403.44	3,792.07
2-23-00-116 ORFS - ADMINISTRATION	0.00	0.00	0.00	0.00	0.00	0.00
2-23-00-141 ORFS - UNRECOVERABLE INCIDENTS	0.00	0.00	0.00	0.00	0.00	0.00
2-23-00-143 ORFS - COPIES/POSTAGE	0.00	0.00	1,000.00	1,000.00	1,065.00	193.00
2-23-00-211 ORFS - ADMINISTRATION	0.00	0.00	12,000.00	12,000.00	12,000.00	2,170.00
2-23-00-215 ORFS - MISC (HALL RENT/PHONE/LUNCH)	0.00	0.00	166.00	82.50	1,155.00	0.00
2-23-00-216 FIRE - RADIOS/LEGAL	9,528.95	9,034.72	0.00	0.00	0.00	0.00
2-23-00-217 ORFS - VOLUNTEER FIRE INSURANCE	0.00	0.00	1,480.00	1,480.00	1,480.00	516.00
2-23-00-218 ORFS - RESERVES	0.00	0.00	0.00	0.00	0.00	0.00
2-23-00-219 ORFS - NWIF CONTRACT (other munits)	0.00	0.00	207,851.43	0.00	0.00	0.00
2-23-00-220 ORFS - ADD. OPERATIONAL (AB & ON)	0.00	0.00	14,670.00	14,670.00	16,300.00	3,255.00
2-23-00-221 ORFS - HALL IMPR. (\$5000 ONO. \$6800 AB)	0.00	0.00	11,800.00	11,800.00	11,800.00	0.00
2-23-00-223 ORFS - RADIOS	0.00	0.00	6,006.45	4,518.00	4,718.50	1,404.00
2-23-00-224 ORFS - RADIOS (AFRCS SETUP)	0.00	0.00	19,735.89	0.00	0.00	0.00
2-23-00-225 ORFS - RADIOS LICENSE	0.00	0.00	936.88	1,000.82	1,044.61	0.00
2-23-00-251 FIRE-ALBERTA BEACH REIMBURSEMENT	14,170.00	14,170.00	0.00	0.00	0.00	0.00
2-23-00-253 FIRE - VEHICLE/EQUIP. REPAIR & MAIN	0.00	0.00	0.00	0.00	0.00	0.00
2-23-00-274 ORFS - LEGAL	0.00	0.00	0.00	0.00	0.00	0.00
2-23-00-352 FIRE - NWIF CONTRACT	183,350.95	206,167.00	0.00	3,400.00	0.00	0.00
2-23-00-513 ORFS - CONTRACT	0.00	0.00	694.40	270,215.99	287,780.42	53,884.25
2-23-00-517 ORFS - RADIO REPAIR	0.00	0.00	44.05	676.00	0.00	0.00
2-23-00-544 FIRE - UNRECOVERABLE INCIDENTS	0.00	0.00	1,286.73	0.00	6,109.17	0.00
<b>Total Expenses</b>	<b>324,463.45</b>	<b>385,266.66</b>	<b>373,997.40</b>	<b>501,063.96</b>	<b>433,815.44</b>	<b>75,074.40</b>
<b>Deficit (Surplus)</b>	<b>22,899.60</b>	<b>13,371.61</b>	<b>35,379.56</b>	<b>(30,702.44)</b>	<b>(4,827.80)</b>	<b>(2,508.44) (2022-2025)</b>

Critical Communications &  
Radio License, WCI  
Communications

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14.y

## Alberta Beach Village Office

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**From:** Laurie Haak <LHaak@yrl.ab.ca>  
**Sent:** June 25, 2025 9:21 AM  
**Cc:** Karla Palichuk; Jocie Wilson  
**Subject:** YRL Deputy Director Announcement  
**Attachments:** YRL Deputy Director Announcement - June 2025.docx

Hi,

Please see the attached Deputy Director announcement from Director Karla Palichuk and share with your network.

Thank you and have a fantastic day!

### Laurie Haak

SHE/HER  
Executive Assistant

P: 780-962-2003 EXT 221  
[yrl.ab.ca](http://yrl.ab.ca) | Box 4270, Spruce Grove, AB T7X 3B4



## Deputy Director Announcement

Yellowhead Regional Library (YRL) Director Karla Palichuk, is pleased to announce the appointment of Jocie Wilson as the Deputy Director effective September 3, 2025, taking over from Wendy Sears Ilnicki who is retiring.

Jocie began working at YRL in June 2010 as a Library Consultant before moving into the role of Manager, Collections and Resource Sharing, in September 2019. During her time at YRL, Jocie has continued to demonstrate her ability to lead by co-chairing the joint health and safety committee, chairing the TRAC Bibliographic Services Group and ad hoc Digital Content Group, and helped to plan many annual conferences including chairing the Stronger Together Library Conference planning team in 2024.

In addition to her work at YRL, Jocie has undertaken other professional roles across the province and beyond, including Second Vice President and Director for the Library Association of Alberta from 2021 to 2024, and chairing the Young Reader's Choice Award through the Pacific Northwest Library Association since 2011. Most recently, Jocie joined the academic teaching staff at the University of Alberta School of Library and Information Studies teaching the Digital Libraries class in January of 2025.

Through the University of Alberta, Jocie earned a Master of Library and Information Studies in 2010 and a Bachelor of Arts in 2006.

Karla welcomes Jocie to her new position and, along with the YRL staff, looks forward to working with her in her new leadership role at YRL.

**aboffice@albertabeach.com**

---

**From:** Bevan Janzen <  
**Sent:** July 25, 2025 3:08 PM  
**To:** devassistant@lsac.ca  
**Cc:** lkwasny@onoway.ca; ljohnson@onoway.ca; aboffice@albertabeach.com; dwayne.alexis@ansn.ca; chris.kelly@westcove.ca; ren.giesbrecht@westcove.ca; office@sunsetpoint.ca; mayor@svyellowstone.ca; ray.hutscal@rosshaven.ca; cao@valquentin.ca; lilsawaterquality@gmail.com  
**Subject:** Objection to Proposed Discretionary Development Permit 24-D0191 and 24-D0192 (Frac Sand Mining Development)  
**Attachments:** Formal Objection Environment.pdf

Good Day

Please see the attached document for details related to the County of Lac Ste. Anne's Proposed Discretionary Development Permit 24-D0191 and 24-D0192.

The hope is that leadership in our communities are very aware of what path they are taking in approving Frac Sand Mining in the county.

From the research completed thus far and the lack of whole community engagement on the decision it would seem that our communities may not be aware or understanding the future impact of this decision.

I have ccd this with other community leaders to share additional information and understanding of the scope of this industrial development.

Let me know whether you find this information helpful or have any questions.

Thank You  
Bevan Janzen  
County of Lac Ste. Anne Community Member

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July 24, 2025

Attention: Land and Property Rights Tribunal (lprt.appeals@gov.ab.ca), Subdivision & Development Appeal Board, Tanya Vanderwell, Lac Ste Anne County ([devassistant@LSAC.ca](mailto:devassistant@LSAC.ca)), Surrounding Communities

RE: Formal Appeal and Objection to Proposed Discretionary Development Permit 24-D0191 SE 08-56-04 W5M and 24-D0192 NE 31-55-04 W5M, NW 32-55-04 W5M, SW 05-56-04 W5M, NW 05-56-04 W5M, NE 05-56-04 W5M, SE 08-56-04 W5M, SE 09-56-04-W5M, SW 09-56-04 W5M to amend operations to expand from the current development permit.

Dear Ms. Vanderwell,

I am writing as a resident of Lac Ste. Anne County to formally appeal and oppose the Discretionary Development Permit 24-D0191 SE 08-56-04 W5M and 24-D0192 NE 31-55-04 W5M, NW 32-55-04 W5M, SW 05-56-04 W5M, NW 05-56-04 W5M, NE 05-56-04 W5M, SE 08-56-04 W5M, SE 09-56-04-W5M, SW 09-56-04 W5M to amend operations to expand from the current development permit. This is development of over 1200 acres of mining in the county **without community consultation**.



### Frac Sand Mining

Frac sand mining communities are primarily located in rural areas, often without robust zoning regulations, and can experience a mix of benefits and negative impacts from the industry. These communities may face challenges related to silica dust exposure, water contamination, and changes in land use, while also potentially experiencing economic gains.

[https://www.google.com/search?q=frac+sand+mining+communities&rlz=1C1GCEA\\_enCA891CA891&oq=frac+sand+mining+communities&gs\\_lcrp=EgZjaHJvbWUvBggAEEUYOTIJCAEQIReK GKABMekIAhAhGAoYoAEvCOeDECEYChieAdIBCTk4MDNqMGoxNagCCLACAfEF0T8vviJB3I8&sourceid=chrome&ie=UTF-8](https://www.google.com/search?q=frac+sand+mining+communities&rlz=1C1GCEA_enCA891CA891&oq=frac+sand+mining+communities&gs_lcrp=EgZjaHJvbWUvBggAEEUYOTIJCAEQIReK GKABMekIAhAhGAoYoAEvCOeDECEYChieAdIBCTk4MDNqMGoxNagCCLACAfEF0T8vviJB3I8&sourceid=chrome&ie=UTF-8)

Academic Research - Frac Sand Mines Are Preferentially Sited in Unzoned Rural Areas

[https://www.researchgate.net/publication/279961261\\_Frac\\_Sand\\_Mines\\_Are\\_Preferentially\\_Sited\\_in\\_Unzoned\\_Rural\\_Areas](https://www.researchgate.net/publication/279961261_Frac_Sand_Mines_Are_Preferentially_Sited_in_Unzoned_Rural_Areas)

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This proposed expansion violates the intent of planning and development as outlined in **Section 617 of the Municipal Government Act (MGA)**, which requires municipalities to support: "The orderly, economical and beneficial development, use of land... in a manner that sustains the vitality of communities and maintains and improves the quality of the physical environment."

This type of intense industrial development would be violating the United Nation Declaration of Indigenous Rights and MGA Sec. 617 by being located approximately 0.5 km from a First Nation Community who have not supported the mining thus far - **"The Big Molly Sand and Gravel Extracting Pit, located north west of the Alexis Nakoda Sioux Nation is being developed without the consultation of the people"** (<https://youtu.be/v32OqUMUInc?si=1aFDSEBMC-Uscorh>), and being approximately 10 km from Lac Ste. Anne waters, an already at-risk waterbody classified as hypereutrophic. This is presenting a clear risk to environmental quality, public health, and the long-term livability of highly populated areas of nearby residents and surrounding communities. Based on the provisions of the UNDRIP, MGA and Lac Ste. Anne County's own land use bylaw, I respectfully request that **this development permit be reviewed to identify long term impacts to community health. Our county is currently operating a Frac Sand Mine using policy related to Aggregate Pits, which poses a significant risk to the community.**

**A complete review will include the following:**

1. A full **Environmental Impact Assessment (EIA)** addressing cumulative impacts-to-water, air, soil, and biodiversity.
2. A complete **Hydrogeological Study** determining whether the pit would be wet or dry, including impacts on Isle Lake and nearby residential wells.
3. A **Wetland and Wildlife Habitat Study**, especially for species-at-risk and nesting areas.
4. A **Water Use and Source Plan**, clearly stating where water will be drawn from for washing aggregates and dust suppression.
5. A **Topographical and Slope Stability Assessment**.
6. A **Stormwater Management and Erosion Control Plan**, especially considering the steep slope toward Isle Lake. 7. A **Noise Impact Study (inclusive of Low Frequency Noise) and Dust Control Plan**, ensuring compliance with Alberta standards.
8. A **full review of the current development permit conditions being met along with a full safety hazard assessment**.
9. A **Reclamation and End-of-Life Plan** outlining how the site will be restored and monitored & a plan for how the Lac Ste Anne County will adjust from the economic boom to bust of mining industries.
10. A disclosure of **Hours of Operation** that respects local quiet hours and weekend use.
11. Documentation of **Public Consultation inclusive of the Traditional First Nation Chief and community members** and how community feedback has been addressed.
12. Enforced **Buffer Zones and Setbacks** from residences, lake shorelines, wells, and ecologically sensitive features.
13. A **cost benefit analysis** of Lac Ste. Anne county residents health and wellness and their local economy.

This development has the potential to permanently alter the character and environment of the Lac Ste. Anne region. I urge the Council to uphold its responsibility to protect this community and its environment, and to act in alignment with the UNDRIP, MGA, local bylaws, and sound planning principles. Please see the attached information that supports a request for a review of short and long term impacts and resources to assist in the county's responsibilities for environmental health and safety of residents. I would appreciate it if you can share this with leadership in hopes they will educate themselves on the costs of mining to the community and reconsider if the benefits are worth possible impacts to their children and grandchildren.

Thank you for your attention to this serious matter.

Sincerely,

**Bevan Janzen**  
Box 309, Darwell, AB T0E 0L0  
County of Lac Ste. Anne Resident - Home Acres - [bevanjanzen@gmail.com](mailto:bevanjanzen@gmail.com)  
Cell (780)903-4324

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## Information Resources

### **Statement from Traditional Alexis Nakota Chief and community members.**

***"The Big Molly Sand and Gravel Extracting Pit, located north west of the Alexis Nakota Sioux Nation is being developed without the consultation of the people"***

<https://youtu.be/v32OqUMUInc?si=laFDSEBMC-Uscorh>

### **Examples of Other Frac Sand Mining Communities**

Frac Sand Health and Environmental Impacts

[https://earthworks.org/issues/frac-sand-health-and-environmental-impacts/#:~:text=Wisconsinites%20and%20Minnesotans%20\(the%20two.CDC%20Silica](https://earthworks.org/issues/frac-sand-health-and-environmental-impacts/#:~:text=Wisconsinites%20and%20Minnesotans%20(the%20two.CDC%20Silica)

Frac Sand Mining

<https://www.sierraclub.org/wisconsin/frac-sand-mining>

The Economic Benefits and Costs of Frac-Sand Mining in West Central Wisconsin

[https://www.iatp.org/sites/default/files/2013\\_05\\_30\\_FracSandMining\\_f.pdf](https://www.iatp.org/sites/default/files/2013_05_30_FracSandMining_f.pdf)

### **Academic Research**

FRAC SAND MINING AND COMMUNITY ECONOMIC DEVELOPMENT

[https://www.researchgate.net/publication/254407278\\_Frac\\_Sand\\_Mining\\_and\\_Community\\_Economic\\_Development](https://www.researchgate.net/publication/254407278_Frac_Sand_Mining_and_Community_Economic_Development)

Frac Sand Facilities and Their Potential Effects on the Groundwater Resources of the Monahans-Mescalero Sand Ecosystem, Permian Basin, Texas

[https://www.researchgate.net/publication/371880548\\_Frac\\_Sand\\_Facilities\\_and\\_Their\\_Potential\\_Effects\\_on\\_the\\_Groundwater\\_Resources\\_of\\_the\\_Monahans-Mescalero\\_Sand\\_Ecosystem\\_Permian\\_Basin\\_Texas](https://www.researchgate.net/publication/371880548_Frac_Sand_Facilities_and_Their_Potential_Effects_on_the_Groundwater_Resources_of_the_Monahans-Mescalero_Sand_Ecosystem_Permian_Basin_Texas)

Frac Sand Mines Are Preferentially Sited in Unzoned Rural Areas

[https://www.researchgate.net/publication/279961261\\_Frac\\_Sand\\_Mines\\_Are\\_Preferentially\\_Sited\\_in\\_Unzoned\\_Rural\\_Areas](https://www.researchgate.net/publication/279961261_Frac_Sand_Mines_Are_Preferentially_Sited_in_Unzoned_Rural_Areas)

Frac Sand Mining and the Disruption of Place, Landscape, and Community in Wisconsin

[https://www.researchgate.net/publication/299448572\\_Frac\\_Sand\\_Mining\\_and\\_the\\_Disruption\\_of\\_Place\\_Landscape\\_and\\_Community\\_in\\_Wisconsin](https://www.researchgate.net/publication/299448572_Frac_Sand_Mining_and_the_Disruption_of_Place_Landscape_and_Community_in_Wisconsin)

### **Community Safety**

Danger in the Air

Silica Particles from Frac Sand Mining Put Tens of Thousands at Risk

<https://www.ewg.org/research/danger-air>

## AI Overview



Mitigating frac sand dust in communities involves a multi-faceted approach that includes reducing dust generation at the source, implementing dust suppression techniques, and establishing clear regulatory and operational guidelines. This can be achieved through various methods such as water spraying, chemical dust suppressants, windbreaks, and proper stockpile design.

Residents Seek Answers About Health Risks Near Frac Sand Mines

<https://investigatamidwest.org/2019/03/21/residents-seek-answers-about-health-risks-near-frac-sand-mines/>

### Lac Ste Anne Employment Opportunities - Residents (Employee) Perspectives

"**Short staffed at all times, over worked at all times** and a "NO!" to raises at all times. The day to day isn't so bad depending on your direct supervisor but upper management won't know you exist and I hate to say that's probably for the best"

"Compressed work week. No Overtime. **Silica sand dust everywhere, must wear a mask for the 12 hr shift. Most positions get no coffee or lunch breaks.**

Some great people work here. A lot have quit and moved on, about **100% turnover in staff.** What does that say ?

**Big talk about safety, just noise tho!**

No upgrades to equipment , skidsteer, telehandler , loaders are completely worn out, running 6 years 24/7.

Several people fired on the spot with no explanation.

Many here are going to the food bank. Seems like the new culture !"

Pros

2weeks off a month. One free chicken every 2 years . Several affairs on site. .

Cons

No lunch breaks. No OT. **Silicosis problems. Cheap masks provided.**

"Crew and Shift lead were awesome. But **safety protocols are all outdated.** Upper management barely leave the office and insist on constant production. **Maintenance is nearly non existent** so it'd be an awesome role for a jack of all trades. But overall it's not hard work and the day to day is pretty laid back."

"Walking onto this site if you have any open pit mining in your past you will know to just move on. **Not one journeymen trade on staff and send 0 knowledge labor guys and girls to do job.** Not there fault but management has no clue."

"It's decent enough pay and good shift for the area but overall terrible place to work. **They only want "yes men"!** **They don't want anybody questioning anything or any one.** No integrity, no loyalty, no safety and no intelligence in management . This operation would have great potential if competent people were behind the wheel"

“Management only cares about production. You will get fired for doing what they said to do. **No safety at all. Dont get hurt because they dont want to fill out the papers.**”

<https://ca.indeed.com/cmp/Wayfinder-Corp/reviews>

### **Community Stories**

The Price of Sand | Documentary | Full Movie | Rare Earth Elements

[https://youtu.be/k\\_nq-YRN\\_co?si=ObvbODhEnJdREqAX](https://youtu.be/k_nq-YRN_co?si=ObvbODhEnJdREqAX)

### **Municipal Environmental Health Resources**

Empowering Municipalities for Environmental Management

<https://elc.ab.ca/post-library/empowering-municipalities-for-environmental-management/>

Rural Municipalities of Alberta

Position Statement on Environment

<https://rmaalberta.com/wp-content/uploads/2024/09/Environment-Position-Statements.pdf>

A Guide to the Basics and What’s New in Alberta’s

Municipal Legislation for Environmental Management

<https://cirl.ca/sites/default/files/teams/1/Occasional%20Papers/Occasional%20Paper%20%2380.pdf>

‘TO FOSTER THE WELL-BEING OF THE ENVIRONMENT’: INTERPRETING ALBERTA MUNICIPALITIES’ NEW PURPOSE

[https://www.rockies.ca/files/reports/municipal\\_env\\_purpose.pdf](https://www.rockies.ca/files/reports/municipal_env_purpose.pdf)

**aboffice@albertabeach.com**

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**From:** joe blakemandrilling.com <joe@blakemandrilling.com>  
**Sent:** July 9, 2025 12:51 PM  
**To:** Darren Mitchell; Soetaert, Dale V (Edmonton) CAN; ron.silversands@gmail.com; Robert Seidel; Joe Duplessie; tthompson@bolson.ca; trent@arndtmotorandpump.com; KOuderkirk@steannegas.com; Kelsey Grierson; Andrew Dunbar; Tyschuk Construction Admin; aboffice@albertabeach.com; ryan.thompson@gsconstruction.ca; BRAD LONDEAU; Brock HELM; brett@latmann.com; Brian Hartman; Cameron Mathewson; Greg Borle; Greg Toronchuk; dabear1@xplornet.com; kevin brown; Dave Drover; nicole.smith@fortisalbarta.com; Dora LHeureux; Tom Kee; Dave.Hunka@fortisalbarta.com; Jacks CARSTAR Onoway; klarison@hotlinkwireless.com; richard@mccawtruck.com; Randy.Guidinger@FountainTire.com; Kyle Schwab; kyletrueman@yahoo.ca; tcourt@lsac.ca; Levi Cowan; Joe Rosselli; Troy King; berniepoulin@icloud.ca; earthworks.leelewis@gmail.com; Standstone Office; Joe Blakeman; Karen Davis; m.gallagher@patriotlaw.com; Owen Truckey; sonjalarsen33@gmail.com; Barry Unger; whiteoaker@xplornet.com; MoveWater - Colton Zukewich; Otway, Breagh; craig@atshdd.ca; Janice Christiansen  
**Subject:** FW: ABADASA Blakeman Drilling Golf Tournament

Hope to see you all in September.



WATER WELL DRILLING AND SERVICING SINCE 1978

CALL 780-918-1018  
JOE@BLAKEMANDRILLING.COM

**Alberta Beach & District Amateur Softball Association (ABADASA) and Blakeman Drilling invites you to our 25<sup>th</sup> Annual Golf Tournament**

**When:** Friday, September 5<sup>th</sup>, 2025

**Breakfast:** 8:30 a.m. to 9:30 a.m. at Silver Sands Golf Course

**Golf:** 10:00 a.m. Silver Sands Golf Course

**Supper:** Following golf at the golf course followed by Auction & Social

**Fee:** \$200.00 per person – if payment is received on or before September 1st  
 \$225.00 per person – if payment is received after September 1st  
 Extra supper tickets available \$ 25.00 each (limited number available)

Includes 18 holes of golf w power cart, breakfast & supper

**Texas Scramble Shot Gun Start FIRST 144 PAID GOLFERS**

You must be registered and paid by Tuesday, September 2<sup>nd</sup>, 2025.

You can pay by e-transfer to [ab.abadasa@gmail.com](mailto:ab.abadasa@gmail.com)

Please put your Name(s) and phone number in the message/comment box.

**BLAKEMAN DRILLING**



BLAKEMAN DRILLING LTD. 10000 100<sup>th</sup> AVE. S.W. CALGARY, ALBERTA T2C 1A8  
 (403) 243-8118  
 JOE @ BLAKEMAN DRILLING.COM

*Those donating prizes please drop off, or arrange for pickup,*



<b>Golfer Names</b>	_____ _____ _____
Please fill in and return with <u>payment</u> by September 2 <sup>nd</sup> , 2025, if paying online just put your name(s) in message box. Enter as a team or individually and we will find you a team!	

All proceeds go to the: Alberta Beach & District Amateur Softball Association (ABADASA)

Cheques payable and mail to: ABADASA, Box 8, Alberta Beach, AB. T0E 0A0

Over the past several years, funds raised through our events and ball tournaments have been reinvested into our community, supporting a wide range of local organizations, schools, and initiatives.

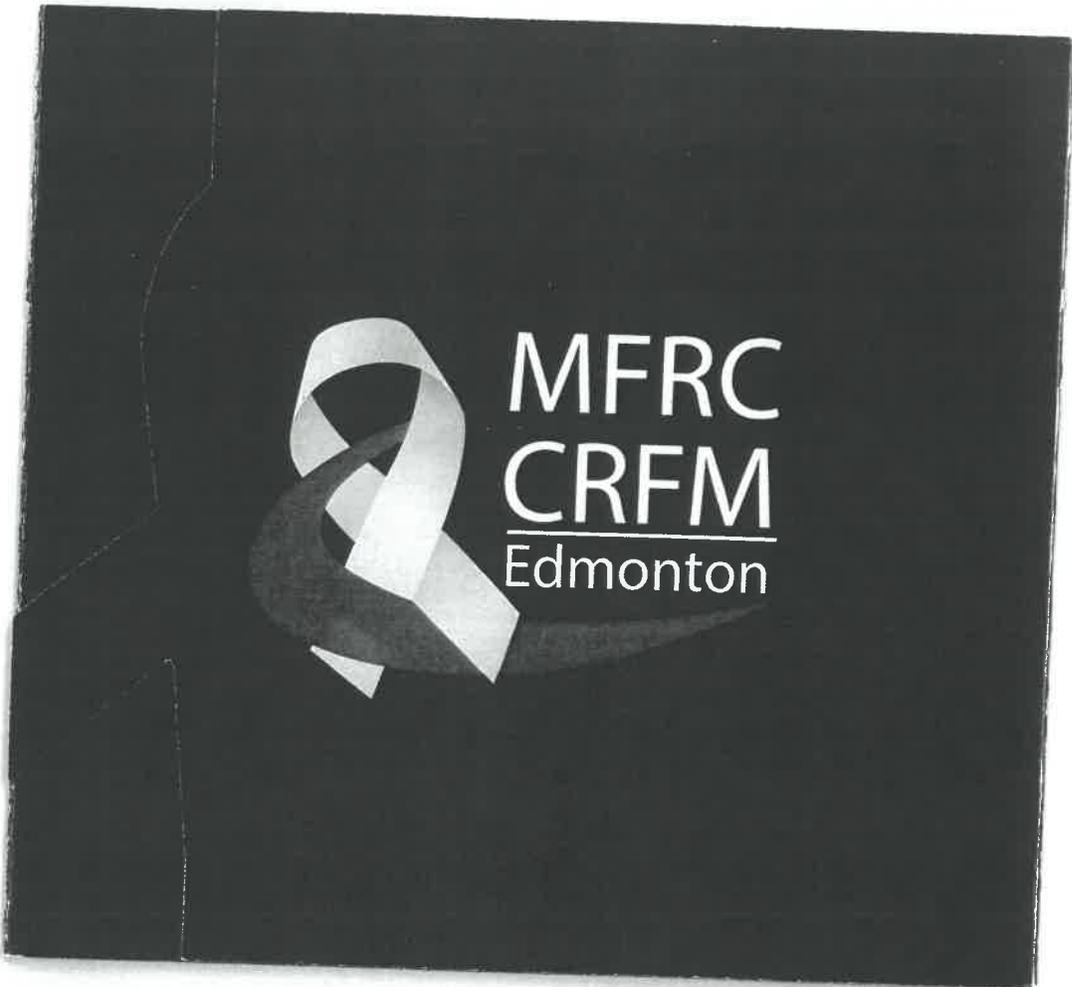
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Whether our donations go toward facilities or events inside or outside our community, every dollar directly supports **our local kids**. From sports programs and school initiatives to tournaments and facility upgrades, the funds raised through our events and ball tournaments help ensure that young athletes from our area have the resources, opportunities, and experiences they deserve—no matter where they compete.

- **Community Organizations:** Alberta Beach Community League, Onoway Legion, Onoway Food Bank, East End Food Bank, Mayerthorpe Food Bank, Santas Helpers, Friends of the Darwell Library, Onoway Chamber of Commerce (Christmas in the Park), Alberta Beach Fifty Plus Club (kitchen upgrades), and Darwell Hall.
- **Youth & Sports:** Onoway Ball Association, Darwell Athletic Association, Sangudo Minor Sports, Anselmo, Wabamun, and Alberta Beach Minor Ball, Parkland Twins Baseball, Edmonton Warriors Baseball, Stony Plain Football, Onoway Minor Hockey (including new nets), Onoway Eagles Hockey (including Provincials), Riot Volleyball, Swede Moren Ball Park, and the International Dog Agility Competition.
- **Schools & Education:** Onoway High School (volleyball clinics, jerseys), Onoway Jr./Sr. High School, Onoway Parents Education Fundraising (playground), Rich Valley, Darwell, Grasmere, Sangudo, and Alberta Beach Elementary Schools, Mayerthorpe School Playground, Duffield School Playground, and the Grasmere Grizzlies (playground upgrade).
- **Youth Programs:** LSA Army Cadets, LSA District 4-H, Northwest Regional 4-H, Regional & Local 4-H, and the Barrhead Good Will Tour.
- **Arts & Culture:** Onoway Dance Group, Onoway Historical Guild, and the Onoway Skating Club (spring carnival).
- **Special Events & Projects:**
  - In 2017, we donated \$15,000 to the Darwell Agricultural Society for ball diamond upgrades.
  - In 2020, funds supported Dogs with Wings, SnoMo Days (including Kids Novelty Races), and Swede Moren Park.
  - In 2021, we completed a \$30,000 upgrade to the Alberta Beach Ball Diamond outfield fences, in partnership with Alberta Beach and Lac Ste. Anne County.

These contributions reflect our commitment to building a stronger, more connected community. We're proud to support the people and programs that make our region thrive.

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*You are cordially invited to attend*

**The 19<sup>th</sup> Annual Yellow Ribbon Gala  
Dinner & Silent Auction**

Your support will enable the MFRC to continue to provide programs  
and services that our military families rely upon.

**Saturday, October 18, 2025**

Tickets: \$175 (non-refundable)  
Dress: Formal  
Edmonton Garrison Officers' Mess

Reception: 6:00 p.m. (*cash bar*)  
Dinner: 7:00 p.m.  
Silent Auction opens at 6:00 p.m.

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## Edmonton Military Family Resource Centre (MFRC)

The MFRC can help make a difference in the lives of military families whether they are wishing to feel connected in a new community, looking for peer-support or seeking tools to cope during a deployment.

The MFRC, a non-profit charitable organization, provides programs and services that enhance the strength and resilience of military families. Life of the military family has unique challenges, which is what makes programs offered by the MFRC such an integral part of what is required to not only support our troops at home and abroad but also to ensure military families have the resources required to prosper.

For over 35 years, our Board of Directors, staff and volunteers have committed to supporting military families as they navigate military life. Whether families are coping with an injury or loss, experiencing difficulties during work-related absences or solo parenting - the MFRC is here to help.

Military Families are the Strength Behind the Uniform. Proceeds from this year's Yellow Ribbon Gala and Silent Auction will benefit our families in the following program areas:

- Mental Health and Wellness
- Deployment Support
- Child and Youth Development
- Parenting Support
- Community Development and Integration

**“Experiencing multiple deployments or absences as a military family can be challenging, and each situation is unique rather than routine. While any absence is challenging in its own way, it does not have to be faced alone. I am so grateful to the entire MFRC team, who work hard to support families like mine and walk alongside us through the uniqueness of military life.”**

**– Kylie C.**

Edmonton Military Family Resource Centre  
PO Box 10500 Station Forces | Edmonton, AB | T5J 4J5  
780-973-4011 ext. 528-6300  
adminassist@mfrcedmonton.com  
CFMWS.ca/Edmonton/MFRC

## The 19<sup>th</sup> ANNUAL YELLOW RIBBON GALA

Dinner and Silent Auction

October 18, 2025



### Please RSVP by October 3, 2025

**Will attend**     \_\_\_ # of guests @ \$175 each     \_\_\_ Table(s) @ \$1,750 each

**Unable to attend** If you are unable to attend, but would like to make a donation in support of the MFRC, please complete the information below and return to the MFRC at your earliest convenience.

**Optional** I would like to purchase \_\_\_ seat(s) at \$175 each for military members and their families  
\$\_\_\_\_\_ Total Cost

### Payment Method:

Cheque enclosed (payable to MFRC)      Master Card      Visa

Card Number: \_\_\_\_\_ Exp: \_\_\_\_\_

Cardholder's Name: \_\_\_\_\_ CSV: \_\_\_\_\_

Signature: \_\_\_\_\_ Amount \$ \_\_\_\_\_

### Contact Information:

Email: adminassist@mfrcedmonton.com

Phone: 780-973-4011 ext. 528-6300

Mail: PO Box 10500 Station Forces, Edmonton AB, T5J 4J5

*\*Please list contact information and guests on reverse side of RSVP.*

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**aboffice@albertabeach.com**

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**From:** Jolena Hove <admin@lakesideab.com>  
**Sent:** July 10, 2025 12:12 PM  
**To:** Alberta Beach Village Office  
**Subject:** Safety Near Lakeside Childcare

Dear Village Council and Staff,

I hope this email finds you well. I'm writing on behalf of Lakeside Childcare to share a few safety-related concerns and suggestions for our area. We deeply value being part of the Alberta Beach community and appreciate the work the Village does to keep it safe and welcoming.

As our program has now reached full capacity with 40 children enrolled, we've noticed a significant increase in traffic flow in front of our building, especially between 4:00 and 5:00 p.m. when most parents are picking up their children and community member are checking mail after their work day. Unfortunately, there have been three vehicle accidents in this area recently involving daycare and post office vehicles.

Currently, there is no line painting to help direct traffic or manage parking between the daycare and the post office. I'm certainly not a traffic engineer, but I wonder if a one-way traffic pattern with angled parking might help alleviate congestion and improve safety for everyone, especially during peak times.

Additionally, we walk the children to the park every day — sometimes twice a day — which means up to 80 children may be crossing the street daily. A clearly marked crosswalk from the sidewalk in front of the daycare to the sidewalk by the post office would go a long way in making this safer for both children and drivers.

Lastly, there is a crushed culvert on Village property along our property line that is causing water to pool behind our staff parking area. This has been an ongoing issue, and with our upcoming \$6,500 property tax payment, we're hopeful the Village may be able to prioritize repairs in this area.

We truly value our relationship with the Village and want to continue working together to make this a safe and vibrant place for families. I would be happy to discuss any of these items further or connect with the appropriate person to explore solutions.

Warm regards,

Jolena Hove  
Owner/Director  
Lakeside Childcare Ltd.



15.d

**aboffice@albertabeach.com**

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**From:** wpreugschas@xplornet.com  
**Sent:** August 5, 2025 10:20 AM  
**To:** dfedorvich@countybarrhead.ab.ca; 'Davis Prizgintas'; 'Cindy Suter'; 'Amy Oshanyk'; 'Jaye Parrent, CAO Village of Clyde'; debbie@onoway.ca; Tourism 2; iskuban@gmail.com  
**Cc:** NW 16  
**Subject:** Northwest of 16



# NORTHWEST OF 16

## REGIONAL TOURISM ASSOCIATION

Hello Municipal Members of NW of 16,

Thank you to all the municipalities that have chosen to support the Northwest of 16.

I'd like to introduce you to Marvin Polis, board member of Northwest of 16, videographer, podcaster and the person looking after our website. Marvin is a very experienced media person. He would like to create some podcasts with each of our member municipalities. Please indicate who he should be in contact with from your municipality in order to complete these in the near future.

Here's a bit of a summary of how we are recognizing and promoting municipalities on the website:

- There is a posting for each municipal destination under the appropriate category (eg: campgrounds).
- Every destination, whether privately or municipally owned, has a link to the respective municipal website. Currently, there are about 100 listings.
- As the user scrolls through each category, there are "Member Spotlights". All participating municipalities are included.
- We are inviting spokespeople from the municipalities to participate in our podcasts and radio episodes (106.5 FM in Edmonton).

Our website is [northwestof16.com](http://northwestof16.com)

Thanks.

Walter Preugschas  
President

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**aboffice@albertabeach.com**

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**From:** Wildwillow Enterprises <angela@wildwillowenterprises.com>  
**Sent:** August 5, 2025 2:55 PM  
**To:** Alberta Beach Village Office  
**Subject:** ACP Grant Request - TVRSSC  
**Attachments:** 25 08 05 AB Beach ACP Grant Request .pdf

Hello Kathy,

Please see the attached letter from TVRSSC Chair Gwen Jones.

Have a great day,

*Angela Duncan*  
Chief Administrative Officer  
Tri Village Regional Sewer Services Commission (TVRSSC)  
780-967-0271  
<http://tvrssc.com/>



Box 277  
Alberta Beach, AB T0E 0A0  
Phone: 780-967-0271  
Fax: 780-967-0431  
Email: [angela@wildwillowenterprises.com](mailto:angela@wildwillowenterprises.com)

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August 5, 2025

Sent via email:  
[aboffice@albertabeach.com](mailto:aboffice@albertabeach.com)

Dear Mayor Kelly Muir and Alberta Beach Council,

Re: Alberta Community Partnership Grant Application – Sewer Masterplan Project

Can you believe the TVRSSC has been operational for over 30 years! As you are aware we have been working on revitalizing and updating the TVRSSC system and our operations. We have also received various requests from Lac Ste Anne County to connect to the TVRSSC system. To ensure that our regional sewer system will successfully operate for another 30 years, we are planning to develop a sewer masterplan and would like to utilize grants to the extent possible.

This masterplan will address a number of topics including:

- Long term growth plan
  - Infrastructure and asset management plan
  - Financial plan
- Onsite treatment options and/or expansion options and costs
- Opportunities to reduce environmental impact.

We intend to apply for both a Water 4 Life grant and an Alberta Community Partnership (ACP) grant. However, we are not eligible to apply for the ACP grant. We require a municipal partner to be the managing partner and to apply on our behalf. The TVRSSC is hopeful that Alberta Beach is agreeable to be the managing partner. The TVRSSC would take care of drafting the application and Alberta Beach would be responsible for managing the funds and associated grant reporting, in conjunction with the TVRSSC.

We anticipate that the ACP grant application deadline will be October 1, so we would appreciate a response as soon as reasonable. Please let me know if there are any questions or you would like to discuss further.

Yours truly,

Gwen Jones  
Chairperson

Cc: TVRSSC CAO, Angela Duncan

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