

**ALBERTA BEACH
REGULAR COUNCIL MEETING
BEING HELD IN THE ALBERTA BEACH COUNCIL CHAMBERS
AND BEING HELD ELECTRONICALLY VIA ZOOM
FEBRUARY 18, 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
6. ADOPTION OF PREVIOUS MINUTES
 - a. Regular Council Meeting of January 21, 2025
 - b. Special Council Meeting of February 11, 2025
7. DELEGATIONS
 - a. Honourable Gerald Soroka, M.P. Yellowhead – Presentation of King Charles III Coronation Medal
8. PUBLIC HEARINGS
9. MUNICIPAL PLANNING COMMISSION
10. OLD BUSINESS & CAO REPORT ACTION LIST
11. FINANCIAL REPORTS
12. BYLAWS & POLICIES
13. COUNCIL, COMMITTEES & STAFF REPORTS
14. CORRESPONDENCE – INFORMATION ITEMS
 - a. Honourable Ric McIver, Minister of Alberta Municipal Affairs – Joint Use Planning Agreements Extension
 - b. Alberta Municipalities – 2025 Annual Membership
 - c. Alberta Municipalities – Member Survey for Election 2025
 - d. Alberta Municipalities – Alberta's 2025 Budget Webinar
 - e. ATB Financial – ATB Alberta Beach Agency to Close Permanently on March 21, 2025
 - f. Alberta Beach Letter to ATB Financial regarding ATB Alberta Beach Agency Closure
 - g. Lac Ste. Anne County Letter to ATB Financial regarding ATB Alberta Beach Agency Closure
 - h. ATB Financial – Response to letters regarding ATB Alberta Beach Agency Closure
 - i. Community Futures Yellowhead East – Request for Input - New Marketing & Branding Tagline
 - j. Community Futures Yellowhead East – CFYE Board of Directors Overview
 - k. Doyle & Company – Engagement Letter for Audit of the Financial Statements at December 31, 2024
 - l. Government of Alberta – Notice of Application for Water Act Approval – Alberta Beach Boat Launch
 - m. North Saskatchewan Watershed Alliance – 2025 NSWA Calendar
 - n. Town of Onoway – Transfer of Ownership AFRRCS Radios
 - o. Alberta Municipal Affairs – Response to Request for Meeting with Minister of Municipal Affairs
 - p. Lac Ste. Anne County – Response to Request for Mutual Aid Agreement
15. CORRESPONDENCE – ACTION ITEMS
 - a. Alexis Nakota Sioux Nation – ANSN Lands, Resource Mgmt & Economic Development Strategic Plan
 - b. Community Futures Yellowhead East – Lemonade Day 2025
 - c. Councillor Tara Elwood – Request Permission to Attend Public Library Services Branch Training Seminar
 - d. MPE Engineering - Trivillage Water Feasibility Study Preferred Options
 - e. Parkland County – Proposed Mutual Aid Agreement Response
 - f. Lac Ste. Anne County – Intermunicipal Collaboration Framework Agreement
16. NEW BUSINESS
 - a. Capital Regional Assessment Services Commission – Appointment of ARB Officials 2025
 - b. Lac Ste. Anne County – FCSS Home Support Program Agreement
17. QUESTION PERIOD
18. ADJOURNMENT

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**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
JANUARY 21, 2025 AT 7:00 P.M.**

PRESENT:

- Mayor..... Kelly Muir
- Deputy MayorBill Love
- CouncillorDebbie Durocher (Via Zoom)
- CouncillorTara Elwood
- CouncillorDaryl Weber
- CAOKathy Skwarchuk
- Asst. CAOCathy 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.

AGENDA ADDITIONS:

- 14.g CUPW Canadian Union of Postal Workers – Industrial Inquiry Commission Reviewing Canada Post
- 14.h Town of Vegreville Request Support in ABmunis Resolution – Changes to *Alberta Traffic Safety Act*

ADOPTION OF AGENDA:

MOTION #001-25

MOVED BY Deputy Mayor Love that the agenda be adopted as amended.

CARRIED UNANIMOUSLY

ADOPTION OF PREVIOUS MINUTES:

REGULAR COUNCIL MEETING OF DECEMBER 17, 2024:

MOTION #002-25

MOVED BY Councillor Weber that the minutes of the Regular Council meeting held on December 17, 2024 be adopted as presented.

CARRIED UNANIMOUSLY

DELEGATIONS: None.

PUBLIC HEARINGS: None.

MUNICIPAL PLANNING COMMISSION MEETING: None.

OLD BUSINESS & CAO REPORT ACTION LIST:

LAC STE. ANNE COUNTY – 2024 CHIP SEALING COST SHARE – RANGE ROAD 32:

MOTION #003-25

MOVED BY Mayor Muir that Council approves the Lac Ste. Anne County 2024 Chip Sealing Cost Share on Range Road 32 from Hwy 633 to Alberta Beach at the revised cost share of 45% for Alberta Beach in the amount of \$44,548.24 and further the project be funded through unrestricted surplus funds.

CARRIED UNANIMOUSLY

CHRISTMAS LIGHT UP CONTEST:

Councillor Weber reported that the 1st place winner in this years’ Christmas light up contest was 4512 – 46A Street, 2nd place winner was 4523 – 50th Avenue and the 3rd place winner was 5008 – 54 Street. Mayor Muir congratulated the winners and thanked all the residents who participated in this years’ Christmas light up contest, he also expressed a special thank you to Donovan Boggs, Ken Anderson and Councillor Weber for judging the contest as well as Fire Rescue International for driving the judges.

ACCEPTANCE OF CAO REPORT ACTION LIST:

MOTION #004-25

MOVED BY Councillor Durocher that the CAO Report Action List be accepted for information.

CARRIED UNANIMOUSLY

FINANCIAL REPORTS: None.

BYLAWS & POLICIES: None.

COUNCIL, COMMITTEES & STAFF REPORTS:

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COUNCILLOR DUROCHER:

Councillor Durocher reviewed and submitted reports on the following meeting:
Alberta Beach & District Museum & Archives Christmas Light up held November 30, 2024 and board meeting held on January 15, 2025.

COUNCILLOR ELWOOD:

Councillor Elwood reviewed and submitted reports on the following meeting:
Alberta Beach Library Board meeting held on January 13, 2025.

COUNCILLOR WEBER:

Councillor Weber reviewed and submitted reports on the following meetings:
Ste. Anne Recreational Lake Use Committee (SARLUC) meeting held on December 19, 2024.
Trivillage Regional Sewer Services Commission meeting held on January 9, 2025.
Community Futures Yellowhead East meeting held on January 16, 2025.

DEPUTY MAYOR LOVE

Deputy Mayor Love reviewed and submitted reports on the following meeting:
Lac Ste. Anne East End Bus Committee meeting held on January 6, 2025.

MAYOR MUIR

Mayor Muir reviewed and submitted reports on the following meetings:
Ste. Anne Recreational Lake Use Committee (SARLUC) meeting held on December 19, 2024.
Trivillage Regional Sewer Services Commission meeting held on January 9, 2025.
Lac Ste. Anne County meeting held on January 13, 2025.

ALBERTA BEACH AG SOCIETY AGLIPLIX OPERATIONS COMMITTEE UPDATE:

Correspondence was received from the Alberta Beach Ag Society advising that the Lion's Club representative resigned from the Agliplex Operations Committee and that the Ag Society Board made a motion to no longer hold separate meetings, the maintenance issues and rental updates will be discussed at their regular board meetings held on the 3rd Wednesday of every 2nd month, their next meeting is scheduled for February 19, 2025 at 6:00 P.M.

ACCEPTANCE OF COUNCIL, COMMITTEE AND STAFF REPORTS:

MOTION #005-25

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

CORRESPONDENCE – INFORMATION ITEMS:

ALBERTA MUNICIPALITIES – FAREWELL & PARTING THOUGHTS FROM CEO DAN RUDE:

Alberta Municipalities retiring CEO Dan Rude forwarded a fond farewell & his parting thoughts.

ALBERTA MUNICIPALITIES – PRESIDENT'S SUMMIT & MUNICIPAL LEADERS CAUCUS:

Correspondence was received from Alberta Municipalities regarding the ABmunis President's Summit & the Spring Municipal Leaders Caucus being held on March 5-7, 2025 in Edmonton.

ALBERTA SENIORS – 2024-2025 MINISTER'S SENIORS SERVICE AWARDS NOMINATIONS:

Correspondence was received from Alberta Seniors announcing nominations are open for the 2024-2025 Minister's Seniors Service Awards which recognizes individuals, businesses and organizations that go above and beyond to improve the lives of Alberta's seniors and enrich our communities.

ALBERTA TREASURY BOARD & FINANCE – BORROWING NOTICE MARCH 2025:

Correspondence was received from the Alberta Treasury Board & Finance regarding the borrowing notice for March 2025, also included was a summary of the recent changes to the Lending and Security Policy.

ATCO GAS & PIPELINES – AUC REAPPROVAL ON ATCO GAS FRANCHISE AGREEMENT:

Correspondence was received from ATCO Gas & Pipelines advising the Alberta Utilities Commission (AUC) has issued reapproval on the ATCO Gas & Pipelines franchise agreement as required by the new legislation under the *Utilities Affordability Statutes Amendment Act, 2024*.

CONNECT MOBILITY – UPDATED NOTICE REGARDING FIBER INTERNET SERVICE:

Correspondence was received from Connect Mobility announcing the launch of Fiber Internet Service in Alberta Beach, Val Quentin and Sunset Point beginning in 2025.

EARTHSHINE METAPHYSICAL & ARTS CENTER – NEW TOURIST ATTRACTION SIGN PROGRAM ACCEPTANCE:

Correspondence was received from EarthShine Metaphysical & Arts Center announcing they have been accepted into the provincial tourism highway sign program.

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LAC STE. ANNE COUNTY – ICF PRELIMINARY MEETING:

Correspondence was received from Lac Ste. Anne County requesting a meeting for preliminary discussions relating to the Intermunicipal Collaboration Framework (ICF) Agreements, a meeting date of March 6th had been proposed, however that date was cancelled and an alternate date will be proposed.

ACCEPTANCE OF CORRESPONDENCE INFORMATION ITEMS:

MOTION #006-25

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

CORRESPONDENCE – ACTION ITEMS:

ALBERTA BEACH AGRICULTURAL SOCIETY – REQUEST FOR ADDITIONAL SUPPORT FOR CFEP GRANT:

MOTION #007-25

MOVED BY Mayor Muir that Council approves the Alberta Beach Ag Society request for additional financial support on their CFEP grant project and that an additional \$7,500.00 be approved towards the project to be budgeted in 2025.

CARRIED UNANIMOUSLY

ALBERTA BEACH LIBRARY BOARD – 2025 BUDGET:

MOTION #008-25

MOVED BY Councillor Elwood that the Alberta Beach Library Board 2025 Budget be accepted for information.

CARRIED UNANIMOUSLY

ALBERTA BEACH LIBRARY BOARD – REQUEST FOR CFEP LETTER OF SUPPORT:

MOTION #009-25

MOVED BY Councillor Durocher that Council approves the letter of support provided to the Alberta Beach Library Board for their CFEP grant application.

CARRIED UNANIMOUSLY

ALBERTA BEACH LION'S CLUB – SNOMO DAYS 2025 VILLAGE REQUEST LETTER:

MOTION #010-25

MOVED BY Councillor Weber that the request from the Alberta Beach Lion's Club for the village to clear snow on the ice for the SnoMo Days drag track, ice car racing, and parking as per the village rate schedule be approved, however the approval to clear snow on the lake is subject to the ice conditions on the lake and further Council approves to supply barricades as requested.

CARRIED UNANIMOUSLY

ALBERTA BEACH LIONS CLUB SNOMO DAYS FIREWORKS:

MOTION #011-25

MOVED BY Deputy Mayor Love that Council approves to permit a Fireworks Display to be set off from the boat launch on SnoMo Days provided that the fireworks is conducted by a licensed Pyro-Technician carrying adequate property and liability insurance and further that Alberta Beach is added as additional insured under the policy.

CARRIED UNANIMOUSLY

ALBERTA BEACH LION'S CLUB – SNOMO DAYS 2025 SPONSORSHIP PACKAGES:

MOTION #012-25

MOVED BY Mayor Muir that Council approves to purchase a gold sponsorship package in the amount of \$2,600.00 for SnoMo Days 2025.

CARRIED

WCWA RACING – WCWA ALBERTA BEACH SUMMER EVENT:

MOTION #013-25

MOVED BY Councillor Elwood that the Western Canadian Watercross Association (WCWA Racing) be advised that Council does not object to the WCWA Jet Ski Event 2025, and further has no objection to the event being held earlier in the summer with the exception of the Polydays weekend.

CARRIED UNANIMOUSLY

CUPW CANADIAN UNION OF POSTAL WORKERS – INDUSTRIAL INQUIRY COMMISSION REVIEWING CANADA POST:

MOTION #014-25

MOVED BY Mayor Muir that the correspondence from the Canadian Union of Postal Workers regarding the Industrial Inquiry Commission's review of Canada Post and their request for support in the CUPW resolution be accepted for information.

CARRIED UNANIMOUSLY

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TOWN OF VEGREVILLE – REQUEST SUPPORT IN ABMUNIS RESOLUTION – CHANGES TO ALBERTA TRAFFIC SAFETY ACT:

MOTION #015-25

MOVED BY Councillor Elwood that Council approves the request from the Town of Vegreville to support their ABmunis Resolution regarding changes to the *Alberta Traffic Safety Act*.

CARRIED UNANIMOUSLY

NEW BUSINESS:

2025 TAX RECOVERY PUBLIC AUCTION:

The following tax recovery properties will be offered for sale at public auction:

Tax Roll #	Lot	Block	Plan	Municipal Address	Certificate 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

MOTION #016-25

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 as presented.

CARRIED UNANIMOUSLY

QUESTION PERIOD:

A brief discussion was held on the following topics: the boat launch, sewer back-ups, and Earthshine Metaphysical & Arts Center provided an introduction on their services.

CONFIDENTIAL – CLOSED MEETING SESSION:

MOTION TO MOVE TO CLOSED MEETING:

MOTION #017-25

MOVED BY Mayor Muir that as per Section 197(2) of the MGA and Division 2, Part 1, Section 16, 23, 27 of the FOIP Act (Freedom of Information and Protection of Privacy Act) the meeting be closed to the public at 8:34 p.m. to discuss agenda item #17.a Draft Fire Services Agreement.

CARRIED UNANIMOUSLY

Present for the closed meeting session:

Mayor Kelly Muir, Deputy Mayor Bill Love, Councillor Debbie Durocher, Councillor Tara Elwood, Councillor Daryl Weber, C.A.O. Kathy Skwarchuk and Assistant CAO Cathy McCartney were in attendance for the closed meeting session.

MOTION TO RE-OPEN MEETING TO THE PUBLIC:

MOTION #018-25

MOVED BY Mayor Muir that Council move to come out of closed meeting at 9:15 P.M.

CARRIED UNANIMOUSLY

COMMERCIAL LEASE UNIT 6, 4000-A MUSEUM ROAD:

MOTION #019-25

MOVED BY Deputy Mayor Love that Council directs administration to provide notice of termination to the tenant for the commercial lease on Unit 6, 4000-A Museum Road.

CARRIED UNANIMOUSLY

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LAC STE ANNE COUNTY – FIRE SERVICES QUOTE:

MOTION #020-25

MOVED BY Mayor Muir that Council approves to send a letter to Lac Ste. Anne County to thank them for providing a quote for fire services and for their attendance & presentation at the closed session of our November 19, 2024 Council meeting and further to provide an update that Council has made the decision to remain with our present fire services provider.

CARRIED UNANIMOUSLY

MUTUAL AID AGREEMENTS:

MOTION #021-25

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.

CARRIED UNANIMOUSLY

ADJOURNMENT:

The meeting adjourned at 9:25 P.M.

Mayor – Kelly Muir

C.A.O. – Kathy Skwarchuk

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MINUTES OF THE SPECIAL MEETING OF COUNCIL
OF ALBERTA BEACH IN THE PROVINCE OF ALBERTA
HELD IN ALBERTA BEACH COUNCIL CHAMBERS
FEBRUARY 11, 2025 AT 6:15 P.M.

A Waiver of Notice of Special Meeting was signed by each Councillor and is attached to these minutes.

PRESENT:

Mayor Kelly Muir
Councillor Debbie Durocher
Councillor Tara Elwood
Councillor Daryl Weber
CAO Kathy Skwarchuk
Asst. CAO Cathy McCartney

ABSENT:

Deputy Mayor Bill Love

CALL TO ORDER:

Mayor Muir called the Special Meeting to order at 6:18 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.

AGENDA ADOPTION:

MOTION #022-25

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

CARRIED UNANIMOUSLY

CONFIDENTIAL – CLOSED MEETING SESSION:

MOTION TO MOVE TO CLOSED MEETING:

MOTION #023-25

MOVED BY Mayor Muir that as per Section 197(2) of the MGA and Division 2, Part 1, Section 16, 23, 27 of the FOIP Act (Freedom of Information and Protection of Privacy Act) the meeting be closed to the public at 6:20 p.m. to discuss agenda item 4.a Draft Fire Services Agreement; 4.b Commercial Lease; 4.c Dispatch Fire Agreement; and 4.d Mutual Aid Agreements.

CARRIED UNANIMOUSLY

Present for the closed meeting session:

Mayor Kelly Muir, Councillor Debbie Durocher, Councillor Tara Elwood, Councillor Daryl Weber, C.A.O. Kathy Skwarchuk and Assistant CAO Cathy McCartney were in attendance for the closed meeting session.

MOTION TO RE-OPEN MEETING TO THE PUBLIC:

MOTION #024-25

MOVED BY Councillor Elwood that Council move to come out of closed meeting at 6:45 P.M.

CARRIED UNANIMOUSLY

DRAFT FIRE SERVICES AGREEMENT:

MOTION #025-25

MOVED BY Councillor Weber that Council approves the Fire Services Agreement with Fire Rescue International.

CARRIED UNANIMOUSLY

COMMERCIAL LEASE AGREEMENT:

MOTION #026-25

MOVED BY Councillor Durocher that Council approves the Commercial Lease Agreement with Fire Rescue International.

CARRIED UNANIMOUSLY

FIRE SERVICES DISPATCH AGREEMENT:

MOTION #027-25

MOVED BY Councillor Elwood that Council approves the Parkland County Fire Services Dispatch Agreement.

CARRIED UNANIMOUSLY

ADJOURNMENT:

The meeting adjourned at 7:00 P.M.

Mayor – Kelly Muir

C.A.O. – Kathy Skwarchuk

Alberta Beach Village Office

From: Johnston, Bonnie (Soroka, Gerald - MP) <bonnie.johnston.734@parl.gc.ca>
Sent: November 8, 2024 9:22 AM
To: Alberta Beach Village Office
Subject: RE: King Charles III Coronation Medal Recipient

Hi Kathy, unfortunately Gerald is in Ottawa for both of those times. He is wondering if there was an opportunity for the week of Feb 17-21, when he is not in Ottawa.

Bonnie Johnston
Constituency Assistant
Office of Gerald Soroka M.P.
Member of Parliament for Yellowhead
119 - 50 Street, P.O. Box 7887 Stn. Main
Edson, Alberta T7E 1V9
Office: 780 723-6068 Fax: 780 723 5060
Email: bonnie.johnston.734@parl.gc.ca

Confirmed: Feb. 18th 2025
Council Mtg

From: Alberta Beach Village Office <aboffice@albertabeach.com>
Sent: Thursday, November 7, 2024 9:54 AM
To: Johnston, Bonnie (Soroka, Gerald - MP) <bonnie.johnston.734@parl.gc.ca>
Cc: Tara Elwood <taraelwood@albertabeach.com>
Subject: Re: King Charles III Coronation Medal Recipient

Good morning, Bonnie,
I understand our Councillor, Tara Elwood will be awarded the King Charles III Coronation Medal. We would like to invite you to attend our next Council Meeting for the medal presentation.

Our next Council Meeting is scheduled for Tuesday, November 19, 2024, at 7:00 p.m. If this date is not suitable, would Tuesday, December 17, 2024, at 7:00 p.m. possibly work?

Please let me know which date works best for you. I have included Councillor Elwood in this email for reference.

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

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This email is intended for the use of the recipient or entity to which it has been addressed. This email may contain information that is privileged confidential, and/or protected by law and is to be held in strict confidence. Please contact us immediately if you are not the intended recipient of

From: Tara Elwood <taraelwood@albertabeach.com>
Sent: November 4, 2024 1:57 PM
To: aboffice@albertabeach.com
Subject: Fwd: King Charles III Coronation Medal Recipient

Tara Elwood
Councillor
Village of Alberta beach.

Begin forwarded message:

From: Tara Elwood <taraelwood@albertabeach.com>
Date: October 25, 2024 at 1:51:50 PM MDT
To: Anitafreund3@gmail.com
Subject: Fwd: King Charles III Coronation Medal Recipient

Tara Elwood
Councillor
Village of Alberta beach.

Begin forwarded message:

From: "Johnston, Bonnie (Soroka, Gerald - MP)" <bonnie.johnston.734@parl.gc.ca>
Date: October 24, 2024 at 2:10:28 PM MDT
To: taraelwood@albertabeach.com
Subject: King Charles III Coronation Medal Recipient

Congratulations, Councillor Taralyn Elwood, you have been awarded the King Charles III Coronation Medal! Mr. Soroka would like to present you with the medal at a time of your choosing.

Do you have a special event, or perhaps a family event, that it could be presented to you it is your choice. We are hoping that over the next few months to be able to get your medal presented to you.

Please let us know when and where and we will try to make it happen. We look forward to hearing from you.

Bonnie Johnston
Constituency Assistant
Office of Gerald Soroka M.P.
Member of Parliament for Yellowhead
119 - 50 Street, P.O. Box 7887 Stn. Main

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CAO REPORT – ACTION LIST

JANUARY 2025

COUNCIL:

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

ALBERTA MUNICIPAL AFFAIRS – MEETING REQUEST WITH MINISTER MCIVER:

- June 18/24 MOVED BY Councillor Elwood that Council approves to request a meeting with Minister McIver at the Alberta Municipalities Convention and further that the topics include fire & EMS services along provincial highways.
- Aug.20/24 Request for meeting with Minister McIver was sent to the Minister’s office.
- Sept.17/24 Notice was received that due to the large number of meeting requests, the Minister is unable to meet with Council at the Alberta Municipalities Convention, and further if Council believes a meeting is still necessary to contact the Minister’s office to request a meeting at a later date.
- MOVED BY Councillor Elwood that administration contact Alberta Municipal Affairs to request a meeting for Alberta Beach Council with Minister McIver.
- Oct.15/24 A meeting request was sent to the Minister’s office. (No response has been rec’d)
- Dec.17/24 Correspondence rec’d regarding the opportunity for Councils to meet with the Minister at the 2025 Alberta Municipalities Spring Municipal Leaders Caucus being held March 6-7, 2025.
- Jan.21/25 Request for meeting was submitted for Mayor Muir, Councillor Durocher, Councillor Elwood & CAO.

MLA SHANE GETSON, LAC STE. ANNE-PARKLAND – GOLF CART PILOT PROJECT:

Aug.20/24 MOVED BY Councillor Weber that Council postpone the decision on participation in the Golf Cart Pilot Project for further discussions with the Summer Villages of Sunset Point and Val Quentin.

ADMINISTRATION:

NORTHERN GATEWAY PUBLIC SCHOOLS – JOINT USE AND PLANNING AGREEMENT:

- Dec.20/22 MOVED BY Councillor Muir that Council approve to send a letter to Northern Gateway Public School to express our interest in commencing discussions and begin negotiations on a joint use and planning agreement.
- Jan.17/23 Letter was sent to NGPS.
- Feb.21/23 Superintendent Kevin Bird has advised he will be sending a draft starting document for the JUPA this month.
- Mar.21/23 Draft JUPA was rec’d and reviewed by Council, CAO will discuss changes with Superintendent Kevin Bird.
- Apr.18/23 A letter was received Alberta Municipal Affairs advising that the deadline to complete the Joint Use & Planning Agreements (JUPAs) between municipalities and school boards has been extended to June 2025.
- Feb.20/24 Email was sent to Trista at LSA County to inquire on their agreement.
- Jan. 21/25 A new regulation is expected from the Minister & possibly a time extension for completion of JUPAs.

LETTER TO MINISTER OF PUBLIC SAFETY & EMERGENCY SERVICES TO REQUEST AUTHORIZATION FOR ALBERTA BEACH TO JOIN THE S.V. REGIONAL EMERGENCY MANAGEMENT PARTNERSHIP:

- June20/23 MOVED BY Councillor Durocher to forward a letter to the Minister of Public Safety and Emergency Services to request authorization for Alberta Beach to join the Summer Village Regional Emergency Management Partnership and further the partnership be copied on the letter.
- July18/23 Letter was sent to the Minister.
- Mar.19/24 SVREMP will be sending a request to the Minister for the revision of the ministerial order with copies of the signed agreements & bylaws of the participating municipalities.

2024 TAX RECOVERY – TAX FORFEITURE PROPERTIES:

- Mar.19/24 The CAO reported that the Tax Recovery Public Auction was held at 6:00 P.M.
- That the two parcels which were offered for sale were as follows:
- Tax Roll #235, Lot 1, Block 19, Plan 6269CG (5219 – 48A Avenue) Certificate of Title #042289457 Reserve Bid \$51,940.00; and
- Tax Roll #755, Lot 3A, Block 3, Plan 9925067 (4516 – 46B Street) Certificate of Title #992241755 Reserve Bid \$85,800.00.

The CAO further reported that no bids were received on the parcels and therefore, Council has the option of requesting the Registrar cancel the existing certificate of titles and register Tax Forfeiture Titles in the name of Alberta Beach.

MOVED BY Councillor Elwood that Alberta Beach request the Registrar of Land Titles to cancel the existing certificate of title and issue a certificate of title in the name of Alberta Beach registered as a tax forfeiture title on Lot 1, Block 19, Plan 6269CG and Lot 3A, Block 3, Plan 9925067.

Apr.16/24 Tax Forfeiture Titles have been submitted to Land Titles.

May 21/24 Land Titles has processed the Tax Forfeiture titles and the information has been sent to the Assessor.

June 18/24 Amended assessments have been received & admin will be processing.

CAO REPORT – ACTION LIST

JANUARY 2025

Nov.19/24 Paperwork submitted to Land Titles to remove caveat on Tax Roll #235.

Nov.19/24 MOVED BY Councillor Weber that Council approves the advertisement to offer for sale the tax forfeiture property being tax roll #755 (Lot 3A, Block 3, Plan 9925067) located at 4516 – 46B Street on an “as is” basis and further that Council will accept or refuse any bids at a Council meeting to be held on December 10, 2024.

Dec.17/24 Bid was accepted on Roll #755 at Special Council meeting held on December 10/24. Payment has been rec'd & Transfer of Land has been submitted to Land Titles.

Jan.21/25 Waiting for Land Titles notification on the removal of caveat on Roll #235.

ALBERTA BEACH AG SOCIETY – REQUEST FOR LETTER & FINANCIAL SUPPORT FOR CFEP GRANT:

May 21/24 MOVED BY Councillor Durocher that Council approve to provide a letter of support to the Alberta Beach Ag Society for their CFEP grant application to upgrade the entrance and washrooms at the Agliplex and further that Council approves to provide financial support to the project subject to the approval of the CFEP grant application and the financial support amount to be determined upon further discussions.

June 18/24 Letter of support was sent. Ag Society has not yet received a response from LSAC for funding on the project.

Sept.17/24 MOVED BY Mayor Muir that Council approves to provide financial support to the Alberta Beach & District Agricultural Society for their CFEP Grant to upgrade the entrance and washrooms in the Agliplex in the amount of \$10,000.00 with the possibility of additional funding of \$10,000.00.

Oct.15/24 Letter was sent to Ag Society. Ag Society advised that LSAC has approved \$10,935.00 funding for the project.

Nov.19/24 The Ag Society advised that letters were sent to SVSP & SVVQ requesting \$2,500.00 each in support. It is our understanding that SVSP has approved the request however has asked for a budget.

Jan.21/25 MOVED BY Mayor Muir that Council approves the Alberta Beach Ag Society request for additional financial support on their CFEP grant project & that an additional \$7,500.00 be approved towards the project to be budgeted in 2025.

LAC STE. ANNE COUNTY – 2024 CHIP SEALING COST SHARE - RANGE ROAD 32 (HWY 633 TO A.B.):

Oct.15/24 MOVED BY Mayor Muir that a letter be forwarded to Lac Ste. Anne County regarding their letter and invoice for the 2024 chip sealing cost share on Range Road 32 from Hwy 633 to Alberta Beach to express concerns on the funding formula used for the cost share and to request they review and resubmit their request for funding on a more equitable cost share formula. (LSAC to schedule meeting)

Jan.21/25 MOVED BY Mayor Muir that Council approves the Lac Ste. Anne County 2024 Chip Sealing Cost Share on Range Road 32 from Hwy 633 to Alberta Beach at the revised cost share of 45% for Alberta Beach in the amount of \$44,548.24 and further the project be funded through unrestricted surplus funds.

CIRCULAR MATERIALS – COMMUNITY RESIDENTIAL CURBSIDE COLLECTION:

Oct.15/24 MOVED BY Councillor Elwood that the compensation offer from Circular Materials for the Community Residential Curbside Collection Program be approved as well as the master services agreement.

Nov.19/24 Admin is waiting for the final agreement.

Dec.17/24 Agreement has been signed and returned. Admin is working on their insurance requirements.

LAC STE. ANNE COUNTY – REQUEST FOR QUOTE FOR FIRE SERVICES:

Oct.15/24 MOVED BY Councillor Durocher that Lac Ste. Anne County be requested to provide to Alberta Beach a quote for fire services including medical response.

Nov.19/24 LSAC reviewed their fire services quote in closed session.

Jan.21/25 MOVED BY Mayor Muir that Council approves to send a letter to Lac Ste. Anne County to thank them for providing a quote for fire services and for their attendance & presentation at the closed session of our November 19, 2024 Council meeting and further to provide an update that Council has made the decision to remain with our present fire services provider.

ALBERTA BEACH LIBRARY BOARD – REQUEST FOR SUPPORT FOR NEW WELL:

Nov.19/24 MOVED BY Councillor Elwood that Council approves the request from the Alberta Beach Library Board for financial support for a new well up to the amount of \$5,000.00 should their grant funding application not be successful, and further they be advised that Council anticipates shared financial contributions from Lac Ste. Anne County, the Summer Villages of Sunset Point and Val Quentin as well as the Alberta Beach Library Board and that they be advised Alberta Beach is willing to upfront the costs if required.

Dec.17/24 Letter was sent to the A.B. Library Board & a thank you response email was rec'd from the Board Chair.

ELECTIONS ALBERTA – DATA SHARING AGREEMENT:

Nov.19/24 MOVED BY Councillor Durocher that Council approves the Data Sharing Agreement from Elections Alberta for the preparation of a permanent electors register as required by the Local Authority Election Act amendments.

Dec.17/24 Admin is working on the agreement and the data required.

ALBERTA BEACH LIBRARY BOARD – 2025 BUDGET:

Jan.21/25 MOVED BY Councillor Elwood that the Alberta Beach Library Board 2025 Budget be accepted for information.

ALBERTA BEACH LIBRARY BOARD – REQUEST FOR CFEP LETTER OF SUPPORT:

Jan.21/25 MOVED BY Councillor Durocher that Council approves the letter of support provided to the Alberta Beach Library Board for their CFEP grant application.

ALBERTA BEACH LION’S CLUB – SNOMO DAYS 2025 VILLAGE REQUEST LETTER:

Jan.21/25 MOVED BY Councillor Weber that the request from the Alberta Beach Lion’s Club for the village to clear snow on the ice for the SnoMo Days drag track, ice car racing, and parking as per the village rate schedule be approved, however the approval to clear snow on the lake is subject to the ice conditions on the lake and further Council approves to supply barricades as requested.

ALBERTA BEACH LIONS CLUB SNOMO DAYS FIREWORKS:

Jan.21/25 MOVED BY Deputy Mayor Love that Council approves to permit a Fireworks Display to be set off from the boat launch on SnoMo Days provided that the fireworks is conducted by a licensed Pyro-Technician carrying adequate property and liability insurance and further that Alberta Beach is added as additional insured under the policy.

ALBERTA BEACH LION’S CLUB – SNOMO DAYS 2025 SPONSORSHIP PACKAGES:

Jan.21/25 MOVED BY Mayor Muir that Council approves to purchase a gold sponsorship package in the amount of \$2,600.00 for SnoMo Days 2025.

WCWA RACING – WCWA ALBERTA BEACH SUMMER EVENT:

Jan.21/25 MOVED BY Councillor Elwood that the Western Canadian Watercross Association (WCWA Racing) be advised that Council does not object to the WCWA Jet Ski Event 2025, and further has no objection to the event being held earlier in the summer with the exception of the Polydays weekend.

TOWN OF VEGREVILLE – REQUEST SUPPORT IN ABMUNIS RESOLUTION – CHANGES TO ALBERTA TRAFFIC SAFETY ACT:

Jan.21/25 MOVED BY Councillor Elwood that Council approves the request from the Town of Vegreville to support their ABmunis Resolution regarding changes to the *Alberta Traffic Safety Act*.

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.

COMMERCIAL LEASE UNIT 6, 4000-A MUSEUM ROAD:

Jan.21/25 MOVED BY Deputy Mayor Love that Council directs administration to provide notice of termination to the tenant for the commercial lease on Unit 6, 4000-A Museum Road.

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.

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.

PATROL:**PARKING OF OVERWEIGHT VEHICLES IN RESIDENTIAL – AMEND TRAFFIC BYLAW:**

Nov.16/21 CAO has requested comments from the Development Officer regarding the complaint of parking overweight vehicles (semi tractor trucks) in residential zones, whether to restrict the overweight vehicles through the implementation of a parking bylaw or through the traffic bylaw. Also discussed the issue of camping overnight in the commercial parking lots. (The D.O. is also aware that we are waiting for comments on a parking bylaw from Patriot Law as well)

Dec.21/21 Development Officer is preparing comments and will submit by next meeting.

Mar.15/22 Development Officer has recommended to draft a parking bylaw.

MOVED BY Deputy Mayor Durocher that administration draft a parking bylaw for Council review.

Apr.19/22 MOVED BY Deputy Mayor Durocher that Motion #035-22 directing administration to draft a Parking Bylaw be amended to direct administration to draft an updated traffic bylaw to include restrictions on overweight parking in residential zones as well as restrictions to overnight parking in commercial parking lots and FURTHER that Council submit comments by next round table meeting. May17/22 Council comments have been forwarded to the Development Officer.

June 21/22 D.O. is working on the traffic bylaw.

Aug.16/22 New CPO will be submitting comments on the bylaw which admin will forward to D.O.

Oct.18/22 D.O. will be meeting with CPOs at end of month to review.

Nov.15/22 D.O. met with CPO to review bylaw.

Feb.21/23 D.O. sent draft Traffic Bylaw to CPO's for review.

Mar.21/23 D.O. met with CPO's to review Traffic Bylaw, further changes were required.

June20/23 D.O. has submitted a revised Traffic Bylaw to Patrol for their review and comments.

June 18/24 D.O. & Patrol are in the process of finalizing the draft bylaw, should be ready in the fall.

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

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

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

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

Dec. 15/20 Development Officer is following up on the development.

Feb.16/21 Development Officer provided an update on outstanding items scheduled for completion by Aug. 2021.

Sept.21/21 Development Officer has advised that the property owner has requested more time to complete outstanding items which include: parking stalls & identification of parking stalls; garbage containers; and landscaping.

Apr.19/22 CAO to follow-up with Development Officer.

Aug.16/22 Developer has been working on landscaping.

Aug.22/23 CAO requested update from D.O.

June 18/24 D.O. is reviewing the file.

Alberta Beach Village Office

From: municipalservicesdivision@gov.ab.ca
Sent: February 13, 2025 2:25 PM
To: Kathy Skwarchuk
Subject: Letter from Minister McIver - Joint Use and Planning Agreements Extension
Attachments: AR117690 Minister Signed Letter.pdf; Ministerial Order No. MSD 004-25.pdf

Please see the attached letter from Minister McIver.



ALBERTA

MUNICIPAL AFFAIRS

Office of the Minister
MLA, Calgary-Hays

February 13, 2025

AR117690

Dear Chief Elected Official:

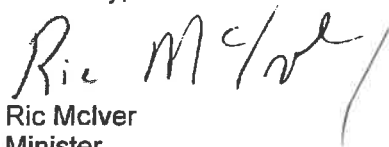
Joint use and planning agreements (JUPAs) between municipalities and school boards operating within municipal boundaries enable the integrated and long-term planning and use of school sites on municipal reserve, school reserve, and municipal and school reserve lands.

On June 10, 2020, Section 670.1 of the *Municipal Government Act* was proclaimed, setting the deadline for municipalities to complete these agreements with the applicable school boards to June 10, 2023. A two-year extension was granted to June 10, 2025, via Ministerial Order No. MSD:013/23.

The ministries of Municipal Affairs and Education have heard from municipalities and school boards about the challenges of meeting this year's deadline. My colleague, the Honourable Demetrios Nicolaides, Minister of Education, and I have agreed to extend the deadline for municipalities and school boards by one year, to June 10, 2026, to provide sufficient time to complete these agreements. As a result, Ministerial Order MSD:013/23 is rescinded and Ministerial Order No. MSD:004/25 is now in effect. Please find attached a copy of the new Ministerial Order.

Municipal Affairs advisory staff can provide additional supports to municipalities to assist with the development of these agreements. Questions regarding JUPAs can be directed to a planning advisor at ma.advisory@gov.ab.ca, or call toll-free by first dialing 310-0000, then 780-427-2225. Should municipalities require support to mediate discussions with school boards, please email municipalcollaboration@gov.ab.ca, or call the number above for more information.

Sincerely,



Ric McIver
Minister

Attachment: Ministerial Order No. MSD:004/25

cc: Honourable Demetrios Nicolaides, Minister of Education



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

MINISTERIAL ORDER NO. MSD:004/25

I, Ric McIver, Minister of Municipal Affairs, pursuant to Section 605(2) of the *Municipal Government Act*, make the following order:

The date by which a municipality must enter into a joint use and planning agreement with a school board, as required by Section 670.1(1) of the *Municipal Government Act*, is extended to June 10, 2026.

Ministerial Order No. MSD:013/23 is hereby rescinded.

Dated at Edmonton, Alberta, this 29 day of January, 2025.



Ric McIver
Minister of Municipal Affairs

Alberta Beach Village Office

From: Executive Assistant on Behalf of Dana Mackie <ea_dmackie@abmunis.ca>
Sent: February 6, 2025 8:46 AM
To: Kathy Skwarchuk
Subject: 2025 Annual Membership

Greetings from your dedicated team at Alberta Municipalities. We greatly appreciate your continued participation in Alberta's largest municipal government network.

Our Association is proud to represent the wonderful municipalities that are home to over 85% of Albertans, including cities, towns, villages, summer villages, and specialized municipalities. The collective power of our members enables us to support Alberta's thriving communities.

With our members' collective support and assistance, ABmunis was able to move the needle on several member priorities in 2024. As one voice, we repeatedly raised our concerns and presented alternative solutions to the provincial government's Bills 18, 20, and 21, drawing a great deal of public attention. We scored an advocacy "win" in late September when the provincial government announced it was reverting to its former policy on interest rates for provincial loans to local authorities for capital projects. And we advocated on infrastructure funding, health care, policing, and many other priorities.

As a member of ABmunis, you are part of something bigger. Your support of our products and services allows us to re-invest in the things that matter most to you. It is because of our members' continued investment in our business services that we can provide innovative offerings and support Alberta's community organizations.

And, by combining our members' support, we are able to continue providing opportunities for members to achieve cost savings & budget certainty, for example:

- Our **Insurance & Risk Services** has again **offset premiums by providing a rebate of \$2.5 million** to shield members of our insurance reciprocal from market shocks and dramatic premium increases.
- Our **Employee Benefits** renewal rates continue to reflect our commitment to sustainable benefits plans while **helping our members avoid the impactful fluctuations** witnessed in the marketplace.
- And looking ahead, we will **maintain contribution percentages at the same rate as last year** for our **APEX Supplementary Pension** plan to help you manage the changes in the maximum pensionable salary cap.

We thank you for your continued commitment to Alberta Municipalities and we look forward to creating more opportunities to serve your needs in 2025.

Your **2025 Membership invoice has been sent to your Accounts Payable contact for payment processing.** If you have any questions please call us at **310.MUNI (6864)** or [e-mail us](#).

Yours truly,

Dana Mackie MBA

D: 780.431.4535 | C: 780.271.7251 | E: DanaM@abmunis.ca
 300-8616 51 Ave Edmonton, AB T6E 6E6
 Toll-Free: 310-MUNI | 877-421-6644 | www.abmunis.ca



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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.

14.C

cc: Council

Alberta Beach Village Office

From: Tyler Gandam <president@abmunis.ca>
Sent: February 12, 2025 3:59 PM
To: Kathy Skwarchuk
Subject: Member Survey for Election 2025

Dear Mayors and Councillors,

Your experience as a municipal elected leader is invaluable. As someone who has navigated the challenges (and rewards!) of local governance, we are looking for your unique insights through a brief survey to help shape the next generation of municipal councils across Alberta.

ABmunis and RMA are partnering to develop a series of educational webinars to help prepare and attract candidates for the 2025 municipal election. Your responses to this brief survey will directly inform the content of these sessions, ensuring we address the real-world experiences, challenges, and opportunities that new councillors need to understand when putting their names forward.

This webinar content is being designed to:

- Build stronger Councils across Alberta
- Give potential candidates a clear understanding of municipal roles
- Ensure new Councillors are better prepared for their responsibilities
- Strengthen the relationship between Councils and Administration
- Support more informed decision-making about running for office

**Your responses will be kept confidential and will only be used to develop educational content. The survey should take approximately 15-20 minutes to complete. Feel free to provide bullet points and short notes. We would appreciate receiving your response by February 28th.*

Thank you for taking the time to help strengthen local democracy in Alberta. Your insights will make a meaningful difference in preparing the next generation of municipal leaders.

If you have any questions, please contact policy analyst, Karrina Jung at karrina@abmunis.ca.

Tyler Gandam | President

E: president@abmunis.ca
300-8616 51 Ave Edmonton, AB T6E 6E6
Toll Free: 310-MUNI | 877-421-6644 | www.abmunis.ca



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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.

18

14.d

Alberta Beach Village Office

From: Tyler Gandam <president@abmunis.ca>
Sent: February 13, 2025 9:02 AM
To: Kathy Skwarchuk
Subject: Learn how Alberta's 2025 budget supports municipalities

Dear Mayors, Councillors, and CAOs,

The Government of Alberta will release its 2025 budget on February 27. As usual, Alberta Municipalities will analyze the numbers and publish a comprehensive report. To learn how the 2025 budget supports municipalities, we invite you to attend our free webinar where we will walk you through our findings and answer your questions.

When: Friday, February 28, 2025

Time: 3:00 – 4:30 p.m.

Register now at https://abmunis-ca.zoom.us/webinar/register/WN_sVCxChPiQEmM7Canq4wxdw#/registration

Who should attend?

The webinar is designed for elected officials, CAOs, and senior finance staff but is open to any representative of a municipality in Alberta.

What if I am not available during that time?

Don't worry, we will be recording the webinar and sharing the link in our [weekly newsletter](#) the week after so you can watch it along with [other ABmunis videos](#) at anytime. Plus, we will email you a copy of our report by end of day on February 28.

Join us for other upcoming events

If you haven't registered yet, I encourage you to join other members in Edmonton for our President's Summit on Civility on March 5 and our annual Spring Municipal Leaders' Caucus on March 6-7. The agendas are available on our [events page](#).

Thank you,

Tyler Gandam | President

E: president@abmunis.ca
300-8616 51 Ave Edmonton, AB T6E 6E6
Toll Free: 310-MUNI | 877-421-6644 | www.abmunis.ca



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19

14.e

Alberta Beach Village Office

From: Kelly Muir
Sent: February 4, 2025 9:58 AM
To: Alberta Beach Village Office
Subject: Re: ATB Alberta Beach agency to close permanently on March 21, 2025.

Can we write a letter expressing our disappointment in the decision and explaining why we feel it should remain open? Is that within the municipality's scope?

On Tue, Feb 4, 2025 at 9:02 AM Alberta Beach Village Office <aboffice@albertabeach.com> wrote:

Thanks, Kelly,

Yes, we heard. Very sad to hear.

Cathy McCartney

Assistant CAO

Alberta Beach

Box 278

Alberta Beach, AB

T0E 0A0

Phone: 780-924-3181

Fax: 780-924-3313

aboffice@albertabeach.com

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From: Kelly Muir <kbmuir@gmail.com>
Sent: February 3, 2025 10:34 AM

20

To: Village of Alberta Beach <aboffice@albertabeach.com>

Subject: Fwd: ATB Alberta Beach agency to close permanently on March 21, 2025.

Well, shit. This is too bad.

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

From: Tanya Hulbert <thulbert@atb.com>

Date: Mon, Feb 3, 2025 at 9:16 AM

Subject: ATB Alberta Beach agency to close permanently on March 21, 2025.

To: <kellymuir@albertabeach.com>

Hello Mayor Muir,

I'm reaching out to let you know that ATB Alberta Beach will **close permanently on Friday, March 21 at 12pm**. The Agent, Heidi, has decided to retire. We thank her for her more than 35 years of service to the community and wish her all the best in the future. The location will maintain regular operating hours and access until closure.

Rest assured, our expert team members at nearby locations, including Onoway (14 minutes) and Stony Plain (26 minutes), are ready to welcome our Alberta Beach clients.

Please know we did not come to this decision lightly. After extensive analysis of client impact, we are confident ATB will continue to provide exceptional service and thoughtful financial advice to the Alberta Beach community through our nearby branches, online and mobile banking options, and our Client Care Centre.

The way our Alberta Beach clients complete their day-to-day banking transactions has changed over time, with the majority choosing to visit other ATB locations along their travels or engage with us through digital banking for anytime, anywhere service.

We'll be reaching out directly to our clients in the coming days to ensure the transition is as simple and seamless as possible.

If you have any questions, **please don't hesitate to contact me directly.**

Tanya Hulbert, she/her

**Vice President, Greater Edmonton/ Fort McMurray
Everyday Financial Services**

Mobile 780-831-1315 | [LinkedIn](#)
ATB Place, 2100-10020 100 St NW
Edmonton, AB T5J 0N3
atb.com



If you have received this email in error, please let me know by return email so I can make sure it doesn't happen again. Because emails can contain confidential and privileged material, I'd ask for your help by deleting it and any attachments. Thanks!

We like to keep people up to date with information about new products and services at ATB or changes that could affect you. You can check out more about ATB and CASL at <http://www.atb.com/important-information/privacy-security/Pages/ATB-and-CASL.aspx>

If you would like to unsubscribe from our updates, please use this URL - <http://www.atb.com/important-information/privacy-security/Pages/unsubscribe.aspx>

Alberta Beach Village Office

From: Alberta Beach Village Office <aboffice@albertabeach.com>
Sent: February 6, 2025 9:17 AM
To: 'thulbert@atb.com'; 'Lhigdon@atb.com'
Cc: 'JBlakeman@lsac.ca'; 'mprimeau@lsac.ca'; 'office@sunsetpoint.ca'; cao@valquentin.ca; 'svcastle@telus.net'; Bill Love; Daryl Weber; Debbie Durocher; Kelly Muir; Tara Elwood
Subject: Re: Alberta Beach ATB Agency Closure
Attachments: AB ATB Closure.pdf

Good Morning,
Please see the attached letter on behalf of Mayor Muir of Alberta Beach regarding the above.

Alberta Beach Administration
Box 278
Alberta Beach, AB
TOE OAO
Phone: 780-924-3181
Fax: 780-924-3313
aboffice@albertabeach.com

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Alberta Beach

Box 278 • Alberta Beach • Alberro • TOE OAO
Telephone: 780-924-3181 • Fax: 780-924-3313

February 5, 2024

ATB Financial
Attn: Tanya Hulbert, Vice President, Greater Edmonton
ATB Place, 2100 – 10020 100 St NW
Edmonton, AB
T5J 0N3
Sent via email: thulbert@atb.com

Dear Tanya,

Re: Urgent Request for Reconsideration of Alberta Beach ATB Financial Branch Closure

Alberta Beach Council wishes to express our deep concern and disappointment regarding the impending closure of the ATB Financial branch in Alberta Beach. This branch has been a cornerstone of our community, and its presence plays a key role in making Alberta Beach a thriving place to live, work, and visit. The closure will force our community members, businesses, and especially seniors, to travel to Onoway or Stony Plain to access essential banking services. This disruption will create significant hardships for many.

Over the past year alone, the municipality of Alberta Beach has made deposits totalling \$2,178,594.29 at this local branch and paid various bills amounting to \$1,194,626.02. These figures reflect the high volume of business conducted through the branch and our community's trust and reliance in ATB Financial.

We would like to take this opportunity to congratulate Heidi on her well-deserved retirement and express our heartfelt gratitude for her years of dedicated service to our community. Heidi has been an invaluable asset to Alberta Beach, providing unwavering support to our residents, businesses, and visitors. In anticipation of her retirement, we understand that Heidi had engaged in discussions with ATB Financial regarding succession planning, as she is fully aware of the importance of maintaining local access to banking services. We also applaud that Heidi arranged for another individual or team to take over the agency, demonstrating her commitment to the community's needs. This makes this impending closure that much more troubling to understand.

Given the branch's importance to our residents, businesses, and municipal operations, we strongly urge ATB Financial to reconsider the closure. If keeping the branch open full-time is no longer possible, we request that you consider alternate operational models, allowing our community to continue accessing vital banking services from a physical branch in Alberta Beach.

We request a meeting with ATB Financial representatives to discuss this matter further. Our CAO and I are available to meet with you at the earliest opportunity, or we would welcome you to attend our next Council meeting to engage in further discussions.

If ATB Financial cannot reconsider its decision, the Village will explore alternative banking options for our municipality, a situation we hope to avoid. However, we are committed to finding a solution that best serves our community's needs and are open to further discussions.

Thank you for your attention to this urgent matter. We hope that, together, we can find a path forward that benefits ATB Financial and our community. We look forward to hearing from you soon.

Sincerely,



Kelly Muir,
Mayor

Cc: Larry Higdon, ATB Financial, Stony Plain Branch Manager
Alberta Beach Council
Lac Ste. Anne County
Summer Village of Sunset Point
Summer Village of Val Quentin
Summer Village of Castle Island

14.9

Alberta Beach Village Office

From: Cindy Suter <csuter@lsac.ca>
Sent: February 5, 2025 10:39 AM
To: thulbert@atb.com; Lhigdon@atb.com
Cc: 1LSA-COUNTY COUNCIL (Council Only); Mike Primeau; Jon Ethier; Matthew Ferris - Summer Village of Sunset Point; Kathy Dion; Marlene Walsh; Kelly Muir; Kathy Skwarchuk
Subject: Closure of the Alberta Beach ATB Agency
Attachments: ATB Closure 02072025.pdf

Good morning please see the attached letter on behalf of Reeve Joe Blakeman of Lac Ste. Anne County expressing concern over the ATB Agency closing in Alberta Beach.

Thank you.

Cindy Suter

Legislative & Support Services Supervisor

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

PHONE: 780.785.3411 Ext. 3698 | TOLL-FREE: 1.866.880.5722 | FAX: 780.785.2985

This email is intended only for the use of the party to which it is addressed and for the intended purpose. This email contains information that is privileged, confidential, and/or protected by law and is to be held in confidence. If you are not the intended recipient you are hereby notified that any dissemination, copying or distribution of this email or its contents is strictly prohibited. If you have received this message in error immediately by replying to the message and deleting it from your computer.

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LAC STE. ANNE COUNTY

Box 219, Sangudo AB T0E 2A0

February 5, 2025

Tanya Hulbert
ATB Place, 2100-10020 100 St. NW
Edmonton, Ab T5J 0N3

Larry Higdon
Box 3180
Stony Plain, Ab T7Z 1T2

thulbert@atb.com

Lhigdon@atb.com

RE: Urgent Concern Regarding the Closure of the Alberta Beach Bank Agency

Dear Tanya,

On behalf of Lac Ste. Anne County, I am writing to express our deep concern regarding the upcoming closure of the Alberta Beach ATB agency on March 21, 2025. This closure will have devastating effects on our residents, particularly seniors, who rely on in-person banking services.

As one of the busiest local bank agencies in Alberta, this branch has long been a cornerstone of our community, providing essential financial services to residents and businesses alike. Many of our seniors do not have access to or trust online banking, and removing this physical banking option will leave them vulnerable and without critical financial support.

Furthermore, Alberta Beach is a growing and vibrant rural community. The decision to close a viable and well-used banking facility disregards the needs of residents, businesses, and visitors. The impact on small businesses, farmers, and those who rely on cash transactions will be significant, as they will now have to travel long distances to access full banking services.

We strongly urge you to reconsider this closure and explore alternative solutions to maintain banking services in Alberta Beach. Thank you for your time and consideration. We look forward to your response and hope for a constructive dialogue to address this pressing issue.

I trust that you will give this matter the careful consideration it deserves. Thank you for your attention to this pressing issue.

Yours truly,

Joe Blakeman
Reeve, Lac Ste. Anne County



LAC STE. ANNE COUNTY

Box 219, Sangudo AB T0E 2A0

Cc: Lac Ste. Anne County Council
Mike Primeau, CAO Lac Ste. Anne County
Village of Alberta Beach
Summer Village of Sunset Point
Summer Village of Val Quentin

14. h

Alberta Beach Village Office

From: Tanya Hulbert <thulbert@atb.com>
Sent: February 7, 2025 10:22 AM
To: kellymuir@albertabeach.com; jblakeman@lsac.ca
Cc: csuter@lsac.ca; aboffice@albertabeach.com; Amanda Anton; Carson Engele
Subject: Response to Alberta Beach Agency Closure

Hello Mayor Muir and Reeve Blakeman,

Thank you for your letters, and for sharing your concern over ATB's planned closure within the Alberta Beach community. While we recognize that the news of this closure may have been challenging to receive, I want to assure you our commitment to our clients in the Alberta Beach vicinity is unwavering.

As shared with Mayor Muir in my initial correspondence, ATB did not make this decision lightly. A thorough analysis of client behaviours, banking patterns, and our service models were taken into consideration. With that said, I do respect your request Mayor Muir, to meet virtually and am inviting Reeve Blakeman to join should he wish. I have cc'd your respective administration teams in hopes we can find 30 minutes next week to address your concerns.

My EA Amanda, will work with Cindy and the Village Office team to coordinate as soon as possible.

Regards,

Tanya Hulbert, she/her
Vice President, Greater Edmonton/ Fort McMurray
Everyday Financial Services

Mobile 780-831-1315 | [LinkedIn](#)
ATB Place, 2100-10020 100 St NW
Edmonton, AB T5J 0N3
atb.com



If you have received this email in error, please let me know by return email so I can make sure it doesn't happen again. Because emails can contain confidential and privileged material, I'd ask for your help by deleting it and any attachments. Thanks!

We like to keep people up to date with information about new products and services at ATB or changes that could affect you. You can check out more about ATB and CASL at <http://www.atb.com/important-information/privacy-security/Pages/ATB-and-CASL.aspx>

If you would like to unsubscribe from our updates, please use this URL - <http://www.atb.com/important-information/privacy-security/Pages/unsubscribe.aspx>

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Alberta Beach Village Office

From: Michelle Jones <mjones@albertacf.com>
Sent: February 3, 2025 1:45 PM
To: Bill Lewis; Davis Prizgintas ; Rhonda Woods; Economic Development Officer; Chris Leggitt; Debbie Oyarzun; csteffes@barrhead.ca; JBruns@barrhead.ca; Jennifer Pederson; Adam Vanderwekken; Trista Court; Jennifer Thompson; edo@onoway.ca; aboffice@albertabeach.com; Bert Roach; Kristy Tuts; Matthew Hartney; Kyrin Marie Doyohim; Ian Butler; Lilian Wisser; Jim; Marvin Schatz; rmurray@onoway.ca; Serena Lapointe; Liz Krawiec; Anna Greenwood; Ty Assaf; darylweb@telus.net; Nicholas Gelych; dave.kusch@woodlands.ab.ca
Subject: IMPORTANT NOTICE - Request for Input: New Marketing and Branding Tagline for Community Futures

Help Raise Our Voice, In Support of Rural Small Business!

As dedicated partners, elected officials, supporters, and stakeholders of Community Futures Yellowhead East, we need your support more than ever to amplify the voice of support for rural small businesses. The Community Futures Network of Canada is seeking input from Canadian CF agencies to develop a new marketing and branding tagline. This is a key opportunity to help strengthen the national presence of Community Futures and raise awareness of the important work we do in supporting economic development for rural small businesses.

I encourage you to take some time to reflect on the unique opportunities and challenges faced by rural entrepreneurs and consider how we can best communicate our ability to provide the professional business supports and services they need. Please feel free to share your ideas either directly or by submitting them via the link provided below.

Now more than ever, it's essential that we use our collective voice to create awareness and demonstrate our commitment to supporting economic development of rural small businesses, Locally - Community Futures Yellowhead East Region, Provincially - Community Futures Network of Alberta, and Nationally - Community Futures Network of Canada.

Let's flood the network with creative ideas from within the Community Futures Yellowhead East Region.

Thank you for your time and anticipated support in contributing to this initiative. .

Best 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

Register Today to increase your Online Business Presence for FREE!!
<https://digitalmainstreet.ca/business-account/registration/>

We are pleased to announce an exciting opportunity to contribute to the development of the Community Futures network brand identity through a **Tagline Contest**. As part of our ongoing efforts to strengthen our brand recognition at a national level, we are seeking a powerful and memorable tagline that resonates with our mission and values. The goal of this tagline is to build a sense of unity across the network.

This is your chance to showcase your creativity and make your mark with a memorable tagline. Whether it's witty, inspirational, or just plain fun, we're looking for something that truly captures the spirit of our organizations and the work we do.

The tagline will be launched at the 2025 Community Futures National Conference happening in St. John's, Newfoundland and Labrador from May 4 – 6, 2025.

We look forward to seeing your entries. Please help share this email request with your colleagues. You could have a chance to win a \$50 Visa Gift Card!

The deadline for entry is **Friday, March 28, 2025**.

SUBMIT
TAGLINE

Alberta Beach Village Office

From: Michelle Jones <mjones@albertacf.com>
Sent: February 12, 2025 5:42 PM
To: Bill Lewis; Davis Prizgintas ; Wendy Davidson; Joan Sloomweg; Chris Leggitt; Trista Court; Jennifer Thompson; JBruns@barrhead.ca; Debbie Oyarzun; aboffice@albertabeach.com
Subject: UPDATE - Community Futures Yellowhead East Non-Profit Business Stakeholder/Board of Directors Information Update
Attachments: CFYE Board Appointment Overview - Update Feb 2025.docx

At the request of the CFYE Board of Directors, please find the recently updated: **CFYE Stakeholder/Board of Directors Information Sheet**

If you have any questions please feel free to contact me directly.

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

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

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

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Community Futures Yellowhead East (CFYE) – Member/Board of Directors Overview – February 2025

For over 30 years, Community Futures has supported rural Alberta businesses and communities in overcoming challenges, fostering economic stability, job creation, and competitive rural economies.

Community Futures Yellowhead East – Registered Non-Profit-Company- Shareholder Members:

Village of Alberta Beach, County of Barrhead, Lac Ste. Anne County, Town of Onoway, Town of Whitecourt, Town of Barrhead, Town of Fox Creek, Town of Mayerthorpe, Town of Swan Hills, Woodlands County

Board Composition: The CFYE board consists of ten elected officials, one representative from each of the ten stakeholder members. Each board director brings a unique blend of leadership, experience, and commitment to regional economic development.

Leadership Roles & Responsibilities: The board of directors provide strategic direction and oversight, delegating operational authority to the Executive Director.

Key responsibilities include:

- Defining strategic direction, mission, goals, and priorities.
- Establishing policies reflecting the organization's values.
- Ensuring financial and legal stewardship aligned with strategic goals.
- Monitoring progress and making necessary adjustments.
- Hiring and evaluating the Executive Director.

Board Director Terms: Minimum 3-year terms, with a maximum of 9 years (3 consecutive terms)

Board Composition: 10 officially appointed elected officials, one representative from each of the 10 shareholder members

- 4 Executive Committee members (Chair, Vice Chair, Secretary, Treasurer).
- 5 Investment Review Committee members (Chair and Vice Chair).

Minimum Board Director Commitment: Meeting quorum: 50% plus 1.

- **MONTHLY BOARD MEETINGS: Third Thursday of each month (1:00 PM - 4:00 PM)** at CFYE office (no meetings in July/August). Meeting Packages Provided one week in advance
- **Annual AGM: Third Thursday in June (12:00 PM - 4:00 PM).**
- Additional Committee Meetings as Required.

Director Positions/Committees:

Executive Committee: Elected annually

- Meeting Regularity – as required:
- Make executive decisions as necessary on behalf of the board

Investment Review Committee (IRC):

- Elected annually; quorum: IRC Chair or Vice Chair plus 4 rotating members.
- Reviews loan portfolio, makes investment decisions, and meets with loan proposal clients.

For more information, please contact Executive Director, Michelle Jones at mjones@albertacf.com or call 780-778-0977, or visit our website at yellowheadeast.albertacf.com.

14.K

Edward Cheung, CPA, CA*
Scott T. Mockford, CPA, CA*
Allen Lee, CPA, CMA*
Jason Bondarevich, CPA, CA*
*Operates as a Professional Corporation

11210 – 107 Avenue N.W.
Edmonton, Alberta T5H 0Y1
Tel (780) 452-2300, Fax (780) 452-2335

December 15, 2024

ALBERTA BEACH
Box 278
Alberta Beach, Alberta T0E 0A0

Attention: Kathy Skwarchuk, Chief Administration Officer

Dear Kathy:

The Objective and Scope of the Audit

You have requested that we audit the financial statements of Alberta Beach (the “Organization”), which comprise the statement of financial position as of December 31, 2024, and the statement of operations, statement of changes in net financial assets and cash flows for the year then ended, and notes to the financial statements (including a summary of significant accounting policies).

We are pleased to confirm our acceptance and our understanding of the nature, scope and terms of this audit engagement, and all services related thereto, by means of this letter (the “Engagement”).

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

The Responsibilities of the Auditor

We will conduct our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgement and maintain professional scepticism throughout the audit.

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The Responsibilities of the Auditor - continued

We also:

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

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, there is an unavoidable risk that some material misstatements may not be detected, even though the audit is properly planned and performed in accordance with Canadian generally accepted auditing standards.

The Responsibility of Management

Our audit will be conducted on the basis that management, or those charged with governance acknowledge and understand that they have responsibility:

- a. For the preparation and fair presentation of the financial statements in accordance with the Canadian public sector accounting standards.
- b. For the design and implementation of such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement whether due to fraud or error.
- c. To provide us with timely:
 - i. Access to all information of which management is aware that is relevant to the preparation of the financial statements (such as records, documentation and other matters);
 - ii. Information about all known or suspected fraud, any allegations of fraud or suspected fraud and any known or probable instances of non-compliance with legislative or regulatory requirements;
 - iii. Additional information that we may request from management for the purpose of the audit; and
 - iv. Unrestricted access to persons within the Organization from whom we determine necessary to obtain evidence.

As part of our audit process:

- a. We will make inquiries of management about the representations contained in the financial statements. At the conclusion of the audit, we will request management or those charged with governance written confirmation concerning those representations. If such representations are not provided in writing, management acknowledges and understands that we would be required to disclaim an audit opinion.
- b. We will communicate any misstatements identified during the audit other than those that are clearly trivial. We request that management correct all the misstatements communicated.

Form and Content of Audit Opinion

Unless unanticipated difficulties are encountered, our report will be substantially in the form:

“INDEPENDENT AUDITOR’S REPORT

To the members of council:

Opinion

We have audited the financial statements of Alberta Beach (the “Organization”), which comprise the statement of financial position as of December 31, 2024, and the results of its operations, changes in its net financial assets and cash flows for the years then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of Alberta Beach (the “Organization”) as of December 31, 2024, the results of its operations, changes in its net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report.

We are independent of the Organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

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

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

ALBERTA BEACH

December 15, 2024

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

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

Auditor's Responsibility for the Audit of the consolidated Financial Statements

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

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

We also:

- *Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material mistake resulting from fraud is higher than from one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls.*
- *Obtain an understanding of internal control relevant to the audit to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control.*
- *Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.*

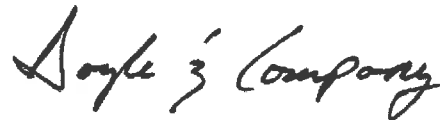
ALBERTA BEACH
December 15, 2024

- *Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Organization's ability to continue as a going concern. If we conclude that material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Organization to cease to continue as a going concern.*
- *Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.*

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

We also provide those charged with governance with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.

*XXXX, 2024
11210 – 107 Avenue NW
Edmonton, AB T5H 0Y1*



Chartered Professional Accountants

If we conclude that a modification to our opinion on the financial statements is necessary, we will discuss the reasons with you in advance.

ALBERTA BEACH

December 15, 2024

Confidentiality

One of the underlying principles of the profession is a duty of confidentiality with respect to client affairs. Each professional accountant must preserve the secrecy of all confidential information that becomes known during the practice of the profession. Accordingly, we will not provide any third party with confidential information concerning the affairs of the Organization unless:

- a. We have been specifically authorized with prior consent;
- b. We have been ordered or expressly required by law or by the provincial *Code of Professional Conduct/Code of Ethics*; or
- c. The information requested is (or enters) public domain.

Communications

In performing our services, we will send messages and documents electronically. As such communications can be intercepted, misdirected, infected by a virus, or otherwise used or communicated by an unintended third party, we cannot guarantee or warrant that communications from us will be properly delivered only to the addressee. Therefore, we specifically disclaim, and you release us from any liability or responsibility whatsoever for interception or unintentional disclosure of communication transmitted by us in connection with the performance of this Engagement. In this regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from such communications, including any that are consequential, incidental, direct, indirect, punitive, exemplary or special damages (such as loss of data, revenues or anticipated profits).

If you do not consent, please notify us in writing.

Use of Information

It is acknowledged that we will have access to all information about identified individuals ("personal information") in your custody that we require to complete our Engagement. Our services are provided on the basis that:

- a. You represent to us that management has obtained any required consent for our collection, use, disclosure, storage, transfer and process of personal information required under applicable privacy legislation and professional regulation; and
- b. We will hold all personal information in compliance with our Privacy Statement.

ALBERTA BEACH

December 15, 2024

Use and Distribution of our Report

The examination of the financial statements and the issuance of our audit report are solely for the use of Alberta Beach (the "Organization") and those to whom our report is specifically addressed by us. We make no representations or warranties of any kind to any third party in respect of these financial statements or our audit report, and we accept no responsibility for their use by any third party or any liability to anyone other than Alberta Beach (the "Organization").

For greater clarity, our audit will not be planned or conducted for any third party or for any specific transaction. Accordingly, items of possible interest to a third party may not be addressed and matters may exist that would be assessed differently by a third party, including, without limitation, in connection with a specific transaction. Our audit report should not be circulated (beyond Alberta Beach (the "Organization")) or relied upon by any third party for any purpose, without prior written consent.

You agree that our name may be used only with our prior written consent and that any information to which we have attached a communication is issued with that communication, unless otherwise agreed to by us in writing.

Reproduction of Auditors Report

If reproduction or publication of our audit report (or reference to our report) is planned in an annual report or other document, including electronic filings or postings of the report on a website, a copy of the entire document should be submitted to us in sufficient time for our review and approval in writing before publication or posting process begins.

Should some of the information in the annual report not be available until after the date of the auditor's report, we will request that management provide written representation that the final version of the document(s) will be provided to us when available (and prior to its issuance) so we can complete our required procedures.

Management is responsible for the accurate reproduction of the financial statements, the auditor's report and other related information contained in the annual report or other public document (electronic or paper based). This includes any incorporation by reference to either full or summarized financial statements that we have audited.

We are not required to read the information contained in your website or to consider the consistency of other information on the electronic site with the original document.

ALBERTA BEACH
December 15, 2024

Preparation of Schedules

We understand that your employees will prepare the following schedules and will locate the following documents for our use on the dates specified:

- a. Prepare various schedules and analyses before our engagement is planned to commence December 31, 2024; and
- b. Make various invoices and other documents available to our staff.

The assistance will facilitate our work and help to minimize costs. Any failure to provide these working papers or documents on a timely basis may impede our services and require us to suspend our services or withdraw from the Engagement.

Ownership

The working papers, files, other materials, reports and work created, developed or performed by us during the Engagement are the property of our firm, constitute our confidential information and will be retained by us in accordance with our firm's policies and procedures.

During our work, we may provide, for your own use, certain software, spreadsheets and other intellectual property to assist with the provision of our services. Such software, spreadsheets and other intellectual property must not be copied, distributed or used for any other purpose. We also do not provide any warranties in relation to these items and will not be liable for any lost or corrupted data or other damage or loss suffered or incurred by you in connection with your use of them.

We retain the copyright and all intellectual property rights in any original materials provided to you.

File Inspections

In accordance with professional regulations (and by our firm's policy), our client files may periodically be reviewed by practice inspectors and by other engagement file reviewers to ensure that we are adhering to our professional and firm's standards. File reviewers are required to maintain confidentiality of client information.

Accounting Advice

Except as outlined in this letter, the Engagement does not contemplate the provision of specific accounting advice or opinions or the issuance of a written report on the application of accounting standards to specific transactions and to the facts and circumstances of the entity. Such services, if requested, would be provided under a separate engagement letter.

Other Services

In addition to the audit services referred to above, we will, as allowed by the provincial [*Code of Professional Conduct/Code of Ethics*], prepare your federal and provincial income tax returns as agreed upon. Unless expressly agreed in a separate engagement letter, we will have no involvement with or responsibility for the preparation or filing of GST/HST/PST returns or any other (including foreign) tax returns, source deductions, information returns, slips, elections, designations, certificates or reports. Management will, on a timely basis, provide the information necessary to complete these federal and provincial income tax returns and will review and file them with the appropriate authorities on a timely basis.

Governing Legislation

This engagement letter is subject to, and governed by, the laws of the Province of Alberta. The Province of Alberta will have exclusive jurisdiction in relation to any claim, dispute or difference concerning this engagement letter and any matter arising from it. Each party irrevocably waives any right it may have to object to any action being brought in those courts, to claim that the action has been brought in an inappropriate forum or to claim that those courts do not have jurisdiction.

Indemnity

Alberta Beach (the “Organization”) hereby agrees to indemnify, defend (by counsel retained and instructed by us) and hold harmless our firm (and its partners, agents and employees) from and against all losses, costs (including solicitors’ fees), damages, expenses, claims, demands and liabilities arising out of (or in consequence of):

- a. The breach by Alberta Beach (the “Organization”), or its directors, officers, agents, or employees, of any of the covenants or obligations of Alberta Beach (the “Organization”) herein, including, without restricting the generality of the foregoing, the misuse of, or the unauthorized dissemination of, our engagement report or the financial statements in reference to which the engagement report is issued, or any other work product made available to you by our firm.
- b. A misrepresentation by a member of your management or board of directors.

Time Frames

We will use all reasonable efforts to complete the Engagement as described in this letter within the agreed upon time frames.

However, we shall not be liable for failures or delays in performance that arise from causes beyond our reasonable control, including any delays in the performance by Alberta Beach (the “Organization”) of its obligations.

Fees at Regular Billing Rates

Our professional fees will be based on our regular billing rates plus direct out-of-pocket expenses and applicable GST and are due when rendered. Fees for any additional services will be established separately.

Billing

Our fees and costs will be billed monthly and are payable upon receipt. Invoices unpaid 30 days past the billing date may be deemed delinquent and are subject to an interest charge of 2% per month. We reserve the right to suspend our services or to withdraw from this Engagement if any of our invoices are deemed delinquent. If any collection action is required to collect unpaid balances due to us, you agree to reimburse us for our costs of collection, including lawyers' fees.

Costs of Responding to Government or Legal Processes

In the event we are required to respond to a subpoena, court order, government agency or other legal process for the production of documents and/or testimony relative to information we obtained and/or prepared during the course of this Engagement, you agree to compensate us at our normal hourly rates for the time we expend in connection with such response and to reimburse us for all of our out-of-pocket costs (including applicable GST) incurred.

Termination

Management acknowledges and understands that failure to fulfill its obligations as set out in this engagement letter will result, upon written notice, in the termination of the Engagement.

Either party may terminate this agreement for any reason upon providing written notice to the other party [*not less than 30 calendar days before the effective date of termination*]. If early termination takes place, Alberta Beach (the "Organization") shall be responsible for all time and expenses incurred up to the termination date [*and all costs in terminating any agreement with any specialist or other third party retained by us in connection with this Engagement*].

If we are unable to complete the audit or are unable to form, or have not formed, an opinion on the financial statements, we may withdraw from the audit before issuing an auditor's report, or we may disclaim an opinion on the financial statements. If this occurs, we will communicate the reasons and provide details.

ALBERTA BEACH
December 15, 2024

Conclusion

This engagement letter includes the relevant terms that will govern the Engagement for which it has been prepared. The terms of this letter supersede any prior oral or written representations or commitments by or between the parties. Any material changes or additions to the terms set forth in this letter will only become effective if evidenced by a written amendment to this letter, signed by all of the parties.

If you have any questions about the contents of this letter, please raise them with us. If the services outlined are in accordance with your requirements, and if the above terms are acceptable to you, please sign the copy of this letter in the space provided and return it to us.

We appreciate the opportunity of continuing to be of service to Alberta Beach (the "Organization").

Yours truly,

DOYLE & COMPANY



Steven Kim, CPA
SK/sn

Acknowledged and agreed on behalf of Alberta Beach (the "Organization"):

Signed: _____
Kathy Skwarchuk, Chief Administration
Officer

Date _____

14.L

Alberta Beach Village Office

From: Government of Alberta <regulatoryassurance.support@gov.ab.ca>
Sent: January 27, 2025 3:39 PM
To: busdev@bolson.ca; aboffice@albertabeach.com
Subject: Notice of Application has been posted for application DAPP0097928 Water Approval - Other: Alberta Beach Boat Launch Repair

Notice of Application has been posted for your application DAPP0097928 Water Approval - Other: Alberta Beach Boat Launch Repair . The Statement of Concern deadline date is 2025-02-04.

Access your application [here](#)

Do not reply to this email. If you have any questions please contact the DRAS Helpdesk at regulatoryassurance.support@gov.ab.ca

Ref:MSG25920755_CR5WCNmauHNALpwoToV

416

ALBERTA BEACH
WATER ACT
NOTICE OF APPLICATION

Notice is given that **Alberta Beach** has filed an application under the provisions of the *Water Act* for approval for undertaking activities to repair an existing boat launch on the southeast shore of Lac Ste Anne at the location SW 22-054-03-W5 in Lac Ste Anne County.

Any person who is directly affected by this application may submit a Statement of Concern within 7 days of the date of this notice.

To submit a Statement of Concern, sign into the Digital Regulatory Assurance System (DRAS) using a Alberta.ca or MyAlberta Digital ID for Business (MADI-B) account.

- DRAS webpage - <https://www.alberta.ca/digital-regulatory-assurance-system.aspx>
- - To sign up for an Alberta.ca or MADI-B account see the *How to Create an Alberta.ca Account* or *How to Create a MADI-B Account to Access DRAS* knowledge article.

Alternatively, you may submit a written Statement of Concern to:

Environment and Protected Areas
Approvals Unit, 5th Floor, South Petroleum Plaza
9915 108 Street
EDMONTON, AB T5K 2G8

The written statement of concern should include the following:

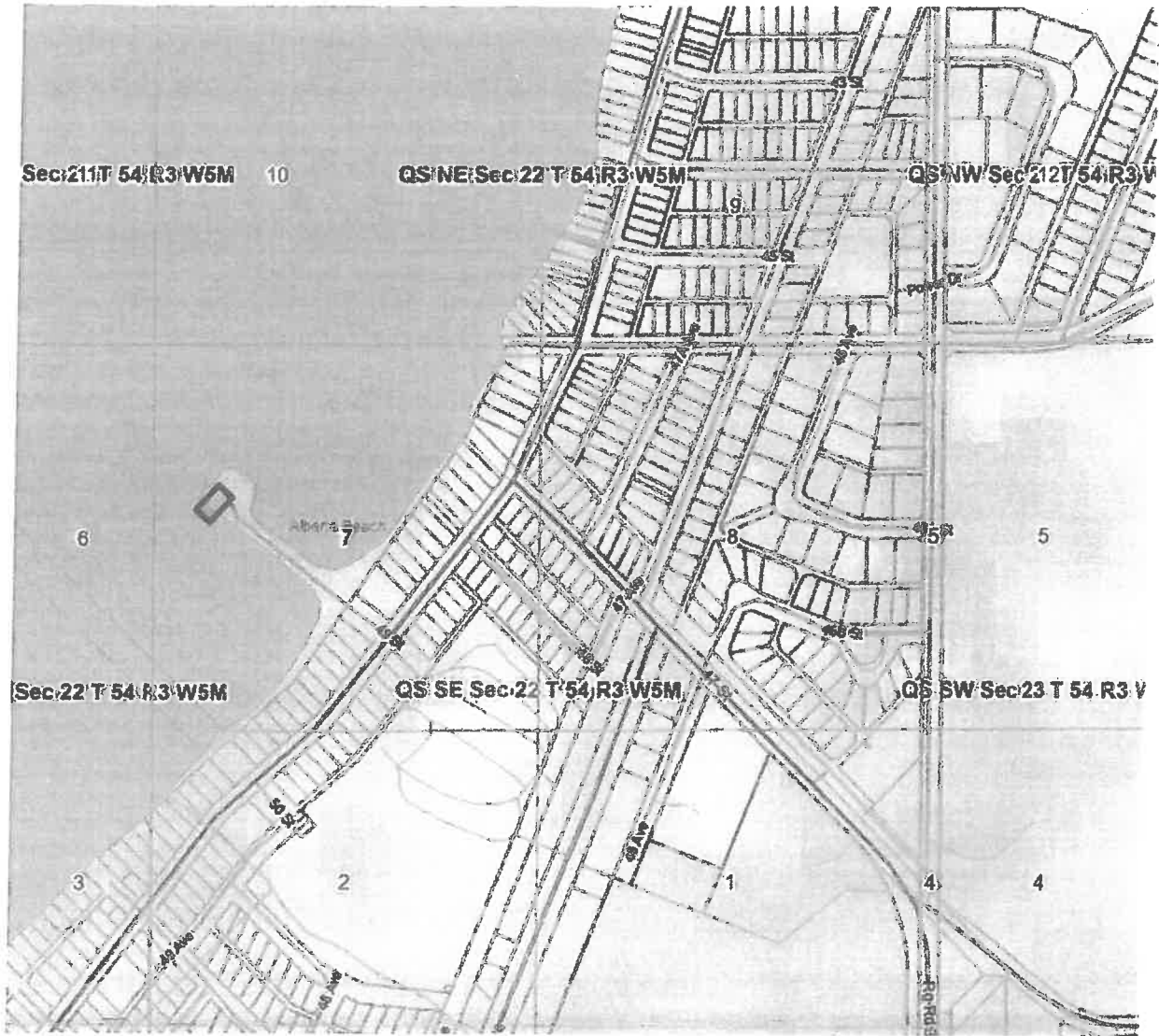
- Quote the Case number: **DAPP0097928**
- Describe concerns that are relevant to matters regulated by the *Water Act*
- Explain how the filer of the concern will be directly affected by the activity and/or diversion of water proposed in the application
- Provide the legal land location of the land owned or used by the filer where the concerns described are believed to be applicable
- State the distance between the land owned or used by the filer and the site in the application
- Contact information including the full name and mailing address of the filer. Please provide the telephone number and email address for ease of contact.

Environment and Protected Areas will review each written Statement of Concern, seek more information if needed, and notify each filer by letter of the decision to accept or reject their written submission as a valid Statement of Concern.

Statements of Concern submitted regarding this application are public records which are accessible by the public and the applicant. Failure to file a Statement of Concern may affect the right to file a Notice of Appeal with the Environmental Appeals Board.

Copies of the application and additional information can be obtained from:

Trent Thompson
Bolson Engineering and Environmental Services
780-668-8571
tthompson@bolson.ca



14.m



202, 9440 49 Street, Edmonton, AB T6B 2M9 | NSWA.AB.CA

Presenting the 2025 NSWA Calendar



The North Saskatchewan Watershed Alliance (NSWA) is one of eleven provincially designated Watershed Planning and Advisory Councils in Alberta and a key partner in the Government of Alberta's *Water for Life Strategy* that has three main goals:

- *safe, secure drinking water supply*
- *healthy aquatic ecosystems*
- *reliable, quality water supplies for a sustainable economy*

The NSWA provides leadership in watershed planning in the North Saskatchewan River watershed through collaboration with the Government of Alberta, local municipalities, industry, and other non-governmental organizations. Together we complete technical studies and research projects, foster watershed partnerships, and share knowledge on the benefits of healthy and resilient watersheds.

Please accept this copy of NSWA's 2025 calendar for your office as a small token of our thanks for your work on behalf of your municipality and the citizens of our watershed.

If you would like to learn more about the NSWA and the work we do in the watershed you can visit our website at www.nswa.ab.ca.

All the best,

Scott Millar, Executive Director

Alberta Beach Village Office

From: Shelley Klein <ShelleyK@onoway.ca>
Sent: February 13, 2025 10:05 AM
To: aboffice
Cc: Jennifer Thompson
Subject: Transfer of Ownership AFRRCS Radios
Attachments: ALBERTA BEACH-AFRRCS RADIOS.pdf

Alberta Beach,

Please find attached Letter of Transfer of Ownership of AFRRCS Radios.

Best Regards,

Shelley Klein
 Administrative Assistant

780-967-5338
 shelleyk@onoway.ca

Town Office: 4812-51 Street
 Mail: Box 540 Onoway, AB T0E-1V0

www.onoway.ca

Follow

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TOWN OF ONOWAY

Mail: Box 540
Oneway, Alberta
T0E-1V0
Town Office: 4812-51 Street
Phone: 780-967-5338

February 13, 2025

Alberta Beach
Box 278
Alberta Beach, AB
T0E-0A0

(Sent via E-mail)

Dear Mayor and Council,

As per Council Motion # 031-25, passed at the Special meeting of January 28, 2025. The Town of Oneway will be transferring ownership of the AFRRCS Radios to Alberta Beach for a nominal fee of \$1.00. The radio Serial Numbers and ID are listed below.

Radio Serial #	Radio ID #
• 655CSZ0843	6440005
• 655CSZ0857	6440009
• 655CSZ0839	6440030
• 655CSZ0869	6440024

Your community is responsible for communicating with Fire Rescue International regarding possession of the radios after March 7, 2025. Please note the agreement for use of the AFRRCS radios with Lac Ste Anne County also ends on March 8, 2025 as this contract was with the Town of Oneway.

Best Regards,

A handwritten signature in cursive script that reads "Jennifer Thompson".

Jennifer Thompson
Chief Administrative Officer
cao@onoway.ca

Alberta Beach Village Office

From: MA Engagement Team <ma.engagement@gov.ab.ca>
Sent: February 14, 2025 2:39 PM
To: ! ABOffice
Subject: RE: Meeting request with Minister Mclver - ABmunis Spring Municipal Leaders Caucus 2025

Good afternoon,

Thank you for your request to meet with the Minister of Municipal Affairs, the Honourable Ric Mclver, during the ABmunis Spring 2025 Municipal Leaders Caucus.

Unfortunately, due to the large number of meeting requests received, the Minister is unable to meet with your council during the convention.

If you believe a meeting with the Minister is still necessary, please contact the Minister’s Office to request an opportunity to meet at a later date.

Thank you.

Engagement Team
Municipal Services Division
Municipal Affairs

Classification: Protected A

From: Alberta Beach Village Office <aboffice@albertabeach.com>
Sent: December 18, 2024 12:49 PM
To: MA Engagement Team <ma.engagement@gov.ab.ca>
Subject: RE: Meeting request with Minister Mclver - ABmunis Spring Municipal Leaders Caucus 2025

CAUTION: This email has been sent from an external source. Treat hyperlinks and attachments in this email with care.

Good afternoon,

Please find attached our request to meet with Minister Mclver during the MLC scheduled to take place from March 6 – 7, 2025.

Thank you,

Kathy Skwarchuk,
CAO

Alberta Beach
Box 278

Meeting Request:

Alberta Municipalities Municipal Leaders Caucus Spring 2025

If you have questions, require support and to submit form, please email: ma.engagement@gov.ab.ca

Municipal Information

Municipality Name: Alberta Beach

Meeting Topics

Please provide additional details about the topic for discussion

Topic 1	Topic 2	Topic 3
Fire & EMS Services along the provincial highways.		

Meeting Participants

- 1 Kelly Muir Mayor/Reeve
- 2 Kathy Skwarchuk Chief Administrator
- 3 Debbie Durocher Councillor
- 4 Tara Elwood Councillor
- 5 _____ Councillor
- 6 _____ Councillor
- 7 _____ Councillor
- 8 _____ Councillor
- 9 _____ Councillor

Alberta Beach, AB
TOE OAO
Phone: 780-924-3181
Fax: 780-924-3313
aboffice@albertabeach.com

CHRISTMAS HOLIDAY CLOSURE

The Village Office will be closed Tuesday, December 24th, 2024, through Monday, January 1st, 2025. Regular business hours will resume on Thursday, January 2nd, 2025.

**May your holidays be filled with warmth and cheerful celebration.
We wish you a safe and happy holiday season!**

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From: Lisa Klemp <Lisa.Klemp@gov.ab.ca> **On Behalf Of** MA Engagement Team

Sent: December 12, 2024 1:38 PM

To: Donnelly ESS1 <cao@donnelly.ca>; ! CARLA <CARLA@CLIVE.CA>; ! CAO <CAO@VILLAGEOFCLYDE.CA>; ! Village of Consort CAO <cao@consort.ca>; ! VILCOUTT <VILCOUTT@TELUS.NET>; vilocow@cowley.ca; ! CAO <CAO@CREMONA.CA>; pyoung.czar@mcsnet.ca; ! KAREN.FEGAN <KAREN.FEGAN@DELBURNE.CA>; Estelle Girard <girouxvl@iwantwireless.ca>; ! CAO <CAO@VILLAGE.DONALDA.AB.CA>; ! CAO <CAO@VILLAGEOFCHAMPION.CA>; ! Village of Duchess Admin <administration@villageofduchess.com>; ! VLEDBERG <VLEDBERG@SYBAN.NET>; ! Village of Edgerton Admin <admin@edgerton.ca>; cao@villageofelnora.com; cao@villageofempress.ca; ! VLG4MOST <VLG4MOST@TELUSPLANET.NET>; cao@forestburg.ca; ! Village of Delia CAO <cao@delia.ca>; ! BEISEKER <BEISEKER@BEISEKER.COM>; ! CAO <CAO@ACME.CA>; ! ABOffice <aboffice@albertabeach.com>; ! Village of Alix CAO <cao@villageofalix.ca>; ! Village of Alliance CAO <cao@villageofalliance.ca>; village@amisk.ca; cao@liveinandrew.com; cao.arrowwood@gmail.com; angie.jensen@barnwell.ca; ! CHIPMANAB <CHIPMANAB@MCSNET.CA>; cao@bawlf.com; info@villageofchauvin.ca; cao@berwyn.ca; cao@villageofbigvalley.ca; ! CAO <CAO@VILLAGEOFBITTERNLAKE.CA>; ! Warren Griffin <warren@boylealberta.com>; ! Village of Carbon CAO <cao@villageofcarbon.com>; ccurtis@villageofcaroline.com; cao@villageofcarma.com; cao@barons.ca; Debbie Johnstone <villageofveteran@gmail.com>; ! MUNSON <MUNSON@NETAGO.CA>; ! Elsie Kiziak <cao@myrnam.ca>; Dianne Roshuk <cao@nampa.ca>; ! PVADMIN <PVADMIN@MCSNET.CA>; ! CAO <CAO@ROCKYFORD.CA>; ! ROSALINDVILLAGE <ROSALINDVILLAGE@XPLORNET.COM>; ! Rosemary Cao <rosemary.cao@eidnet.org>; ! CAO <CAO@RYCROFT.CA>; ! MORRIN <MORRIN@NETAGO.CA>; ! Village of Stirling <cao@stirling.ca>; cao@ryley.ca; ! VILNA <VILNA@MCSNET.CA>; cao@warburg.ca; ! Village of Warner CAO <cao@warner.ca>; ! WASKVILLAGE <WASKVILLAGE@MCSNET.CA>; ! YTOWN <YTOWN@NETAGO.CA>; kfeland@villageofglendon.ca; cao@breton.ca; ! VILLAGEOFFICE <VILLAGEOFFICE@SPRINGLAKEALBERTA.COM>; ! OFFICE <OFFICE@VILLAGEOFHUSSAR.CA>; cao@glenwood.ca; ! Village of Standard CAO <cao@villageofstandard.ca>; ! CAO <CAO@VILLAGEOFMILO.CA>; Sherry Krozser <office@villageofhaylakes.com>; ! ADMINISTRATION <ADMINISTRATION@VILLAGEOFHEISLER.CA>; cao@hillspring.ca; cao@hinescreek.com; ! HUGHENDENCAO <HUGHENDENCAO@XPLORNET.COM>; cao@villageofhalkirk.ca; cao@innisfree.ca; ! CAO <CAO@LOUGHEED.CA>; cao@irma.ca; ! CAO <CAO@VOKITSCOTY.CA>; ! CAO <CAO@LINDEN.CA>; cao@villageoflond.ca; ! CAO <CAO@VILLAGE.LONGVIEW.AB.CA>; ! CAO <cao@holden.ca>; ! CAO <CAO@MANNVILLE.COM>; cao@marwayne.ca; fomalley@gibbons.ca; ! Town of Grimshaw CAO <cao@grimshaw.ca>; mnorburn@hanna.ca; ! Bobbi Usselman <bobbi@hardisty.ca>; ! CAO Highlevel <cao@highlevel.ca>; ! TREASURER <TREASURER@HIGHPRAIRIE.CA>; ! CAO <CAO@TOWN.KILLAM.AB.CA>; ! Todd Becker <todd.becker@innisfail.ca>; dhafichuk@irricana.com; kristen@foxcreek.ca; jpanasiuk@hinton.ca;

cprosser@highriver.ca; ! Anthony Burdett <cao@fortmacleod.com>; cao@falher.ca; ! Town of Fairview CAO <cao@fairview.ca>; ! CAO <CAO@ELKPOINT.CA>; christineb@edson.ca; ! JACKRAMSDEN <JACKRAMSDEN@ECKVILLE.COM>; ! CAO Drumheller <cao@drumheller.ca>; ! E Gorner <egorner@didsbury.ca>; tyler.e@lamont.ca; ! KURTISPRATT <KURTISPRATT@RAYMOND.CA>; cao@diamondvalley.town; clevasseur@devon.ca; wferris@draytonvalley.ca; ! E Vincent <evincent@okotoks.ca>; ! CAO <CAO@NOBLEFORD.CA>; ! Jody Quickstad <cao@daysland.ca>; kvanbuul@redwater.ca; Shanon Simon <shanons@redcliff.ca>; mkastiro@rainbowlake.ca; ! SANDRA.LUND <SANDRA.LUND@PONOKA.CA>; ! Town of Pincher Creek CAO <cao@pinchercreek.ca>; ! KEITH <KEITH@PICTUREBUTTE.CA>; Rick Binnendyk <rbinnendyk@townofpenhold.ca>; cao@peacriver.ca; finacial@townofprovost.ca; cao@onoway.ca; ! R Proulx <rproulx@legal.ca>; Neil Smith <cao@nanton.ca>; ! CAO <CAO@MUNDARE.CA>; michelle.hay@morinville.ca; millet@millet.ca; ! CAO <CAO@MILKRIVER.CA>; ! CAO <CAO@MCLENNAN.CA>; ! Town of Mayerthorpe CAO <cao@mayerthorpe.ca>; ! Town of Manning CAO <cao@manning.ca>; james@magrath.ca; cao@oyen.ca; rstoyle@town.bonnyville.ab.ca; cao@sylvanlake.ca; ! CAO Townofswanhills <cao@townofswanhills.com>; Linda Nelson <linda.n@sundre.com>; ! Kevin Scoble <kevin.scoble@strathmore.ca>; tgoulden@stonyplain.com; lgraham@stettler.net; ! Town of Stavely CAO <cao@stavely.ca>; cao@townofspiritrivier.ca; jeff.simpson@slavelake.ca; ! Town of Sexsmith Admin <admin@sexsmith.ca>; ! CAO <CAO@SEGEWICK.CA>; dkrause@trmh.ca; ! CAO Taber <cao@taber.ca>; ! Dave <dave@bowisland.com>; sjeffery@town.stpaul.ab.ca; ! Town of Bon Accord CAO <cao@bonaccord.ca>; kisaak@blackfalds.ca; bwilliams@olds.ca; kinzab@crossfieldalberta.com; ! Kelly Gibson <kelly.gibson@banff.ca>; Edward LeBlanc <eleblanc@barrhead.ca>; ! CAO <CAO@TOWNOFBASHAW.COM>; ! Amanda Davis <cao@bassano.ca>; jjohnston@beaverlodge.ca; mfortais@townofbentley.ca; Rachel Ramey <rachel@athabasca.ca>; craig@rimbey.com; donna@townofcastor.ca; ! S Wiley <swiley@westlock.ca>; sally.caudill@canmore.ca; cao@bowden.ca; slosier@calmar.ca; dtona@thorsby.ca; ! Town of Smoky Lake CAO <cao@smokylake.ca>; ! ADMIN <ADMIN@WEMBLEY.CA>; rickb@carstairs.ca; ! Petersmyl <petersmyl@whitecourt.ca>; ! Abe Tinney <abe@claresholm.ca>; ! Kalen Hastings <Kalen.Hastings@coaldale.ca>; ! CAO Coalhurst <cao@coalhurst.ca>; ! Mike Derricott <mike.derricott@cochrane.ca>; quintonf@town.coronation.ab.ca; ! Jeff Cardston <jeff@cardston.ca>; sling@vegreville.com; ! Kfath <kfath@townofvulcan.ca>; cao@viking.ca; mvandortorre@vermillion.ca; ! Town of Three Hills CAO <cao@threehills.ca>; ! CNEUFELD <CNEUFELD@TOFIELDALBERTA.CA>; carl.peterson@townoftrochu.ca; kgau@wainwright.ca; ! CAO <CAO@TOWNOFTWOHILLS.COM>; phyllis.forsyth@bruderheim.ca; cburns@town.vauxhall.ab.ca; ! Ben Berlinguette <bberlinguette@valleyview.ca>; information@svofficepl.com; svpointalison@outlook.com; pelicanarrows@gmail.com; information@svofficepl.com; hwynne@parklandbeachsv.ca; tina.mewatha@gmail.com; information@svofficepl.com; ! Tanner Evans <tevans@sylvansummervillages.ca>; ! INFO <INFO@ROCHONSANDS.NET>; ddm@kronprinzconsulting.ca; bancroftkim@hotmail.com; cao@rosshaven.ca; svsandyb@xplornet.ca; ! SVSEBA <SVSEBA@TELUSPLANET.NET>; cao@silverbeach.ca; svbondiss@outlook.com; ! Tanner Evans <tevans@sylvansummervillages.ca>; cao@birchcove.ca; cao@lakeview.ca; hwynne@parklandbeachsv.ca; cao@betulabeach.ca; information@svofficepl.com; svbbeach@gmail.com; ! VIVIANDRIVER <VIVIANDRIVER@MCSNET.CA>; emily@milestonemunicipalservices.ca; ! Tanner Evans <tevans@sylvansummervillages.ca>; cao@sundancebeach.ca; svsunrisebeach@wildwillowenterprises.com; bancroftkim@hotmail.com; ! OFFICE <OFFICE@SUNSETPOINT.CA>; southbaptiste@gmail.com; admin@waiparous.ca; ! ADMINISTRATION <ADMINISTRATION@WILDWILLOWENTERPRISES.COM>; ! SVWESTCOVE <SVWESTCOVE@OUTLOOK.COM>; bancroftkim@hotmail.com; office@svyellowstone.ca; cao@whitesandsab.ca; ! SVHORSESHOEBAY <SVHORSESHOEBAY@GMAIL.COM>; cao@valquentin.ca; information@svofficepl.com; ! Tanner Evans <tevans@sylvansummervillages.ca>; cao@itaska.ca; bancroftkim@hotmail.com; cao@islandlake.ca; svsouthview@outlook.com; information@svofficepl.com; ! ADMIN <ADMIN@GHOSTLAKE.CA>; Sylvia Roy <sylvia.roy@svofficepl.com>; ! SVCASTLE <SVCASTLE@TELUS.NET>; ! BURNSTICK8 <BURNSTICK8@GMAIL.COM>; ! Tanner Evans <tevans@sylvansummervillages.ca>; ! D Pollard <dpollard@lloydminster.ca>; ! Lloyd Brierley <lloyd.brierley@lethbridge.ca>; ! City Manager <city.manager@leduc.ca>; ! Matthew Goudy <mgoudy@lacombe.ca>; sbourke@cityofgp.com; ! CityManager Airdrie <city.manager@airdrie.ca>; cparker@brooks.ca; ! David Duckworth <david.duckworth@calgary.ca>; mboyd@camrose.ca; kedney@chestermere.ca; ! SUE.HOWARD <SUE.HOWARD@WETASKIWIN.CA>; eddie.robar@edmonton.ca; ! Ann Mitchell <annmit@medicinehat.ca>; ! Knagoya <knagoya@coldlake.com>; ! T Fleming <tfleming@fortsask.ca>; Mike.Schwartz@beaumont.ab.ca; ! Citymanager RDDR <city.manager@reddeer.ca>; dscrepnek@sprucegrove.org; wfletcher@stalbert.ca

Cc: MA Engagement Team <ma.engagement@gov.ab.ca>

Subject: Meeting request with Minister McIver – ABmunis Spring Municipal Leaders Caucus 2025

Dear Chief Administrative Officer:

I am writing to inform you of a potential opportunity for municipal councils to meet with the Honourable Ric McIver, Minister of Municipal Affairs, at the 2025 Spring Municipal Leaders' Caucus (MLC), scheduled to take place at the Westin Edmonton from March 6 – 7, 2024. These meetings will be in person at the Westin Edmonton or the Alberta Legislature, as scheduling permits.

Should your council wish to meet with Minister McIver during the MLC, please submit a request by email with potential topics for discussion on the attached meeting request template to ma.engagement@gov.ab.ca no later than January 10, 2025.

We generally receive more requests than can be reasonably accommodated over the course of the convention. Requests which meet the following criteria will be given priority for meetings during the convention:

- Municipalities that identify up to three discussion topics related to policies or issues directly relevant to the Minister of Municipal Affairs and the department.
 - It is highly recommended to provide details on the discussion topics.
- Municipalities located within the Capital Region can be more easily accommodated throughout the year, so priority will be given to requests from municipalities at a distance from Edmonton and to municipalities with whom Minister McIver has not yet had an opportunity to meet.
- Meeting requests received after the deadline will not be considered for the convention.

Meeting times with the Minister are scheduled for approximately 15 minutes. This allows the Minister to engage with as many councils as possible. All municipalities that submit meeting requests will be notified at least two weeks prior to the convention as to the status of their request.

Municipal Affairs will make every effort to find alternative opportunities throughout the remainder of the year for municipalities the Minister is unable to accommodate during the convention.

If you encounter any issues with the meeting request template, please email the Engagement Team for assistance.

Engagement Team
Municipal Services Division
Municipal Affairs

14.P

Alberta Beach Village Office

From: Mike Primeau <mprimeau@lsac.ca>
Sent: February 14, 2025 2:46 PM
To: Kathy Skwarchuk
Cc: Trista Court
Subject: RE: Proposed Mutual Aid

Hi Kathy,

Council discussed and accepted for information, at this time.

Once agreements are in place with the other municipalities that joined us, we will reach out. Early March is the timeframe for setting up.

Regards,

Mike Primeau, MBA, CLGM
County Manager, Lac Ste. Anne County

56521 RGE RD 65 | BOX 219 | SANGUDO, ALBERTA T0E 2A0
PHONE: 780.785.3411 Ext. | TOLL-FREE: 1.866.880.5722 | CELL: 780.305.4954 FAX: 780.785.2985

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From: Alberta Beach Village Office <aboffice@albertabeach.com>
Sent: Friday, February 14, 2025 2:18 PM
To: Mike Primeau <mprimeau@lsac.ca>
Subject: RE: Proposed Mutual Aid

Hi Mike,
I just wanted to follow up with you on our request for Mutual Aid.

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

57

15.a

aboffice@albertabeach.com

From: Doug Reti <doug.reti@hillplain.com>
Sent: February 4, 2025 2:14 PM
To: aboffice@albertabeach.com
Cc: Shelby Bourke; Hughie Jones
Subject: Alexis Nakota Souix Nation - Strategic Plain
Attachments: ANSN_Strategic_Plan-Skwarchuk_Kathy.pdf

Aba Washded (Good Day),

Dear Ms. Skwarchuk (Kathy),

Please find attached a letter for your review. We appreciate your time and consideration and look forward to the opportunity to engage with you on this important initiative.

Ish Nish (Thank you),

Doug



Doug Reti

Manager - Business Development & Partnerships

Email: doug.reti@hillplain.com

Cell Phone: (403) 826-0901

Address: 10358-172 St NW, Edmonton, AB T5S 1G9

Website: hillplain.com

*Proud Acknowledgement to be 100% owned by Alexis Nakota Sioux Nation.
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Lands, Resource Management, & Economic Development
Strategic Plan

January 25, 2025

Kathy Skwarchuk
Chief Administrative Officer
Village of Alberta Beach

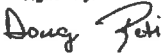
Aba Washded (Good Day) Kathy Skwarchuk,

My name is Doug Reti, I am a part of a team, of Alexis Nakota Sioux Nation (ANSN) members and non-members, who are developing an ANSN Lands, Resource Management and Economic Development Strategic Plan. Our goal is to develop a comprehensive strategic plan that aligns the Nation's values, vision, mission, businesses, departments, and assets for the benefit of its Nation and its partners. As part of the ANSN Strategic Plan, we are conducting an external audit of ANSN's relationships with its working partnerships and neighbouring local governments. I am writing to you today to invite you to a meeting to discuss the following topics:

- What is your current relationship with the ANSN and how important is it for your operations to establish a relationship or strengthen it?
- How could a stronger relationship with the Alexis Nakota Sioux Nation be developed?
- What benefits do you see in building a collaborative relationship with the Alexis Nakota Sioux Nation?
- Where do we go from here?

This letter is written on behalf of Dr. Hughie Jones (ANSN member; ANSN Strategic Plan Project Lead; Director - Wakâ Mne Science Culture Initiative). Dr. Jones and I would like to schedule a meeting with you, either personally or virtually, in the coming weeks Thank you for taking the time to consider this request to meet, and I look forward to hearing from you. If you have any questions or wish to discuss this further, please contact me by email at Doug.Reti@HillPlain.com (CC: Hughie.Jones@HillPlain.com), or phone at 1-403-826-0901.

Ish Nish (Thank you),

Signed by:

63B3583BF85A4CE...

Doug Reti
External Audit Lead
Alexis Nakota Sioux Nation Lands, Resource Management,
and Economic Development Strategic Plan

Alberta Beach Village Office

From: Lilian Wisser <lwisser@albertacf.com>
Sent: February 13, 2025 10:08 AM
To: John Anderson; Edward LeBlanc; Bill Lewis; Karen St. Martin; Wendy Wildman; Kathy Skwarchuk; Debbie Oyarzun; Jenny Bruns; Jennifer Pederson; Wendy Davidson; Kristen Milne; Cindy Suter; Bert Roach; Gordon Frank; Rhonda Woods
Subject: SAVE THE DATE - LEMONADE DAY 2024 - JUNE 14TH 2025!!

Good Morning!

On behalf of Community Futures Yellowhead East (CFYE), we are excited to announce that the Northern Alberta Lemonade Day Program will take place on Saturday, June 14th, 2025! CFYE is thrilled to once again partner with regional municipalities that are interested in hosting and sponsoring the event in their communities.

Registration for Lemonade Day will open to the public on March 1st, 2025, and will close on May 15th, 2025. Training dates for registered participants will be announced once host community sponsors have been confirmed.

As per past years, the following are the mandatory requirements of each host community:

- Agree to Proclaim June 14th 2025 as Northern Alberta Lemonade Day in your community.
- Provide the \$500 sponsorship for the Entrepreneur of the Year Award for your community.
- Provide/Arrange for Training Space as required for the In Person Lemonade Participant Training Session, free of charge.
- Provide 3 - Volunteer Judges for the event on June 14th, Lemonade Day Contest Judging. (Provide names and contact information for each volunteer)
- Provide Photos ,names and details of winners, back to CFYE
- Provide Admin Staff to; Track, Issue & collect nominal payment for Lemonade Day Participant Business Licenses.
- Provide Admin Staff to Liase with CFYE Event Coordinator to keep updated on program registrations, volunteer judges, etc.
- Assist in promoting and marketing of the event and the training graphics as provided by CFYE.

Please include this information on the next available council meeting agenda, as a request for confirmation of participation. Confirmations are required so that we are able to move forward with planning and scheduling of training dates, ordering of training materials and arranging of sponsorships.

Thank you for your consideration of this request. We look forward to hearing back from you, in anticipation of partnering together for another successful Northern Alberta Lemonade Day!

If you have any additional questions, please let me know!

Please note the following

if there is a new Lemonade Day representative and I can update my records

If you plan on partnering with another municipality please let me know

Lilian Wisser

Community Futures Yellowhead East

CED & Project Coordinator

Unit 1, 5023-50ave

Box 2185, Whitecourt, AB

T7S 1P8

lwisser@albertacf.com

Office: 780-791-0966 EXT. 103 Direct: 587-952-7013

<https://yellowheadeast.albertacf.com/>

Alberta Beach Village Office

From: Tara Elwood <taraelwood@albertabeach.com>
Sent: February 3, 2025 1:18 PM
To: Alberta Beach Village Office
Subject: Fwd: Registration for Parliamentarian Training Seminar on Saturday, March 1 in Leduc, AB

I would like permission to attend.

Tara Elwood
Councillor
Village of Alberta beach.

Begin forwarded message:

From: AABM Chair <aabmchair@yrl.ab.ca>
Date: January 30, 2025 at 6:09:40 PM MST
To: AABM Chair <aabmchair@yrl.ab.ca>, Kathy Dion <k.dion@valquentin.ca>, Sharon Hanson <sharon@jshansen.net>, Judey Jackson <judeyjackson@gmail.com>, Riley Ekins <riley.ekins@sunsetpoint.ca>, Tara Elwood <taraelwood@albertabeach.com>, Cathy Vandenbigglar <tkjmom@hotmail.com>, Judy Valiquette <judyvaliquette@gmail.com>
Subject: Fw: Registration for Parliamentarian Training Seminar on Saturday, March 1 in Leduc, AB

Hi Everyone... I'm going to try and go... Anyone else??

Hello,

Public Library Services Branch is coordinating a full-day training seminar on governance, effective meetings, Robert's Rules of Order, and parliamentary procedure, and we are pleased to invite library board members to participate.

The seminar will take place in person on Saturday, March 1, 2025, from 9:30am to 4:00pm, at the Leduc Public Library in Leduc, AB. More information, including a session description and presenter profile, is available on the registration form linked below.

If you would like to participate, please complete the [online registration form](https://www.eventbrite.ca/e/meeting-procedure-and-effectiveness-training-for-library-boards-tickets-1226766976049) (<https://www.eventbrite.ca/e/meeting-procedure-and-effectiveness-training-for-library-boards-tickets-1226766976049>).

The last day to register is **Saturday, February 22, 2025.**

Note that capacity is limited and seats will be filled in the order registrations are received.

While there is no cost to register, participants are responsible for their own travel costs.

Alberta Beach Village Office

From: Marlene Walsh <cao@valquentin.ca>
Sent: February 13, 2025 11:23 AM
To: Alberta Beach Village Office; office@sunsetpoint.ca
Subject: Fwd: Tri-village Water Feasibility Study_Meeting Follow up

Good Morning Kathy

I am sharing the following email with you from MPE Engineering:
They are seeking input on the following questions so we can share them back with MPE
Do you think this could be brought forward this evening:

Following our meeting on January 29, at the Alberta Beach Council Chambers Office, the initial consensus to proceed with the expansion to the TVRSSC as the governance option for the Tri-Village water utility was noted.

MPE will confirm with the Tri-Village committee after the Commission’s next meeting on March 12, to determine if the expansion of TVRSSC is feasible and finalized as the Tri-Village water utility governance.

In the meantime, we would like to clarify a few points discussed in the meeting on January 29 and outlined in the revised Memo 1 sent to the Tri-Village steering committees on January 17, 2025:

Your input on the following key decisions is essential in developing the Tech Memo #2 – High-Level Cost Analysis with Revenue Forecast of the feasibility study project:

1.Type of Water Utility Service:

Should the system be designed as a full-pressure system or trickle-feed system?

2. Fire Flow Consideration:

Will the system need to accommodate fire flow or be designed without fire flow requirements?

3. Reservoir Configuration:

Should there be one shared reservoir for all municipalities, or should each have a separate reservoir?

4. Pipeline Installation Method:

Should the preferred installation method be open-cut excavation or horizontal directional drilling (HDD)?

Your feedback on these items will help guide the design process and ensure that the final decisions align with the Tri-Village municipalities' needs.

Looking forward to your responses.

Thanks,

Samaneh Momenifar, M.Sc. , E.I.T
Project Engineer
Cel. (587) 566 - 2618
Email. smomenifar@mpe.ca
www.mpe.ca



#101, 10630-172 Street
Edmonton, AB T5S 1H8
Phone: 780-486-2000



Tri-Village Water Feasibility Study Utility Governance Options

To: Tri-Village Steering Committee

From: Mike Andrews

cc: _____

Re: Tri-Village Water Feasibility Study

Date: 2025/01/15

File: N:\5585\001\00\MEMO01

Pages: 13

Email: marlenehwalsh@gmail.com

The following Utility Governance Options Memo has been prepared for the Summer Village of Val Quentin to discuss the various Utility Governance Options for the proposed water utility.

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1.0 INTRODUCTION

1.1 Background

The Summer Village of Val Quentin retained MPE a division of Englobe (MPE), to complete a Water Feasibility Study for the Tri-Village Region. The Tri-Village municipalities are members of the West Inter Lake District (WILD) Water Commission, which constructed a potable water truckfill station at the corporate limits of Alberta Beach and assigned a specific location for the connection point to each Village. This project aims to assess the feasibility and identify the necessary steps to establish a regional potable water distribution system within the Tri-Village Region Partnership. MPE has investigated and understands WILD's previous business plan. WILD has been constructed to supply communities west of Edmonton with potable water with the intent for communities to draw water from their transmission lines and to then supply their respective residents. The WILD water commission is a transmission waterline that currently supplies communities within the borders of Lac Ste. Anne County and Parkland County. The Tri-Village has an allocated amount of water with WILD and MPE understands that the Tri-Village wishes to start drawing part of their allocation. WILD is not a supply line that multiple residents can directly connect to. Residents are required to connect to a secondary waterline constructed by each municipality.

1.2 Objectives

The Tri-Village has retained MPE to seek innovative solutions for utility governance along with developing servicing standards for new water infrastructure. MPE will deliver five (5) final documents to the Tri-Village which include:

- 1) Tech Memo #1 – Utility Governance Options
- 2) Tech Memo #2 – High-Level Cost Analysis with Revenue Forecast
- 3) Tech Memo #3 – Water Servicing Standards
- 4) Tech Memo #4 – Capital Infrastructure Plan
- 5) Final Utility Business Plan and Water Servicing Standards Submission

This technical memorandum is the first and will explore nine (9) water utility governance options as part of the utility business plan.

1.3 Need for Regionalization

Providing water services is a key function of municipalities and an adequate supply of clean water is critical to the health of a region and to its economic prosperity. Water services include distributing drinking water, ensuring water quality complies with specified standards, managing the available supply of water, managing the demand for water, allocating water use, protecting water from contamination, maintaining infrastructure, public education regarding water use, planning for future water uses, and mitigating possible risks to the water supply. WILD transmits potable water that would require minimal water treatment, if any.

Most residents of the Tri-Village utilize groundwater wells or hauled water for potable water supply. Impacts of climate change and depleting groundwater quality will increase the necessity of potable water infrastructure in the Region. The depletion of safe drinking water will only continue as time passes and the need for a regional waterline will increase in necessity.

1.4 Phased Development

Utility governance will require a phased development to carefully plan the financial commitments in a logical and cost-effective manner. The Tri-Village intends to continue the growth of the potable water infrastructure in a calculated manner to service many residents as quickly as possible given fiscal restraints. MPE will define expected phases in Tech Memo #4 – Capital Infrastructure Plan. A basic approach that MPE will take in the study is to:

- ✦ Research type of water systems residents currently have.
- ✦ Target areas with larger population densities.
- ✦ Plan distribution mains as required to provide cost effective services to as many residents as possible.
- ✦ Attempt to minimize the number of required reservoirs and truckfills.
- ✦ Phased development over several years to reduce annual financial burden and increase the probability of obtaining funding.

Future phases will be decided by the owner of the utility on an “as required” basis.

2.0 GOVERNANCE OPTIONS

For the purpose of this analysis, MPE assessed nine (9) utility governance options for water servicing within the Tri-Village. The waterline utility governance options are:

- ✦ Option 1 – Municipally Owned Utility
- ✦ Option 2 – Regional Services Commission
- ✦ Option 3 – Co-operative
- ✦ Option 4 – Inter-Municipal Agreement
- ✦ Option 5 – Municipal Controlled Corporation
- ✦ Option 6 – Public-Private Partnership
- ✦ Option 7 – Society
- ✦ Option 8 – Part 9 Company
- ✦ Option 9 – Expansion of Existing Sewer Commission

2.1 Option 1 – Municipally Owned Utility

Municipally owned water utilities are public entities operated by local governments to provide water services to residents. Funding can be obtained through various grant opportunities. Alberta Municipal Affairs (Municipal Affairs) governs municipally owned utility; however, it does not require provincial government approval for establishment.

If a disaster or loss were to occur to the utility infrastructure, a Municipally Owned Utility can apply for funding from the Disaster Recovery Programs (DRPs), and it does not require disaster insurance coverage to obtain financial assistance.

A Municipally owned utility is not-for-profit, and it should deliver services at the lowest possible cost. Any surplus funds must be allocated to benefit users, reinvested in infrastructure, or used to lower rates. Water service rates must be determined through a bylaw and follow a full-cost recovery model to ensure the municipally owned utility maintains not-for-profit.

Municipalities must hire or retain staff capable of managing tasks such as operation, maintenance, billing, and repairs to operate the municipally owned utility.

2.2 Option 2 – Regional Services Commission

A Regional Services Commission (RSC) allows multiple municipalities to work together to deliver a service which is necessary to its residents under the Municipal Government Act (MGA). The MGA states that an RSC cannot be formed under a single municipality, First Nations Reserve, or Metis Settlement. Municipalities do not need to be adjacent to one another to form an RSC. Commissions are separate from the municipalities when it comes to legal status, and hire their own staff, own property under the commissions name, and raise capital. An RSC can be formed for the purpose of:

- + Administrative and assessment services.
- + Emergency management and fire services.
- + Economic development services.
- + Planning services.
- + Water, wastewater, and solid waste management services.

Regional Service Commissions are eligible for loans from the Alberta Capital Finance Authority and can apply for government funding. An RSC can obtain grant funding from the Government of Alberta (GoA).

An RSC is one of the governance options that can expropriate private land. Land expropriation should only be used as a last resort option.

An RSC is intended to provide a service, in this case potable water, at the most inexpensive cost due to prohibited intention for profits. Profits must be returned to its users, used for the infrastructure, or to reduce rates. Rates set for water services must be established by bylaw and be based on a full-cost recovery rate model to reassure that the commission remains not-for-profit.

Municipal Affairs must be notified 60 days prior to forming a commission as they can approve or deny the establishment of a commission.

If a disaster or loss were to occur to the utility infrastructure, an RSC is ineligible for funding from the DRPs. The RSC would require disaster insurance coverage to obtain financial assistance.

2.3 Option 3 – Co-operative (Co-op)

A Co-operative (Co-op) is a business organization started by residents who want to use services as a group, have equal say in how the business is run, and either share or reallocate the profits. Decisions by the Co-op are done by an elected board, but all members can have equal vote when it comes to the larger decisions. Co-ops are not restricted to one municipality and can spread over multiple municipalities. The municipalities will have little to no say in how the co-op operates and what areas are a priority for waterline expansion.

Funding can be obtained in a similar manner to municipalities when applying to the GoA for grants. Funding of the capital projects that does not come from grants will come from the municipalities involved in the agreement.

There are funding avenues through the GoA for a Water Co-op. Co-ops can apply for funding, but the application must be done by a municipality on behalf of the Co-op. The likelihood of obtaining government allocated funds is slightly lower than a municipally owned utility. If the GoAs allocation towards a grant or fund is running low, municipalities are more likely to receive the remaining funds. Some costs covered by government funding includes acquisition, construction, development, betterment, rehabilitation, or non-routine maintenance of the Co-ops water infrastructure.

Land expropriation cannot be used by a Co-operative. Easements, rights-of-way, and land acquisition must be used to install a water infrastructure on private land.

Profits gained by a water Co-op must be re-invested into their infrastructure or into community projects.

It is highly recommended by the GoA to begin a reserve fund not only for operations and maintenance, but for possible expansion. Equipment can fail at any point and can be very expensive. Without a reserve, the Co-op may have to shut down for a significant amount of time. A reserve fund study is usually completed to manage future expenditures. On occasion, equipment failure may be covered by the Co-op's insurance. However, it may take insurance companies a significant amount of time to reimburse, yet repairs may need to be done immediately. Some members will solely rely on the Water Co-op for their household.

If a disaster or loss were to occur to the utility infrastructure, a co-op is ineligible for funding from the DRP. The co-op would require disaster insurance coverage to obtain financial assistance.

Service Alberta is the governing body responsible for establishing a Co-op. Alberta currently has more than 170 Water Co-ops, with over 6,700 connections. Within the Tri-Village, a co-op has already been established. The Ste. Anne Natural Gas Co-op Ltd. (Sang) has been established for 50 years.

2.4 Option 4 – Inter-Municipal Agreement

Inter-municipal agreements are entered into between two or more municipalities. To form an agreement, municipalities in the agreement need to pass a resolution of council. These agreements are created for multiple municipalities that would like to reach a common goal, and it allows more autonomy versus the other eight (8) governance options stated above. An authority, board, or committee can be formed using representatives from each municipality. Inter-municipal Agreements can become troublesome if the other municipalities within the agreement do not agree with each other about supplying potable water to residents. Planning timelines and funds need to be agreed upon prior to future expansion.

Funding can be obtained in a similar manner to municipalities when applying to the GoA for grants. Funding of the capital projects that does not come from grants will come from the municipalities involved in the agreement. Inter-Municipal Agreements can borrow much larger funds than a single municipality.

Land expropriation cannot be used in an Inter-municipal Agreement. Easements, rights-of-way, and land acquisition must be used to install water infrastructure on private land.

Inter-municipal Agreements need to be operated by the municipalities on a not-for-profit basis. Profits are to be reinvested into expanding or improving the water infrastructure or to be returned to the members.

The representatives are required to adhere to the MGA when providing a service to the region. Each municipality is liable for the decisions made by the representatives within their municipality. The amount of authority can be dictated in the Inter-municipal Agreement to be proportioned based on different factors. Examples of factors include potable water allotment, amount invested by each municipality, municipality size, municipality population, water infrastructure footprint within municipality, or any singular or combination of factors. The amount of authority must be unanimously agreed upon prior to resolution.

The water infrastructure can either be maintained and operated by one or all municipalities involved in the agreement.

If a disaster or loss were to occur to the utility infrastructure, the governing body must first submit a claim through their insurance. If the disaster or loss is deemed uninsurable, the municipalities can apply for financial assistance from the DRPs.

2.5 Option 5 – Municipally Controlled Corporation

Municipally Controlled Corporations (MCC) are for-profit corporations that are controlled by one or several municipalities to provide water or other services and facilities to its residents. All partnering municipalities would possess more than 50% of the votes in electing representatives for the MCC.

MCC's in Alberta abide by the MGA, Business Corporations Act, Control of Corporations Regulation, and the Debt Limit Regulation. Before establishing an MCC, Municipal Affairs should be notified within 60 days of the council forming an MCC and must be approved by Municipal Affairs. The assigned council must also consider a business plan and hold a public hearing. This information must be made available to the public no less than 30 days prior to the public hearing with adequate notice. The council of the municipality must adopt a Unanimous Shareholders Agreement (USA) to form an MCC. Municipal Affairs suggests seeking legal advice if wanting to form a USA, bylaws, articles of association, and franchise agreements.

Yearly financial statements must be prepared by the MCC and must be made available to the public. Financial statements must disclose any additional financial support including government funds. MCCs are not able to borrow directly from the Alberta Capital Finance Authority.

If a disaster or loss were to occur to the utility infrastructure, the governing body must first submit a claim through their insurance. If the disaster or loss is deemed uninsurable, the MCC can apply for financial assistance from the DRPs.

2.6 Option 6 – Public-Private Partnership (P3)

Public-private partnerships (P3) are formed between a government and a business to complete projects and services for its residents. P3 will share the risks encountered with a P3 project between the public and private sector. In Alberta, governance of the facilities and services created by a P3 project either become property of the government or continue to be owned by private business. The amount of control a municipality has in a P3 agreement depends on the agreement itself. The public sector would dictate what infrastructure would be required and where to install it. The private sector would come to an agreement based on estimated costs on how long they may manage the infrastructure to recapture the costs of building, operating, and maintaining the infrastructure.

Contractors fund a portion or the majority of P3 projects and then receive payments over an extended period for repayment from the P3 company. The funds of a P3 project cannot be supplied by borrowing money and incurring debt servicing costs against the project. Often the private company will continue operations and maintenance on the infrastructure as a build-own-operate model for a predetermined duration.

Land expropriation cannot be used by a P3 company. Easements, rights-of-way, and land acquisition must be used to install a water infrastructure on private land.

A P3 is typically ran to create a profit, for the most part on the private side of the partnership. The same as most other governance options, a portion of the capital funding required for a P3 project can be obtained from grant funding from the GoA.

The GoA (Service Alberta) has the final say in approving the establishment of a P3 based on the proposed framework of the partnership.

If a disaster or loss were to occur to the utility infrastructure, a P3 is ineligible for funding from the DRP. A P3 would require disaster insurance coverage to obtain financial assistance.

2.7 Option 7 – Society

Societies are formed by five (5) or more people for the purpose of social activities, recreation, culture, or charity under the Societies Act. A business cannot form a society due to societies being not-for-profit. No dividends can be paid to its members. A society is a Governance structure for municipal services in Alberta, however, does not apply to water services.

2.8 Option 8 – Part 9 Companies

Part 9 companies are formed to promote art, science, religion, charity, or other similar ventures, or they may be formed solely to promote recreation for their members and must adhere to the Companies Act. Part 9 companies cannot pay their members dividends. A Part-9 company is another Governance structure for municipal services in Alberta, however, does not apply to water services.

2.9 Option 9 – Expansion of Existing Sewer Commission

The Tri-Villages are already serviced by the Tri-Village Regional Sewer Services Commission (TVRSSC). This commission provides gravity and forcemain sewer utility throughout the municipalities. Expanding the existing sewer commission to include the water utility presents a viable and efficient option for the Tri-Village. This approach leverages the already established governance structure and operational expertise of the current sewer commission, providing continuity and potentially reducing administrative overhead. Water and wastewater are two utilities that are commonly completed together as they require similar materials, equipment, and expertise. The existing commission will already have an understanding of the scope and limitations discussed in Section 2.2.

3.0 SUMMARY OF OPTIONS

Comparison of Governance Structures for Municipal Services in Alberta

Summary	Municipally Owned Utility	Regional Services Commission	Cooperative (Co-op) (ex: Sang)	Inter-Municipal Agreement	Municipal Controlled Corporation	Public-Private Partnership (P3)	Society	Part 9 Companies	Expansion of Existing Sewer Commission
Separate legal entity		✓	✓		✓	✓	✓	✓	✓
Can borrow and incur debt servicing costs	✓	✓	✓	✓	✓		✓	✓	✓
Can directly appropriate land	✓	✓							✓
Can make a profit and distribute to members			✓		✓	✓			
Can apply for grant funding	✓	✓	✓	✓	✓	✓	✓	✓	✓
Eligible for disaster aid	✓			✓	✓				
Requires provincial government approval for establishment		✓	✓	✓	✓	✓	✓	✓	✓
Ministry/parties responsible for establishment	Municipal Affairs	Municipal Affairs	Service Alberta	Municipalities	Municipal Affairs	Municipalities and Partners	Service Alberta	Municipal Affairs	Municipal Affairs
Legislation restricting types of services provided	Municipal Government Act	Municipal Government Act	Cooperatives Act	Municipal Government Act	Municipal Government Act	Municipal Government Act	Societies Act	Companies Act	Municipal Government Act

Society, Part 9 Companies, and Public-Private Partnership governance structures are not suited for creating a potable waterline in rural Alberta.

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4.0 CONCLUSION

Municipalities have a range of governance options to choose from as they consider ways to offer potable water to their residents. These options provide flexibility for municipalities. A variety of factors will determine the governance option most appropriate for the partnering municipalities to use in the delivery of potable water. Key considerations for municipalities when deciding on governance options include:

- ✦ Does the Tri-Village want to consider partnering with bordering municipalities?
- ✦ If the Tri-Village is to partner, would the water be sold to the bordering municipality, or would the other municipalities be partnering splitting costs?
- ✦ Does the governing body need to own the land or property?
- ✦ Does the municipality want to have a say in the representatives governing the services?
- ✦ Does the municipality want to have a say in operations and management of the water infrastructure?
- ✦ Should the governing structure be not-for-profit or profitable?
- ✦ Is borrowing required for funding the infrastructure?

Not all governing options provide the same legal authority and borrowing ability. Municipal Affairs suggests that municipalities which are looking to adopt one of the aforementioned governance structures consult a lawyer to address the specifics in establishing their preferred governance structure.

The nine (9) utility governance options were explained to the Tri-Village steering committee members on August 30, 2024, to assist in selecting the best option suitable for running the water utility. The following conclusions were achieved by Tri-Village municipalities:

Alberta Beach and Summer Village of Val Quentin selected the expansion of TVRSSC their first choice, followed by a municipally owned utility as their second choice, and an inter-municipal agreement as their third. Summer Village of Sunset Point selected a new Regional Service Commission as the preferred governance model.

Some additional considerations are presented in the next section to assist Tri-Village make the final decision regarding their preferred governance option. The top three choices as: Expansion of Existing Sewer Commission, Municipally Owned Utility, and Regional Service Commission can each serve as the optimal solution for the Tri Village water utility, depending on the members' preferences, constraints, and objectives. For instance, the governance method impacts criteria such as the number and location of reservoirs. In addition, the municipalities perspectives in having a profitable or not-for-profit utility will determine the best governance option and establish the foundation for subsequent phases of this study.

Please review the following sections to be able to select the best governance option.

5.0 ADDITIONAL CONSIDERATIONS

The following summarizes some of the design considerations and the overall implications they have on the final water utility design. This section is provided to assist the Tri-Village municipalities in making informed final decision in selecting the utility governance method. The impact of criteria such as current population data and projected growth, type of water utility service (trickle feed or full pressure system), fire flow, number and capacity of water reservoirs and their locations are discussed in some depth here. Some cost aspects of these criteria are also discussed here. The decisions made on utility governance method by Tri-Village will help with determining these criteria and setting the foundations for MPE to proceed with the next phases of the project.

5.1. Water Allocation and Population

The 2023 census, completed by Municipal Affairs, indicates the following population data for the Tri-Village: Alberta Beach (864), Summer Village of Sunset Point (257), and Summer Village of Val Quentin (158). Population growth is presented in the Table below and shows negative growth for Alberta Beach and growth for Summer Villages of Sunset Point and Val Quentin from 2016 to 2023. The projected population impacts the outcomes of a water utility design and is a discussion topic for the Steering Committee members and MPE.

Summer Villages	Alberta Beach	Sunset Point	Val Quentin
Population in 2016	865	221	157
Population in 2017	1018	169	252
Population in 2018	1018	169	252
Population in 2019	1018	169	252
Population in 2023	864	257	158
Population percentage change, 2016 to 2023	-0.12	16.29	0.64

The average water consumption is set at 350 liters per person per day (Lpcd) for urban systems based on Alberta Environments and Parks standards, with a maximum daily demand factor of 2 and a peak hourly demand factor of 4. The WILD system capacity would provide an allowance of 300 Lpcd for the estimated 25-year peak day requirements of the members and assumes 1% average annual population growth. The higher requirements of 350 Lpcd can be used for Tri-Village water utility design, however, this does not guarantee that WILD will provide volumes more than allocated quantity of 300 Lpcd. Rural and recreational consumption is generally at 120 Lpcd or lower. However, water consumption usually goes up when connected to a municipal system.

Under a regional commission governance model, Tri-Village municipalities are able to utilize each other's excess water allocation when needed, benefiting from a shared levy on water allocation. However, a municipally owned governance model restricts each municipality to consuming only its own allocation.

5.2. Trickle Feed versus Full Pressure Water Distribution System

Using the population data from the previous section and an average water consumption of 350 Lpcd, the average and maximum day demands can be calculated. For example, Alberta Beach, with a population of 864, has an average flow of 3.5 liters per second.

The trickle feed system is more economical due to cisterns that store water, allowing pipe sizes to be designed for average flow rather than peak demand. This results in smaller pipes and pumps, reducing costs compared to full-pressure systems, where water mains must handle peak hour flow. However, the additional cost of construction of cistern tanks with required pumps should be considered in this type of water utility system. Based on ACP application, there are 822 wells in Tri-Village, which indicates at least 822 of total services will need a cistern. The cost for supply and construction of a 1500-gallon tank, with the required pumps and water connections based on a recent project is \$20,000. The table below shows a summary of comparison of a trickle feed with a full pressure system.

	Cost For Municipality	Cost For Homeowner	Level of Service	Reservoir Size	Expected Water Use	Pump Cost
Trickle Feed System	Lower	Higher	Lower	Lower	Lower	Lower
Full Pressure System	Higher	Lower	Higher	Higher	Higher	Higher

Whether using a trickle feed or a full-pressure system, a regional commission governance model is more cost-effective than a municipally owned model. This is due to the lower construction and maintenance costs associated with a single shared reservoir and its pumps, compared to construction and maintenance of three individual reservoirs, each requiring its own set of pumps and higher operational expenses.

5.3. Fire Flow versus No Fire Flow

When fire flow is included, the transmission mains and distribution lines would increase in size to provide the required flow for firefighting. According to Alberta Environments and Parks standards flow requirements in the municipality areas should be in accordance with Alberta Building Code, NFPA 1231 Standards, and with Insurer's Advisory Organization Standards. In addition, the reservoir must be sized to the larger of two times the maximum day demand or the sum of the fire storage, equalization, and emergency storage. For a water utility that includes fire flow, each Village would approximately need a reservoir with capacities between 2000 and 2500 m³. This is for a fire flow of 190 L/Sec for 3-hour. Hydrants must be spaced no more than 150 m apart in residential areas and 90 m in school, industrial, or commercial areas to meet Water Supply for Public Fire Protection, 1999, requirements.

However, when there is no fire flow, twice the maximum day demand is enough for sizing of reservoir. In this case, a single reservoir in Alberta Beach would probably be sufficient to supply the entire Tri-Village. Booster stations may be required in Summer Villages of Sunset Point and Val Quentin to maintain adequate pressure for areas farthest from the reservoir.

The number and location of reservoirs depend on the utility governance option chosen by the Tri-Village committee. A municipally owned utility would prevent reservoirs from crossing borders, ruling out a shared reservoir. In contrast, a regional commission option allows a single reservoir to serve the three Villages but does not allow direct ownership. The steering committee may want to discuss the differences in having three directly owned reservoirs or a single, non-owned reservoir placed anywhere along the borders under the chosen governance model.

5.4. Construction Requirements

The water mains and distribution line are assumed to be PVC placed using conventional open trench cutting. The existing sewer commission (TVRSSC) uses PVC pipes, which means they are familiar with the necessary fittings, techniques, and have the required workforce for both construction and maintenance of PVC water lines. However, under a municipally owned utility governance model each municipality needs to either hire skilled staff or contract out the work. Conventional open trench cutting is recommended in urban areas due to the existence of several barriers. Horizontal directional drilling (HDD) can also be investigated as an option to reduce surface disturbance but is not typical. The preference of PVC materials is because of accessibility to wider ranges of connections for this type. Water mains should maintain a minimum of 3 m separation from sewer lines, and cistern tanks must be at least 10 m away from sewer septic systems.

6.0 RECOMMENDATIONS

This memo presented Nine (9) utility governance options to the Tri-Village. The findings of this memo were presented to the Steering Committee during a presentation on August 30, 2024, by MPE. Tri-Village reached the following conclusions regarding their preferences for the utility governance option. Alberta Beach and Summer Village of Val Quentin selected the expansion of existing TVRSSC as their first choice, followed by a municipally owned utility as their second choice, and an inter-municipal agreement as their third. Summer Village of Sunset Point selected a new Regional Service Commission as the preferred governance model.

MPE recommends selecting the utility governance option from the top three choices as: expansion of existing TVRSSC, Municipally Owned Utility, and Regional Service Commission. Some additional considerations are provided in the final section of this memo to assist the Tri-Village with selecting the governance method. Key decisions on fire flow, reservoir locations and numbers, and water utility governance will establish the foundation for advancing to the next phase of the project. The next memo will present a high-level cost analysis with a revenue forecast.

7.0 REFERENCES

1. Government of Alberta Municipal Affairs, 2018, 4 February 2022, <https://open.alberta.ca/dataset/ab5db63d-302c-4c1b-b777-1eeb0fe23090/resource/f5d46559-53fa-4d3f-8526-091998f8ca9b/download/municipal-controlled-corporations.pdf>
2. Government of Alberta Municipal Affairs, 4 February 2022, <http://www.municipalaffairs.alberta.ca/documents/Governance%20Options%20Final.pdf>
3. West Inter Lake District (WILD) Water Commission, 2021, 4 February 2022, <https://www.wildrwc.com/>
4. Government of Alberta, 2022, 4 February 2022, <https://www.alberta.ca/regional-service-delivery.aspx#other-legislatio>

5.e

Alberta Beach Village Office

From: Natalie Skalicky <natalie.skalicky@parklandcounty.com>
Sent: January 28, 2025 3:41 PM
To: aboffice@albertabeach.com
Cc: Allan Gamble
Subject: RE: Proposed Mutual Aid
Attachments: 2025 01 28 Alberta Beach request for Fire Services Mutual Aid.pdf

Good afternoon, Mayor Muir,

Please see attached correspondence from Mayor Gamble. No hardcopy to follow.

Best Regards,

Natalie Skalicky, BA, HRMD | Executive Assistant to Mayor and Council | Parkland County | 53109A HWY 779, Parkland County, Alberta T7Z 1R1
Office: 780-968-8402 | natalie.skalicky@parklandcounty.com | www.parklandcounty.com

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From: Alberta Beach Village Office <aboffice@albertabeach.com>
Sent: January 28, 2025 10:46 AM
To: Customer Service <customerservice@parklandcounty.com>
Subject: Re: Proposed Mutual Aid

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Good morning,

Please see the attached letter for Mayor Gamble regarding mutual aid. A hard copy is in the mail.

Alberta Beach Administration
Box 278
Alberta Beach, AB
T0E 0A0
Phone: 780-924-3181
Fax: 780-924-3313
aboffice@albertabeach.com

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January 28, 2025

Village of Alberta Beach
Box 278
Alberta Beach, AB
T0E 0A0

Attention: Kelly Muir

Dear Mayor Muir:

RE: Proposed Mutual Aid Agreement between Parkland County and Village of Alberta Beach

Thank you for your correspondence and for extending an invitation to enter into a Mutual Aid Agreement for fire and emergency services between Parkland County and the Village of Alberta Beach. We appreciate your commitment to ensuring the safety and well-being of your community and recognize the significant effort involved in managing regional fire services.

After careful consideration, we believe it is in the best interest of Alberta Beach and its neighboring communities to formalize mutual aid arrangements with the county in which your municipality is located. This approach aligns with the principles of effective resource management and operational readiness, ensuring that mutual aid agreements can be promptly and sustainably supported by geographically and administratively aligned partners.

Parkland County is presently focused on optimizing our internal resources to ensure robust emergency response capabilities within our jurisdiction. Given the current demands on our personnel and equipment, extending these services to municipalities outside our county would present significant challenges to maintaining the level of service our residents rely on.

That said, we applaud the proactive steps Alberta Beach is taking to assume management of the regional fire department and your commitment to meeting the highest industry standards. We commend your efforts to enhance operational effectiveness, as outlined in your detailed proposal, and encourage you to pursue mutual aid arrangements with your home county.

Please do not hesitate to reach out if there are opportunities for collaboration in other areas or if we can assist with information-sharing or best practices to support your efforts. We value the shared goal of protecting our communities and fostering regional safety.

Thank you again for reaching out, and we wish you every success in your ongoing initiatives.

Sincerely,

A handwritten signature in black ink that reads "Allan Gamble".

Allan Gamble,
Mayor

COPY: Parkland County Council
Laura Swain, Chief Administrative Officer

15.f

Alberta Beach Village Office

From: Trista Court <tcourt@lsac.ca>
Sent: February 14, 2025 2:07 PM
To: Kathy Skwarchuk
Subject: Intermunicipal Collaboration Framework Agreement
Attachments: Alberta Beach - ICF Extension Request 02.14.2025.pdf

Please see the attached correspondence regarding the above noted. We look forward to hearing from you.

Kind regards,

Trista Court

General Manager of Community Engagement, 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 | CELL: 780.284.1538 lsac.ca

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February 14, 2025

Alberta Beach
Box 278
Alberta Beach, AB T0E 0A0

Attn: Kathy Skwarchuk, CAO

Re: Intermunicipal Collaboration Framework (ICF): Lac Ste. Anne County / Alberta Beach

As you are aware, Lac Ste. Anne County entered into an ICF agreement with Alberta Beach in accordance with the requirements of the *Municipal Government Act*. Municipalities were initially required to review the ICFs, at a minimum, every five (5) years after their effective date. Ministerial Order MSD: 024/23 amends the review requirement from at least every five (5) years to at least every seven (7) years, or March 31, 2027 as a final deadline.

Although the Ministerial Order allows for the extension, if a renegotiation timeline is stipulated in the agreement, that timeline will supersede the Ministerial Order.

Lac Ste. Anne County Council is requesting your consideration to extend the renegotiation period with a completion date of March 31, 2027. This does not preclude the opportunity to initiate negotiations now; it simply will provide an allowance to delay the immediacy of the review. In fact, the County proposes ICF discussions begin sooner than later. Formalizing an extension through mutual agreement will ensure we are meeting legislative requirements.

With an extension, the current terms of the agreement will remain consistent until such time as a new ICF is finalized.

Please provide a written response once a decision is made.

Kind regards,

A handwritten signature in black ink, appearing to read "Trista Court".

Trista Court

General Manager of Community Engagement

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Alberta Beach Village Office

From: Geryl Amarin <geryl@amorinaccounting.com>
Sent: February 6, 2025 9:41 AM
Subject: Appointment of ARB Officials 2025

Importance: High

Hello All,

As a participant in CRASC’s ARB program, please be advised that your council is required to appoint the ARB Officials for 2025.
(As per MGA section 454)

All municipalities are required to appoint by resolution the following as your ARB officials for 2025.

ARB Chairman - Raymond Ralph

Certified ARB Clerk - Geryl Amarin

Certified Panelists - Darlene Chartrand
Sheryl Exley
Tina Groszko
Richard Knowles
Marcel LeBlanc
Raymond Ralph

If you have any questions concerning this request, please do not hesitate to contact me.

780 297 8185

Geryl Amarin, CPA | Manager, Finance Officer

Capital Region Assessment Services Commission (CRASC)
11810 Kingsway Avenue
Edm AB T5G 0X5
Direct: 780 297 8185



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16.6

Alberta Beach Village Office

From: Donna Kerr <dkerr@lsac.ca>
Sent: January 31, 2025 2:51 PM
To: Kathy Skwarchuk
Subject: Offer of Home Support for Alberta Beach
Attachments: Agreement - Home Support in Alberta Beach 2025 (unsigned).docx

Good Afternoon Gino,

Further to our January 23, 2025, County Council Meeting, Lac Ste. Anne County is please to once again offer your municipality the option to provide our Home Support Program to your residents. Attached please find the Home Support agreement for the January 1 – December 31, 2025, period.

Should the Town wish to continue to offer this program (which I sincerely hope that they do as there is currently one Alberta Beach resident who is utilizing and greatly appreciating the program), please print two copies of the attached and have the Mayor sign both. Please then return both originals, by mail, to my attention. I will then have Reeve Blakeman sign both documents and return one to you for your records.

Any questions, please let me know.

Donna Kerr

Community Services Manager, 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

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MEMORANDUM OF AGREEMENT made this ____ day of _____, A.D., 202__

BETWEEN:

LAC STE. ANNE COUNTY
BOX 219, SANGUDO, ALBERTA, T0E 2A0
(hereinafter referred to as the "County")

OF THE FIRST PART

AND:

ALBERTA BEACH
BOX 278, ALBERTA BEACH, ALBERTA, T0E 0A0
(hereinafter referred to the "Village")

OF THE SECOND PART

WHEREAS the County provides internal Family & Community Support Services (FCSS) programming for the benefits of its residents;

AND WHEREAS the Village wishes to provide an opportunity for similar programming for the benefits of its residents;

AND WHEREAS the Village wishes to enter into agreement with the County to allow residents of the Village to access the Home Support Program being offered by the County.

NOW THEREFORE the parties to this Agreement, in consideration of the promises, mutual terms, covenants and conditions to be observed and performed by each party, agree as follows:

1. Both Parties recognize that the authority for the management and control of the Home Support Program lies with the County.
2. The term of this agreement is for twelve (12) months, commencing on the 1st day of January, 2025, and ending on the 31st day of December, 2025. By mutual agreement, the agreement may be renewed thereafter.
3. The Village shall provide funding to the County to support any subsidies, program expenses, and administration costs for Home Support programming provided to Village residents at the following rates:
 - a) Home Support Program – subsidized amount plus 30% per client hour for expenses and administration costs
 - a. Subsidy will be calculated on a sliding scale, based on household income whereby clients making:
 - i. up to \$25,000 will receive a subsidy of \$15.00 per hour, which equates to a \$15.00 per hour subsidy cost plus \$9.00 per hour (\$30.00 x 30%) expenses and administration cost, for an hourly cost to the Village of \$24.00 per client hour;
 - ii. Over \$25,000 and up to \$48,000, will receive a subsidy of \$5.00 per hour, which equates to a \$5.00 per hour subsidy plus \$9.00 per hour (\$30.00 x 30%)

Memorandum of Agreement between Lac Ste. Anne County and Alberta Beach for the Home Support Program

- expenses and administration cost, for an hourly cost to the Village of \$14.00 per client hour; and
- iii. Over \$48,000 will not be subsidized, which equates to zero subsidy cost plus \$9.00 per hour (\$30.00 x 30%) expenses and administration cost, for an hourly cost to the Village of \$9.00 per client hour.
4. The Parties recognize that the program will be delivered in a "first come first served" format, with priority given to clients physically unable to perform light housekeeping duties themselves, and as the funding limitations or program capacity allows.
 5. The Parties recognize that the County will track and invoice the Village quarterly for any subsidies provided to Village residents, as well as any applicable administration costs.
 6. The County will advise the Village should requests from Village residents exceed the funding limitations set by the Village, and Village residents be declined any programming (this does not include those placed on the wait list due to program capacity limitations).
 7. Upon request, the County will provide an annual statistical report to the Village, to assist with program budgeting for the upcoming year.
 8. The Parties to this Agreement shall indemnify and hold harmless each other, their employees, and agents from any, and all claims, actions, and costs whatsoever that may arise directly or indirectly out of any act or omission of the Parties, their employees, or agents in the performance of this Agreement. Such indemnification shall survive termination of this Agreement.
 9. The Parties shall not be liable nor responsible for any bodily or personal injury or property damage of any nature whatsoever that may be suffered or sustained by the other Party, its employees, or agents in the performance of this Agreement.
 10. This Agreement constitutes the entire agreement between the Parties. No other warranties or representations are given or implied.
 11. This Agreement will remain in force unless and until such time as:
 - a. A new Agreement is negotiated, or
 - b. The Agreement is terminated in writing, with 30 days prior notice. However, the notice period may be waived with the mutual consent of both Parties to this Agreement. Any changes to this Agreement must be mutually agreed upon and evidenced in writing.

IN WITNESS WHEREOF the Parties hereto have affixed their signatures below on the day and year first above written.

Witness

Joe Blakeman, Reeve, Lac Ste. Anne County

Witness

Kelly Muir, Mayor, Alberta Beach