

**ALBERTA BEACH
REGULAR COUNCIL MEETING
BEING HELD IN THE ALBERTA BEACH COUNCIL CHAMBERS
AND BEING HELD ELECTRONICALLY VIA ZOOM
FEBRUARY 20, 2024 AT 7:00 P.M.**

AGENDA

1. CALL TO ORDER
2. LAND ACKNOWLEDGEMENT
RECOGNITION OF NATIONAL DAY OF ACTION (FEBRUARY 14)
3. AGENDA ADDITIONS
4. ADOPTION OF AGENDA
5. CONFIDENTIAL – CLOSED MEETING SESSION
6. ADOPTION OF PREVIOUS MINUTES
a. Regular Council Meeting of January 16, 2024
7. DELEGATIONS
8. PUBLIC HEARINGS
9. MUNICIPAL PLANNING COMMISSION
10. OLD BUSINESS & CAO REPORT ACTION LIST
11. FINANCIAL REPORTS
a. Financial Report of December 31, 2023 (Pre-Audit)
12. BYLAWS & POLICIES
a. Request for Decision – Proposed Amendments to Land Use Bylaw #252-17
b. Bylaw #295-24 A Bylaw to Amend the Alberta Beach Consolidated Land Use Bylaw #252-17
13. COUNCIL, COMMITTEES & STAFF REPORTS
14. CORRESPONDENCE – INFORMATION ITEMS
a. Alberta Beach Heritage Village & Museum – Application for 20' Storage Container Update
b. Alberta Community Crime Prevention Association – ACCPA 2024 Conference
c. Alberta Emergency Management Agency – Invitation to Hazard Season Outlook
d. Alberta Forestry & Parks – Level 1 - FireSmart Ambassador Training
e. Alberta Municipal Affairs – Meeting Requests with Minister McIver
f. Alberta Municipalities – ABmunis Nominees to the Alberta EMS Standing Committee
g. Alberta Municipalities – Submit a Resolution for debate at ABmunis' 2024 Convention
h. Doyle & Company – Engagement Letter for Audit of the Financial Statement at December 31, 2023
i. National Police Federation – Budget 2024 Update from the National Police Federation
j. Lac Ste. Anne County – Trivillage Stormwater Analysis (**Documents attached separately**)
k. WILD Alberta – Wild Alberta Tourism Survey
15. CORRESPONDENCE – ACTION ITEMS
a. Linda Wright – Request for Reimbursement of Late Tax Penalty
16. NEW BUSINESS
a. Alberta Transportation – TRAVIS Municipal Agreement
b. Capital Region Assessment Services Commission – Appointment of ARB Officials 2024
c. Town of Onoway – Fire Services Amending 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 16, 2024 AT 7:00 P.M.**

PRESENT:

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

CALL TO ORDER:

Mayor Muir called the meeting to order at 7:03 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:

15.e Government of Alberta – Engagement on Improving Police Governance in Alberta

ADOPTION OF AGENDA:

MOTION #001-24

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

CARRIED UNANIMOUSLY

CONFIDENTIAL – CLOSED MEETING SESSION:

MOTION TO MOVE CLOSED MEETING SESSION TO THE END OF THE AGENDA:

MOTION #002-24

MOVED BY Councillor Weber that the closed meeting session be moved to the end of the agenda.

CARRIED UNANIMOUSLY

ADOPTION OF PREVIOUS MINUTES:

ADOPTION OF REGULAR COUNCIL MEETING OF DECEMBER 19, 2023:

MOTION #003-24

MOVED BY Deputy Mayor Love that the minutes of the Regular Council meeting held on December 19, 2023 be adopted as presented.

CARRIED UNANIMOUSLY

DELEGATIONS: None.

PUBLIC HEARINGS: None.

MUNICIPAL PLANNING COMMISSION MEETING: None.

OLD BUSINESS & CAO REPORT ACTION LIST:

The CAO submitted and reviewed the CAO report action list.

MOTION #004-24 – ACCEPTANCE OF CAO REPORT ACTION LIST:

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

CARRIED UNANIMOUSLY

FINANCIAL REPORTS: None.

BYLAWS & POLICIES:

**REQUEST FOR DECISION – PROPOSED BYLAW #295-24 AMENDMENTS TO
CONSOLIDATED LAND USE BYLAW #252-17:**

MOTION TO APPROVE FIRST READING OF BYLAW #295-24:

MOTION #005-24

MOVED BY Councillor Elwood that Bylaw #295-24, being a bylaw to amend the Consolidated Land Use Bylaw #252-17 be read a first time.

CARRIED UNANIMOUSLY

MOTION TO SCHEDULE PUBLIC HEARING ON BYLAW #295-24:

MOTION #006-24

MOVED BY Councillor Durocher that a Public Hearing on Bylaw #295-24 be scheduled for February 20th, 2024 at 7:00 P.M.

CARRIED UNANIMOUSLY

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**MINUTES OF THE REGULAR MEETING OF COUNCIL
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COUNCIL, COMMITTEES & STAFF REPORTS:

DIRECTOR OF EMERGENCY MANAGEMENT (DEM) JANICE CHRISTIANSEN:
DEM Janice Christiansen reviewed and submitted a report to update Council on the SVREMP Partnership as well as Alberta Beach's Emergency Management.

COUNCILLOR WEBER:
Councillor Weber reviewed and submitted reports on the following meetings:
Community Futures Yellowhead East meeting held on December 21, 2023.
Trivillage Regional Sewer Services Commission meeting held on January 10, 2024.

MAYOR MUIR
Mayor Muir reviewed and submitted reports on the following meeting:
Trivillage Regional Sewer Services Commission meeting held on January 10, 2024.

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 15, 2024.

COUNCILLOR ELWOOD:
Councillor Elwood reviewed and submitted reports on the following meetings:
Alberta Beach Library Board meeting held on January 8, 2024.

COUNCILLOR DUROCHER:
Councillor Durocher reviewed and submitted reports on the following meetings:
Alberta Beach Ag Society Beachwave Park Operations Committee meeting held on January 4, 2024.

DEVELOPMENT PERMIT REPORT:
Administration submitted a report for information on the 2024 Development Permits issued to date.

MOTION TO ACCEPT COUNCIL, COMMITTEE AND STAFF REPORTS:

MOTION #007-24

MOVED BY Deputy Mayor Love that the Council, committee and staff reports be accepted for information.

CARRIED UNANIMOUSLY

CORRESPONDENCE – INFORMATION ITEMS:

ALBERTA ENVIRONMENT & PROTECTED AREAS – LETTER FROM MINISTER SCHULTZ – DROUGHT CONDITIONS IN ALBERTA:

A letter was received from Minister Rebecca Schulz of Alberta Environment & Protected Areas regarding drought conditions in Alberta requesting municipalities take action to monitor water supply infrastructure, review terms of water licenses, alert municipal water managers to prepare to engage with Alberta's Drought Command Team and develop a water shortage plan.

ALBERTA MUNICIPAL AFFAIRS – LETTER FROM MINISTER MCIVER – OIL & GAS PROPERTY TAX INCENTIVE:

A letter was received from Minister Ric McIver of Alberta Municipal Affairs regarding the oil & gas property tax incentive which is extended until the Assessment Model Review is completed and the regulated assessment models for wells are updated.

ALBERTA MUNICIPAL AFFAIRS – ALBERTA COMMUNITY PARTNERSHIP EVALUATION SURVEY:

Correspondence was received from Alberta Municipal Affairs requesting participation in an evaluation survey on the Alberta Community Partnership (ACP) program which was intended to improve viability and long-term sustainability of local governments by providing support for regional collaboration and capacity building initiatives.

ALBERTA MUNICIPALITIES – ABMUNIS WEBINAR ON THE LGFF CAPITAL ALLOCATION FORMULA:

An invitation was received from Alberta Municipalities regarding their January 18th, 2024 webinar to share their analysis on the Local Government Fiscal Framework (LGFF) capital allocation formula, the new programs rules and how the transition to LGFF capital will impact municipalities in 2024 & into the future.

ALBERTA TREASURY BOARD & FINANCE – BORROWING NOTICE MARCH 2024:

Correspondence was received from the Alberta Treasury Board & Finance regarding the Borrowing Notice for March 2024.

FIRE RESCUE INTERNATIONAL – FIRE RESCUE INTERNATIONAL & ALBERTA HEALTH SERVICES STATS 2023:

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Fire Rescue International forwarded their Fire Rescue International & Alberta Health Services Ambulance Statistics for the first half of 2023 which shows FRI attended 87 medical calls with AHS between January 1st and June 30th, 2023, the report outlines their role on scene, how FRI works with AHS to make things seamless for the patients, average time with patient waiting for ambulance as well as facts and case studies.

GROWTH ALBERTA – REGIONAL SOCIO-ECONOMIC DEVELOPMENT:

An invitation was received from Growth Alberta to attend a Regional Socio-Economic Development event being held on February 5-6, 2024 in Whitecourt, the event aims to envision a re-invigorated inter-municipal partnership to work toward common goals for economic & social priorities in the region.

SUMMER VILLAGE OF SOUTH VIEW – ORGANIZATIONAL MEETING RESULTS:

A letter was received from the Summer Village of South View regarding the results of their By-election and Organizational meeting.

TOWN OF ONOWAY – JOINT FIRE DISPATCH PROTOCOL:

A joint letter was received from the Town of Onoway and Lac Ste. Anne County outlining changes to the Joint Fire Dispatch Protocol for area highways, further the letter advised that Lac Ste. Anne County, as the authority having jurisdiction, have considered multiple factors prior to this change, the letter listed the highways effected and where LSACFS will be the responding department.

WILD WATER COMMISSION – NEW WEBSITE NOTIFICATION SYSTEM:

A letter was received from WILD Water Commission to announce the launch of their stakeholder notice system which is intended to help their team more effectively communicate urgent/emergency matters regarding the WILD Water Commission system by sending information directly to subscriber emails.

MOTION TO ACCEPT CORRESPONDENCE INFORMATION ITEMS:

MOTION #008-24

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

CORRESPONDENCE – ACTION ITEMS:

ALBERTA BEACH & DISTRICT LIONS CLUB – SNOMO DAYS – REQUEST FOR SUPPORT:

MOTION #009-24

MOVED BY Deputy Mayor Love that Council approves the request from the Alberta Beach & District Lion's Club for support for SnoMo Days to provide snow clearing on the ice for the drag race track, parking, ice park and the building of a track for the OHV challenge subject to the ice conditions, as well a \$500.00 contribution to the washroom expense, the supply of garbage cans, two fire pits at the ice park, spectator stands alongside drag race track and barricades to direct traffic subject to the Lions Club adding Alberta Beach as additional insured under their insurance policy and that the village receive recognition of Co-Title sponsorship in exchange for the in-kind work provided.

CARRIED UNANIMOUSLY

ALBERTA BEACH LIONS CLUB SNOMO DAYS FIREWORKS:

MOTION #010-24

MOVED BY Councillor Elwood that Council approve 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 be added as additional insured under the policy.

CARRIED UNANIMOUSLY

DAVE IVES, FIRE RESCUE INTERNATIONAL – REQUEST FOR SPECIAL MEETING:

MOTION #011-24

MOVED BY Councillor Durocher that Council approve the request from Dave Ives of Fire Rescue International for a meeting with Council and administration and further the meeting be scheduled for January 31, 2024 at 7:00 p.m.

CARRIED UNANIMOUSLY

LAC STE. ANNE COUNTY – FCSS HOME SUPPORT AGREEMENT:

MOTION #012-24

MOVED BY Councillor Elwood that Council approves the Lac Ste. Anne County FCSS Home Support Program Agreement as presented.

CARRIED UNANIMOUSLY

LAC STE. ANNE COUNTY – LINE PAINTING & CRACK SEALING:

MOTION #013-24

MOVED BY Councillor Weber that the email from Lac Ste. Anne County regarding line painting & crack sealing be referred to the Public Works Committee.

CARRIED UNANIMOUSLY

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GOVERNMENT OF ALBERTA – ENGAGEMENT ON IMPROVING POLICE GOVERNANCE IN ALBERTA:

MOTION #014-24

MOVED BY Councillor Weber that Councillor Elwood be approved to attend the Government of Alberta's Engagement on Improving Police Governance in Alberta information session.

CARRIED UNANIMOUSLY

NEW BUSINESS:

2024 TAX RECOVERY PUBLIC AUCTION:

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

Tax Roll #235, Lot 1, Block 19, Plan 6269CG (5219 – 48A Avenue) Certificate of Title 042289457

Tax Roll #492, Lot 10, Block 3, Plan 6604AO (4419 – 50 Avenue) Certificate of Title 232135144

Tax Roll #755, Lot 3A, Block 3, Plan 9925067 (4516 – 46B Street) Certificate of Title 992241755

The CAO reported that payment has been received on Tax Roll #492, Lot 10, Block 3, Plan 6604AO (4419 – 50 Avenue).

MOTION #015-24

MOVED BY Councillor Elwood that Lot 1, Block 19, Plan 6269CG and Lot 3A, Block 3, Plan 9925067 be offered for tax sale by public auction on March 19, 2024 at 6:00 P.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 2023 assessed values as presented.

CARRIED UNANIMOUSLY

QUESTION PERIOD:

A brief discussion was held on the following topics: advertising for Bylaw #295-24 to amend the Consolidated Land Use Bylaw, the Director of Emergency Management (DEM) role & fire bans/advisory.

CONFIDENTIAL – CLOSED MEETING SESSION:

Mayor Muir advised that the meeting will be going into closed session to discuss agenda 5.a Intergovernmental Relations and that the public will be welcomed back into the meeting after the closed session, however no motions are anticipated following the closed session.

MOTION #016-24 – MOTION TO MOVE TO CLOSED MEETING:

MOVED BY Deputy Mayor Love that as per Section 197(2) of the MGA and Division 2, Part 1, Section 21(1) of the FOIP Act (*Freedom of Information and Protection of Privacy Act*) the meeting be closed to the public at 8:25 p.m. to discuss agenda item #5.a Intergovernmental Relations.

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 #017-24 – MOTION TO RE-OPEN MEETING TO THE PUBLIC:

MOVED BY Deputy Mayor Love that Council move to come out of closed meeting at 8:55 P.M.

CARRIED UNANIMOUSLY

The public was invited back into the meeting.

ADJOURNMENT:

The meeting adjourned at 9:00 P.M.

Mayor – Kelly Muir

C.A.O. – Kathy Skwarchuk

8.

**ALBERTA BEACH PUBLIC HEARING
WITH RESPECT TO BYLAW #295-24
HELD IN ALBERTA BEACH COUNCIL CHAMBERS
& HELD ELECTRONICALLY VIA ZOOM
FEBRUARY 20, 2024 AT 7:00 P.M.**

AGENDA

1. Call to Order
2. Opening Remarks
3. Adoption of Agenda
4. Introductions
5. Written Submissions
Review and discussion of written submissions, for and against the proposed Bylaw #295-24
 - a. Paul Hanlan, Development Officer – Presentation of Development Officer’s Report, Review of Proposed Bylaw and Power Point Presentation
 - b. Jordan Iverson, Jandel Homes
6. Verbal Presentations
Review and discussion of verbal presentations and/or presentation of additional written submissions, for or against the proposed Bylaw #295-24
7. Additional Comments
8. Adjournment

CAO REPORT – ACTION LIST **JANUARY 2024**

COUNCIL:

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

ALBERTA BEACH AGRICULTURAL SOCIETY – PURCHASE OF ALBERTA BEACH AGLIPLIX:
May 18/21 MOVED BY Mayor Benedict that the letter from the Alberta Beach & District Agricultural Society regarding their interest in the purchase of the Alberta Beach Agliplex be accepted for further review and development of a potential purchase agreement on the condition that the land remain the property of Alberta Beach and further that Council authorize a meeting between the Mayor and Ag Society President to review details of the proposal.
June 15/21 Letter was sent to Ag Society to advise on Council’s motion.

GOVERNMENT OF ALBERTA – ENGAGEMENT ON IMPROVING POLICE GOVERNANCE IN ALBERTA:
Jan.16/24 MOVED BY Councillor Weber that Councillor Elwood be approved to attend the Government of Alberta’s Engagement on Improving Police Governance in Alberta information session.

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.

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.

ALBERTA BEACH HERITAGE VILLAGE & MUSEUM – MUSEUM STORAGE:
Dec.19/23 MOVED BY Councillor Weber that the Alberta Beach Heritage Village & Museum request for permission to install a storage unit be tabled for further information from the Museum members as well as Atco Gas.
Jan.16/24 Email was sent to A.B. Museum to confirm they will look into their costs to install the storage unit inside the existing lease area, development permit application was also sent.

MOTION TO APPROVE FIRST READING OF BYLAW #295-24:
Jan.16/24 MOVED BY Councillor Elwood that Bylaw #295-24, being a bylaw to amend the Consolidated Land Use Bylaw #252-17 be read a first time.

MOTION TO SCHEDULE PUBLIC HEARING ON BYLAW #295-24:
Jan.16/24 MOVED BY Councillor Durocher that a Public Hearing on Bylaw #295-24 be scheduled for February 20th, 2024 at 7:00 P.M.

ALBERTA BEACH & DISTRICT LIONS CLUB – SNOMO DAYS – REQUEST FOR SUPPORT:
Jan.16/24 MOVED BY Deputy Mayor Love that Council approves the request from the Alberta Beach & District Lion’s Club for support for SnoMo Days to provide snow clearing on the ice for the drag race track, parking, ice park and the building of a track for the OHV challenge subject to the ice conditions, as well a \$500.00 contribution to the washroom expense, the supply of garbage cans, two fire pits at the ice park, spectator stands alongside drag race track and barricades to direct traffic subject to the Lions Club adding Alberta Beach as additional insured under their insurance policy and that the village receive recognition of Co-Title sponsorship in exchange for the in-kind work provided.

ALBERTA BEACH LIONS CLUB SNOMO DAYS FIREWORKS:
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DAVE IVES, FIRE RESCUE INTERNATIONAL – REQUEST FOR SPECIAL MEETING:

Jan.16/24 MOVED BY Councillor Durocher that Council approve the request from Dave Ives of Fire Rescue International for a meeting with Council and administration and further the meeting be scheduled for January 31, 2024 at 7:00 p.m.

LAC STE. ANNE COUNTY – FCSS HOME SUPPORT AGREEMENT:

Jan.16/24 MOVED BY Councillor Elwood that Council approves the Lac Ste. Anne County FCSS Home Support Program Agreement as presented.

2024 TAX RECOVERY PUBLIC AUCTION:

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

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The CAO reported that payment has been received on Tax Roll #492, Lot 10, Block 3, Plan 6604AO (4419 – 50 Avenue).

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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 2023 assessed values as presented.

PUBLIC WORKS:**LAC STE. ANNE COUNTY – LINE PAINTING & CRACK SEALING:**

Jan.16/24 MOVED BY Councillor Weber that the email from Lac Ste. Anne County regarding line painting & crack sealing be referred to the Public Works Committee.

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.

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.

Financial Report
December 31, 2023
2023 Budget & Year End Actual
(Pre-Audit)

BALANCE SHEET	Beg:000000000	End:31Dec2023	Type: A	C U	Name
ASSETS					
CASH ON HAND:					
CASH REGISTER FLOAT	100.00		1		A111
CASH ON HAND - PETTY CASH	100.00		1		A112
BANK	884,049.82		1		A121
INVESTED CASH - TERM DEPOSIT	0.00		1		A122
BANK - MUSH SAVINGS #25	945,673.83		1		A125
BANK CUSTOM PLAN #26 (1.3M)	0.00		1		A126
TOTAL CASH		1,829,923.65	2		TOTC
ACCOUNTS RECEIVABLE:					
TAXES & GRANTS-IN-LIEU REC	328,286.11		1		A210
RECEIVABLE FROM OTHER GOVTS:					
GST COLLECTED\PAID OUT-A230	25,565.64		1		A230
ITC	862.00		1		A231
GST SHARED SERVICES - A232	0.00		1		A232
CONDITIONAL PROV GRANTS	0.00		1		A248
RECEIVABLE OTHER LOCAL GOVT:	0.00		1		A250
ADMIN ACCOUNTS RECEIVABLE	40,625.51		1		A270
ADMIN RECEIVABLE - AFDA	6,309.88		1		A275
TRADE ACCOUNTS RECEIVABLE	0.00		1		A271
ALL OTHER RECEIVABLES	132,481.52		1		A290
TOTAL ACCOUNTS RECEIVABLE		521,510.90	2		TAR
PREPAID EXPENSES					
REQUISITION UNDER\OVER LEVY	51,046.20		1		A412
SUPPLIES INVENTORY	0.00		1		A413
TAX SALE SURPLUS (BANK ACCT.)	12,369.85		1		A164
LAND HELD FOR RESALE	0.00		1		A474
			1		A570
FIXED ASSETS:					
ENGINEERING STRUCTURES	6,867,040.81		1		A610
ACCUM.AMORTIZATION-ENG.STRUC	3,654,790.03		1		A615
BUILDINGS	3,047,218.64		1		A620
ACCUM.AMORTIZATION-BUILDINGS	983,024.12		1		A625
MACHINERY & EQUIPMENT	939,719.96		1		A630
ACCUM.AMORTIZATION-MACH&EQ	719,589.10		1		A635
LAND	1,349,990.57		1		A640
ACCUM.AMORTIZATION-LAND	0.00		1		A645
VEHICLES	334,945.29		1		A650
ACCUM.AMORTIZATION-VEHICLES	300,352.79		1		A655
LAND IMPROVEMENTS	684,574.81		1		A660
ACCUM.AMORTIZATION-LAND IMPR	531,951.80		1		A665
TOTAL FIXED ASSETS		7,033,782.24	2		TFA
TOTAL ASSETS		9,448,632.84	3		TA
SHORT TERM LOANS					
SHORT TERM LOANS	0.00		1		L121
ACCOUNTS PAYABLE					
FEDERAL - G.S.T.	0.00		1		L230
Description	Beg:000000000	End:31Dec2023	Type: A	C U	Name

BALANCE SHEET	Reg:000000000	End:31Dec2023	Type: A	C U	Name
FEDERAL - REC GEN	0.00		1		L231
PAYROLL - ACCRUED HOLIDAY PA	3,882.23		1		L235
PAYROLL - ANEBSWITH	0.00		1		AMEBSWITH
PAYROLL - R.R.S.P.	0.00		1		RRSPACC
PAYROLL - UNION	0.00		1		UNION
PAYROLL - ENPL RECEIVABLES	0.00		1		EMPLREC
PAYROLL - AHC PREMIUM	0.00		1		AHCWITH
PAYROLL - CANADA SAV BOND	0.00		1		CANSAV
PAYROLL - ADVANCES	0.00		1		ADV
PAYABLE TO OTHER LOC GOVT	83,439.00		1		L270
TRADE ACCOUNTS PAYABLE	14,379.96		1		L270TP
KIDS IN ACTION	0.00		1		KIDSIA
BIKES FOR KIDS	0.00		1		B4KIDS
VILLAGE MAP\BROCHURE	0.00		1		MAPAP
COMMUNITIES IN BLOOM	0.00		1		CIBLOOM
ALL OTHER PAYABLES	7,400.00		1		L290
DEPOSITS	19,621.50		1		L291
TOTAL ACCOUNTS PAYABLE		128,722.69	2		TAP
TAX SALE SURPLUS TRUST	0.00		1		L410
DEFERRED REVENUE	29,643.92		1		L411
DEFERRED REVENUE	0.00		1		L412
DEFERRED REVENUE	0.00		1		L413
RESERVES FOR OPERATING		0.00	2		L700
TAX RATE STABILIZATION		187,907.39	2		L701
ADMIN & P.W. INCOME-STAFF		0.00	2		L702
ADMIN & P.W. INCOME-VILLAGE		0.00	2		L703
INSURANCE PROCEEDS- HAYLAND		44,536.80	2		L704
DISASTER PREPAREDNESS		0.00	2		L705
STREET IMPROVEMENTS		0.00	2		L706
CAMPGROUND IMPROVEMENTS		0.00	2		L707
ECONOMIC DEVELOPMENT- 100 YR		7,295.92	2		L708
SALE OF PUBLIC LANDS		0.00	2		L709
SCHOOL PROJECTS		0.00	2		L710
DRAINAGE & WATER STUDY		0.00	2		L711
PROVINCIAL POLICE FUND		0.00	2		L712
REDEVELOPMENT PLAN		0.00	2		L713
TOTAL OPERATING RESERVES			3		L790
RESERVES FOR CAPITAL					
GENERAL CAPITAL		866,451.47	2		L750
ADMINISTRATIVE EQUIPMENT		6,803.01	2		L761
LAGOON RECONSTRUCTION		10,205.00	2		L762
PARK RESERVE SALE PROCEEDS		0.00	2		L763
PARKS AND RECREATION DEV		34,494.45	2		L764
PUBLIC WORKS EQUIPMENT		65,959.73	2		L765
CAMPGROUND DEVELOPMENT		0.00	2		L766
FIREHALL		0.00	2		L767
MSI GRANT RESERVES		0.00	2		L799
ADMINISTRATIVE BUILDING		44,694.92	2		L768
PATROL EQUIPMENT		50,164.00	2		L770
Description	Reg:000000000	End:31Dec2023	Type: A	C U	Name

Setup: BALANCE SHEET

000000000

BALANCE SHEET	Reg:000000000	End:31Dec2023	Type: A	C	U	Name
AGLIPLEX RESERVES		25,000.00		2		L771
EAST END BUS		0.00		2		L772
TOTAL CAPITAL RESERVES			1,103,772.58	3		L760
TOTAL EQUITY IN FIXED ASSETS		7,033,782.24		2		L800
ACCUMULATED SURPLUS - 31\12\94	3,042,018.45			1		L900
ADJUSTED SURPLUS (PRIOR PERIOD	664,829.92			1		L902
SURPLUS FROM 1\1\95	3,158,483.72			1		L901
APPROPRIATED SURPLUS	0.00			1		L905
CURRENT FUNDS USED FOR TCA	0.00			1		L910
CURRENT ANORTIZATON EXPENSE	1,225,399.57			1		L915
NET BOOK VALUE OF TCA DISPOSAL	235,936.38			1		L920
CONTRIBUTED TCA	0.00			1		L925
TOTAL SURPLUS		912,971.30		2		ACCUMSURP
TOTAL LIABILITIES			9,448,632.84	3		TL
PROOF			0.00	3		PROOF
DATED <u>Dec. 31</u> , 2023						
Description	Reg:000000000	End:31Dec2023	Type: A	C	U	Name

Analysis: INCOME STATEMENT

INCOME STATEMENT		(1)	(2)
Period 1: --- Begin		01Jan2023	01Jan2023
End		31Dec2023	31Dec2023
--- Type		B	A
(less) --- Begin		000000000	000000000
Period 2: --- End		000000000	000000000
--- Type			
Ratios: % of Account			
Graphs: # of Columns,Scale		0 0	0 0

Description	2023 BUDGET	2023 ACTUAL
REVENUE		
RESIDENTIAL TAXES (MUNICIPAL)	868,103.00	867,961.80
RESIDENTIAL TAXES (SCHOOL)	436,473.30	436,402.31
COMMERCIAL TAXES (MUNICIPAL)	101,247.12	101,247.11
COMMERCIAL TAXES (SCHOOL)	34,166.61	34,166.60
FARM TAXES (MUNICIPAL)	77.79	77.79
FARM TAXES (SCHOOL)	39.11	39.12
POWER & PIPELINE (MUNICIPAL)	18,897.26	18,897.26
POWER & PIPELINE (SCHOOL)	6,377.02	6,377.01
DIP \ MACH & EQUIP (MUNICIPAL)	1,766.60	1,766.60
DIP \ MACH & EQUIP (SCHOOL)	68.92	68.92
DESIGNATED INDUSTRIAL (DI)	154.36	154.36
MUNICIPAL SERVICES TAX	789,470.00	788,520.00
LIBRARY LEVY	0.00	0.00
MISC. OTHER LEVY	0.00	0.00
TOTAL TAXES	2,256,841.09	2,255,678.88
PENALTIES & COSTS ON TAXES	71,900.00	84,832.75
FRANCHISE - ATCO GAS	36,000.00	31,900.22
FRANCHISE - FORTIS	58,000.00	64,042.10
INVESTMENT INCOME	35,000.00	92,808.93
PROVINCIAL GRANTS		
RESTRUCTURING GRANT	0.00	0.00
CONDITIONAL FGTF\CCBF	0.00	0.00
CONDITIONAL MUNICIPAL GRANTS	0.00	0.00
CONDITIONAL MSI GRANT	42,420.00	42,420.00
FROM RESERVE\DEF.REV.	0.00	0.00
OTHER	0.00	0.00
ADMIN		
ADMINISTRATIVE SERVICE	5,400.00	5,400.00
SALES OF GOODS & SERVICES	2,000.00	24,084.34
TAX CERTIFICATES	3,000.00	4,630.00
PHOTOCOPIES\FAXES\POSTAGE	200.00	146.95
PENALTIES\COSTS - N.S.F. FEES	300.00	280.00
HAWKER PEDDLER LICENSES	500.00	525.00
RENTAL AND LEASE	25,000.00	22,605.00
PROV\FED CONDITIONAL GRANT	0.00	0.00
TRANSFER FROM RESERVE\DEF.REV.	0.00	0.00
PATROL		
SALES TO OTHER LOCAL GOV'T	45,000.00	55,207.00
SALES OF GOODS & SERVICES	1,225.00	1,225.00
Description	2023 BUDGET	2023 ACTUAL

Analysis: INCOME STATEMENT

Description	2023 BUDGET	2023 ACTUAL
FINES	10,000.00	11,904.00
SALE OF FIXED ASSETS	0.00	0.00
PROV CONDITIONAL GRANT	0.00	0.00
GRANTS FROM LOCAL AGENCIES	0.00	0.00
TRANSFER FROM RESERVES	0.00	0.00
FIRE DEPARTMENT - DONATIONS	0.00	0.00
FEEES DUE TO COUNTY FROM UNPAID	0.00	0.00
RENTAL & LEASE	24,000.00	24,000.00
UTILITIES REIMBURSEMENT	4,500.00	5,580.03
PROVINCIAL CONDITIONAL GRANT	0.00	0.00
GRANTS FROM LOCAL AGENCIES	14,170.00	14,100.00
TRANSFER FROM RESERVES	0.00	0.00
DISASTER SERVICES	0.00	0.00
AMBULANCE GRANT	0.00	0.00
AMBULANCE STATION RENTAL	10,200.00	10,200.00
ANIMAL LICENSES	1,000.00	730.00
BY-LAW FINES	1,000.00	312.00
COMMON SERVICES		
PUBLIC WORKS SERVICES	5,000.00	3,190.00
SALES OF GOODS & SERVICES	1,000.00	2,052.00
RENTAL AND LEASE	67,000.00	68,268.94
CONDITIONAL GRANT	0.00	0.00
SALE OF FIXED ASSETS	0.00	80,405.00
TRANSFER FROM RESERVE	0.00	0.00
ROADS		
CONDITIONAL GRANT	0.00	0.00
SALE OF TCA	0.00	0.00
TRANSFER FROM RESERVE	0.00	0.00
STORM SEWER & DRAINAGE		
CONDITIONAL GRANT	0.00	0.00
GRANTS FROM LOCAL AGENCIES	0.00	0.00
SEWER		
LOCAL IMPROVEMENT CHGS	0.00	0.00
SEWER REVITALIZATION	244,800.00	244,800.00
PROV CONDITIONAL GRANT	0.00	0.00
TRANSFER FROM RESERVE\DEF.REV.	0.00	0.00
SOLID WASTE		
CONTRACT WITH OTHER MUNICIPAL	0.00	0.00
SALE OF GOODS & SERVICES	0.00	0.00
PROV CONDITIONAL GRANT	0.00	0.00
TRANSFER FROM RESERVE\DEF.REV.	0.00	0.00
ECONOMIC DEVELOPMENT	0.00	0.00
Description	2023 BUDGET	2023 ACTUAL

Analysis: INCOME STATEMENT

Description	2023 BUDGET	2023 ACTUAL
MUNICIPAL PLANNING	0.00	0.00
DEVELOPMENT PERMITS	2,500.00	2,650.00
COMPLIANCE CERTIFICATES	500.00	100.00
SUBDIVISION APPLICATIONS	0.00	0.00
ENCROACHMENT AGREEMENTS	0.00	0.00
PROV CONDITIONAL GRANT	0.00	0.00
TRANSFER FROM RESERVES\DEF.REV	0.00	0.00
SALE OF PUBLIC LAND	0.00	0.00
BOAT LAUNCH	10,000.00	10,000.00
TRANSFER RESERVE\DEF.REV.	0.00	0.00
PARKS		
FEDERAL\PROVINCIAL GRANT(ICAP)	0.00	0.00
CONDITIONAL GRANT	0.00	0.00
UNCONDITIONAL GRANT	0.00	0.00
GRANT FROM LOCAL AGENCIES	10,000.00	10,000.00
PARKING LOT REVENUE	0.00	0.00
TRANSFER FROM RESERVE	0.00	0.00
RECREATION FACILITIES		
SALE OF SERVICE - FEES\CHARGES	0.00	0.00
REGIONAL RECREATION	24,058.00	24,869.96
GRANT FROM LOCAL AGENCIES	1,000.00	1,000.00
CONDITIONAL PROVINCIAL GRANT	0.00	0.00
TRANSFER FROM RESERVE\DEF.REV.	0.00	0.00
CAMPGROUND		
USER FEES (SEASONAL)	246,000.00	255,200.00
WEEKEND SITES	25,000.00	21,074.45
CAMPGRD CABIN RENTAL	0.00	0.00
SALES OF GOODS & SERVICES	2,000.00	2,740.71
WINTER STORAGE	24,600.00	23,700.00
DEBIT MACHINE ADJUSTMENTS	0.00	0.00
RENTAL & LEASE	9,600.00	9,600.00
M.R.T.A. GRANT	0.00	0.00
TRANSFER FROM RESERVE	0.00	0.00
CULTURE		
LIBRARIAN WAGE REIMBURSEMENT	0.00	0.00
GAIN ON SALE OF FIXED ASSET	0.00	0.00
TOTAL OPERATING REVENUE	3,320,714.09	3,512,263.26
CAPITAL:		
CAPITAL PURCHASES-ADMIN	0.00	0.00
CAPITAL PURCHASES-PATROL	0.00	0.00
CAPITAL PURCHASES-PUBLIC WORKS	20,000.00	0.00
Description	2023 BUDGET	2023 ACTUAL

Analysis: INCOME STATEMENT

Description	2023 BUDGET	2023 ACTUAL
CAPITAL PURCHASES-RECREATION	0.00	0.00
CAPITAL PURCHASES-PARKS	0.00	0.00
CAPITAL PURCHASES-CAMPGROUND	0.00	0.00
TOTAL	20,000.00	0.00
CAPITAL PROJECTS:		
CAPITAL PROJECT-ROADS	200,000.00	247,544.00
CAPITAL PROJECT-SHOP	0.00	0.00
CAPITAL PROJECT-DRAINAGE	100,000.00	125,220.00
CAPITAL PROJECT-WALK PATHS	0.00	0.00
CAPITAL PROJECT-STORM OUTFALL	0.00	0.00
CAPITAL PROJECT-ADMIN BLDG	0.00	0.00
CAPITAL PROJECT-CAMPGRD W\R	0.00	0.00
TOTAL	300,000.00	372,764.00
TOTAL CAPITAL REVENUE	320,000.00	372,764.00
REQUISITIONS:		
SCHOOL FOUNDATION	0.00	0.00
ASFF	477,125.11	477,125.11
OVER\UNDER LEVY UTILIZED	0.00	0.00
DESIGNATED INDUSTRIAL	154.36	0.00
TOTAL REQUISITIONS	477,279.47	477,125.11
BUSINESS INCOME PROFIT	0.00	0.00
TOTAL	3,163,434.62	3,407,902.15
Description	2023 BUDGET	2023 ACTUAL

Analysis: EXPENSE STATEMENT

EXPENSE STATEMENT		(1)	(2)
Period 1: -	--- Begin	01Jan2023	01Jan2023
	--- End	31Dec2023	31Dec2023
	--- Type	B	A
(less)	--- Begin	000000000	000000000
Period 2: -	--- End	000000000	000000000
	--- Type		
Ratios:	% of Account		
Graphs:	# of Columns,Scale	0 0	0 0

Description	2023 BUDGET	2023 ACTUAL
COUNCIL		
COUNCIL HONORARIUMS - MAYOR	10,554.00	10,553.52
COUNCIL HONORARIUMS	37,418.70	36,004.48
MEETING FEES	18,000.00	19,925.00
HONOURARIUM DEDUCTIONS	2,000.00	2,092.44
COUNCIL TRAVEL	2,200.00	2,877.67
CONFERENCES\PROFESSIONAL DE	12,500.00	6,858.68
INTERNET & PHONE EXPENSE	6,000.00	5,800.00
COUNCIL PROMOTIONAL	8,500.00	7,916.47
MISC. SUPPLIES	2,500.00	1,591.97
TOTAL	99,672.70	93,620.23
ADMINISTRATION		
ADMINISTRATOR	123,884.00	123,124.86
SALARIES	188,198.00	187,491.15
PAYROLL TO\FROM BUS INC	0.00	0.00
SHARED SERVICES SALARIES	0.00	0.00
PAYROLL DEDUCTIONS	63,000.00	62,848.14
SCP PAYROLL	0.00	0.00
FROM\TO RESERVE	0.00	0.00
TRAINING	1,000.00	388.10
TRAVEL	200.00	416.44
FREIGHT, POSTAGE, DELIVERY	3,500.00	3,234.01
TELEPHONE\INTERNET\SATELLIT	4,000.00	4,032.78
ADVERTISING	1,500.00	1,324.09
SUBSCRIPTIONS\MEMBERSHIPS	4,050.00	4,228.95
PRINTING	1,500.00	974.22
LEGAL	5,000.00	5,457.02
AUDITOR	12,000.00	14,000.00
SERVICE CONTR-PHOTO,FAX,POS	5,200.00	5,724.59
SERVICE CONTR - ALARM	500.00	747.50
PURCHASED EQUIPMENT REPAIR	9,000.00	8,390.45
CONTRACT - JANITOR	7,200.00	7,200.00
INSURANCE	56,000.00	56,264.56
W.C.B.	19,000.00	19,237.29
STATIONERY & SUPPLIES	5,000.00	4,256.76
JANITORIAL SUPPLIES	1,000.00	506.82
MISCELLANEOUS SUPPLIES	2,000.00	1,411.94
VILLAGE PROMOTION	4,000.00	2,798.54
100 YEAR ANNIVERSARY	0.00	0.00
UTILITIES	5,500.00	6,073.15
DEBT REPAYMENT	0.00	0.00
SHORT TERM BORROWING FEES	0.00	0.00
Description	2023 BUDGET	2023 ACTUAL

Analysis: EXPENSE STATEMENT

Description	2023 BUDGET	2023 ACTUAL
BANK CHARGES	1,000.00	1,150.09
TAX REBATES & CANCELLATIONS	0.00	0.00
OTHER & BLDG REPAIRS	10,000.00	4,487.26
BAD DEBT EXPENSE	0.00	0.00
CAPITAL PURCHASES	0.00	0.00
CAPITAL PROJECTS	0.00	0.00
CAPITAL PROJECTS	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	533,232.00	525,768.71
ELECTION \ CENSUS		
SALARIES & WAGES	0.00	0.00
ADVERTISING	0.00	191.10
GOODS & SUPPLIES	0.00	0.00
TOTAL	0.00	191.10
ASSESSMENT SERVICES		
ASSESSMENT SERVICES	26,000.00	24,446.60
TOTAL	26,000.00	24,446.60
PATROL		
ADMINISTRATION	0.00	0.00
SALARIES & WAGES	86,000.00	88,823.40
PROVINCIAL POLICE FUNDING	45,215.00	45,215.00
RCMP ENHANCED POLICING	13,080.00	13,080.00
PAYROLL DEDUCTIONS	16,000.00	14,415.57
TRAINING & DEVELOPMENT	5,000.00	4,900.54
MILEAGE & SUBSISTENCE	500.00	460.58
FREIGHT, POSTAGE, DELIVERY	0.00	0.00
TELEPHONE	6,000.00	6,762.68
ADVERTISING & PROMOTION	500.00	532.49
AUX PROG\CRIME PREVENTION	0.00	0.00
EQUIPMENT REPAIR	5,000.00	8,589.65
VEHICLE REPAIR	6,000.00	6,931.04
JANITOR EXPENSES	0.00	0.00
LICENSES & PERMITS	0.00	0.00
STATIONERY & OFFICE SUPPLIES	1,000.00	1,027.17
MISC. SUPPLIES	2,500.00	3,534.29
UNIFORMS & ACCOTREMENTS	1,000.00	2,329.24
FUEL & OIL	6,000.00	7,090.52
UTILITIES	4,000.00	4,046.98
CAPITAL PURCHASES	0.00	0.00
PROJECTS	0.00	0.00
TO RESERVE\DEF.REV.	7,500.00	0.00
TOTAL	205,295.00	207,739.15
BY-LAW ENFORCEMENT		
BYLAW\ANIMAL CONTROL	0.00	0.00
PARKING ENFORCEMENT	0.00	0.00
POUND FEES	2,000.00	1,408.41
GENERAL GOODS AND SERVICES	1,000.00	19,049.74
SIGNS	0.00	0.00
TOTAL	3,000.00	20,458.15
Description	2023 BUDGET	2023 ACTUAL

Analysis: EXPENSE STATEMENT

Description	2023 BUDGET	2023 ACTUAL
FIREFIGHTING		
FIRE DEPARTMENT HONORAIUMS	0.00	0.00
TELEPHONE	0.00	0.00
FIRE CONTRACT	98,055.00	101,792.87
JANITOR EXPENSES	0.00	0.00
GOODS AND SUPPLIES	500.00	845.00
MISCELLANEOUS	2,200.00	2,369.52
BUILDING REPAIR	30,000.00	20,958.57
UTILITIES	9,000.00	11,170.06
CAPITAL	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	139,755.00	137,136.02
DISASTER SERVICES		
GENERAL GOODS AND SERVICES	7,500.00	5,625.00
TO RESERVE\DEF.REV.	0.00	0.00
AMBULANCE SERVICES		
AMBULANCE CONTRACT	0.00	0.00
BUILDING REPAIRS	2,500.00	5,813.01
UTILITIES	6,000.00	6,122.17
CAPITAL PROJECTS	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	8,500.00	11,935.18
COMMON SERVICES		
PUBLIC WORKS MANAGER	0.00	0.00
PUBLIC WORKS WAGES	224,600.00	222,283.67
EXTRA PERSON	0.00	0.00
SUMNER PAYROLL	15,000.00	12,748.32
PAYROLL DEDUCTIONS - MGR	0.00	0.00
PAYROLL DEDUCTIONS	49,500.00	49,249.58
PAYROLL DEDUCTIONS - SUMNER	1,200.00	962.67
FROM\TO RESERVE	0.00	0.00
SHARED SERVICES SALARIES	0.00	0.00
PAYROLL TO BUSINESS INCOME	0.00	0.00
TRAINING & DEVELOPMENT	3,000.00	0.00
MILEAGE & SUBSISTENCE	300.00	170.08
POSTAGE, FREIGHT & DELIVERY	0.00	0.00
TELEPHONE	2,000.00	2,020.87
PURCHASE SERVICES	10,000.00	9,713.03
EQUIPMENT REPAIR	25,000.00	7,000.17
VEHICLE REPAIR	20,000.00	13,546.63
EQUIPMENT RENTAL	2,000.00	874.15
GENERAL GOODS	15,000.00	8,285.33
SIGNS	1,000.00	0.00
BUILDING REPAIRS	5,000.00	4,936.52
SAFETY SUPPLIES	2,500.00	2,687.32
FUEL & OIL	28,000.00	19,189.94
UTILITES - SHOP	20,000.00	17,575.74
BOAT LAUNCH MTCE	0.00	0.00
CAPITAL PURCHASES	0.00	0.00
Description	2023 BUDGET	2023 ACTUAL

Analysis: EXPENSE STATEMENT

Description	2023 BUDGET	2023 ACTUAL
CAPITAL PROJECTS	0.00	0.00
CAPITAL PROJECTS	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	424,100.00	371,244.02
ROADS AND STREETS		
GRAVEL\SAND\ETC.	20,000.00	30,042.23
CRACK FILLING\LINE PAINTING	30,000.00	21,918.00
UTILITIES - STREET LIGHTS	103,000.00	108,567.04
ROAD PROJECTS	0.00	0.00
ROAD PROJECTS	0.00	0.00
STREET LIGHT PROJECTS	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	153,000.00	160,527.27
STORM SEWER AND DRAINAGE		
GENERAL SUPPLY-CULVERTS	15,000.00	10,456.49
DRAINAGE PROJECTS	0.00	0.00
DRAINAGE STUDY	0.00	0.00
TOTAL	15,000.00	10,456.49
WATER SYSTEM		
WATER COMM. OPERATING	13,086.93	13,086.93
WATER COMM. DEBENTURES	72,683.03	72,683.04
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	85,769.96	85,769.97
SANITARY SEWER		
TVRSSC MAINTENANCE AGREE	246,604.00	246,604.00
TVRSSC SEWER REVITALIZATION	244,800.00	244,800.00
TVRSSC DEB. - LAGOON	85,826.00	85,826.00
TVRSSC UPGRADE	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	577,230.00	577,230.00
GARBAGE COLLECTION		
GARBAGE WAGES	18,700.00	18,000.00
GARBAGE CONTRACT	67,000.00	58,071.00
REGIONAL LAND FILL	23,000.00	17,458.60
RECYCLING	6,000.00	5,779.30
ANNUAL WASTE ROUND-UP	0.00	0.00
FUEL & OIL	5,400.00	3,600.00
TRUCK REPAIRS & MAINTENANCE	0.00	385.00
CAPITAL PURCHASES	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	120,100.00	103,293.90
COMPOST FACILITY		
PURCHASED SERVICE - CLEANUP	3,000.00	7,072.00
GENERAL SUPPLIES	0.00	0.00
TOTAL	3,000.00	7,072.00
Description	2023 BUDGET	2023 ACTUAL

Analysis: EXPENSE STATEMENT

Description	2023 BUDGET	2023 ACTUAL
MUNICIPAL PLANNING		
CONTRACT - DEVELOPMENT OFF	22,350.00	22,351.44
MUNICIPAL PLANNING	2,450.00	0.00
GENERAL GOODS & SUPPLIES	500.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	25,300.00	22,351.44
ECONOMIC DEVELOPMENT		
ADVERTISING AND PROMOTION	3,600.00	775.00
TELEPHONE AND UTILITIES	0.00	0.00
REVENUE & COST SHARE STUDY	0.00	0.00
GENERAL GOODS & SUPPLIES	500.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	4,100.00	775.00
LAC STE. ANNE FOUNDATION	39,279.08	39,279.08
PIER\BOAT LAUNCH	20,000.00	1,057.36
PIER TO RESERVE\DEF.REV.	0.00	0.00
RECREATION & FACILITIES		
REGIONAL RECREATION	30,073.00	31,087.45
GENERAL GOODS & SUPPLIES	20,000.00	22,598.35
EAST END BUS	11,210.00	9,000.00
LSA PHYSICIAN RECRUITMENT	0.00	0.00
UTILITIES	5,700.00	5,531.41
CAPITAL PURCHASES	0.00	0.00
PROJECTS	0.00	0.00
PROJECTS	0.00	0.00
PROJECTS	0.00	0.00
TO RESERVE\DEF.REV.	25,000.00	0.00
TOTAL	91,983.00	68,217.21
PARKS		
CONTRACT SERVICES	18,000.00	16,750.00
GENERAL GOODS & SUPPLIES	8,000.00	4,698.57
UTILITIES	5,300.00	5,847.53
PARKING LOT EXPENSES	3,053.00	3,053.03
PARK PROJECTS	0.00	0.00
PARK PROJECTS	0.00	0.00
CONTRIBUTED ASSETS	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	34,353.00	30,349.13
CAMPGROUND:		
ADVERTISING & SIGNS	2,000.00	1,234.08
POSTAGE, FREIGHT, DELIVERY	0.00	0.00
PHONE\INTERNET\SATELLITE	2,200.00	1,795.56
PRINTING	300.00	263.50
CAMPGROUND MANAGER CONTRACT	56,000.00	57,624.89
CAMPGROUND SUMMER HELP	0.00	0.00
PAYROLL DEDUCTIONS	0.00	0.00
EQUIPMENT REPAIR	1,000.00	297.31
Description	2023 BUDGET	2023 ACTUAL

Analysis: EXPENSE STATEMENT

Description	2023 BUDGET	2023 ACTUAL
GENERAL GOODS & SUPPLIES	4,000.00	1,752.59
JANITORIAL SUPPLIES	600.00	768.89
WASTE DISPOSAL	3,700.00	4,321.73
FUEL & OIL	1,000.00	929.52
REPAIR MATERIALS	8,000.00	9,292.59
CONSTRUCTION MATERIALS	1,600.00	0.00
UTILITIES	39,000.00	39,018.15
IMPROVEMENTS	4,000.00	0.00
DEBIT\VISA BANK FEES	600.00	540.87
CAMPGROUND PROJECTS	0.00	0.00
CAMPGROUND PROJECTS TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	124,000.00	117,839.68
CULTURE		
SALARIES & WAGES	0.00	0.00
PAYROLL DEDUCTIONS	0.00	0.00
REIMBURSE LI6R WAGE	0.00	0.00
UTILITIES	0.00	0.00
GRANT TO LIBRARY	13,452.48	13,452.48
YELLOWHEAD REGIONAL LIBRARY	4,812.40	4,812.40
TOTAL	18,264.88	18,264.88
LOSS ON SALE OF FIXED ASSET	0.00	0.00
AMORTIZATION OF TCA	65,000.00	0.00
CAPITAL:		

CAPITAL PURCHASES-ADMIN	0.00	0.00
CAPITAL PURCHASES-PATROL	0.00	0.00
CAPITAL PURCHASES-PUBLIC WORKS	40,000.00	11,600.00
CAPITAL PURCHASES-RECREATION	0.00	0.00
CAPITAL PURCHASES-PARKS	0.00	0.00
CAPITAL PURCHASES-CAMPGROUND	0.00	0.00
TOTAL	40,000.00	11,600.00
CAPITAL PROJECTS:		

CAPITAL PROJECTS-ROADS	200,000.00	253,691.41
CAPITAL PROJECTS-SHOP	0.00	0.00
CAPITAL PROJECTS-DRAINAGE	100,000.00	128,237.00
CAPITAL PROJECTS-WALKING PATHS	0.00	0.00
CAPITAL PROJECTS-STORM OUTFALL	0.00	0.00
CAPITAL PROJECTS-ADMIN BLDG	0.00	0.00
CAPITAL PROJECTS-CAMPGRD W\R	0.00	0.00
TOTAL	300,000.00	381,928.41
TOTAL CAPITAL EXPENSES	340,000.00	393,528.41
BUSINESS INCOME EXPENSES	0.00	0.00
TOTAL	3,163,434.62	3,034,175.98
Description	2023 BUDGET	2023 ACTUAL



VILLAGE OF ALBERTA BEACH COUNCIL
REQUEST FOR DECISION
PROPOSED AMENDMENTS TO LAND USE BYLAW 252-17

DATE: February 20th, 2024

TO: MAYOR and COUNCIL
 Village of Alberta Beach

FROM: DEVELOPMENT OFFICER
 Paul Hanlan, RPP MCIP CMML

RECOMMENDATION

That Council approves second reading of Bylaw 295-24 "Amendments to Consolidated Land Use Bylaw 252-17".

BACKGROUND

Most recently Alberta Beach Land Use Bylaw No. 252-17 was fully consolidated on September 19, 2017. Since this consolidation the following two (2) additional amendments have been adopted by Village Council:

1. Cannabis regulations (including production and retail), and
2. Accessory Structure – Height (specifically to possibly allow 2 story detached garages)

It is understood that a regional initiative through an Alberta Community Partnership (ACP) Grant may be utilized in the coming years to complete a full rewrite and update of the Village's Land Use Bylaw (LUB). Regardless, and as a full rewrite would not result in a fully rewritten LUB being adopted for another three (3) or more years, Administration is recommending consideration of the amendments set forth in the following Table 1 (Summary of proposed Land Use Bylaw amendments) as an interim measure to address identified issues.

These identified issues as introduced, and discussed, during the December 12th, 2023 "Roundtable" include:

1. Affordability of new construction (including new and additions),
2. Design Guidelines (including minimum floor area and width/length ratios) which drive the cost of construction, and
3. Changes in the Municipal Government Act regarding the notification of Discretionary Use approvals.

Administration contends that the twelve (12) amendments proposed to the LUB in PROPOSED Bylaw 295-24 will reduce the cost of new construction and may spur investment in the community while balancing the desires and expectations of residents and property owners.

As per Section 2.4 of the LUB "Amendments of the Land Use Bylaw" – the Council on its own initiative may give first reading to a bylaw to amend the Land Use Bylaw.

DISCUSSION

On February 20th, 2024 the Village of Alberta Beach opened, and closed, a Public Hearing regarding these proposed changes to Land Use Bylaw 252-17.

In response to the issues curtailing development investment and potential full use and enjoyment of properties in the Village - Administration continues to support the twelve (12) amendments (**shown in Table 1 commencing on the following page in red font**) for the following two reasons:

1. *Cost of new construction and redevelopment opportunities for properties in the Village*
 - Cost of construction has increased substantially over the past 24-36 months and has discouraged redeveloped and investment in the community.
 - It is believed that relaxed residential (re)development regulations in the LUB would address these cost concerns and encourage a return to investment in Village properties.
 - Three (3) amendments are proposed to improve construction affordability:
 - 1 Reduce minimum floor area of residential development from 94 M2 (1,000 FT2) to 74.3 M2 (800 FT2).
 - a. 20% reduction in required habitable floor area.
 - b. Estimated 15% reduction in cost of new construction or additions.
 - 2 Increase the maximum width to depth ratio from 2.0 : 1.0 to 3.0 : 1.0 for all premanufactured and site built homes.
 - a. Will decrease purchase – and delivery – costs for manufactured homes.
 - b. Provides greater flexibility for the design/construction of site-built homes.
 - 3 Increase the permissible age of relocated structures (moved into the Village) from an original construction date of 5 years old to now 20 years old.
 - a. Provides greater flexibility to consider the relocation of residential structures up to 20 years old (from original date of constructure/manufacture)
 - b. Proposed to increase the age of relocated structures by 15 years.
2. *Recent changes to the Municipal Government Act*
 - Regarding “Notification Requirements” for Discretionary approvals made by the Development Authority (whether the Development Officer of Municipal Development Commission).
 - Current LUB was compliant with the Act (14 Notification Days PLUS 7 Days for mail).
 - Proposed amendments (21 Notification Days PLUS 7 Days for mail) would properly align the Village’s LUB with the Act.
 - These extended Notification requirements would only apply to decisions on Discretionary Uses. Not for decisions on Permitted Uses.
 - Development Authority would continue to require property posting (Notification) for Permitted Uses – but – with a reduced notification period. The current LUB does not specify a length of time for the notification of Permitted Uses. Neither does the Act.
 - However, they do provide for the positing of the property as an acceptable method of notifying the community.

Table 1 – Summary of proposed Land Use Bylaw amendments

Section 1.9 “Definitions or Meanings” (pages 21 and 22 of LUB)			
Manufactured Home Sub. d)	Currently: Have a minimum length width ratio (or width length ratio) of 2:1	Amend to: Have a minimum length to width ratio (or width to length ratio) of 3:1	Reduce cost Reduce delivery and set up costs Encourage redevelopment
Manufactured Home Sub. f)	Currently: “constructed after January 1, 1996”	Amend to: Construction date no older than as established in Sec. 4.7 1) of this Bylaw.	Control the age of used Manufactured Homes. While allowing certain Manufactured Homes to be placed
Mobile Home	Entire definition	Delete this definition	No longer required Type of housing is too old
Modular Home	Currently: Have a minimum length width ratio (or width length ratio) of 2:1	Amend to: Have a minimum length to width ratio (or width to length ratio) of 3:1	Reduce cost Reduce delivery and set up Encourage redevelopment
Section 3.6 Development Permits and Notices (page 45 of LUB)			
Sub. 1	Currently: The Development Authority shall require, as a condition of a permit granted for a Discretionary Use, that the applicant display for no less than fourteen (14) days after the permit is issued.....	Amend to read: The Development Authority shall require, as a condition of a permit granted for a Discretionary Use, that the applicant display for no less than twenty-one (21) days after the permit is issued.....	As per recent changes to the MGA Specifically for notification of Discretionary Uses. Village also posts notification for approval of Permitted Uses
Sub. 2(a)	Currently: after the twenty-first (21) day of the date of the issue of the Notice of Decision by the Development Officer on the application for development permit..... (14-day appeal period and 7 days for mailing in the province)	Amend to read: after the twenty-eight (28) day of the date of the issue of the Notice of Decision by the Development Officer on the application for development permit..... (21-day appeal period and 7 days for mailing in the province)	To bring the Land Use Bylaw into compliance with the MGA

Section 4.7 Relocation of Buildings (page 57)			
Sub 1	Currently: No relocated buildings or moved in buildings shall be allowed within the municipality which is more than five (5) years old from the initial date of manufacture or constructure and to be used as a building.	Amend to: No relocated buildings or moved in buildings shall be allowed within the municipality which is more than twenty (20) years old from the initial date of manufacture or constructure and to be used as a building.	To relax the current five (5) year age restriction on moved structures to twenty (20) years
Section 5.2 – R1 – Residential – Single Family (page 83 of LUB)			
Sec. 4 b) Minimum Floor Area	Currently: Where a lot has an area greater than 400.0 m2 (4,305.6 ft2), the minimum floor area shall be 93.0 m2 (1000.0 ft2)	Amend to: Where a lot has an area greater than 400.0 m2 (4,305.6 ft2), the minimum floor area shall be 74.3 m2 (800.0 ft2)	
Sec. 10 Length to Width Ratio	No dwelling in this district shall have a length to width (or width to length) ratio of greater than 2.0 : 1.0.	Amend to: No dwelling in this district shall have a length to width (or width to length) ratio of greater than 3.0 : 1.0.	
Section 5.3 R2 – Residential – Single Family Narrow Lot (page 86 of LUB)			
Sec. 4 b) Minimum Floor Area	Where a lot has an area greater than 400.0 m2 (4,305.6 ft2), the minimum floor area shall be 93.0 m2 (1000.0 ft2)	Amend to: Where a lot has an area greater than 400.0 m2 (4,305.6 ft2), the minimum floor area shall be 74.3 m2 (800.0 ft2)	
Sec. 10 Length to Width Ratio	No dwelling in this district shall have a length to width (or width to length) ratio of greater than 2.0 : 1.0.	Amend to: No dwelling in this district shall have a length to width (or width to length) ratio of greater than 3.0 : 1.0.	

Section 5.4 R3 – Residential – Single Family – Special Lot (page 89 of LUB)			
Sec. 10 Length to Width Ratio	No dwelling in this district shall have a length to width (or width to length) ratio of greater than 2.0 : 1.0.	Amend to: No dwelling in this district shall have a length to width (or width to length) ratio of greater than 3.0 : 1.0.	

COMMUNICATIONS

- Administration advertised this date's Public Hearing for two (2) consecutive weeks prior to February 16th, 2024, in the local newspaper.
- Administration posted the proposed changes to the Land Use Bylaw on the Village Website's Home Page and to the Social Media feed prior to the Hearing date.

OPTIONS

1. That Council approves second and third reading of Bylaw 295-24.
2. Delay 1st Reading and direct Administration as to what additional information may be required prior to the consideration and possible scheduling of a required Public Hearing.
3. Deny 2nd Reading of Bylaw 295-24 and take no further action regarding these matters.

RECOMMENDATION

That Council approves second reading of Bylaw 295-24 "Amendments to Consolidated Land Use Bylaw 252-17".

Report written February 10th, 2024.



Development Officer

ATTACHMENT

1. PROPOSED Bylaw 295-24

ALBERTA BEACH
IN THE PROVINCE OF ALBERTA
BYLAW NO. 295-24

BEING A BYLAW TO AMEND CONSOLIDATED LAND USE BYLAW NO. 252-17 OF THE VILLAGE OF ALBERTA BEACH, IN THE PROVINCE OF ALBERTA

WHEREAS Pursuant to the provisions of the Municipal Government Act, RSA 2000 (hereinafter called the "Act") Council of the Village of Alberta Beach in the Province of Alberta (hereinafter called the "Council") has adopted Land Use Bylaw 252-17; and

WHEREAS The Council deems it desirable to amend Consolidated Land Use Bylaw No 252-17 to reduce the minimum size of new single-family dwellings and the resulting minimum width to depth ratio of these dwellings; and

WHEREAS The Council deems it necessary to amend Consolidated Land Use Bylaw No 252-17 to address an increased Notification Period for Discretionary Uses as per recent changes to the Act.

NOW THEREFORE The Council, duly assembled, hereby enacts that Consolidated Land Use Bylaw No. 252-17 be amended as follows:

1.0 Section 1.9 "Definitions or Meanings" is amended by deleting:
"Manufactured Home" – sub d)
have a minimum length width (or width length) ratio of 2:0:1.0
and replacing it with:
"Manufactured Home" – sub d)
Have a minimum length width (or width length) ratio of 3:0:1.0

2.0 Section 1.9 "Definitions or Meanings" is amended by deleting:
"Manufactured Home" – sub f)
constructed after January 1, 1996
and replacing it with:
"Manufactured Home" – sub f)
Construction date no older than as established in Sec. 4.7(1) of this Bylaw.

3.0 Section 1.9 "Definitions or Meanings" is amended by deleting:
"Mobile Home"
Means a dwelling which was constructed prior to January 1, 1996, does not meet the National Building Code of Canada CAN/CSA A277 standard, with a chassis or related assembly that allows for permanent or temporary attachment of a hitch and wheel assembly to enable relocation of the dwelling. A mobile home does not include a modular home, manufactured home, temporary living accommodation or single detached dwelling as described in this Bylaw. A mobile home may be a single structure (single wide) or two parts which when put together (double wide) comprises a complete dwelling.

4.0 Section 1.9 "Definitions or Meanings" is amended by deleting:
"Modular Home"
Means a dwelling which is prefabricated or factory built and which is assembled on the parcel in sections, but such sections have neither chassis nor running gear or its own wheels, and the sections may be stacked side by side or vertically. Furthermore, Modular Home means a dwelling which has as length to width (or width to length) ratio of no greater than 2:0:1.0. This rule shall not apply to those portions of a dwelling which are deemed by the development authority to be neither deck nor attached garage. A modular home does not include a single detached dwelling, manufactured home, temporary living accommodation, or mobile home.

and replacing it with:

“Modular Home”

Means a dwelling which is prefabricated or factory built and which is assembled on the parcel in sections, but such sections have neither chassis nor running gear or its own wheels, and the sections may be stacked side by side or vertically.

Furthermore, Modular Home means a dwelling which has as length to width (or width to length) ratio of no greater than **3:0:1.0**. This rule shall not apply to those portions of a dwelling which are deemed by the development authority to be neither deck nor attached garage. A modular home does not include a single detached dwelling, manufactured home, or temporary living accommodation.

5.0 Section 3.6 (1) “Development Permits and Notices” is amended by deleting:

The Development Authority shall require, as condition of a permit granted for a Discretionary Use, that the applicant display for no less than **fourteen (14) days** after the permit is issued, in a conspicuous place on the parcel or on streets abutting the parcel, a notice setting out the proposed use in a form prescribed by the Development Authority. No posting of such a notice is required for approvals of Permitted Uses.

and replacing it with:

The Development Authority shall require, as condition of a permit granted for a Discretionary Use, that the applicant display for no less than **twenty-one (21) days** after the permit is issued, in a conspicuous place on the parcel or on streets abutting the parcel, a notice setting out the proposed use in a form prescribed by the Development Authority. No posting of such a notice is required for the approval of Permitted Uses.

6.0 Section 3.6 (2a) “Development Permits and Notices” is amended by deleting:

After the **twenty-first (21) day** of the date of the issue of the Notice of Decision by the Development Officer on the application for development permit (**14-day appeal period** and 7 days for mailing in province); or

and replacing it with:

After the **twenty-eighth (28) day** of the date of the issue of the Notice of Decision by the Development Officer on the application for development permit (**21-day appeal period** and 7 days for mailing in province); or

7.0 Section 4.7 (1) “Relocation of Buildings” is amended by deleting:

No relocated building or moved-in building shall be allowed within the municipality **which is more than five (5) years old from the date of manufacture or construction** and to be used as a dwelling.

and replacing it with:

No relocated building or moved in buildings shall be allowed within the municipality **which is more than twenty (20) years old from the date of manufacture or construction.**

8.0 Section 5.2 (4b) “R-1 – Residential – Single Family is amended by deleting:

Where a lot has an area greater than 400.0 m² (4,305.6 ft²), the **minimum floor area shall be 93.0 m² (1000.0 ft²)**

and replacing it with:

Where a lot has an area greater than 400.0 m² (4,305.6 ft²), the **minimum floor area shall be 74.3 m² (800.0 ft²)**

9.0 Section 5.2 (10) "R-1 – Residential – Single Family is amended by deleting:
No dwelling in this district shall have a length to width (or width to length) ratio of greater than 2.0 : 1.0.

and replacing it with:

No dwelling in this district shall have a length to width (or width to length) ratio of greater than 3.0 : 1.0.

10.0 Section 5.3 (4b) "R2 – Residential – Single Family Narrow Lot is amended by deleting:
Where a lot has an area greater than 400.0 m² (4,305.6 ft²), the minimum floor area shall be 93.0 m² (1000.0 ft²)

and replacing it with:

Where a lot has an area greater than 400.0 m² (4,305.6 ft²), the minimum floor area shall be 74.3 m² (800.0 ft²)

11.0 Section 5.3 (10) "R2 – Residential – Single Family Narrow Lot is amended by deleting:
No dwelling in this district shall have a length to width (or width to length) ratio of greater than 2.0 : 1.0.

and replacing it with:

No dwelling in this district shall have a length to width (or width to length) ratio of greater than 3.0 : 1.0.

12.0 Section 5.4 (10) "R3 – Residential – Single Family Special Lot is amended by deleting:
No dwelling in this district shall have a length to width (or width to length) ratio of greater than 2.0 : 1.0.

and replacing it with:

No dwelling in this district shall have a length to width (or width to length) ratio of greater than 3.0 : 1.0.

THIS BYLAW shall take effect on the date of third and final reading.

READ A FIRST TIME THIS THE 16th DAY OF JANUARY, AD 2024

A PUBLIC READING WAS HELD ON THE 20th DAY OF FEBRUARY, AD 2024

READ A SECOND TIME THIS THE _____ DAY OF FEBRUARY, AD 2024

READ A THIRD TIME THIS THE _____ DAY OF MARCH, AD 2024

SIGNED BY THE MAYOR AND CHIEF ADMINISTRATIVE OFFICER ON THIS THE ___ DAY OF MARCH, AD 2024.

KELLY MUIR MAYOR

KATHY SKWARCHUK CAO

Alberta Beach Village Office

From: Jocelyne April <jocelyneapril2014@gmail.com>
Sent: January 22, 2024 3:46 PM
To: Alberta Beach Village Office
Cc: Richard Curtis
Subject: Albert Beach Heritage Village and Museum - application for approval to bring in storage container

Hello Kathy,

Happy New Year to you and members of Village Council.

Further to our discussion at the December Council meeting, we have looked at options regarding placing a 20' storage container within the confines of our Heritage Village. With the help of a local contractor, we will move the garden shed away from the fence to make room for the container in the NE corner of our village. The individual moving the garden shed has agreed to provide this service for a minimal fee. The chain link fence will be detached from the post at the NE corner and rolled back to provide access for the delivery truck to simply roll the container off the trailer and place it in the NE corner of our Heritage Village.

We trust this meets council approval.

We will complete and submit the Development Permit Application as requested.

Connie Curtis
President

Jocelyne April
Executive Director

Alberta Beach Village Office

From: ACCPA Administrator <administrator@albertacrimeprevention.com>
Sent: January 29, 2024 11:35 AM
To: aboffice@albertabeach.com
Subject: ACCPA 2024 Conference - 100 Days Until the Start

[View this email in your browser](#)



The countdown is on! Only 100 days left until the start of the Alberta Community Crime Prevention Association (ACCPA) 2024 conference. This year, the conference theme is *Pathways to Safe Communities: Wellness & Resilience In Times of Change*.

ACCPA membership comprises rural and urban municipalities, Indigenous and Metis groups, policing and government agencies, and community groups. When you check out our [full conference line-up](#), you'll notice that our agenda appeals to both rural and urban delegates.

You can register for the full three days, or you can select only one of the pre-conference workshops, or you can select the two full days of conference sessions. The choice is all yours!

This year's conference is in Calgary, Alberta at the Westin Calgary Airport from May 6 - 8. Be an early bird and [register](#) today!

**Jean Bota, ACCPA President
& Conference Chair**



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You are receiving this email because you opted in via our website.

Our mailing address is:

Alberta Community Crime Prevention Association
Lower Main
1609 14 ST SW
Calgary, Alberta T3C1E4
Canada

[Add us to your address book](#)

Want to change how you receive these emails?

You can [update your preferences](#) or [unsubscribe from this list](#).



From: Provincial Emergency Coordination Centre <pses.pecc@gov.ab.ca>
Sent: January 26, 2024 2:16 PM
Subject: Registration and Invitation for Hazard Season Outlook

You are invited to the AEMA
HAZARD SEASON OUTLOOK

Date: Tuesday, March 05, 2024 **Time:** 1:30 - 4:30pm
Cost: \$0.00

Please join us

The Alberta Emergency Management Agency, on behalf of the Government of Alberta, is pleased to invite local authority and government emergency management stakeholders to the Hazard Season Outlook for 2024. The event will be held **virtually** via a Microsoft Teams webinar event.

Event Overview

This event is a speaker-based seminar that will orient participants with pertinent hazard information for the upcoming 2024 hazard season. The online event includes an exciting and diverse agenda that provides participants with topical information to support preparations for the upcoming hazard season.

If you are a local authority or a provincial or federal emergency management stakeholder working in Alberta, we invite you to submit your details for registration.

Registration

To register for the Hazard Season Outlook for 2024 please complete the registration available [HERE](#). If you have any questions or need support with registration, please contact pses.pecc@gov.ab.ca

Registration Deadline is February 23rd, 2024 @ 4pm

* We are extremely grateful to our presenters for their willingness to share their time and expertise. Please kindly log in a few moments early to support our goal of an on time start and finish. *

Classification: Protected A

Classification: Protected A

aboffice@albertabeach.com

CC: DEM

From: Laura Stewart (AF) <Laura.A.Stewart@gov.ab.ca>
Sent: February 14, 2024 2:23 PM
To: Laura Stewart (AF)
Subject: Level 1 - FireSmart Ambassador training - LIVE
Attachments: FSC-Ambassador-Role-Description-Dec-2023.pdf

Importance: High

Hi everyone,

I hope you're doing well! FireSmart Canada has launched a new training resource to help empower wildfire mitigation efforts across Canada. There are four training levels, with Level 1 – FireSmart Ambassador training being the first. The FireSmart Ambassador role serves as a front-line person able to speak confidently and with knowledge about FireSmart within their local area. They will promote FireSmart guidelines, programming, and concepts. Designed for every Canadian, this training is live and available today! Please visit <https://firesmartcanadatraining.ca/> to get started! We are beyond excited to see this training become available! 😊

Following completion of Level 1, students will be eligible to complete Level 2- Neighbourhood Recognition Program (NRP) Specialist training. The NRP Specialist training replaces the former Local FireSmart Representative (LFR) training to support the Neighbourhood Recognition Program within their communities. This training is available to community staff, including fire departments. Please don't hesitate to reach out if you would like to learn more about the Level 2 - NRP Specialist training.

I've attached a copy of the role description for the FireSmart Ambassador role. This training is a great resource to promote within your community, encouraging all staff, residents, and partners to complete it!

Have a great week!

Cheers,
Laura

Laura A. Stewart (*she/her*) | **FireSmart Specialist**
Wildfire Management Branch
Forestry Division
Alberta Forestry and Parks
Main Floor, J.G. O'Donoghue Building
7000 113 Street NW, Edmonton, AB T6H 5T6
laura.a.stewart@gov.ab.ca
587-985-2095 (mobile)

Classification: Protected A

FireSmart™ Ambassador

Role Description

Role Level 1:

FireSmart Ambassador

Purpose:

To serve as a front-line person able to speak confidently with knowledge of FireSmart within their local area. As a promoter of FireSmart guidelines, FireSmart programming, and FireSmart concepts, they are key to providing a consistent message and growing awareness and action. This is a foundational role focused on promoting the FireSmart brand and the value of wildland fire prevention and mitigation. This role would not execute any technical evaluations or assessments unless they also completed Level 2 or 3 training.

Responsibilities and activities:

1. Engage with their community to educate and create awareness around FireSmart:

- Connect potential partners and supporters with appropriate FireSmart resources, including local specialists
- Present the FireSmart Canada information presentation at various community events, local markets or association meetings
- Identify potential Champions and speak to them about the Neighbourhood Recognition Program

2. Assist interested parties in getting started on their FireSmart Journey:

Examples of this may include:

- Introduce potential Neighbourhood Champions to the local NRP Specialist and support that relationship as needed
- Introduce interested residents in getting a home assessment to the HIZ Specialist or their Program Coordinator
- Identify specific program interest to the P/T Liaison or Program Coordinator if those programs don't exist in that area
- Direct inquiries to the appropriate FireSmart resources

3. Additional responsibilities as needed:

- Provide feedback to FireSmart Provincial/Territorial Liaisons or Program Coordinators on program improvements and performance or general feedback from the community
- Participate in ongoing training opportunities as they are made available by FireSmart Canada

Minimum qualifications, knowledge, skills, and abilities:

- A keen interest and passion in helping their community become resilient to wildland fire
- Familiarity with the concept of the Wildland-Urban Interface
- Familiarity with the concepts of Wildland-Urban Interface Fire Behaviour

- Familiarity with the concept of the Home Ignition Zone and simple mitigation best-practices
- Clear knowledge of FireSmart Canada as well as the Provincial/Territorial FireSmart programs they reside within
- Clear knowledge of the 7 FireSmart Canada disciplines
- Clear knowledge of FireSmart resources that are available and how to access them
- Clear knowledge of who their FireSmart specialists are in their local area as well as the Program Coordinator and/or P/T Liaison
- Experience with public speaking, presenting and/or engagement
- Excellent public relations, interpersonal, and communication skills
- Ability to effectively deliver education materials to a wide variety of audiences

Role training requirements:

- Successful completion of FireSmart 101 (optional but recommended)
- Successful completion of the Level 1: FireSmart Ambassador training

General commitment expectations (annual):

Presentations: estimated 5 hours including preparation time

- FireSmart Canada Information Presentation (approx. 30 minutes)
- Target of 4-5 presentations annually

General Administration and relationship building: estimated 20 to 30 hours

- Identifying potential presentation opportunities
- Various event specific administrative duties
- Answering general questions and maintaining relationships within the community as well as with other FireSmart representatives
- Ongoing maintenance of knowledge on programming and resources that are available through FireSmart Canada

14.e

CC: Connal.

Alberta Beach Village Office

From: MA Engagement Team <ma.engagement@gov.ab.ca>
Sent: January 22, 2024 1:59 PM
To: MA Engagement Team
Subject: Meeting request with Minister McIver – ABmunis Spring Municipal Leaders Caucus 2024

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 2024 Alberta Municipalities (ABmunis) Spring Municipal Leaders Caucus (SMLC), scheduled to take place at The Westin Edmonton (10135 100 Street NW, Edmonton AB T5J0N7) from March 14-15, 2024. These meetings will be in person at the Westin Edmonton, as scheduling permits.

Should your council wish to meet with Minister McIver during the SMLC, please submit a request by email with potential topics for discussion to ma.engagement@gov.ab.ca no later than February 5, 2024.

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

- 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 SMLC.

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 SMLC 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 SMLC.

Engagement Team
Municipal Services Division
Municipal Affairs



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Classification: Protected A

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 **aboffice@albertabeach.com**

From: aboffice@albertabeach.com
Sent: February 1, 2024 1:15 PM
To: 'MA Engagement Team'
Subject: RE: Meeting request with Minister McIver – ABmunis Spring Municipal Leaders Caucus 2024

Good afternoon,
Alberta Beach Council would like to request a meeting with the Minister. Our topics include Fire and EMS services along provincial highways as well as provincial funding relating to Seniors Centers & Housing.

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

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 this communication, and do not copy, distribute or take action relying on it. Any communication received in error, or subsequent reply should be deleted or destroyed.

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14.f

Alberta Beach Village Office

From: Anita Sookar (she/her) <Anita@abmunis.ca>
Sent: January 30, 2024 4:00 PM
To: emsadvisorycommittee@gov.ab.ca; Chris.s.Nickerson@gov.ab.ca
Cc: steve.sutton@gov.ab.ca; taraelwood; Kathy Skwarchuk; Tina Petrow; Horacio Galanti; Dan Rude; Rachel de Vos (she/her)
Subject: ABmunis Representatives re Alberta EMS Standing Committee (AEMSSC) (Elwood) (Petrow)
Attachments: ABmunis Representatives on the Alberta EMS Standing Committee (AEMSSC) (Elwood) (Petrow) .pdf

Good afternoon:

Please see attached letter from Alberta Municipalities CEO, Dan Rude.

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

Best Regards,

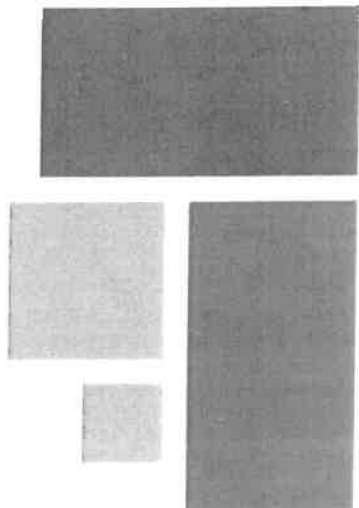
Anita Sookar (she/her) MSc, NCSO, CPHR, GPC.D | Governance Manager

D: 780.989.7406 | E: Anita@abmunis.ca
300, 8616 51 Ave NW 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.



January 30, 2024

Chris Nickerson
Assistant Deputy Minister
Acute Care Division, Alberta Health
19th Floor, ATB Place North,
10025 Jasper Avenue, NW,
Edmonton, AB T5J 2B8

Dear Mr. Nickerson:

Re: ABmunis Nominees to the Alberta EMS Standing Committee (AEMSSC).

On behalf of the Alberta Municipalities Board, I am please to nominate Councillor Taralyn Elwood, Village of Alberta Beach (lead) and Councillor Tina Petrow, City of Airdrie (backup), as Alberta Municipalities' representatives on the Alberta EMS Standing Committee (AEMSSC).

Please provide Councillors Elwood and Petrow with any information on upcoming meetings and events. Their contact information are as follows:

Councillor Taralyn Elwood
Phone Number: 587-879-9606
Email Address: taraelwood@albertabeach.com

Councillor Tina Petrow
Phone Number: 403-708-8055
Email Address: tina.petrow@airdrie.ca

If you have any questions, please do not hesitate to contact Anita Sookar at 780-989-7406 or Anita@abmunis.ca.

Yours truly,

A handwritten signature in black ink, appearing to read "Dan Rude".

Dan Rude
CEO, Alberta Municipalities

Cc: Councillor Taralyn Elwood, Village of Alberta Beach
Kathy Skwarchuk, CAO, Village of Alberta Beach
Councillor Tina Petrow, City of Airdrie
Horacio Galanti, City Manager, City of Airdrie

14.9

Alberta Beach Village Office

From: Tyler Gandam <president@abmunis.ca>
Sent: January 31, 2024 12:06 PM
To: Kathy Skwarchuk
Subject: Submit a resolution for debate at ABmunis 2024 Convention – Due by May 31

Dear Mayors, Councillors, and CAOs:

Is there a municipal issue that you think requires advocacy by Alberta Municipalities (ABmunis) to the provincial or federal governments? Sponsoring a resolution for debate at ABmunis' 2024 Convention is an excellent way to bring attention to an issue and empower ABmunis to take action if your resolution is supported by the majority of ABmunis' members.

Alberta Municipalities' members are now invited to submit resolutions that will be debated at our 2024 Convention in Red Deer on September 25-27, 2024. If your municipal council is interested in sponsoring a resolution, please visit our [Resolutions page](#) to access all the details including our Resolution Tips sheet, Resolution Template, and Resolutions Policy.

Change for 2024

Beginning this year, the mover municipality and the seconder municipality must represent at least two of the following population categories:

- Less than 2,500 population
- 2,500 to 10,000 population
- Greater than 10,000 population

For example, if the moving municipality has a population of 7,000, then the seconder municipality must be less than 2,500 population or greater than 10,000 population. The purpose of this change is to increase the likelihood that each resolution is applicable to most municipalities.

Deadline for 2024 Resolutions

This year, the deadline for submitting a resolution is May 31, 2024. Don't delay because the councils for the moving and seconding municipality must approve the resolution by the May 31 deadline.

Have a more urgent issue?

If your municipality has a pressing issue that cannot wait until the resolution session at our September Convention, then your municipality can present a request for decision (RFD) for consideration at ABmunis' Spring Municipal Leaders Caucus on March 14-15, 2024. The deadline to [submit an RFD](#) is February 23, 2024.

If you have questions about resolutions or RFDs, please contact our Policy & Advocacy team at advocacy@abmunis.ca. Also, make sure that you are registered to attend our [Spring Municipal Leaders Caucus](#) to discuss the resolutions process, action on adopted resolutions from recent years, and connect with municipalities that may interested in co-sponsoring a resolution with you.

Thank you,

Tyler Gandam | President

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◊ 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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14.6

DOYLE & COMPANY
CHARTERED PROFESSIONAL
ACCOUNTANTS

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, 2023

ALBERTA BEACH
Box 278
Alberta Beach, Alberta T0E 0A0

Attention: Kathy Skwarchuk, Chief Administration Officer

Dear Ms. Skwarchuk:

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 at December 31, 2023, 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 as a whole are free from material misstatement (whether due to fraud or error) and to issue an auditor’s report that includes our opinion. Reasonable assurance is a high level of assurance but 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 economic decisions of users taken on the basis of 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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ALBERTA BEACH

December 15, 2023

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 in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the 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 a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the 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 makes 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 al the misstatements communicated.

ALBERTA BEACH

December 15, 2023

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 at December 31, 2023, 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 at December 31, 2023, 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, 2023

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

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional 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 misstatement 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 in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the 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

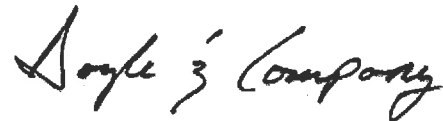
December 15, 2023

- *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 a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the 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, 2023

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 into) 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 those 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 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 all required consents 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, 2023

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 be 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, 2023

Preparation of Schedules

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

- a. Prepare various schedules and analyses before our engagement is planned to commence December 31, 2023; 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 preformed by us during the course of 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 the course of 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.

ALBERTA BEACH

December 15, 2023

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 any and 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.

ALBERTA BEACH

December 15, 2023

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 in the event that any of our invoices are deemed delinquent. In the event that 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, 2023

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



Allen Lee, CPA, CMA

AL/br

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

Signed: _____
Kathy Skwarchuk, Chief Administration
Officer

Date _____

Alberta Beach Village Office

From: Maryanne King <mking@npf-fpn.com>
Sent: February 8, 2024 8:36 AM
To: aboffice@albertabeach.com
Cc: aboffice@albertabeach.com
Subject: Budget 2024 Update from the National Police Federation
Attachments: NPF - 2024 Pre-Budget Submission.pdf; SAMPLE Support For ABRCMP Funding Letter.docx

Hello Mayor Love,

I hope that your 2024 is off to a pleasant start.

Over the past few years, the NPF has been advocating for a needed increase into Alberta RCMP resources. Since 2017, the provincial investments to the RCMP have been minimal, forcing the provincial service to have to cut its budget and run under resourced. Starting in 2021, the province changed the Police Funding Model, so that every municipality would have to pay a portion for policing. Since then, millions have been collected that are supposed to be reinvested in policing, with a priority on increasing core policing.

However, recent policing investments have gone to municipal policing services in Edmonton and Calgary, or the Alberta Sheriffs who do not typically perform policing duties in rural environments like the Alberta RCMP does.

The NPF has submitted to the Government of Alberta our 2024 2024 Pre-Budget Recommendations, which address the issue of needed funding for the AB RCMP. To keep pace with population growth of 10% since 2017, the province needs to fund 400 more RCMP positions to keep pace with current and future needs. I have attached our full 2024 Pre-Budget submission for your review and consideration.

We invite you to consider supporting this crucial ask by writing to the Government in support of hiring additional RCMP officers in your community and across the province. To aid in this endeavour, we have included a template letter that you can use in whole or in part.

If you have any questions on our 2024 Budget submission or should you like to meet to discuss, I welcome inquiries at your convenience.

Thank you in advance for your consideration.

Kind regards,

Maryanne King
Policy Advisor | Conseiller Politique
National Police Federation | Fédération de la Police Nationale
(587) 672-0695
npf-fpn.com



NATIONAL POLICE FEDERATION | **FÉDÉRATION DE LA POLICE NATIONALE**™



The mission of the National Police Federation is to provide strong, professional, fair and progressive representation to promote and enhance the rights of RCMP Members. La mission de la Fédération de la police nationale est de fournir une représentation forte, professionnelle, juste et progressive afin de promouvoir et faire avancer les droits des Membres de la GRC.

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CONFIDENTIAL



NATIONAL
POLICE
FEDERATION

FÉDÉRATION
DE LA POLICE
NATIONALE™

2024 PRE-BUDGET SUBMISSION

TO THE GOVERNMENT OF ALBERTA

JANUARY 2024



NPF Contact:

Sarah Nolan | Director, Government Relations & Policy | snolan@npf-fpn.com

60

INTRODUCTION

The National Police Federation (NPF) represents ~20,000 RCMP Members serving across Canada and internationally. We are the largest police union in Canada. The NPF is focused on improving public safety for all Canadians, including our Members by advocating for much-needed investment in the public safety continuum. This includes investments in police resourcing and modern equipment, as well as social programs including health, addiction, and housing supports to enhance safety and livability in the many communities we serve, large and small, across Canada.

In 2019, the Government of Alberta announced a commitment of \$286m over five years to fund improvements to public safety. This funding would include an additional 300 officer positions across RCMP detachments in Alberta with the support of an additional 200 civilian staff. Under this investment plan, the Alberta RCMP would have increased from the 1,600 officers recorded in 2019 to approximately 1,900 by 2024.ⁱ While this announcement was welcomed, the province had been critically underfunding the Alberta RCMP to this point. This announcement was made concurrently with modifications to the Police Funding Model (PFM) that would result in every Alberta municipality beginning to pay for their policing services. While the province had stated that the revenue from the new police funding model would be reinvested into policing, both promises of additional personnel and increased resources for public safety across rural communities have not been kept.

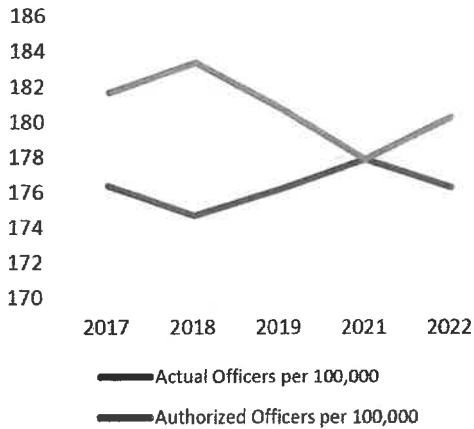
Today, rather than invest in areas that could support the rural communities our Members are proud to serve and call home, Budget 2023 saw investments in the Alberta Sheriffs and other programs that largely benefitted Edmonton and Calgary. Polling conducted by the NPF with Pollara Strategic Insights quantifies that half of Albertans agree that the province should focus funding for public safety on existing fully-trained police officers. Additionally, 4-in-5 Albertans in RCMP-served areas are satisfied with the RCMP's policing. The NPF, the Alberta RCMP, many Alberta Mayors and Councils, and Indigenous communities have reiterated to the provincial province that equitable investments must be made across police services in Alberta. Investing in the Alberta RCMP is crucial to demonstrating that the Government of Alberta both understands and is committed to addressing public safety challenges equitably across communities. For Budget 2024, the public safety of all Albertans – both urban and rural – must be upheld by the province through renewed investments from the Government of Alberta toward the Alberta RCMP.

NPF RECOMMENDATIONS

1. **Invest \$80m over three years to hire 400 RCMP officers to meet population growth and future demand**

From 2017-2022, Alberta's population increased by 9.5%. Over the same period, total police personnel increased by 7%. Actual police personnel in 2022 consisted of 8,007 officers, but the authorized strength had been 8,190 personnel total – thereby leaving Albertans short 183 officers across the province.ⁱⁱ For years, the Government of Alberta has not been ensuring that officer strength has been met and made little investments in ensuring it. Investments must match the needs

Chart I: Alberta Police Officers per 100,000



of 2024 and beyond to ensure that future needs can continue to be met as the province encourages and promotes Alberta's population growth. By the province's stated ideal personnel strength of 180 police personnel per 100,000 population, 400 more officer personnel are needed, constituting a 5% increase in the current amount of police personnel.

Further, while the Alberta Crime Severity Index has decreased by 9.5%, demonstrating the outstanding work of our Members, calls for service continue to rise. Between 2017 and 2021, calls for service increased by 8%, from 650,080 in 2017 to 701,126 in 2021.ⁱⁱⁱ All of these factors indicate that a fully resourced Alberta RCMP continues to be necessary for maintaining this effective response across communities.

Polling conducted by the NPF with Pollara Strategic Insights from September 2023 demonstrated that increasing resources for policing was the top public safety priority for Albertans. Increased resources for policing outranked priorities such as increased response times, increased resources for addressing petty crimes, and increased local autonomy in policing. Continued and sustained investment in the Alberta RCMP is necessary to meet current and future demands.

2. \$4m in grant funding to support the implementation of policing committees

Policing committees are a critical function in delivering community-based needs and priorities to those that contract the RCMP as their municipal police service. Through a policing committee, municipal leadership can represent the interests of Council to the officer in charge of the contracted detachment.

Recent changes to the *Police Act* in 2022 have now made it mandatory for municipalities policed by the RCMP to establish their own policing committees, giving them a role in setting policing priorities. Before this, these committees were not mandatory and many communities never established them, creating a disconnect between the RCMP and the community. These committees are another function of local governance and would require that the municipality put yearly funding towards the success of the committee. Many chose not to establish these committees as a way to save money.

The *Police Act* changes establish that communities served by the RCMP with populations over 15,000 must now create their own policing committee. Additionally, communities with populations under 15,000 can choose to be represented by a regional governance body that will make recommendations on policing priorities in the region, or establish their own local policing committee.

While this function should be considered a core component of ensuring municipalities are best able to provide community-based public safety priorities through the RCMP, these committees do not currently receive any investment from the Government of Alberta to support their implementation. The province should fund the creation of these committees for communities over and under

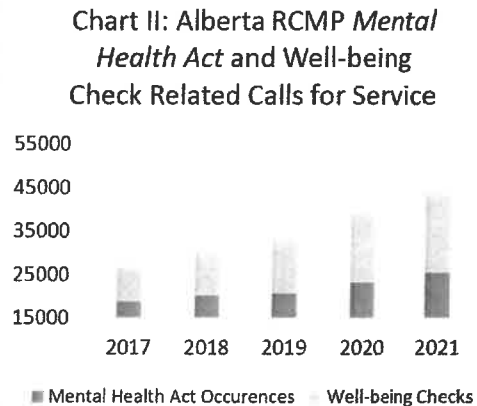
populations of 15,000 who wish to create their own police committee, separate from the regional governance bodies, by providing a commensurate financial investment into these communities.

The Government of Alberta should support the implementation of greater community involvement in their policing services by investing \$4m toward the establishment of policing committees. By investing in municipalities through assisting their launch of these committees, the province can fulsomely demonstrate its commitment to all Albertans having access to policing services that best support their individualized needs.

3. \$4m to expand the Regional Police and Crisis Teams in partnership with Alberta Health Services

The Alberta RCMP have been increasingly called on to fill gaps resulting from significantly decreased funding for mental health and social services. Albertans and our Members want to see more funding for frontline services that help alleviate pressures on vulnerable Canadians and, by extension, the police.

A clear example of this pressure is present in both the increase of mental health calls and well-being checks being done by our Members. In Alberta, from 2017 to 2021, the number of *Mental Health Act* calls and well-being checks have increased by 63% (see Chart II), from a combined total of 26,855 occurrences in 2017 to 43,761 in 2021.^{iv} This means that our Members are spending more time responding to those in mental health crises and less time on core policing duties.



Police calls responding to someone in crisis are not always routine and can vary in complexity. The Alberta RCMP has implemented and expanded the Regional Police and Crisis Teams (RPACT) units across Alberta to address a rising number of calls for service associated with the *Mental Health Act*. RPACT is a collaboration between the Alberta RCMP and Alberta Health Services, pairing Members with mental health professionals to provide a fulsome response to *Mental Health Act* related calls. From its launch in 2011, RPACT has since expanded to various detachments across Alberta, inclusive of Red Deer, Grande Prairie, and Airdrie. Recently, the Alberta RCMP announced that RPACT would be expanding to serve Hinton, Athabasca, Gleichen, Wainwright, and High level in addition to Sundre, Rocky Mountain House, Innisfail, Blackfalds, Rimbey, Sylvan Lake, Drayton Valley, Lake Louise, Banff, Canmore, Cochrane, Airdrie rural, Disbury, Olds, Drumheller, Chestermere, Strathmore, St. Paul, and Coaldale.^v

However, calls for service related to those in crisis are continuing to increase at an alarming rate and more investment into these successful RPACT programs are needed. These investments should be evidence-based and be established in communities who frequently see *Mental Health Act* related calls. Through a total investment of \$4m to expand the RPACTs in Alberta, the province can demonstrate its commitment to providing all Albertans with accessible assistance when they need it.

ⁱ December 2019. Municipalities will pay up as Alberta adds 300 RCMP officers to combat rural crime. Available at: <https://www.cbc.ca/news/canada/edmonton/alberta-rcmp-rural-crime-schweitzer-1.5383062>

ⁱⁱ Statistics Canada. Police personnel and selected crime statistics. Available at: <https://www150.statcan.gc.ca/t1/tbl1/en/tv.action?pid=3510007601&pickMembers%5B0%5D=1.10&cubeTimeFrame.startYear=2018&cubeTimeFrame.endYear=2022&referencePeriods=20180101%2C20220101>

ⁱⁱⁱ Royal Canadian Mounted Police. RCMP Occurrence Report – 2021. Available at: <https://www.rcmp-grc.gc.ca/transparenc/police-info-policiers/calls-appels/occurrence-incident/2021/index-eng.htm>

^{iv} Royal Canadian Mounted Police. RCMP Occurrence Report – 2021. Available at: <https://www.rcmp-grc.gc.ca/transparenc/police-info-policiers/calls-appels/occurrence-incident/2021/index-eng.htm>

^v March 2023. RCMP's Regional Police and Crisis Teams expanding. Available at: <https://www.mountainviewtoday.ca/sundre-news/rcmps-regional-police-and-crisis-teams-expanding-6589661>

Dear Premier Smith,

The government's renewed interest in supporting public safety across the province is appreciated by my community and others. To ensure that every community across our province has the resources they need to continue to keep the public safe, I'm writing to ask you to include the Alberta RCMP in Budget 2024.

As you know, the Commissioner of the RCMP establishes a minimum level of policing in consultation with the Provincial Minister, who then decides if that standard will be met or exceeded per Article 6 of the Provincial Police Service Agreement (PPSA). The number of officers is reviewed annually by the Provincial Minister as part of planning for each upcoming fiscal year. The Provincial Minister can increase the number of Members in the service through Article 5 of the PPSA.

We are asking the Government of Alberta to invest \$80 million in our Alberta RCMP in pursuit of hiring an additional 400 new RCMP officers across the province. Our community could specifically benefit from an additional ## officers from these new positions. The government can utilize the PPSA as described above to request additional personnel that will bolster the safety of Albertans across the province, and we invite you to act on this function.

Over the past few years, the provincial investments to the RCMP have been minimal, forcing the provincial service to have to cut its budget and run under-resourced. Starting in 2021, the province changed the Police Funding Model, so that every municipality would have to pay a portion for policing. Since then, millions have been collected that are supposed to go towards reinvestment in policing, with a priority on increasing core policing.

We need your reassurance that communities served by the RCMP are just as crucial to your government's public safety plans as others. We know that the impact of crime and the number of Albertans needing help aren't limited to the boundaries of Calgary and Edmonton, which is why we are asking you to equitably invest in the Alberta RCMP.

Sincerely,

14.j

Documents attached separately:

- Stormwater Drainage Analysis
- Drainage Evaluation & Improvement Plan

Alberta Beach Village Office

From: Matthew Ferris <mferris@lsac.ca>
Sent: January 26, 2024 11:41 AM
To: Village of Alberta Beach; 'Marlene Walsh'; office@sunsetpoint.ca
Cc: 'gwen.jones@sunsetpoint.ca'
Subject: Trivillage Stormwater Analysis

As you are aware the County retained Bolson Engineering last year to finish off some remaining RCP grant funds we had to finish off a regional Stormwater Impact Analysis to help us develop a concrete plan where we can work together with overall drainage issues as they arise or to help ensure development properly mitigates the stormwater issues in the future. This plan took all the existing plans and linked them or developed them where the data had not yet been established. Also as Val Quentin had no overall stormwater plan their work was slightly more intensive and they had an additional analysis specific to them that also classified their culverts. Due to the size of the documents I can not email them. You will be receiving a wetransfer with the documents attached. It may go to your junk email.

If you have any questions feel free to reach out.

Matthew Ferris
 General Manager of Growth & Compliance

56521 RGE RD 65 | BOX 219 | SANGUDO, ALBERTA T0E 2A0
 PHONE: 780.785.3411 | TOLL-FREE: 1.866.880.5722 | FAX: 780.785.2985 | WEBSITE: lsac.ca

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 **Think about our Environment. Print only if necessary.**

66

Document attached separately

STORMWATER DRAINAGE ANALYSIS

**Val Quentin, Lac. Ste. Anne
County, AB**

**Prepared by Bolson Engineering and Environmental
Services Ltd.**

Document attached separately

DRAINAGE EVALUATION AND IMPROVEMENT PLAN

Lac. Ste. Anne County, AB

**Prepared by Bolson Engineering and Environmental
Services Ltd.**

68

Alberta Beach Village Office

From: WILD Alberta <wildalbertatourism@gmail.com>
Sent: February 13, 2024 3:55 PM
To: undisclosed-recipients:
Subject: Wild Alberta Tourism Survey

Hello Tourism Stakeholders in the WILD Alberta region,

If you have already filled out the survey, pls disregard this email and Thank you for your participation.

As a business owner, tourism operator, or service provider, your feedback on your local tourism industry is important.

WILD Alberta is a regional tourism support association that serves your area. We are currently compiling a report to better understand the local impact, strengths, and opportunities for the tourism industry in our region, and how we can best support the needs of tourism operators. The WILD Alberta region encompasses destinations north and west of Edmonton including communities, First Nations, and rural areas within the regions of Woodlands County, Lac Ste Anne County, County of Barrhead, Westlock County, and the Swan Hills area.

Please take 10 minutes to complete our online survey here: <https://form.jotform.com/240198413430046>
The survey closes February 29th at 5:00PM MST.

Those who complete the survey will receive a copy of the results, insights that can be valuable to your operations. We plan to share the results of the survey in March. These results will help to shape our support activities for the next 2 to 3 years.

We are seeking a diverse set of experiences, and we welcome you to share this invitation with other tourism stakeholders in the region.

We look forward to your responses.

Thank you,

WILD Alberta Tourism Committee

Discover your WILD thing: wildalberta.com



15. a

Alberta Beach Village Office

From: Linda Wright <
Sent: January 4, 2024 4:39 PM
To: aboffice@albertabeach.com
Subject: CamScanner 01-04-2024 16.28
Attachments: CamScanner 01-04-2024 16.28.pdf; Untitled attachment 00139.htm

<https://cscan.co/3eZCP02gTzT>



Try this powerful scanner app
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70

This is regarding the penalty amount I had to pay because the Alberta Beach office did not release my information to my bank Equitable bank. I phoned the office today to give proof from an email I had received. I called the day I got the email to let the office know this was the bank to pay my taxes. Then today I called Jan/4/24 and Equitable paid in November but they still did not have them on my tax acct. none of this is my fault and I would request to receive my penalty payment back to me of 679.17. Information was not released to my bank.

Regards.

Linda Wright

780-

Sent from my iPhone

71

ROGERS

3:56 PM



Request for Municipal...



See more



Taxes - Equitable Bank

2023-06-06

To: Linda Wright >



Hi,

You will need to contact the city to change the ownership on their end, they will not provide any information to us as the property is till not on your name.

Thanks

Nihele Rals

Tax Administrator - Property Tax Department, Mortgage Services

Pronouns: She/ Her

T: 1-888-334-3313

Toronto, Ontario



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This message, including any attachments, may be confidential or privileged. If received in error, please notify sender by reply email and delete the message.

See More



Linda Wright

2023-06-06

I have not seen a property accessment yet....



Linda Wright

2023-06-06



Scanned with CamScanner

72

TAX STATEMENT OF ACCOUNT

ALBERTA BEACH
 BOX 27B
 ALBERTA BEACH, AB
 T0E 0A0
 TELEPHONE: 780-924-3181 FAX: 780-924-3313

Date Mailed: Aug 18, 23

To: WRIGHT, LINDA

Account Reference: 98

Alberta Beach, AB
 T0E 0A0

Other Information:

LEGAL 6 B 33218D
 MUNICIPAL 492B - 50 Avenue

ASSESSMENT INFORMATION

PROPERTY TYPE TR
 LAND ASSESSMENT 213,620
 IMPROVEMENTS 123,090
 TOTAL ASSESSMENT 336,710

Date	Ref#	Description	Amount	Balance
		Balance Forward		0.00
10Jun2023		0;2023 MUNICIPAL SERVICES TAX	950.00	950.00
10Jun2023		0;SEWER REVITALIZATION LEVY	300.00	1,250.00
10Jun2023		0;2023 SCHOOL LEVY	844.18	2,094.18
10Jun2023		0;2023 MUNICIPAL LEVY	1,678.99	3,773.17
10Aug2023		0;PENALTY	679.17	4,452.34

PENALTY - AUG 10 = 18% CURRENT YEAR ARREARS TOTAL AMOUNT DUE 4,452.34
 PENALTY - JAN 1 = 18% TOTAL ARREARS PAYABLE TO: ALBERTA BEACH

Alberta Beach Village Office

From: Alberta Beach Village Office <aboffice@albertabeach.com>
Sent: January 12, 2024 12:02 PM
To:
Subject: RE: CamScanner 01-04-2024 16.28

Importance: High

Hi Linda,

Further to my previous email. I do apologise in my correspondence I had our meeting date wrong. Our next Council meeting is Tuesday, January 16th, 2024 at 7:00 p.m.

If you still want your request to Council please advise A.S.A.P.

And if so would you be attending to speak on your request.

Thank you,

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: Alberta Beach Village Office <aboffice@albertabeach.com>
Sent: Monday, January 8, 2024 4:22 PM
To: '
Subject: RE: CamScanner 01-04-2024 16.28

Good afternoon, Linda,

Thank you for your email.

I'm not quite understanding their email.

Our records indicate your name has been on the account since June 2021. The transfer of land registration was completed at the land title office on February 17, 2022, which we received on March 2, 2022. Our office has not receive a request from a financial institution to be added to your tax account prior to the November 23, 2023, email request from Equity Bank. Below is a timeline of correspondence regarding your tax account.

Please forward an email letting us know if you still want the request to go before Council to have the penalty removed at their next Council Meeting as well as outlining the reasons why you are requesting it be removed. Our next Council

Meeting is January 23, 2023, at 7:00 p.m. Items to be added to the Agenda must be received by our office by Thursday, January 19th, 2023.

- May 2021 - Our office was contacted by the previous owner to let us know some arrangements were made and they had sold the property to you, and you were now responsible for the taxes.
- June 2021 – your name and address were added to the account (land title change not yet received).
- August 9th, 2021 – The 2021 property taxes were paid by yourself.
- Land titles transfer of land was received March 2, 2023. (Please note that when we receive a land title change from the land titles registry office it only gives the name of the homeowner and mailing address.
- June 10, 2022 – Tax Statement & Assessment Notice mailed to address on file.
- August 19, 2022 – Tax Statement of Account mailed to address on file.
- October 12, 2022 – Received tax search/certificate request from Lennon Barlow Keyes.
- October 24, 2022 – Lennon Barlow Keyes paid the 2022 taxes.
- April 5, 2023 – Received an email from you requesting copies of the 2020 and 2021 Tax Statements (information sent to you).
- June 10, 2023 – Tax Statement & Assessment Notice mailed to address on file.
- July 27, 2023 – Tax search request from Hendrix Law. Tax information was sent including when taxes are due and amount of penalty percentage if not paid by due date (August 9).
- August 18, 2023 - Tax Statement of Account mailed to address on file.
- October 16, 2023 - Tax Statement of Account mailed to address on file.
- October 17, 2023 – Email requesting Tax Certificate from Lennon Barlow Keyes.
- October 27th – Received payment from Lennon Barlow Keyes for 2023 taxes.
- November 22, 2023 – Received email request advising EB is the mortgagee for the property and is responsible for the payment of the 2023 Taxes and going forward and to please add their interest along with their request for our EFT information – Our banking information sent same day and Bank has now been added to account.
- November 23, 2023 – Received email that an EFT payment had been submitted for November 29, 2023.
- November 30, 2023 – Administration office processed payment.
- November 30, 2023 – Administration staff spoke to you regarding the double payment made for taxes.
- December 11, 2023 – Refund cheque payment issued to Lennon Barlow Keyes.

Thank you,

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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TAX STATEMENT OF ACCOUNT

ALBERTA BEACH
 BOX 278
 ALBERTA BEACH, AB
 T0E 0A0
 TELEPHONE: 780-924-3181 FAX: 780-924-3313

Date Mailed: Feb 16, 24

To:
 WRIGHT, LINDA

Account Reference: 98

Other Information:

Alberta Beach, AB
 T0E 0A0

LEGAL 6 8 332180
 MUNICIPAL 4928 - 50 Avenue

ASSESSMENT INFORMATION

PROPERTY TYPE TR
 LAND ASSESSMENT 213,620
 IMPROVEMENTS 123,090
 TOTAL ASSESSMENT 336,710

Date	Ref#	Description	Amount	Balance
		Balance Forward		0.00
10Jun2023	0	2023 MUNICIPAL SERVICES TAX	950.00	950.00
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10Jun2023	0	2023 MUNICIPAL LEVY	1,678.99	3,773.17
10Aug2023	0	PENALTY	679.17	4,452.34
27Oct2023	174727	Lennon Barlow Keyes-Taxes(#98)	4,452.34	0.00
30Nov2023	174943	Wright (EQ Bank) EFT	4,452.34	4,452.34
11Dec2023	30407	Lennon Barlow Keyes	4,452.34	0.00

PENALTY - AUG 10 = 18% CURRENT YEAR ARREARS | TOTAL AMOUNT DUE 0.00
 PENALTY - JAN 1 = 18% TOTAL ARREARS
 PAYABLE TO: ALBERTA BEACH

Alberta Beach Village Office

From: Kerry Von Hollen <Kerry.VonHollen@gov.ab.ca>
Sent: February 6, 2024 3:51 PM
To: ! ABOffice
Subject: TRAVIS Municipal Agreement
Attachments: TRAVIS Municipal Agreement.doc

Hi Kathy,

Attached is copy of our TRAVIS MJ Agreement. Your current agreement is about to expire and a new one needs to be signed. Please date, sign, and send back to myself. If you have any questions please do not hesitate to ask.

Thank you

Kerry Von Hollen
Junior Business Analyst
Modernization & Strategic Integration
Modernization & Business Intelligence
Driver, Carrier & Vehicle Services Branch
Alberta Transportation and Economic Corridors
Government of Alberta
kerry.vonhollen@gov.ab.ca

Tel 403-755-6175
Fax 403-340-5278

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Go to 511.alberta.ca and follow [@511Alberta](https://twitter.com/511Alberta)



Classification: Protected A

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Memorandum of Agreement

The Agreement is made this _____ day of _____, 2024

Between:

His Majesty the King in right of Alberta
as represented by the Minister of Transportation and Economic Corridors
(hereinafter, the “Province”)

-and-

(hereinafter, the “Municipality”)

Background

The Province has developed the Transportation Routing and Vehicle Information System Multi Jurisdiction (TRAVIS-MJ) to address industry’s need for a simplified, electronic oversize commercial vehicle permitting system. TRAVIS-MJ has the ability to accept a single electronic permit application and apply the rules and requirements of the Province and all affected municipalities to create a single permit document.

TRAVIS-MJ was designed to provide municipalities with a modern permit database tool which gives them the ability to easily approve/deny permits issued by the Province for travel on roads under their authority and to facilitate the sharing of permit revenue between the Province and the municipalities.

TRAVIS-MJ has the ability to charge permit applicants a fee set by the municipality for services provided by the municipality. This fee will be collected by the Province on behalf of each municipality and distributed to municipalities to ensure that the municipalities do not incur any cost in adopting TRAVIS-MJ. Participation in the TRAVIS-MJ initiative requires the maintenance of municipal data on the system as well as day-to-day operation to review and approve permit applications.

Therefore, in consideration of the following terms and conditions, Province and the Municipality agree as follows:

1.0 DEFINITIONS AND INTERPRETATION

1.1 Definitions - In this Agreement, the following expressions have the following meanings:

“Agreement” means this Memorandum of Agreement;

“Fixed Municipal Fee” means the fee that the Municipality is authorized to charge permit applicants in accordance with the *Municipal Government Act* for overweight permit approvals where the Municipality has enacted a bylaw restricting overweight loads and includes the costs of services attributable to approvals for overdimension permits where required to do so pursuant to the applicable permit;

“Parties” or “Party” means the Province and the Municipality or either of the Province or the Municipality;

“Regulation” means the *Commercial Vehicle Dimension and Weight Regulation*

“Total Fee” means the total of the Fixed Administration Fee and the Variable Fee, which is payable by the Province to the Municipality in accordance with this Agreement;

“TRAVIS-MJ” means the Transportation Routing and Vehicle Information System Multi Jurisdiction; and

“Variable Fee” means a prorated fee based on the percentage of actual distance travelled by a permitted commercial vehicle on roads located within the Municipality where the Municipality has direction, control and management of that road.

1.2 Section Numbers - References in this Agreement to section numbers are to the corresponding numbered provisions of this Agreement.

1.3 Entire Agreement - This Agreement is the entire agreement between the Province and the Municipality and supersedes all previous agreements, correspondence, negotiations and understandings. There are no agreements, representations, warranties, terms, conditions or commitments except as expressed in this Agreement.

2.0 TERM

2.1 Initial Term – This Agreement will be in effect for a term of five (5) years, commencing on April 1, 2023 and expiring on March 31, 2027 (the “Term”), unless sooner terminated in accordance with this Agreement.

3.0 THE MUNICIPALITY’S RESPONSIBILITIES

3.1 Permit Applications – The Municipality shall utilize TRAVIS-MJ for the purpose of accepting permit applications submitted by permit applicants through TRAVIS-MJ.

3.2 Permit Approvals – The Municipality shall use TRAVIS-MJ for the purpose of single trip overweight permit approvals where the Municipality has enacted a bylaw restricting overweight loads and approvals for overdimension permits where required to do so pursuant to the applicable permit.

3.3 Data – The Municipality is responsible for maintaining the business rules, road restrictions and other municipal data on TRAVIS-MJ. The Municipality shall provide timely road network data updates to the Province.

3.4 Restriction on other Fees – The Municipality shall not, either directly or through a contractor, charge permit applicants any fee, other than the Fixed Municipal Fee, for the review or approval of single trip overweight permits or overdimension permits.

3.5 Road Damage Charges – The Parties acknowledge and agree this Agreement does not prevent the Municipality from charging permit applicants for visible road or other infrastructure damage attributable to the permitted commercial vehicle.

3.6 Road Use Agreements – The Parties acknowledge and agree this Agreement does not prevent the Municipality from entering into road use agreements or from requiring bonds from permit applicants.

3.7 Use of Contractor – The Municipality may, at its discretion and sole cost, employ a contractor to perform data maintenance, permit approvals, or any other service related to TRAVIS-MJ provided that the use of a contractor by the Municipality does not relieve the Municipality of any of its responsibilities under this Agreement.

3.8 Changes to Fees – The Municipality may change the Fixed Municipal Fee provided that the Municipality notifies the Province in writing no less than six months' prior to such change taking effect.

4.0 PROVINCE'S RESPONSIBILITIES

4.1 Operation and Maintenance – The Province will maintain and operate TRAVIS-MJ at its sole cost and expense.

4.2 Access – The Province will provide access to TRAVIS-MJ to the Municipality for the purpose of permit acceptance and approval and to update business rules, road restrictions and other municipal data on TRAVIS-MJ, provided that such access will be at no cost to the Municipality.

4.3 Training and Support – The Province shall provide the Municipality with TRAVIS-MJ training and ongoing support at no cost to the Municipality.

4.4 Fee Schedule – The Province will maintain the fee schedule for the Fixed Municipal Fee as generated by the Municipality in TRAVIS-MJ and will update that fee schedule as required at no cost to the Municipality.

5.0 COLLECTION AND PAYMENT OF FEES

5.1 Fixed Municipal Fee – The Municipality may specify a Fixed Municipal Fee by notice in writing to the Province. The Province shall collect the Fixed Municipal Fee from permit applicants on behalf of the Municipality, using TRAVIS-MJ. The Municipality hereby designates the Province as its agent for this purpose.

5.2 Variable Fee – The Province will compute the Variable Fee using TRAVIS-MJ or, in the event TRAVIS-MJ is temporarily unavailable, such alternate comparable mechanisms that may be required. The Province shall collect the Variable Fee from permit applicants using the TRAVIS-MJ system.

5.3 Payment of Fees to Municipality – The Province shall remit the Total Fee collected to the Municipality within 30 days following the end of every quarter of each year during the Term, with the first quarter being from April to June. The Province shall provide a report detailing the Total Fee calculations and the permits to which the fees were applied within 60 days following March 31 of each year during the Term.

The Municipality acknowledges that where the Total Fee collected by the Province in a quarter totals less than \$25.00, the Total Fee will not be remitted to the Municipality at the end of that quarter, but will be carried over to the following quarter and added to the Total Fee collected in the following quarter. The Province will continue to carry over the Total Fee to each successive quarter until the Total Fee reaches at least \$25.00, or until March 31, at which time the Total Fee will be remitted to the Municipality regardless of the Total Fee collected.

5.4 Applicant Cooperation - The Municipality agrees to cooperate with the Province in the completion of any audit, evaluation or inspection of the Total Fee.

5.5 GST - The Municipality acknowledges that Goods and Services Tax (“GST”) must be remitted to the Receiver General of Canada on account of the Fixed Municipal Fee. The Province, acting as agent pursuant to Section 5.1, shall collect GST from permit applicants as agent for the Municipality and pay the same to the Municipality for purposes of remitting to the Receiver General of Canada. The Municipality shall indemnify and hold harmless the Province for any GST, interest, penalties or any related losses, costs or damages in respect of the Province acting as agent for the Municipality in the collection of the Fixed Municipal Fee from permit applicants.

6.0 FEES DISPUTE

6.1 Dispute Notification – The Municipality will have 180 days following receipt of the report provided by the Province under Section 5.3 to notify the Province of any

disputes concerning the Total Fee provided to the Municipality. Any such dispute concerning the Total Fee will be addressed through the dispute resolution process described in Article 11.

7.0 COMMUNICATION

7.1 Announcements – The Municipality shall not make any public announcement or issue any press release regarding the entering into of this Agreement or the payment of the Total Fee except in consultation with Province and with the approval of the Province as to the content of the announcement or press release, which approval shall not be unreasonably withheld.

7.2 Disclosure – The Municipality acknowledges and agrees that the Province may disclose this Agreement and its contents by any means chosen by the Province including without limitation tabling it before the Legislature.

7.3 Freedom of Information and Protection of Privacy Act – The Municipality acknowledges that information and records maintained by the Province relating to this Agreement may be subject to the *Freedom of Information and Protection of Privacy Act* (Alberta).

7.4 Use of Information – The Municipality shall use all information provided pursuant to this Agreement solely for Municipal permit purposes and only with respect to municipal roads located within the Municipality where the Municipality has direction, control and management of that road. The Municipality acknowledges that any use of the information for any purpose other than that set out in this Agreement is prohibited.

7.5 Information Security – The Municipality shall ensure that such reasonable security measures are in place as are necessary or advisable to ensure the information is kept secure and confidential and is not accessible to any person other than designated staff.

7.6 Third Party Requests – The Municipality shall promptly notify the Province when it receives any third party subpoena, order or other request for the Information.

7.7 Notification – The Municipality shall immediately notify the Province of any actual or potential loss, unauthorized disclosure, access or use of the Information, or any other breach or potential breach of any term or condition contained in this Agreement.

8.0 TERMINATION

8.1 Termination – This Agreement may be terminated as follows:

(a) by either Party on not less than six (6) months' prior written notice to the other Party; or

(b) forthwith by the Province if the Municipality fails to cure a default under this Agreement within the time period set out in the notice from the Province of the Municipality's default, which time period shall account for the Municipality's ability to cure the default taking commercially reasonable action.

8.2 Effect of Termination – In the event this Agreement is terminated under Section 8.1, the Province will pay the outstanding amount of the Total Fee owing to the Municipality as of the effective date of the termination. The Province shall provide a final report detailing the Total Fee calculations and the permits to which the fees were applied within 60 days following final payment of the outstanding Total Fee. The obligations set out in this Section 8.2 shall survive this Agreement.

9.0 NOTICE

9.1 Notices - Any notice, consent or other communication under this Agreement must be in writing and is effective when delivered by any means, including fax transmission, to the following respective addresses:

(a) if to the Province:

Andrew Pillman
Executive Director, Carrier & Vehicle Safety
Transportation and Economic Corridors
Room 401, 4920 51st Street
Red Deer, Alberta
T4N 6K8

(b) if to the Municipality:

Either Party may change its contact information by giving notice to the other Party in the above manner.

10.0 INDEMNITY AND LIABILITY

10.1 Municipal Indemnity – The Municipality shall indemnify and hold harmless the Province, its employees and agents from any and all third party claims, demands, actions or costs (including legal costs on a solicitor-client basis) for which the Municipality is legally responsible, including those arising out of negligence or wilful acts by the Municipality, or the Municipality’s employees or agents.

10.2 Provincial Indemnity – The Province shall indemnify and hold harmless the Municipality, its employees and agents from any and all third party claims, demands, actions or costs (including legal costs on a solicitor-client basis) for which the Province is legally responsible, including those arising out of negligence or wilful acts by the Province, or the Province’s employees or agents.

10.3 Survival – The indemnities provided by the Parties in Section 10.1 and Section 10.2 shall survive this Agreement.

10.4 Errors and Omission – The Municipality acknowledges and agrees that the Province is not liable for any errors or omissions in the TRAVIS data.

10.5 Damage – The Municipality acknowledges and agrees that the Province is not liable for damage to any municipal infrastructure or any other damage caused by commercial vehicles permitted in TRAVIS.

11.0 DISPUTE RESOLUTION

11.1 Consultation - The Parties shall consult each other should there be any disputes arising from the interpretation or implementation of this Agreement, and shall, in good faith, make all reasonable efforts to resolve the matter.

11.2 Reference to Senior Officials – If negotiations fail to resolve the dispute within a reasonable timeframe, the dispute will be referred for a decision to senior officials designated by each Party whose decision will be considered to be final.

12.0 GENERAL

12.1 Amendment and Waiver - No amendment of this Agreement is effective unless made in writing and signed by a duly authorized representative of each of the Province and the Municipality. No waiver of any provision of this Agreement is effective unless made in writing, and any such waiver has effect only in respect of the particular provision or circumstance stated in the waiver. No representation by either of the parties with respect to the performance of any obligation under this Agreement is capable of giving rise to an estoppel unless the representation is made in writing.

12.2 Additional Assurances - The Parties agree to from time to time do all such acts and provide such further assurances and instruments as may reasonably be required in order to carry out the provisions of this Agreement according to their spirit and intent; but

this section shall not in any event be construed as obligating the Province to amend or enact any statute or regulation.

12.3 Assignment - The Municipality may not assign this Agreement or any right or benefit under it.

12.4 Alberta Law applies - This Agreement shall be construed, interpreted and applied in accordance with the laws and in the courts of the Province of Alberta.

The Parties have therefore executed this Agreement, each by its duly authorized representative, on the respective dates shown below.

His Majesty the King in right of Alberta
as represented by the Minister of
Transportation and Economic Corridors

Per:

Date

Per:

Date

85

16.6

Alberta Beach Village Office

From: Gerryl Amarin <gerryl@amarinaccounting.com>
Sent: February 6, 2024 10:25 AM
Subject: Appointment of ARB Officials 2024

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 2024.
(As per MGA section 454)

All municipalities are required to appoint by resolution the following as your ARB officials for 2024.

- ARB Chairman - Raymond Ralph
- Certified ARB Clerk - Gerryl Amarin
- Certified Panelists - Darlene Chartrand
Sheryl Exley
Tina Groszko
Stewart Hennig
Richard Knowles
Denis Meier
Raymond Ralph

If you have any questions concerning this request, please do not hesitate to contact me.
780 297 8185

Gerryl 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.c

Alberta Beach Village Office

From: debbie@onoway.ca
Sent: November 16, 2023 12:18 PM
To: Alberta Beach Village Office; Castle Island; Nakamun Park; office@sunsetpoint.ca; office@svyellowstone.ca; Rosshaven ; South View; Summer Village Office; Val Quentin; 'wendy wildwillowenterprises.com'
Cc: Jennifer Thompson
Subject: Town of Onoway - Fire Services Amending Agreements (simplified) - revised - November 22 Meeting Invitation
Attachments: DRAFT Fire Services Agreement Amending Agreement (to FRI) (simplified - 2 Nov 2023 version) - Town of Onoway.docx; DRAFT Fire Services Amending Agreement for Alberta Beach(simplified 2 Nov 2023) - Town of Onoway.docx; DRAFT Fire Services Amending Agreement for SV of Sunset Point (transition to FRI - simplified 2 Nov 2023) - Town of Onoway.docx; DRAFT Fire Services Amending Agreement for SV of Val Quentin (transition to FRI - simplified 2 Nov 2023) - Town of Onoway.docx; DRAFT Fire Services Amending Agreement for SV of Castle Island (transition to FRI - simplified 2 Nov 2023) - Town of Onoway.docx; DRAFT Fire Services Amending Agreement for SV of Silver Sands (transition to FRI - simplified 2 Nov 2023) - Town of Onoway.docx; DRAFT Fire Services Amending Agreement for SV of South View (transition to FRI - simplified 2 Nov 2023) - Town of Onoway.docx; DRAFT Fire Services Amending Agreement for SV of Yellowstone (transition to FRI - simplified 2 Nov 2023) - Town of Onoway.docx; DRAFT Fire Services Amending Agreement for SV of Nakamun Park (transition to FRI - simplified 2 Nov 2023) - Town of Onoway.docx; DRAFT Fire Services Amending Agreement for SV of Ross Haven (transition to FRI - simplified 2 Nov 2023) - Town of Onoway.docx

CAO's - ORFS Member Municipalities:

On behalf of CAO Thompson, I am attaching the amending agreements as well as a Zoom invitation to a November 22 meeting to discuss the amending agreement. A Zoom link is below.

Town of Onoway is inviting you to a scheduled Zoom meeting.

Topic: ORFS - Fire Services Amending Agreements Meeting with CAO's

Time: Nov 22, 2023 10:30 AM Edmonton

Join Zoom Meeting

<https://us06web.zoom.us/j/88931753458?pwd=J4hiMXllsgsg3mGMp4P7z2DuwW5pbb.1>

Meeting ID: 889 3175 3458

Passcode: 255724

One tap mobile

+17789072071,,88931753458#,,,,*255724# Canada

+17806660144,,88931753458#,,,,*255724# Canada

Regards,

87



From: Michelle Gallagher <michelle@patriotlaw.com>
Sent: November 2, 2023 3:32 PM
To: Jennifer Thompson <cao@onoway.ca>
Subject: Re: Town of Onoway - Fire Services Amending Agreements (simplified) - revised

Jennifer,

I have revised the amending agreements with the Town and the Additional Municipalities to reflect the prior amendments. Since there was one with different dates from the others (Summer Village of Ross Haven), rather than creating a template, I have attached individualized ones for the Town and for each of the Additional Municipalities. Note that, as before, an effective date needs to be inserted - all should have the same date which would be the date that they are put in front of the Town Council for approval and signing.

Let me know if there are any further questions, comments, or changes.

Michelle

Michelle Gallagher, KC
Lawyer
Patriot Law
Box 885, 5016 Lac Ste. Anne Trail S
Onoway, AB T0E 1V0
Tel: 780-967-2550
Fax: 780-967-2447

If this email looks like it wasn't intended for you, please let me know right away and delete this e-mail message.

Please note my new email address is michelle@patriotlaw.com

On Thu, Nov 2, 2023 at 12:00 PM Michelle Gallagher <michelle@patriotlaw.com> wrote:

Jennifer,

Sorry for my delayed reply - I was in court.

I can update to add that information. I will send you revised versions likely later today.

Michelle

Michelle Gallagher, KC
Lawyer
Patriot Law
Box 885, 5016 Lac Ste. Anne Trail S
Onoway, AB T0E 1V0
Tel: 780-967-2550

Fax: 780-967-2447

If this email looks like it wasn't intended for you, please let me know right away and delete this e-mail message.

Please note my new email address is michelle@patriotlaw.com

On Wed, Nov 1, 2023 at 3:28 PM Jennifer Thompson <cao@onoway.ca> wrote:

Hi Michelle,

A clarifying question has been asked...

Do we need to specifically mention all other amending agreements in these agreements (for example I believe we had an amending agreement when Ross Haven joined)

Jennifer

**FIRE SERVICES AGREEMENT
AMENDING AGREEMENT**

THIS AGREEMENT dated the _____ day of _____, 2023.

BETWEEN:

THE TOWN OF ONOWAY
of Box 540, Onoway, AB T0E 1V0
a municipality incorporate under the
laws of the Province of Alberta
(hereinafter the "**Town**")

-AND-

ALBERTA BEACH
of Box 278, Alberta Beach, AB T0E 0A0
a municipality incorporate under the
laws of the Province of Alberta
(hereinafter the "**Village**")

(Each a "**Party**" and collectively the "**Parties**" as the context requires)

BACKGROUND

WHEREAS:

- A. The **Town** and the **Village** signed a Fire Services Agreement effective as of December 31, 2015 (the "Fire Services Agreement" or "FSA");
- B. The **Town** contracted with **North West** under a Fire Services Agreement dated January 1, 2016 (the "Master Fire Services Agreement" or "MFSA") to act as its Fire Services Organization, and to provide firefighting and related services to, and on behalf of, the **Town**, including services to the **Village**;
- C. The **Town**, by written letter dated December 19, 2019, exercised its option under paragraph 4 of the MFSA to extend the Term of the MFSA, and such Term now extends to December 31, 2025;
- D. The **Town** and the **Village** extended the Term under their FSA, and such Term now extends to December 31, 2025 (the "Extended Term");
- E. The **Town** and the **Village** signed a Fire Services Agreement Amending Agreement effective January 1, 2021, to confirm the fee schedule applicable to the Extended Term;
- F. **Fire Rescue International Ltd.** ("**FRI**") was incorporated March 24, 2021, as a Non-Profit Company under Part 9 of the *Companies Act* and **North West** wishes to assign the MFSA to **FRI**;

G. The Town is concurrently executing a Fire Services Agreement Assignment and Amending Agreement with **North West** and **FRI** which confirms the assignment of the MFSA, as previously amended, to **FRI** by **North West**, to be effective as of _____ (the "Effective Date");

H. The **Village** consents to the assignment of the MFSA by **North West** to **FRI** and is executing this Agreement with the **Town** to confirm its acceptance of this assignment;

THE AGREEMENT

IN CONSIDERATION of the mutual covenants and obligations contained in this Agreement, the sufficiency of which is acknowledged by the parties, the **Town** and the **Village** agree as follows:

1. The Parties acknowledge and agree that the above recitals are true and shall form an integral part of this Agreement.

Definitions

2. Except as otherwise defined in this Agreement, any defined words or phrases shall have the same meanings as in the Fire Services Agreement.

Amendment to the Fire Services Agreement

3. The Parties agree to further amend the FSA to confirm as follows as of the Effective Date:

3.1. The following definition is added to paragraph 1, as sub-paragraph 1.16

1.16 "**FRI**" means Fire Rescue International Ltd.

3.2. Subparagraph 1.12 is amended to read as follows:

1.12 "Onoway Fire Hall" means the fire hall location occupied by **FRI** in the Town of Onoway, at the Civic Centre at 4812-51 Street, or as otherwise agreed between the Town and FRI.

3.3. All references to the **Town** contracting with **North West** to act as its Fire Services Organization shall be replaced with the **Town** contracting with **FRI** as its Fire Services Organization.

3.4. Without limiting the generality of the foregoing subparagraph, all references in paragraph 4 of the FSA to **North West** shall be replaced with **FRI**.

4. Except as otherwise amended by this Agreement, the FSA, as previously amended, remains in full force and effect.

General

5. This Agreement shall be construed in accordance with and governed by the laws of the Province of Alberta.

6. This Agreement shall enure to the benefit of and be binding upon the parties hereto and their respective successors and permitted assigns, subject to paragraph 28 of the FSA.

7. This Agreement may be signed by counterpart and with an electronic or digital signature. An electronic or digital copy is as authentic as an originally signed document.

THIS AGREEMENT IS SIGNED BY THE TOWN:

THE TOWN OF ONOWAY

PER:

Name: _____
Position: _____
("I have authority to bind the Municipality")

(signature) Witness as to signature
(or municipal / corporate seal)

THIS AGREEMENT IS SIGNED BY THE VILLAGE:

ALBERTA BEACH

PER:

Name: _____
Position: _____
"I have authority to bind the Municipality"

(signature) Witness as to signature
(or municipal / corporate seal)

**FIRE SERVICES AGREEMENT
ASSIGNMENT AND AMENDING AGREEMENT**

THIS AGREEMENT dated the _____ day of _____, 2023.

BETWEEN:

THE TOWN OF ONOWAY
of Box 540, Onoway, AB T0E 1V0
a municipality incorporate under the
laws of the Province of Alberta
(hereinafter the "**Town**")

-AND-

NORTH WEST FIRE RESCUE - ONOWAY LTD.
of Box 1550, Onoway, AB T0E 1V0
a corporation incorporated under the
laws of the Province of Alberta
(hereinafter "**North West**" or "**Assignor**")

-AND-

FIRE RESCUE INTERNATIONAL LTD.
of Box 1550, Onoway, AB T0E 1V0
a corporation incorporated under the
laws of the Province of Alberta
(hereinafter "**FRI**" or "**Assignee**")

(Each a "**Party**" and collectively the "**Parties**" as the context requires)

BACKGROUND

WHEREAS:

- A. The **Town** and **North West** signed a Fire Services Agreement effective as of January 1, 2016 (the "Master Fire Services Agreement" or "MFSA");
- B. The **Town**, by written letter dated December 19, 2019, exercised its option under paragraph 4 of the MFSA to extend the Term of the MFSA, and such Term now extends to December 31, 2025 (the "Extended Term");
- C. The **Town** and **North West** have signed various prior amending agreements in respect of the MFSA to, among other things, address mutual aid agreements, extend the term of the MFSA and confirm the fees for the Extended Term, add the Summer Village of Ross Haven as an Additional Municipality, and to confirm arrangements respecting the lease of the Town Fire Bays at the Onoway Civic Centre;

- D. **FRI** was incorporated March 24, 2021, as a Non-Profit Company under Part 9 of the *Companies Act* and **North West** wishes to assign the MFSA to **FRI**;
- E. The Additional Municipalities consent to the assignment of the MFSA by **North West** to **FRI** and the Additional Municipalities are concurrently executing Fire Services Agreement Amending Agreements with the **Town** which reflect this assignment;
- F. Notwithstanding the assignment by **North West** to **FRI**, **North West** shall guarantee to the **Town** the due, punctual, and complete performance of **FRI's** obligations under the MFSA; and
- G. It is convenient in conjunction with this Agreement, to confirm the current list of Additional Municipalities, and the current list of municipalities with approved mutual aid agreements;

THE AGREEMENT

IN CONSIDERATION of the mutual covenants and obligations contained in this Agreement, the sufficiency of which is acknowledged by the parties, the **Town**, **North West**, and **FRI** agree as follows:

- 1. The Parties acknowledge and agree that the above recitals are true and shall form an integral part of this Agreement.

Definitions

- 2. Except as otherwise provided in this Agreement, the defined words or phrases as set out in the MFSA apply to this Agreement.

Assignment

- 3. The Assignor hereby assigns to the Assignee as of _____, 2023 (the "Effective Date"), the Assignor's interests in the MFSA together with the unexpired portion of the Term (as extended) and all benefits therefrom.
- 4. The Assignor covenants and warrants to the Assignee that:
 - 4.1. All the covenants, obligations, provisos, and conditions to be observed and performed by the Assignor under the MFSA will be observed by it up to the day immediately preceding the Effective Date;
 - 4.2. Subject to the Town's consent, the Assignor is entitled to assign the MFSA to the Assignee;
 - 4.3. The Assignee shall at all times hereafter at the request and cost of the Assignee execute such further assurances in respect of this Agreement as the Assignee reasonably requires.
- 5. The Assignor agrees to, and will at all times during the balance of the Term, indemnify and save harmless the Assignee from and against any and all actions, proceedings, claims, losses, expenses, demands, damages, and costs of any and all kinds whatsoever, including legal expenses on a solicitor and client own basis, arising directly or indirectly from the breach, failure or incorrectness of the covenants and warranties contained in paragraph 4 of this Agreement, inclusive of or arising from any wrongful or negligent act, omission or breach of the MFSA by the Assignor prior to the Effective Date.

6. The Assignee covenants and agrees with the Assignor that it will, throughout the balance of the Term, indemnify and save harmless the Assignor from and against all actions, proceedings, claims, losses, expenses, demands, damages and costs of any and all kinds whatsoever, including legal expenses on a solicitor and own client basis, arising directly or indirectly from any wrongful or negligent act, omission, or breach of the MFSA or this Agreement by the Assignee or its servants, agents, employees, successors and permitted assigns and those for whom the Assignee is responsible at law at any time from the Effective Date onward.
7. The Assignor covenants and agrees with the Town that notwithstanding the assignment of the MFSA, it shall remain jointly and severally liable with the Assignee for the observance and performance of the covenants and obligations of the Assignee under the MFSA which are to be observed and performed during the balance of the Term but not thereafter. The Assignor further covenants and agrees with the Town that if, after the Term has concluded, the covenants and obligations of the Assignee have not been observed and performed, the Assignor shall remain liable under the MFSA for those covenants and obligations that may remain outstanding up to and including the end of the Term until such covenants and obligations have been observed and performed to the Town's satisfaction.
8. The Assignee covenants and agrees with the Town that as of and from the Effective Date, the Assignee shall become bound by and liable for the observance and due performance of all of the terms, covenants, obligations and agreements on the part of the Assignor under the MFSA as if the Assignee was an original party thereto.
9. The Town hereby consents to the assignment of the MFSA from the Assignor to the Assignee, such consent to be effective as of the Effective Date, provided however:
 - 9.1. Such consent shall not be construed so as to waive or modify any of the rights of the Town under the MFSA, or relieve the Assignor from its covenants and obligations under the MFSA and, provided that upon the conclusion of the Term, the covenants and obligations of the Assignor and Assignee hereunder and under the MFSA have been observed and performed by them, the Assignor shall thereupon be released from further obligations and liability under the MFSA and hereunder;
 - 9.2. The consent of the Town shall not be construed so as to permit the Assignee to further assign the MFSA or any part thereof; and
 - 9.3. Such consent is conditional on the Assignor and the Assignee paying all legal fees (on a solicitor and own client basis) and the associated disbursements and GST incurred by the Town in connection with the negotiation, preparation, execution, and delivery of this Agreement and any related documents.
10. The Town acknowledges and agrees that the MFSA, as amended, is a valid and subsisting agreement and to the best of the Town's knowledge, the Assignor is in good standing under the MFSA.

11. Any notices required or permitted under the MFSA or hereunder shall be served on the parties hereto in accordance with the notice provisions in the MFSA at the following addresses:

To the Town: Box 540, 4812 – 51 Street, Onoway, AB T0E 1V0, Email: cao@onoway.ca
Attention: Chief Administrative Officer

To the Assignor: _____

To the Assignee: _____

Amendment to the MFSA

12. The Parties agree to further amend the MFSA to confirm as follows as of the Effective Date:

12.1. The Additional Municipalities are as outlined in the attached **Schedule "A"**;

12.2. The list of municipalities with currently approved and agreed mutual aid agreements is as outlined in the attached **Schedule "B"**.

13. Except as otherwise amended by this Agreement, the MFSA, as previously amended, remains in full force and effect.

General

14. This Agreement shall be construed in accordance with and governed by the laws of the Province of Alberta.

15. This Agreement shall ensure to the benefit of and be binding upon the parties hereto and their respective successors and permitted assigns, subject to paragraph 48 of the MFSA.

16. This Agreement may be signed by counterpart and with an electronic or digital signature. An electronic or digital copy is as authentic as an originally signed document.

[Remainder of Page Intentionally Blank]

THIS AGREEMENT IS SIGNED BY THE TOWN:

THE TOWN OF ONOWAY

PER:

Name: _____
Position: _____
("I have authority to bind the Municipality")

(signature) Witness as to signature
(or municipal / corporate seal)

THIS AGREEMENT IS SIGNED BY NORTH WEST (ASSIGNOR):

NORTH WEST FIRE RESCUE - ONOWAY LTD.

PER:

Name: David Ives
Position: Director
"I have authority to bind the Corporation"

(signature) Witness as to signature
(or corporate seal)

THIS AGREEMENT IS SIGNED BY FRI (ASSIGNEE):

FIRE RESCUE INTERNATIONAL LTD.

PER:

Name: David Ives
Position: Director
"I have authority to bind the Corporation"

(signature) Witness as to signature
(or corporate seal)

SCHEDULE "A"
Additional Municipalities

- Village of Alberta Beach
- Summer Village of Sunset Point
- Summer Village of Val Quentin
- Summer Village of Castle Island
- Summer Village of Silver Sands
- Summer Village of South View
- Summer Village of Yellowstone
- Summer Village of Nakamun Park
- Summer Village of Ross Haven

SCHEDULE "B"
List of Municipalities with Approved and Agreed Mutual Aid Agreements

- Sturgeon County
- Parkland County
- Lac Ste. Anne County