

**ALBERTA BEACH
REGULAR COUNCIL MEETING
BEING HELD IN THE ALBERTA BEACH COUNCIL CHAMBERS
AND BEING HELD ELECTRONICALLY VIA ZOOM
NOVEMBER 21, 2023 AT 7:00 P.M.**

AGENDA

1. CALL TO ORDER
2. LAND ACKNOWLEDGEMENT
3. AGENDA ADDITIONS
4. ADOPTION OF AGENDA
5. CONFIDENTIAL – CLOSED MEETING SESSION
6. ADOPTION OF PREVIOUS MINUTES
 - a. Regular Council Meeting of October 17, 2023
 - b. Organizational Council Meeting of October 17, 2023
7. DELEGATIONS
8. PUBLIC HEARINGS
9. MUNICIPAL PLANNING COMMISSION
- P. 11-14 10. OLD BUSINESS & CAO REPORT ACTION LIST
11. FINANCIAL REPORTS
12. BYLAWS & POLICIES
- P. 15 13. COUNCIL, COMMITTEES & STAFF REPORTS
14. CORRESPONDENCE – INFORMATION ITEMS
 - a. Alberta Health Services – Tamarack Health Advisory Council Meeting
 - b. Alberta Municipal Affairs -2022 Municipal Indicator Results for Alberta Beach
 - c. Alberta Municipal Affairs – Public Survey - Local Authorities Election Act & Municipal Government Act
 - d. Alberta Municipalities – Provincial Consultations on Local Authorities Election Act and MGA
 - e. Alberta Recreation & Parks Association – Walking with Indigenous Communities: ARPA's Action Map
 - f. Alberta Seniors, Community & Social Services – Minister's Seniors Service Awards 2023
 - g. Association of Summer Village of Alberta – Silent Auction Donations Thank you
 - h. Fire Rescue International – Onoway Regional Fire Services – 2023 First 6 Months Presentation
 - i. Fire Underwriters Survey – Petition in Support of Volunteer Firefighters
 - j. Government of Canada – 2024 Prime Minister's Awards
 - k. Highway 43 East Waste Commission – Landfill Site Holiday Hours
 - l. Lac Ste. Anne County – Organizational Meeting Results
 - m. RMA Insurance – Insurance Renewal Update
 - n. Summer Village of Val Quentin – Organizational Meeting Results
 - o. Town of Onoway – 2024 Proposed ORFS Rates
 - p. Town of Onoway – Organizational Meeting Results
15. CORRESPONDENCE – ACTION ITEMS
 - a. 50+ Club of Alberta Beach – Community Christmas Event Request for Door Prizes
 - b. Western Canadian Watercross Association – WCWA Jetski Event 2024
16. NEW BUSINESS
 - a. Request for Decision – ACP Grant Application for Land Use Bylaw Updates & Strategic Planning
 - b. Request for Decision – Administration Services for the Trivillage FCSS Program
 - c. Request for Decision – Request for Meeting with Alberta Environment
17. QUESTION PERIOD
18. ADJOURNMENT

6.a

MINUTES OF THE REGULAR MEETING OF COUNCIL OF ALBERTA BEACH IN THE PROVINCE OF ALBERTA HELD IN THE ALBERTA BEACH COUNCIL CHAMBERS AND HELD ELECTRONICALLY VIA ZOOM OCTOBER 17, 2023 AT 7:00 P.M.

PRESENT:

- Mayor.....Tara Elwood
- Deputy MayorDebbie Durocher
- CouncillorBill Love
- CouncillorKelly Muir
- CouncillorDaryl Weber
- CAOKathy Skwarchuk
- Asst. CAOCathy McCartney (Zoom Administrator)

CALL TO ORDER:

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

LAND ACKNOWLEDGEMENT:

Mayor Elwood 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:

- 6.b Alberta Beach Emergency Advisory Committee Meeting of October 16, 2023
- 14.k Yellowhead Regional Library – Information on YRL using Alberta Treasury Board Population Estimates
- 15.d Onway Royal Canadian Legion – Remembrance Day 2023
- 16.e RCMP – Community Peace Officer Program Memorandum of Understanding
- 16.f DEM Janice Christiansen – Alberta Beach MEMP Update – State of Local Emergency (SOLE)
- 16.g DEM Janice Christiansen – Alberta Beach MEMP Update – Shelter in Place
- 16.h DEM Janice Christiansen – Alberta Beach MEMP Update – Activation Call Out Process

MOTION #171-23 – ADOPTION OF AGENDA:

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

CARRIED UNANIMOUSLY

CONFIDENTIAL – CLOSED MEETING SESSION: None.

ADOPTION OF PREVIOUS MINUTES:

MOTION #172-23 – ADOPTION OF REGULAR COUNCIL MEETING OF SEPTEMBER 19, 2023:

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

CARRIED UNANIMOUSLY

MOTION #173-23 – ADOPTION OF ALBERTA BEACH EMERGENCY ADVISORY COMMITTEE MEETING OF OCTOBER 16, 2023:

MOVED BY Councillor Weber that the minutes of the Alberta Beach Emergency Advisory Committee meeting held on October 16, 2023 be adopted as presented.

CARRIED UNANIMOUSLY

DELEGATIONS: None.

PUBLIC HEARINGS: None.

MUNICIPAL PLANNING COMMISSION MEETING: None.

OLD BUSINESS & CAO REPORT ACTION LIST:

BEACHWAVE PARK HALLOWEEN TRUNK AND TREAT:

MOTION #174-23

MOVED BY Councillor Weber that Council approves a donation in the amount of \$500.00 to the Beachwave Park Halloween Truck & Treat.

CARRIED UNANIMOUSLY

MOTION #175-23 – ACCEPTANCE OF CAO REPORT ACTION LIST:

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

CARRIED UNANIMOUSLY

FINANCIAL REPORTS:

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MOTION #176-23 – ACCEPTANCE OF FINANCIAL REPORT OF SEPTEMBER 30, 2023:
MOVED BY Deputy Mayor Durocher that the Financial Report of September 30, 2023 be accepted for information.

CARRIED UNANIMOUSLY

MOTION #177-23 – ACCEPTANCE OF CAMPGROUND FINANCIAL REPORT OF OCTOBER 3, 2023:

MOVED BY Councillor Love that the Campground Financial Report of October 3, 2023 be accepted for information.

CARRIED UNANIMOUSLY

BYLAWS & POLICIES: None.

COUNCIL, COMMITTEES & STAFF REPORTS:

COUNCILLOR MUIR

Councillor Muir reviewed and submitted reports on the following meetings:
Alberta Beach Ag Society Agriplex Operations Committee meeting held on September 28, 2023.
Alberta Beach Campground Advisory Committee meeting held on October 3, 2023.
Alberta Beach Public Works Advisory Committee meeting held on October 3, 2023.
Regional Trail Master Plan Steering Committee meeting held on October 5, 2023.
FCSS Trivillage Committee meeting held on October 12, 2023.

COUNCILLOR WEBER:

Councillor Weber will report at the next Council meeting.

COUNCILLOR LOVE:

No meetings to report.

DEPUTY MAYOR DUROCHER:

Councillor Durocher reviewed and submitted reports on the following meetings:
Alberta Beach & District Museum & Archives meeting held on October 11, 2023.
Emergency Advisory Committee meeting held on October 16, 2023.
Lac Ste. Anne County Regional Municipalities meeting held on October 17, 2023.

**ALBERTA BEACH MUSEUM & ARCHIVES SOCIETY – DONATION TO CHRISTMAS BASKET:
MOTION #178-23**

MOVED BY Deputy Mayor Durocher that Council approves a donation to the Alberta Beach Museum & Archives Society for their Christmas basket.

CARRIED UNANIMOUSLY

MAYOR ELWOOD:

Mayor Elwood reviewed and submitted reports on the following meetings:
Alberta Beach Campground Advisory Committee meeting held on October 3, 2023.
Alberta Beach Public Works Advisory Committee meeting held on October 3, 2023.
Extended Producer Responsibility Webinar held on October 5, 2023.
Regional Trail Master Plan Steering Committee meeting held on October 5, 2023.
Onway Regional Fire Services Executive Steering Committee meeting held on October 11, 2023.
Yellowhead Regional Library Board meeting held on October 16, 2023.
Emergency Advisory Committee meeting held on October 16, 2023.
Alberta Beach Library Board meeting held on October 16, 2023.
Lac Ste. Anne County Regional Municipalities meeting held on October 17, 2023.

DEVELOPMENT PERMIT REPORT:

Administration submitted a report for information on the 2023 Development Permits issued to date.

MOTION #179-23 – ACCEPTANCE OF COUNCIL, COMMITTEE AND STAFF REPORTS:

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

CARRIED UNANIMOUSLY

CORRESPONDENCE – INFORMATION ITEMS:

ALBERTA MUNICIPAL AFFAIRS – ADDENDUM TO THE MSI CAPITAL PROGRAM GUIDELINES:

Alberta Municipal Affairs forwarded information on the addendum to the MSI Capital Program Guidelines regarding the carry forward funds and the application and amendment process.

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ALBERTA MUNICIPALITIES – ADEQUATE LEVEL OF PROVINCIAL FUNDING FOR COMMUNITY INFRASTRUCTURE:

Correspondence was received from Alberta Municipalities regarding their emergent resolution on adequate levels of provincial funding for community infrastructure and their advocacy for the province to increase the starting amount of the Local Government Fiscal Framework (LGFF) Capital funding program beginning in 2024.

ALBERTA MUNICIPALITIES – PROVINCIAL DOWNLOADING IMPACTS ON MUNICIPALITIES:
Correspondence was received from Alberta Municipalities regarding the provincial downloading impacts on municipalities as well as a survey was attached for municipalities to share their stories on the downloading impacts on their communities.

ALBERTA MUNICIPALITIES – 2023 ALBERTA MUNICIPALITIES BOARD ELECTION:
Correspondence was received from Alberta Municipalities advising on the nominations received for the 2023 Alberta Municipalities Board Election as well as the nominees declared elected by acclamation. Congratulations to (Mayor/Councillor) Elwood acclaimed as Director, Villages West.

FIRE RESCUE INTERNATIONAL – SAFETY MESSAGE, FIRE CAPTAIN POSITIONS & ASSISTANT FIRE CHIEF POSITION:

Correspondence was received from Fire Rescue International which included fire safety messages as well as the Fire Captain & Assistant Fire Chief positions available.

FORTIS ALBERTA – RATE 62, ELECTRIC VEHICLE FAST CHARGING SERVICE:

Correspondence was received from Fortis Alberta regarding Rate 62, the Electric Vehicle Fast Charging Service which is now available for new customers.

SUMMER VILLAGE OF NAKAMUN PARK – RESPONSE TO INTENT TO ENTER NEW FIRE SERVICES AGREEMENT:

A letter was received from the Summer Village of Nakamun Park confirming their intent to continue with the Onoway Regional Fire Services/Fire Rescue International partnership beyond the existing contract term submit to same or similar terms for cost and service delivery, should same be agreeable to all principal parties.

SUMMER VILLAGE OF YELLOWSTONE – RESPONSE TO INTENT TO ENTER NEW FIRE SERVICES AGREEMENT:

Correspondence was received from the Summer Village of Yellowstone confirming that before Yellowstone can consider further fire contract services they await for the current fire services contract to be updated to reflect the name change from North West Fire Rescue to Fire Rescue International. Also included was a response from FC Ives as well as a response from the Town of Onoway advising final approval was received from legal counsel and Chief Ives to provide the amended agreements to the member municipalities, further that each municipality will receive the agreement to sign within the next few days along with a letter with the details of the change.

SUMMER VILLAGE OF SUNSET POINT – RESPONSE TO FIRE RESCUE INTERNATIONAL AMENDING AGREEMENT:

Correspondence was received from the Summer Village of Sunset Point advising they are currently unwilling to sign the proposed agreement in its current form and that their primary concern revolves around specific terms and conditions within the document that do not align with their organization's objectives and preferences and further that their willingness to proceed is contingent on a revision focused on the change of the service providers name only. Also included was a response from the Town of Onoway advising that a further discussion will be held at the ORFS October 24th meeting as well as the Lawyers response that the intent of the amending agreement was to transition to the new organization, and two housekeeping items were to confirm an updated fee schedule to actual amounts based on inflation adjustment and to add Ross Haven in the schedule as it was added after the original agreement was signed.

YELLOWHEAD REGIONAL LIBRARY – DRAFT 2024 BUDGET, 2025-2026 PROJECTIONS & BOARD OVERVIEW:

Correspondence was received from Yellowhead Regional Library which included the Draft YRL 2024 Budget, budget overview, the 2025-2026 projections and the YRL Board overview and appointment information.

YELLOWHEAD REGIONAL LIBRARY – INFORMATION ON YRL USING ALBERTA TREASURY BOARD POPULATION ESTIMATES:

Correspondence was received from Yellowhead Regional Library providing information on YRL using the Alberta Treasury Board and Finance population estimates.

MOTION #180-23 – ACCEPTANCE OF CORRESPONDENCE INFORMATION ITEMS:

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

CORRESPONDENCE – ACTION ITEMS:

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ALBERTA MUNICIPALITIES – GROUP ACCIDENT RENEWAL 2024:

MOTION #181-23

MOVED BY Deputy Mayor Durocher that the Alberta Municipalities Group Accident Insurance 2024 for Council coverage be renewed under Plan B and 24 hour coverage.

CARRIED UNANIMOUSLY

FORTIS ALBERTA – CONFIRMATION OF ELECTRIC DISTRIBUTION FRANCHISE FEE FOR 2024:

MOTION #182-23

MOVED BY Councillor Weber that the Fortis Alberta Electric Distribution Franchise Fee for 2024 remain at 8%.

CARRIED UNANIMOUSLY

TOWN OF ONOWAY – FIRE SERVICES AGREEMENT – AMENDING AGREEMENT WITH FIRE RESCUE INTERNATIONAL:

MOTION #183-23

MOVED BY Councillor Weber that Council approves the Fire Services Amending Agreement between the Town of Onoway and Alberta Beach.

CARRIED UNANIMOUSLY

ONOWAY ROYAL CANADIAN LEGION – REMEMBRANCE DAY 2023:

MOTION #184-23

MOVED BY Councillor Muir that Council approves that the Mayor attend the Onoway Royal Canadian Legion Remembrance Day 2023 ceremony being held on November 11, 2023 in Onoway.

CARRIED UNANIMOUSLY

NEW BUSINESS:

CHRISTMAS LIGHT UP CONTEST:

MOTION #185-23

MOVED BY Councillor Love that Alberta Beach sponsor a Christmas Light Up contest and that the prizes be as follows: \$200.00 for first place; \$150.00 for second place and \$100.00 for third place and further that the judging take place on December 16th, 2023 by Councillor Weber and two members of the public.

CARRIED UNANIMOUSLY

GRASMERE SCHOOL CHRISTMAS DONATION:

MOTION #186-23

MOVED BY Councillor Muir that Alberta Beach make a Christmas donation to Grasmere School in the amount of \$600.00 to be used towards the students for a Christmas Lunch as well to supply candy canes and Christmas oranges for each student.

CARRIED UNANIMOUSLY

CHRISTMAS OFFICE HOURS:

MOTION #187-23

MOVED BY Deputy Mayor Durocher that the village office be closed for Christmas December 22nd, 2023 and re-open on January 2nd, 2024.

CARRIED UNANIMOUSLY

COUNCIL & STAFF CHRISTMAS LUNCH:

MOTION #188-23

MOVED BY Councillor Weber that Council approves the purchase of \$100.00 gift cards for Council and staff in lieu of a Council & staff Christmas lunch.

CARRIED UNANIMOUSLY

RCMP – COMMUNITY PEACE OFFICER PROGRAM MEMORANDUM OF UNDERSTANDING:

MOTION #189-23

MOVED BY Councillor Love that Council approves the RCMP Community Peace Officer Program Memorandum of Understanding as presented.

CARRIED UNANIMOUSLY

DEM JANICE CHRISTIANSEN – ALBERTA BEACH MEMP UPDATES:

STATE OF LOCAL EMERGENCY (SOLE); SHELTER IN PLACE; AND ACTIVATION CALL OUT PROCESS

MOTION #190-23

MOVED BY Councillor Muir that Council approves the Alberta Beach MEMP Updates including State of Local Emergency (SOLE); Shelter in Place; and Activation Call Out Process as submitted by DEM Janice Christiansen and further that the Alberta Beach Emergency Management Bylaw #271-20 be amended to include the addition of the Chair of the Ste. Anne Summer Villages Regional Emergency Partnership to the authorizations to declare a SOLE.

CARRIED UNANIMOUSLY

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QUESTION PERIOD:

A brief discussion was held on franchise fees, State of Local Emergency (SOLE), and the Christmas Light Up contest, a suggestion was made to include the local businesses in the Light Up contest.

ADJOURNMENT:

The meeting adjourned at 8:03 P.M.

Mayor – Tara Elwood

C.A.O. – Kathy Skwarchuk

(b)

6.6

**MINUTES OF THE ORGANIZATIONAL MEETING
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PRESENT:

- Councillor Debbie Durocher
- Councillor Tara Elwood
- Councillor Bill Love
- Councillor Kelly Muir
- Councillor Daryl Weber
- C.A.O. Kathy Skwarchuk
- Asst CAO.....Cathy McCartney (Zoom Administrator)

CALL TO ORDER:

The Organizational Meeting was called to order by the C.A.O. at 8:09 P.M.

ADOPTION OF AGENDA:

MOTION # 191-23

MOVED BY Councillor Durocher that the agenda be approved as presented.
CARRIED UNANIMOUSLY

NOMINATION: MAYOR

The CAO declared nominations open and called for nominations for the position of Mayor.

Councillor Love nominated Councillor Muir.
Councillor Muir accepted the nomination.

Councillor Durocher nominated Councillor Elwood.
Councillor Elwood accepted the nomination.

The CAO called for nominations for the position of Mayor for the second time.
The CAO called for nominations for the position of Mayor for the third & final time.

NOMINATIONS FOR MAYOR CEASE:

MOTION #192-23

MOVED BY Councillor Elwood that nominations for the position of Mayor cease.
CARRIED UNANIMOUSLY

As there were two nominations for the position of Mayor, the CAO asked Council if they would like a vote by secret ballot or show of hands. Councillor Durocher requested a vote by secret ballot.
The vote was taken by secret ballot and the CAO counted the vote as follows;
2 votes for Councillor Elwood
3 votes for Councillor Muir

The CAO declared Councillor Muir elected as Mayor.
Mayor Muir took the official oath of office and assumed the chair.

NOMINATION: DEPUTY MAYOR

Mayor Muir declared nominations open and called for nominations for the position of Deputy Mayor.

Mayor Muir nominated Councillor Love.
Councillor Love accepted the nomination.

Councillor Elwood put forward her name as a nominee.

Mayor Muir called for nominations for the position of Deputy Mayor for the second time.
Mayor Muir called for nominations for the position of Deputy Mayor for the third & final time.

NOMINATIONS FOR DEPUTY MAYOR CEASE:

MOTION #193-23

MOVED BY Councillor Weber that nominations for the position of Deputy Mayor cease.
CARRIED UNANIMOUSLY

As there were two nominations for the position of Deputy Mayor, the Mayor asked Council if they would like a vote by secret ballot or show of hands. Councillor Durocher requested a vote by secret ballot.
The vote was taken by secret ballot and the CAO counted the vote as follows;
2 votes for Councillor Elwood
3 votes for Councillor Love

Mayor Muir declared Councillor Love elected as Deputy Mayor.
Deputy Mayor Love took the official oath of office.

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CONFIRMATION OF MUNICIPAL OFFICE, MEETINGS, BOARDS, APPOINTMENTS AND AUTHORITIES:

MOTION #194-23

MOVED BY Councillor Durocher that the municipal office, all meetings, boards, appointments and authorities be confirmed as follows:

MUNICIPAL OFFICE:

4935 – 50th Avenue, Alberta Beach

REGULAR MEETING – DATE & TIME:

3rd Tuesday of the month at 7:00 P.M.

SIGNING AUTHORITIES:

Mayor Muir or Deputy Mayor Love or Councillor Elwood and the C.A.O. or Assistant C.A.O.

BANKING AUTHORITY:

ATB Financial

AUDITOR APPOINTMENT:

Allan Lee of Doyle & Company

SOLICITOR APPOINTMENT:

Brownlee LLP and Patriot Law

ASSESSOR APPOINTMENT:

Dan Kanuka, through agreement with Municipal Assessment Services Group

ASSESSMENT REVIEW BOARD:

through agreement with Capital Region Assessment Services Commission

ASSESSMENT REVIEW BOARD MEMBERS AND CLERK:

ARB Chairperson Raymond Ralph; ARB Clerk Gerryl Amorin and ARB Panelists Darlene Chartrand, Tina Groszko, Stewart Hennig, Richard Knowles and Raymond Ralph

DEVELOPMENT AUTHORITY:

Paul Hanlan through agreement with SV Planning & Development

SUBDIVISION AUTHORITY:

Council & Paul Hanlan with SV Planning & Development as administration of Subdivision Authority

SUBDIVISION & DEVELOPMENT APPEAL BOARD MEMBERS:

Jason Shewchuk, Gerald Stark, Rainbow Williams, John Roznicki, Jamie-Lee Kralej and Denis Meier

SUBDIVISION & DEVELOPMENT APPEAL BOARD CLERK:

Cathy McCartney and Emily House

MUNICIPAL PLANNING COMMISSION:

Council

FOIP COORDINATOR:

CAO or Designate

DIRECTOR OF EMERGENCY MANAGEMENT:

Janice Christiansen

DESIGNATED OFFICERS:

Kathy Skwarchuk in the capacity of Chief Administrative Officer;
Dan Kanuka of Municipal Assessment Services Group in the capacity of Assessor;
Bruce Parno and Stephen Zerr in the capacity of Bylaw Enforcement Officers;
Paul Hanlan of SV Planning & Development in the capacity of Development Authority;
Paul Hanlan of SV Planning & Development in the capacity of Subdivision Authority administration; and
Cathy McCartney and Emily House in the capacity of Subdivision & Development Appeal Board Clerks.

ROUND TABLE MEETING – DATE & TIME:

2nd Tuesday of the month at 5:30 P.M.

CARRIED UNANIMOUSLY

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COMMITTEE APPOINTMENTS:

MOTION #195-23

MOVED BY Councillor Weber that the Council Committee Appointments be confirmed as follows:

ALBERTA BEACH AG SOCIETY AGLIPEX OPERATIONS COMMITTEE
Mayor Muir & Councillor Elwood as Alternate

ALBERTA BEACH AG SOCIETY BEACHWAVE PARK OPERATIONS COMMITTEE
Councillor Durocher

ALBERTA BEACH CAMPGROUND ADVISORY COMMITTEE
Deputy Mayor Love & Councillor Elwood

ALBERTA BEACH INTER-MUNICIPAL DEVELOPMENT PLAN STEERING COMMITTEE
Councillor Elwood & Councillor Weber

ALBERTA BEACH LIBRARY BOARD
Councillor Elwood

ALBERTA BEACH MUSEUM & ARCHIVES
Councillor Durocher

ALBERTA BEACH PUBLIC WORKS ADVISORY COMMITTEE
Deputy Mayor Love & Councillor Elwood

BEACHWAVE PARK STAKEHOLDERS COMMITTEE
Councillor Durocher

COMMUNITY FUTURES YELLOWHEAD EAST
Councillor Weber & Councillor Elwood as Alternate

COMMUNITY POLICING ADVISORY COMMITTEE (CPAC)
Councillor Elwood

EMERGENCY ADVISORY COMMITTEE
All Council members

STE. ANNE SUMMER VILLAGES REGIONAL EMERGENCY PARTNERSHIP
Councillor Elwood

FCSS TRIVILLAGE COMMITTEE
Mayor Muir

HIGHWAY 43 EAST WASTE COMMISSION
Councillor Weber & Deputy Mayor Love as Alternate

INTERMUNICIPAL COLLABORATION FRAMEWORK (ICF) COMMITTEE
Councillor Elwood & Councillor Weber & Mayor Muir as Alternate

LAC STE. ANNE EAST END BUS SOCIETY
Deputy Mayor Love

LAC STE. ANNE FOUNDATION
Councillor Weber

LAKE ISLE AND LAC STE. ANNE (LILSA) WATER QUALITY MANAGEMENT SOCIETY:
Councillor Durocher

LAND USE BYLAW REVIEW COMMITTEE
Councillor Elwood & Councillor Durocher

ONOWAY REGIONAL FIRE SERVICES STEERING COMMITTEE
Councillor Elwood

PARTNERS IN PROGRESS COMMITTEE
Mayor Muir

REGIONAL TRAIL MASTER PLAN STEERING COMMITTEE
Mayor Muir & Councillor Elwood

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STE. ANNE RECREATIONAL LAKE USE COMMITTEE (SARLUC)
Mayor Muir & Councillor Weber

STONY PLAIN CRIME PREVENTION ASSOCIATION
(No Councillor appointed –same night as Council meetings)

STURGEON RIVER WATERSHED ALLIANCE
Councillor Weber

TRIVILLAGE REGIONAL SEWAGE SERVICE COMMISSION
Mayor Muir & Councillor Weber

WATER DISTRIBUTION FEASIBILITY STUDY STEERING COMMITTEE
Mayor Muir & Councillor Elwood & Councillor Durocher as Alternate

WEST INTER LAKE DISTRICT (WILD) WATER COMMISSION
Councillor Elwood & Councillor Durocher as Alternate

YELLOWHEAD REGIONAL LIBRARY BOARD
Councillor Elwood & Councillor Weber as Alternate

CARRIED UNANIMOUSLY

ADJOURNMENT:

The meeting adjourned at 8:46 P.M.

Mayor – Kelly Muir

C.A.O. – Kathy Skwarchuk

CAO REPORT – ACTION LIST

OCTOBER 2023

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.

YRL 2023 STRONGER TOGETHER ANNUAL CONFERENCE:

Aug.22/23 MOVED BY Councillor Weber that Mayor Elwood be approved to attend YRL 2023 Stronger Together Annual Conference being held at the River Cree on November 9-10, 2023 and further approve accommodation for one night.

Sept.19/23 YRL is completing the registration.

TOWN OF ONOWAY – ONOWAY REGIONAL FIRE SERVICES ALL MUNICIPALITIES MEETING:

Sept.19/23 Onoway Regional Fire Services All Member Municipalities meeting is being tentatively scheduled for October 24, 2023.

ONOWAY ROYAL CANADIAN LEGION – REMEMBRANCE DAY 2023:

Oct.17/23 MOVED BY Councillor Muir that Council approves that the Mayor attend the Onoway Royal Canadian Legion Remembrance Day 2023 ceremony being held on November 11, 2023 in Onoway.

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.

AB MUNICIPAL AFFAIRS 2023 MINISTER’S AWARDS FOR MUNICIPAL & PUBLIC LIBRARY EXCELLENCE:

May 16/23 MOVED BY Deputy Mayor Elwood Council approves to submit a nomination to the 2023 Minister’s awards for public library excellence for the Alberta Beach Library Board.

June20/23 Nomination deadline has been extended to July 15, 2023.

July 18/23 Nomination was submitted.

LETTER TO THE SUMMER VILLAGE REGIONAL EMERGENCY MANAGEMENT PARTNERSHIP TO CONFIRM ALBERTA BEACH WISHES TO JOIN THE PARTNERSHIP:

June20/23 MOVED BY Deputy Mayor Elwood that Council approves a letter be sent to the Summer Village Regional Emergency Management Partnership to confirm that Alberta Beach wishes to join their emergency management partnership.

July18/23 Letter was sent to the S.V. Emergency Mgmt Partnership.

Aug.22/23 MOVED BY Deputy Mayor Durocher that the letter of July 3, 2023 from the Ste. Anne Summer Villages Regional Emergency Partnership approving in principle Alberta Beach’s request to join their partnership be accepted and further that Council approves the conditions outlined in the letter.

Sept.19/23 DEM Janice Christiansen & the partnership was notified of Council’s motion. DEM Janice Christiansen will be scheduling an advisory meeting with Council.

Oct.17/23 DEM Christiansen updated Council at the A.B. Emergency Advisory meeting held on Oct.16/23.

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.

July 18/23 Letter was sent to the Minister.

BEACHWAVE PARK – HALLOWEEN TRUNK & TREAT:

Sept. 19/23 Notice was received from Beachwave Park advising on their Halloween Trunk & Treat being held at Beachwave Park on Saturday, October 28, 2023 from 4:00 p.m. to 7:00 P.M.

OCT. 17/23 MOVED BY Councillor Weber that Council approves a donation in the amount of \$500.00 to the Beachwave Park Halloween Truck & Treat.

ALBERTA BEACH MUSEUM – DONATION TO CHRISTMAS BASKET:

Oct. 17/23 MOVED BY Deputy Mayor Durocher that Council approves a donation to the Alberta Beach Museum & Archives Society Christmas basket.

ALBERTA MUNICIPALITIES – GROUP ACCIDENT RENEWAL 2024:

Oct. 17/23 MOVED BY Deputy Mayor Durocher that the Alberta Municipalities Group Accident Insurance 2024 for Council coverage be renewed under Plan B and 24 hour coverage.

FORTIS ALBERTA – CONFIRMATION OF ELECTRIC DISTRIBUTION FRANCHISE FEE FOR 2024:

Oct. 17/23 MOVED BY Councillor Weber that the Fortis Alberta Electric Distribution Franchise Fee for 2024 remain at 8%.

TOWN OF ONOWAY – FIRE SERVICES AGREEMENT – AMENDING AGREEMENT WITH FIRE RESCUE INTERNATIONAL:

Oct. 17/23 MOVED BY Councillor Weber that Council approves the Fire Services Amending Agreement between the Town of Onoway and Alberta Beach.

CHRISTMAS LIGHT UP CONTEST:

Oct. 17/23 MOVED BY Councillor Love that Alberta Beach sponsor a Christmas Light Up contest and that the prizes be as follows: \$200.00 for first place; \$150.00 for second place and \$100.00 for third place and further that the judging take place on December 16th, 2023 by Councillor Weber and two members of the public.

GRASMERE SCHOOL CHRISTMAS DONATION:

Oct. 17/23 MOVED BY Councillor Muir that Alberta Beach make a Christmas donation to Grasmere School in the amount of \$600.00 to be used towards the students for a Christmas Lunch as well to supply candy canes and Christmas oranges for each student.

CHRISTMAS OFFICE HOURS:

Oct. 17/23 MOVED BY Deputy Mayor Durocher that the village office be closed for Christmas December 22nd, 2023 and re-open on January 2nd, 2024.

COUNCIL & STAFF CHRISTMAS LUNCH:

Oct. 17/23 MOVED BY Councillor Weber that Council approves the purchase of \$100.00 gift cards for Council and staff in lieu of a Council & staff Christmas lunch.

RCMP – COMMUNITY PEACE OFFICER PROGRAM MEMORANDUM OF UNDERSTANDING:

Oct. 17/23 MOVED BY Councillor Love that Council approves the RCMP Community Peace Officer Program Memorandum of Understanding as presented.

DEM JANICE CHRISTIANSEN – ALBERTA BEACH MEMP UPDATES:

STATE OF LOCAL EMERGENCY (SOLE); SHELTER IN PLACE; AND ACTIVATION CALL OUT PROCESS

Oct. 17/23 MOVED BY Councillor Muir that Council approves the Alberta Beach MEMP Updates including State of Local Emergency (SOLE); Shelter in Place; and Activation Call Out Process as submitted by DEM Janice Christiansen and further that the Alberta Beach Emergency Management Bylaw #271-20 be amended to include the addition of the Chair of the Ste. Anne Summer Villages Regional Emergency Partnership to the authorization to declare a SOLE.

PUBLIC WORKS:

DRAINAGE PLAN UPDATE & DESIGN:

July 19/22 MOVED BY Deputy Mayor Durocher that Council approve that Bolson Engineering provide a drainage plan update & design to include an update of all inventory, engineering design drawing for areas where required as well as a maintenance plan to a maximum of \$40,000.00 to be funded by reserves and/or MSI funding.

CAO REPORT – ACTION LIST

OCTOBER 2023

Aug.16/22 Bolson Engineering is working on the drainage plan. LSA County has confirmed they are responsible for the cost for engineering of drainage from county lands.

Nov.15/22 CAO updated Council on the drainage project; further reported that the 57 Street alley work was completed; the 47A Ave alley is in progress; & the engineer is completing the design for 46B Street area, as well as the areas of 49 Ave; 58A Street and the drainage from LSAC lands. & the 47A Ave alley was completed.

June20/23 Engineer has submitted drawings for drainage plan on 46B Street & 49 Avenue area which he will be reviewing with PW Manager & further he will also provide estimated costs. The CAO reported that a resident on the 47A Ave alley has reported he is still having drainage issues, he was requested to forward the details in an email so they can be forwarded to the Engineer.

July18/23 No response has been rec'd from the resident, however CAO reached out to Mr. Weller who identified some concerns which the Engineer is looking into.

Aug.22/23 PW will be proceeding with the drainage implementation on 46B Street, 52/52A Street Alley and the 51 St/50 Ave catch basin.

Aug.22/23 Drainage implementation will be proceeding for 46B St, 52/52A Street Alley and the 51 St/50 Ave catch basin.

Sept.19/23 Projects will be proceeding with Rock Hill Contracting. The 52/52A street alley project is scheduled to begin towards last week of September, then the 51 street lake access road catch basin will be completed and then the 46B street drainage work will be completed.

Oct.17/23 The delays have been due to the supply of culverts. The contractor is expecting the order on Oct 12th & plans to begin the project the following week (admin has kept Mr. Weir updated).

2023 ROADWORK PROJECTS:

MOVED BY Councillor Muir that Council approve the 2023 Roadwork Projects for a cost in the amount of \$218,049.28 as recommended by the Alberta Beach Public Works Advisory Committee and further approves the Border Paving quote for the following:

60 Street (from 50 th Avenue to Village boundary)	\$ 62,921.05 (\$25,000.00 cost share from SVVQ)
47 Street (from 46 th Avenue to Rail Grade Road)	\$ 25,555.38
Rail Grade Road (from fire hall to 53 Street)	\$141,092.85
2 Areas on 50 th Avenue	\$ 3,444.00
47 Street near Ecko Marine	\$ 1,496.00
Mobilization cost	\$ 8,540.00

and further the projects be funded by the MSI and CCBF funding and operating reserves if required.

July18/23 Border Paving has been notified of Council's approval. SVVQ has requested a cost to widen the intersection on 60 St. at Ste. Anne Trail, Border Paving has submitted the additional cost of \$4,494.00, the cost estimate was sent to SVVQ.

Aug.22/23 SVVQ has agreed to cover the cost to widen the intersection of 50 Ave & 60 St.

Sept.19/23 Border Paving is currently working on the road projects.

Oct.17/23 Road paving projects were completed however the Grade Road at the intersection of 53 Street was not paved. Bruce has spoken to the contractor and they will return to complete that area while they are doing roadwork in SVVQ.

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.

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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.

2023 Development Permits Issued						***High Lighted are NEW***	Approved
Permit #	Date	Municipal	Lot	Block	Plan	Proposal	Approved
23DP01-01	31-Jan-23	4643 - 47A Avenue	6	17	3321BQ	Demolition of Cabin	Yes
23DP02-01	13-Feb-23	5311 - 51 Avenue	7	14	201BT	Major Variance to height of SDD	Yes
23DP03-01	02-Mar-23	4724 - 51 Street	2	12	3321BQ	Detached Garage	Yes
23DP04-01	30-Mar-23	4703 - 47 Street	4	17	3321BQ	Detached Garage - Major Variance	MPC - March 21, 2023 (Approved)
23DP05-02	27-Mar-23	4911 - 56 Street	14	3	201BT	Home Occupation	Yes
23DP06-02	11-Apr-23	4811 - 46A Avenue	NE Pt 3	26	8506ET	Vendor Stalls	Yes
23DP07-01	27-Apr-23	4704 - 52 Street	7	13	3321BQ	Replace and Enlarge Deck	Yes
23DP08-01	29-May-23	5607 - 51 Avenue	6A	11	8621419	Hot Tub & Base	Yes
23DP09-01	06-Jun-23	4807 - 60 Street	27	5	722MC	Detached Garage	Yes
23DP10-01	05-Jun-23	4627 - 47 Avenue	6	18	4593MC	Deck	Yes
23DP11-01	12-Jun-23	4823 - 50 Avenue	2	10	3321BQ	Commercial Retail Store	Yes
23DP12-01	12-Jul-23	4735 - 48 Street	3	3	68HW	Filling/Grading	Yes
23DP13-01	26-Jul-23	4731 - 46 Street	6	2	6604AO	Demolition of Existing Cabin	Yes
23DP14-01	07-Aug-23	4524 - 46B Street	6	3	898MC	Addion to Existing Dwelling	Yes
22DP04-02 (REISSUED)	16-Aug-23	4516 - 46 Street	13	4	4696MC	Detached Garage	Yes
23DP16-01	17-Aug-23	4815 - 51 Street	13A	23	8421224	Demolition of Shed	
23DP17-01	27-Aug-23	4704 - 48 Street	11	2	3529BZ	Detached Garage	Yes
23DP18-01	27-Aug-23	5019 - 58 Street	14	10	201BT	Accessory Structure	Yes
23DP19-01	14-Sep-23	5607 - 51 Avenue	6A	11	8621419	Construction of 2nd Story Addition to Existing Detached Garage	Yes
23DP20-01	03-Oct-23	4723 - 47 Street	6	16	3321BQ	Daycare & Minor Bldg Alterations	Yes
23DP21-01	19-Oct-23	5607 - 49 Avenue	2	6	4075NY	Renovations (raise home & level property)	Yes

cc: Council

Alberta Beach Village Office

From: Melony Hately <Melony.Hately@albertahealthservices.ca> on behalf of Tamarack HAC <tamarack@albertahealthservices.ca>
Sent: November 15, 2023 2:40 PM
Subject: You're invited to the Tamarack Health Advisory Council Meeting!

Good afternoon,

The Tamarack Health Advisory Council (HAC) is inviting you to participate in our upcoming virtual meeting. This is an opportunity for you to bring your community's voice forward to provide input on local and regional health. You will hear from local AHS leadership and be able to provide feedback to AHS regarding healthcare services to inform decision-making. We will also have a presentation from community partners, Wellspring Alberta.

Details for the next Tamarack Health Advisory Council meeting are as follows:

Date: Tuesday, November 21, 2023
Time: 5:30 pm – 8:30 pm
Location: Zoom – please register to attend!

To register click here!

HACs play an important role in supporting the strategic direction of AHS by engaging members of their communities throughout Alberta in a respectful, transparent, and accountable manner. Public participation is essential to improving the quality and accountability of health services. Working in partnership with AHS is an important way to ensure services are more responsive to the needs of those who use them.

Thank you, and we look forward to connecting with you.

Sincerely,

The Tamarack Health Advisory Council



Learn more about how AHS is improving healthcare by subscribing to our biweekly newsletter, Together4Health Headlines.

You're receiving this email because you are on AHS Community Engagement's stakeholder list. If you wish to stop these messages, please email tamarack@ahs.ca.

This message and any attached documents are only for the use of the intended recipient(s), are confidential and may contain privileged information. Any unauthorized review, use, retransmission, or other disclosure is strictly prohibited. If

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Alberta Beach Village Office

From: Municipal Information Services <ma.updates@gov.ab.ca>
Sent: October 30, 2023 3:19 PM
To: ! ABOffice
Cc: Municipal Information Services
Subject: 2022 Municipal Indicator Results: Alberta Beach (0004)

Kathy Skwarchuk
Chief Administrative Officer
Alberta Beach

Dear Kathy,

Alberta Municipal Affairs annually reports a performance measure that identifies the percentage of municipalities deemed to 'not face potential long term viability challenges based on their financial and governance indicators'. This performance measure is used as a benchmark for measuring the ministry's efforts to ensure Albertans live in viable municipalities and communities with responsible, collaborative and accountable local governments.

The performance measure is based on analysis of 13 municipal indicators. Each of the 13 municipal indicators has a defined benchmark. A municipality is 'not deemed to face potential long term viability challenges' as long as it does not flag a critical indicator or three or more non-critical indicators.

The ministry compiled and verified the data collected from Alberta's municipalities for the 2022 financial year and is pleased to inform you that your municipality did not flag any indicators for this year's municipal indicator results reporting.

Municipal indicator results are available on the online Municipal Indicator Dashboard (www.alberta.ca/municipal-indicators).

If you would like to discuss your results or the future release of these results on the Municipal Affairs website, please contact the Municipal Services Division at toll-free 310-0000, then 780-427-2225, or via email at ma.advisory@gov.ab.ca.

Thank you,

Gary Sandberg
Assistant Deputy Minister

Classification: Protected A

Municipal Indicators

Find out more about how each municipal indicator is calculated and what the results mean

Each indicator is intended to measure a specific aspect of the municipality's governance, finances, or community.

Each indicator has a defined benchmark. The benchmarks established by Municipal Affairs for each indicator are rules of thumb that provide a general indication of acceptable risk; however, a municipality may have unique circumstances or alternative strategies that justify a different result. Should a municipality flag an indicator, Municipal Affairs allows stakeholders to provide an explanation as to result. This explanation is then published next to the indicator result on the Municipal Indicators' Dashboard.

Indicator and Description	Expected Result	What It Means	Suggested Follow Up for Exceptions
<p>1 - Audit Outcome</p> <p>An audit report in the municipality's audited annual financial statements.</p>	<p>The audit report does not identify a going concern risk or denial of opinion.</p>	<p>The municipal auditor was able to complete the audit and express an opinion and did not identify a specific concern about the ability of the municipality to meet its financial obligations.</p>	<p>Follow auditor recommendations to resolve denial of opinion issues. Consider obtaining professional financial consulting services or requesting a viability review to address going concern issues.</p>
<p>2 - Ministry Intervention</p> <p>Interventions authorized by the Minister of Municipal Affairs in accordance with the <i>Municipal Government Act</i>, such as a viability review, or where directives were issued pursuant to an inspection.</p>	<p>The municipality was not the subject of a Municipal Affairs intervention.</p>	<p>Municipal Affairs is not undertaking a formal intervention with respect to the municipality. The Minister typically intervenes only when requested by a council or through a petition, and only issues directives in cases where significant concerns are evident.</p>	<p>Complete Minister-directed processes and actions.</p>

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See the indicator results at alberta.ca/municipal-indicators.aspx



Indicator and Description	Expected Result	What It Means	Suggested Follow Up for Exceptions
<p>3 - Tax Base Balance</p> <p>The proportion of the total municipal tax revenue generated by residential and farmland tax base, regardless of whether it is municipal property taxes, special taxes, or local improvement taxes.</p>	<p>The municipality's residential and farmland tax revenue accounts for no more than 95 per cent of its total tax revenue. Summer Villages are excluded from this indicator to better reflect their geographical and economic conditions.</p>	<p>The municipality can rely in some measure on its non-residential tax base to generate a portion of its tax revenues. These properties are typically taxed at a higher rate than residential and farmland properties.</p>	<p>Ensure taxes on residential and farmland properties are sufficient to meet budgeted expenditure requirements.</p>
<p>4 - Tax Collection Rate</p> <p>The ability of the municipality to collect own-source revenues, including property taxes, special taxes, local improvement taxes, and grants-in-place-of-taxes.</p>	<p>The municipality collects at least 90 per cent of the municipal taxes (e.g. property taxes, special taxes) levied in any year.</p>	<p>The municipality is able to collect its tax revenues and use those funds to meet budgeted commitments and requisitioning obligations.</p>	<p>Review tax collection and recovery policies and processes.</p>
<p>5 - Population Change</p> <p>The change in population of the municipality over the past ten years based on the Municipal Affairs Population List.</p>	<p>The population has not declined by more than 20 per cent over a ten-year period. Summer Villages are excluded from this measure because of the small permanent population.</p>	<p>The population of the municipality is stable or growing.</p>	<p>Consider how services and infrastructure can be scaled down to accommodate reduced demands.</p>

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Indicator and Description	Expected Result	What It Means	Suggested Follow Up for Exceptions
<p>6 - Current Ratio</p> <p>The ratio of current assets (cash, temporary investments, accounts receivable) to current liabilities (accounts payable, temporary borrowings, current repayment obligations on long-term borrowings).</p>	<p>The ratio of current assets to current liabilities is greater than one. This indicator is not typically measured if the municipality's total assets exceed current assets by a factor of two or more, as these municipalities typically have significant financial resources including long-term investments, but manage with minimal current assets.</p>	<p>The municipality is able to pay for its current financial obligations using cash or near-cash assets.</p>	<p>Consider increasing revenues or reducing costs to provide additional working capital.</p>
<p>7 - Accumulated Surplus/Deficit</p> <p>The total assets of the municipality net of total debt, excluding equity in tangible capital assets (tangible capital property less debts related to tangible capital property).</p>	<p>The municipality has a positive (above zero) surplus.</p> <p>An accumulated deficit is a violation of Section 244 of the <i>Municipal Government Act</i>. Municipalities in a deficit position are required to recover the shortfall in the next year.</p>	<p>The municipality has more operational assets than liabilities, which generally provides the municipality with cash flow to meet ongoing obligations and manage through lean periods of the year where costs may exceed revenues.</p>	<p>Consider increasing revenues or reducing costs to provide additional surplus and maintain working capital.</p>
<p>8 - On-Time Financial Reporting</p> <p>Whether the municipality successfully submitted its completed annual financial statements and financial information return to Municipal Affairs by the legislated due date.</p>	<p>The municipality's financial statements and financial information return for the preceding calendar year are received by Municipal Affairs no later than May 1st or the approved extension date.</p>	<p>The municipality is preparing its audited financial reports on a timely basis. Financial reporting is an important aspect of municipal accountability to its residents and businesses.</p>	<p>Consider additional resources to complete year-end accounting on a timely basis.</p>

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See the indicator results at alberta.ca/municipal-indicators.aspx

Indicator and Description	Expected Result	What It Means	Suggested Follow Up for Exceptions
<p>9 - Debt to Revenue Percentage</p> <p>The total amount of municipal borrowings, including long term capital leases, as a percentage of total municipal revenues.</p>	<p>The municipality's total borrowings represent less than 120 per cent (160 per cent for municipalities with a higher regulated debt limit) of its total revenue.</p>	<p>The municipality has maintained reasonable levels of borrowing debt.</p>	<p>Review anticipated funding sources for debt repayments to ensure borrowing commitments can be met.</p>
<p>10 - Debt Service to Revenue Percentage</p> <p>The total cost of making scheduled repayments (including interest) on borrowings as a percentage of total municipal revenues.</p>	<p>The municipality's total costs for borrowing repayments do not exceed 20 per cent (28 per cent for municipalities with a higher regulated debt limit) of its total revenue.</p>	<p>The municipality has assumed a reasonable level of borrowing repayment obligations.</p>	<p>The municipality has assumed a reasonable level of borrowing repayment obligations.</p>
<p>11 - Investment In Infrastructure</p> <p>The total cost of annual additions (through purchases or construction) to tangible capital assets (vehicles, equipment, buildings, roads, utility infrastructure, land) relative to the annual amortization (depreciation) on all tangible capital assets - measured as a five year average.</p>	<p>The municipality's average capital additions exceed the average amortization (depreciation).</p>	<p>The municipality is replacing its existing tangible capital assets and investing in new assets and infrastructure at a rate exceeding the estimated wear or obsolescence of its existing assets.</p> <p>This measure does not account for the effects of inflation; typically, replacement costs for new assets exceed the historic cost of existing assets.</p>	<p>Review asset replacement activities over past years and anticipated capital additions in future years to ensure average annual additions exceed average annual amortization. Consider conducting a study of municipal infrastructure to ensure that future service requirements can be met.</p>

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See the indicator results at alberta.ca/municipal-indicators.aspx

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Indicator and Description	Expected Result	What It Means	Suggested Follow Up for Exceptions
<p>12 - Infrastructure Age</p> <p>The net book value of tangible capital assets as a percentage of the total original costs. Net book value is the original purchase cost less amortization (depreciation).</p>	<p>The net book value of the municipality's tangible capital assets is greater than 40 per cent of the original cost.</p>	<p>The municipality is replacing existing assets on a regular basis. If the municipality is adding new services or expanding facilities and infrastructure, it would be expected that the ratio would be higher than 40 per cent.</p>	<p>Consider conducting a study of municipal infrastructure to ensure that future service requirements can be met.</p>
<p>13 - Interest in Municipal Office</p> <p>The number of candidates running in a municipal election relative to the total number of councillor positions up for election.</p>	<p>The number of candidates exceeded the number of councillor positions.</p>	<p>The ratio of candidates to total council positions measures the willingness of electors to run for municipal office.</p>	<p>Consider increased focus on community engagement.</p>

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See the indicator results at alberta.ca/municipal-indicators.aspx



Alberta Beach Village Office

From: municipalservicesdivision@gov.ab.ca
Sent: November 7, 2023 3:35 PM
To: Kathy Skwarchuk
Subject: Public Surveys Now Open - Local Authorities Election Act and Municipal Government Act

Dear Chief Administrative Officer,

Municipal Affairs is gathering feedback from the public and stakeholders to inform potential legislative changes related to councillor accountability in the *Municipal Government Act (MGA)* and changes to the *Local Authorities Election Act (LAEA)*. The potential changes are intended to improve accountability and maintain public trust in local elections and elected officials in Alberta municipalities. We invite you to share your perspectives on the potential changes through the online survey, which will be open from November 7, 2023 to December 6, 2023.

The *Municipal Government Act (MGA)* survey focuses on six areas related to councillor accountability:

1. Councillor training
2. Allowing council to meet in private
3. Disqualification rules for councillors
4. Minister's authority to remove a councillor
5. Changes to recall legislation
6. Clarify conflicts of interest

To provide your feedback, please follow this link: https://your.alberta.ca/councillor-accountability-laea/survey_tools/mga

The *LAEA* survey focuses on five main areas:

1. Voter eligibility
2. Voter list
3. Political parties
4. Advance voting
5. Runoff elections for Chief Elected Officials

To provide your feedback, please follow this link: https://your.alberta.ca/councillor-accountability-laea/survey_tools/laea

Please feel free to share this survey with anyone who may have an interest in these topics. If you have any questions regarding the councillor accountability (*MGA*) and *LAEA* engagement, I encourage you to connect with us at ma.engagement@gov.ab.ca.

We look forward to hearing your perspectives on these important issues.

Gary Sandberg

Alberta Beach Village Office

From: Tyler Gandam <president@abmunis.ca>
Sent: November 15, 2023 10:38 AM
To: Kathy Skwarchuk
Subject: Provincial Consultations on Local Authorities Election Act and MGA – give your input before December 6
Attachments: GOAs MGA Consultation - public survey questions 20231107.docx; GOAs LAEA Consultation - public survey questions 20231107.docx; GOAs LAEA Consultation - Discussion Guide - Fall 2023.pdf; GOAs MGA Consultation - Discussion Guide - Fall 2023.pdf

Dear ABmunis Members:

This is a long email, but we encourage you to read to the end so that you are fully informed about the Government of Alberta's current consultations on matters that are particularly important to municipal governments, municipal elected officials, and municipal candidates. Last week, the Government of Alberta launched two online public surveys on:

1. **Potential changes to the *Local Authorities Election Act (LAEA)* on topics of:**
 - o Supporting the use of political parties in municipal governments
 - o Advance voting
 - o Making voter lists available to candidates
 - o Rules for postponement of local elections
 - o Ability to vouch for electors without ID
 - o Use of special ballots
 - o Using runoff elections for the position of mayor/reeve

2. **Potential changes to the *Municipal Government Act (MGA)*:**
 - o Mandating orientation training for councillors
 - o Expanding the ability for councils to meet in private
 - o Authority for the Minister to remove a councillor
 - o Changes to recall legislation
 - o Rules for councillors to disclose business interests or other personal history
 - o Rules for councillor disqualification
 - o Clarify councillor conflicts of interest

What is ABmunis doing?

We already know that our members do not support the introduction of political parties within municipal government and will strongly carry that message forward. That said, many of the consultation questions focus on other matters so our staff have been reaching out to members and municipal administrative associations to better understand technical aspects and potential consequences if any of the proposed changes were made. That has allowed us to develop draft positions that will go to our Board of Directors for review this week. We will be making a written submission to the Minister of Municipal Affairs before the December 6 deadline, but we also see value for you to get involved.

Call to Action

We believe it is important that municipal elected officials, municipalities, and Albertans take time to fill out the surveys so that the Government of Alberta has a clear understanding of Albertans' views on these matters. Therefore, we encourage you to:

1. Discuss the consultation questions with your council (see the attachments for background).

2. Complete both surveys by December 6, 2023. Survey links are available at <https://www.alberta.ca/local-elections-and-councillor-accountability-engagement>
3. Consider sending additional written communication to Municipal Affairs through ma.engagement@gov.ab.ca.
4. Encourage your residents to complete one or both surveys.

Attachments

If your council wants to review the consultation questions together, we have provided the background information in two formats depending on if you plan to complete the online survey or write to the Minister.

- LAEA Consultation: Two attachments including the (1) online public survey questions and (2) Municipal Affairs' Discussion Guide for municipal stakeholders.
- MGA Consultation: Two attachments including the (1) online public survey questions and (2) Municipal Affairs' Discussion Guide for municipal stakeholders.

Note that the online public survey questions are more narrowly focused than the discussion guide questions.

As mentioned, we already know that our members and most Albertans do not support the introduction of partisan politics within local governments. This has been confirmed by the independent public poll conducted by Janet Brown Opinion Research in September 2023 and the resolution passed by members at our 2023 Convention. While we share that message with provincial leaders, please take the time to share your input before **the consultation closes on December 6, 2023**.

If you have any questions, please contact our Advocacy team at advocacy@abmunis.ca.

Thank you,

Tyler Gandam | President

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



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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.

This document is a copy and paste of the Government of Alberta's online survey that was launched on November 7, 2023.

<https://www.alberta.ca/local-elections-and-councillor-accountability-engagement>
Content sourced on November 10, 2023

Municipal Government Act (MGA) Councillor Accountability Review

The Government of Alberta wants your input on municipal councillor accountability related to legislation under the *Municipal Government Act*.

This confidential survey is collecting feedback regarding the Municipal Government Act as it relates to councillor accountability. The *Municipal Government Act* provides the legislative framework supporting councillor accountability once they're elected. Your input will be used to inform decisions regarding:

- Municipal councillor training requirements
- Allowing a council to meet in private
- Authority to remove a councillor
- Disclosures by a municipal councillor, including conflicts of interest
- Disqualification rules for municipal councillors
- Municipal councillor recall thresholds.

The survey will take 10 to 15 minutes to complete and closes December 6, 2023.

All fields marked with an asterisk (*) are required.

Your privacy is important

The views or opinions you provide, as well as the personal information about you, are protected by the Freedom of Information and Protection of Privacy (FOIP) Act. We are collecting this information to help inform decisions about the Municipal Government Act (councillor accountability), as authorized by Section 33(c) of the FOIP Act. We will not use or disclose your personal information for any other purpose without your written consent or unless required to do so by law.

If you have questions about how we collect or use your information, contact the FOIP Coordinator, Service Alberta and Red Tape Reduction at 10405 Jasper Avenue, Edmonton, Alberta, T5J 3N4 by calling 310-0000 or by emailing ma.engagement@gov.ab.ca.

Please do not submit responses that include personal information about other people.

Councillor Training

Section 201.1 of the Municipal Government Act requires municipalities to offer orientation training to each councillor within 90 days of the councillor taking oath. This is intended to ensure a councillor is informed of their responsibilities and the mandate of their role. However, it is not mandatory for the councillor to attend the orientation training.

1. **Attending orientation training offered by the municipality should be mandatory for all councillors.***
 - Strongly disagree
 - Disagree
 - Neutral
 - Agree
 - Strongly agree
 - Don't know

Allowing Council Meet in Private

Section 193 of the Municipal Government Act (MGA) requires that when council meets, they do so at pre-scheduled meetings. Sections 197 and 198 of the MGA establish that meetings must be open to the public and everyone has a right to attend. Any change to the schedule must include at least 24 hours notice to the public and any councillor who was not present at the meeting when the schedule was changed.

Allowing a council to meet with more flexibility reduces red tape and increases efficiency of public meeting time by allowing councillors to discuss broad strategic issues in another forum. It also provides an avenue to address interpersonal dynamics with greater privacy.

The legislation currently allows the councils to have in-camera meetings, this option will continue to be available for any matters requiring a closed meeting. All decisions of council will still need to be made in a scheduled meeting that is advertised and allows participation of all councillors and the public.

2. **Municipal councils should have the ability to meet in private outside of scheduled council meetings.***
 - Strongly disagree
 - Disagree
 - Neutral
 - Agree
 - Strongly agree
 - Don't know
3. **There should be limitations on what councils can discuss in private meetings.***
 - Disagree
 - Neutral
 - Agree

If the responder selects "agree" in the previous question, the following question is added:

4. **What should those limitations include?**
 - Comment box
5. **What other rules could be considered for private council meetings?**
 - Comment box

Authority to Remove a Councillor

Consistent with the principle of local accountability, and out of respect for the role and responsibility for voters, councils, appeal boards and the courts, the Municipal Government Act (MGA) does not give the Minister of Municipal Affairs significant authority to directly intervene in municipal decisions, except in very specific circumstances.

Section 602.39 of the MGA provides the Minister of Municipal Affairs with the authority to remove a councillor only in very specific circumstances, and after specific legislated processes related to a municipal inspection or inquiry have taken place. A municipal inspection is a comprehensive process that closely examines the management, administration, and operation of the municipality. A municipal inquiry is a quasi-judicial process that can be used to examine the same matters as an inspection, depending on the circumstances.

In practice, due to the principles of natural justice, this process takes 12 – 18 months to complete.

6. The current process for dismissing a municipal council or a councillor needs to be changed.*

- Yes
- No
- Don't know

Changes to Recall Legislation

As of April 2023, municipal recall is a new tool that allows the public to hold councillors accountable. A petitioner must collect signatures from eligible voters that represent 40 per cent or more of the population of the ward or municipality. These signatures must be collected within 60 days.

However, this threshold can be challenging to meet, especially in larger municipalities or in municipalities with a large number of residents who are not eligible to vote. In some cases, petitioners must solicit more signatures than the total voter turnout of the previous election. This makes the use of these provisions out of reach for some municipalities.

7. Are you familiar with the new municipal recall legislation?*

- Not at all familiar
- Somewhat familiar
- Moderately familiar
- Very familiar

8. The threshold of a municipal recall petition should be based on:*

- Percentage of all eligible voters in the municipality or ward (currently 40 per cent)
- Percentage of eligible voters who voted in the previous municipal election
- Varied based on the municipality's population size
- Don't know
- Other (Please specify)

9. What percentage should it be?

[The nature of this question changes to match the selection made in the previous question.]

- Comment box

10. Are there any other measurements that could be considered as a threshold for a municipal recall petition?

- Comment box

Clarifying Conflicts of Interest

The Municipal Government Act requires councillors to disclose when they, or their immediate family may have a financial interest in a decision before council. This could include votes on a subdivision or a development permit, a zoning or other land use related bylaw that may benefit the councillor or their family.

A councillor must vote in any meeting they're in attendance and they are not permitted to abstain from the vote, unless it is due to a financial conflict of interest. A municipality may by bylaw require a councillor to proactively disclose business interests.

11. Councillors should be required to abstain from voting in situations that present non-financial conflicts of interest.*

- Strongly disagree
- Disagree
- Neutral
- Agree
- Strongly agree
- Don't know

12. Besides financial conflicts of interest, what other situations may create conflicts of interest for municipal councillors?

- Comment box

Disclosure by Council Candidates

Sections 171 and 172 of the Municipal Government Act (MGA) allow municipalities to pass a bylaw that would require councillors to disclose information about family members, employers, or corporations the councillor may own or be a partner in. This is to ensure that councillors and residents are aware of any potential financial conflicts of interest that may occur in the future.

Under section 174, failure to do so can result in councillor disqualification. The MGA does not have any rules for what candidates for council must disclose. The Local Authorities Election Act provides financial disclosure rules for candidates about what financial information must be disclosed after the election.

13. Disclosure of business interests should be mandatory for all council candidates prior to an election.*

- Strongly disagree
- Disagree
- Neutral
- Agree
- Strongly agree
- Don't know

[Business interests mean shareholder status, including each corporation, other than a distributing corporation, in which the councillor is a shareholder, director or officer, each distributing corporation in which the councillor beneficially owns voting

shares carrying at least 10% of the voting rights attached to the voting shares of the corporation or of which the councillor is a director or officer, and each partnership or firm of which the councillor is a member.]

14. Prior to an election, should council candidates should be required to disclose any additional information related to:*

- Criminal history
- Disciplinary records from a professional association
- Business interests, including ownership
- Shareholder status
- None of the above
- Other (please specify)

Disqualification Rules for Councillors

Section 174 of the Municipal Government Act (MGA) provides criteria for councillor disqualification, such as:

- A councillor not being eligible for nomination as a candidate,
- Failing to file the disclosure statement as required under in the Local Authorities Election Act,
- Absent from all council meetings for eight consecutive weeks, or
- Taking a position as judge of a court, a member of the Senate or House of Commons.

[Currently, the MGA requires a disqualified councillor to resign their seat voluntarily. If a disqualified councillor does not resign, the council or a member of the public must take them to court. The court process results in considerable delays and costs for taxpayers.]

15. A councillor's seat should automatically become vacant if they are disqualified.*

- Strongly disagree
- Disagree
- Neutral
- Agree
- Strongly agree
- Don't know

[This would require a councillor to dispute their disqualification in the courts instead of the public taking them to court. This would also trigger a by-election for the vacant seat, unless the vacancy occurs six months before a general election or council consists of six or more councillors (see Section 162 and 163 of the Municipal Government Act (MGA) for more information).]

About You

16. What are first three characters of your postal code?*

- Comment box

17. What best describes the municipality that you live in?*

- Summer Village or Village
- Town or City (population less than 20,000)
- City (population of 20,000 or more)
- County or Municipal District
- Special Area or Improvement District
- Metis Settlement

18. What best describes your role?*

- Albertan with an interest in this topic

- Municipal elected official
- Municipal administrator

19. What is your age?*

- Under 18 year old
- 18 - 24 years old
- 25 - 34 years old
- 35 - 44 years old
- 45 - 54 years old
- 55 - 64 years old
- 65 - 74 years old
- 75 - 84 years old
- 85 years or older
- Prefer not to answer

This document is a copy and paste of the Government of Alberta's online survey that was launched on November 7, 2023.

<https://www.alberta.ca/local-elections-and-councillor-accountability-engagement>
Content sourced on November 7, 2023

Local Authorities Election Act

The Government of Alberta wants your input on the Local Authorities Election Act.

This confidential survey is collecting feedback related to the Local Authorities Election Act (LAEA) that provides the legislative framework for municipal and school board elections. Municipalities include cities, towns, villages, summer villages, counties, municipal districts, and specialized municipalities. Metis Settlements and Irrigation Districts also rely on the LAEA to conduct their elections. Some questions refer to municipality, however these changes may also apply to school boards, Metis Settlements and Irrigation Districts.

Your input will be used to inform decisions regarding:

- Voter eligibility
- Voter list
- Political parties
- Advance voting
- Runoff elections for Chief Elected Officials

The survey will take 10 to 15 minutes to complete and closes December 6, 2023.

All fields marked with an asterisk (*) are required.

Your privacy is important

The views or opinions you provide, as well as the personal information about you, are protected by the Freedom of Information and Protection of Privacy (FOIP) Act. We are collecting this information to help inform decisions about the Local Authorities Election Act, as authorized by Section 33(c) of the FOIP Act. We will not use or disclose your personal information for any other purpose without your written consent or unless required to do so by law.

If you have questions about how we collect or use your information, contact the FOIP Coordinator, Service Alberta and Red Tape Reduction at 10405 Jasper Avenue, Edmonton, Alberta, T5J 3N4 by calling 310-0000 or by emailing ma.engagement@gov.ab.ca.

Please do not submit responses that include personal information about other people.

Advance Voting

Currently, any municipality with a population over 5,000 must allow for an advance voting period for municipal elections. That period cannot be held within 24 hours of the general election day. The returning officer (the person who is in charge of the election for the municipality) sets the actual days and hours for the advance voting period.

1. Have you used advance voting in a previous municipal election?*

- Yes
- No

If the responder selects "yes" in the previous question, then the following question is added:

2. How was your experience with advance voting?

- Very poor
- Poor
- Acceptable
- Good
- Very good

3. In my opinion, the opportunity for advance voting in municipal elections is:*

- Not at all important
- Not important
- Neutral
- Important
- Very important
- Don't know

4. During advance voting, voters should be able to cast their vote at a polling station outside of their ward or municipality.*

- Strongly disagree
- Disagree
- Neutral
- Agree
- Strongly agree
- Don't know

[In large municipalities, such as the City of Edmonton, a registered voter in Edmonton may vote outside of their ward during advance voting.]

Voter List

Currently under section 50 of the Local Authorities Election Act (LAEA), local authorities are granted the ability to prepare a list of voters via bylaw. The LAEA stipulates that the elected authority must conduct an enumeration of voters to create the list. Elections Alberta maintains a list of voters for provincial elections and may provide this information to municipalities for local elections.

Voter lists may include individual names and personal information (e.g., residential address, telephone number, gender, birth date, public or separate school resident). Section 50 of the LAEA requires a returning officer to provide a candidate of the list upon request following the close of the nomination period.

5. **If there is a municipal voter list, candidates should be able to request access to a redacted list (personal information is removed).***

- Strongly disagree
- Disagree
- Neutral
- Agree
- Strongly agree
- Don't know

Rules for Election Postponement in Case of Unforeseen Circumstances

Natural disasters and other unforeseen circumstances can affect elections. The province of Alberta has been affected by wildfires, floods, snowstorms and tornadoes, all of which have at some point concerned authorities and candidates about access to voting stations.

This would only apply to the jurisdiction(s) that are experiencing the unforeseen circumstance. For example, due to a flood or wildfire, a municipality may have to evacuate their citizens, which could affect their municipal election.

6. **In the case of unforeseen circumstances, affected municipalities or wards should be able to postpone their local elections.***

- Disagree
- Neutral
- Agree

If the responder selects "agree" in the previous question, then the following question is added:

7. **Under what circumstances should a local election be allowed to be postponed?**

- [Comment box]

Political Parties

There are no provisions in the Local Authorities Election Act (LAEA) prohibiting a candidate or councillor from being part of an organization such as a political party. The LAEA provides strict parameters for the contents of ballots to elect candidates. The ballot must only contain the name of each candidate arranged alphabetically by surname, or if approved by bylaw, in a randomized order.

Accordingly, the LAEA does not permit a political affiliation or endorsement to be included on a ballot. The Act also does not contain provisions addressing financial reporting and accountability measures for these organizations.

8. **The electoral ballot should be amended to allow political parties to be listed by municipal candidates.***

- Strongly disagree
- Disagree
- Neutral
- Agree

- Strongly agree
- Don't know

If the responder selects "agree" or "strongly agree" on question 7, the following question is added:

9. Political parties at the municipal level (if permitted) should be required to follow the same financial rules as provincial political parties.*

- Strongly disagree
- Disagree
- Neutral
- Agree
- Strongly agree
- Don't know

10. Could there be any issues or challenges with listing political parties on the electoral ballot for local elections?

- [Comment box]

Proof of Voter Eligibility

The Local Authorities Election Act (LAEA) outlines requirements for proof of eligibility for a voter. Electors must have proper identification. The LAEA also outlines attesting and vouching for a voter without proper identification. Attesting is the act in which another voter can vouch on behalf of a voter who does not have proper identification.

Voter identification requirements are one piece of identification issued by a federal, provincial, or local government that contains a photograph of the person, the person's name and the address of the person's residence; or one piece of identification authorized by the Chief Electoral Officer under the Election Act. Identification requirements may also be established by the municipality, by bylaw, to verify a voter's name and address.

11. Have you vouched or attested for another voter in a municipal election?*

- Yes
- No

[Attesting is the act in which another voter can vouch on behalf of a voter who does not have proper identification.]

If the responder selects "yes" in the previous question, then the following question is added:

12. How was your overall experience vouching for another voter? Please elaborate:

- [Comment box]

13. A voter's ability to attest or vouch for another voter should be removed from the Local Authorities Election Act.*

- Disagree
- Neutral
- Agree

If the responder selects "agree" in the previous question, then the following question is added:

14. Why should the ability to attest or vouch be removed? *

- [Comment box]

Special Ballots

Special ballots, commonly known as mail-in voting, allow a voter to vote who would otherwise not be able to attend a polling station on election day. To be eligible to vote by a special ballot under the LAEA, a voter must have:

- a physical disability,
- be absent from the local jurisdiction, or
- be working at a polling station on election day other than that of their place of residence.

15. Have you used a special ballot in a previous municipal election?*

- Yes
- No

If the responder selects "yes" in the previous question, then the following question is added:

16. How was your overall experience voting by special ballot? Please elaborate:

- [Comment box]

17. In my opinion, the option to vote via special ballot in municipal elections is:*

- Not at all important
- Not important
- Neutral
- Important
- Very important
- Don't know

18. Special ballot criteria should be removed so any registered voter can choose to vote by special ballot.*

- Strongly disagree
- Disagree
- Neutral
- Agree
- Strongly agree
- Don't know

Runoff Elections for Chief Elected Officials

A runoff election system is a voting system used to elect a single winner who has more than a pre-established percentage of the votes. For example, this can be facilitated by rounds of voting or ranked ballots.

Under the two-round election system, the election process usually proceeds to a second round only if in the first round no candidate received a simple majority (more than 50%) of votes cast, or some other lower prescribed percentage. There are various methods to structure a runoff ballot.

The following questions relate only to municipalities where the chief elected official (including mayors and reeves) is elected at large, rather than selected by council.

19. In a municipal election with more than three candidates for Mayor or Reeve, there should be a runoff election.*

- Strongly disagree
- Disagree
- Neutral
- Agree
- Strongly agree
- Don't know

20. What issues or challenges might exist with adopting a runoff election system for municipal Chief Elected Officials (Mayor or Reeve)?

- [Comment box]

21. What are the first three characters of your postal code?*

- [Comment box]

22. What best describes the municipality that you live in?*

- Summer Village or Village
- Town or City (population less than 20,000)
- City (population of 20,000 or more)
- County or Municipal District
- Special Area or Improvement District
- Métis Settlement

23. What best describes your role?*

- Albertan with an interest in this topic
- Municipal administrator
- Municipal elected official
- None of the above

24. Are you associated with any of the following groups?

- School division
- Metis settlement
- Irrigation district

25. What is your age?*

Local Authorities Election Act

Discussion Guide

Preamble

Municipal Affairs is exploring potential legislative amendments to strengthen integrity and public trust in local elections. Building upon the consultation done in 2022, Municipal Affairs is further engaging on additional topics to strengthen the *Local Authorities Election Act (LAEA)*.

Background

The *LAEA* establishes the framework for local elections in the province, which includes municipalities and school boards. In 2021, the *LAEA* was used by 332 municipalities and 60 school boards to run both municipal and school board elections involving more than 3,700 candidates province-wide. Local general elections occur every four years, with the next general elections taking place in October 2025.

The *LAEA* governs processes and procedures for election workers, voters, and candidates. It sets out procedures for the nomination period, the election, and the post-election period. It also includes provisions regulating campaign finances, third party advertising, and the role of the Chief Electoral Officer of Alberta in local elections.

Following the 2021 municipal election, Municipal Affairs engaged with stakeholders to examine changes to the *LAEA* related to election integrity and procedural streamlining. Municipal Affairs is continuing these conversations to strengthen local elections legislation.

The following discussion guide is to be used during the stakeholder sessions. The questions below build on the past engagement and seek to clarify and elicit advice on additional areas including: electors' privacy and elector lists, postponement of elections, municipal political parties, and third party advertising.

Purpose

A review of the *LAEA* occurs after every municipal general election. Furthermore, a review of the *LAEA* is a commitment identified in the Minister of Municipal Affairs' mandate letter: "In collaboration with the Minister of Justice, reviewing the *Local Authorities Election Act*, and making recommendations for any necessary amendments to strengthen public trust in and the integrity of our municipal election laws."

The engagement will focus on developing potential legislative amendments by engaging with municipal stakeholders and providing all Albertans an opportunity to submit feedback on key policy challenges (identified in the Scope section of this document). Feedback gathered will be summarized and used to:

- identify opportunities to strengthen local authority elections;
- highlight gaps in legislation that may contribute to an erosion of public trust; and
- inform the development of legislative proposals for consideration by the Minister.

Scope

In Scope

- Proof of Elector Eligibility (vouching)
- Requirement to prepare list of electors
- Rules for postponement of a local election during a natural disaster or other unforeseen circumstances
- Political parties at the municipal level
- Rules for advance polling, including the ability to vote outside of the elector's jurisdiction
- Judicial recount for elections using tabulators
- Special ballots criteria
- Rules and criteria for mayoral runoffs
- Protection of electors' personal information
- Reporting rules for third party issue advertising (e.g. plebiscites)
- General clarification of current election rules and procedures

Out of Scope

- Changes to voter age
- Changes to voter eligibility (including permanent residents)
- Removing third party advertising and finance rules
- Provincial Senate votes and provincial referenda votes
- Online voting

Discussion Questions

Proof of Elector Eligibility

The *LAEA* outlines requirements for proof of eligibility for an elector. Electors must have proper identification. Voter identification requirements are one piece of identification issued by a federal, provincial, or local government that contains a photograph of the person, the person's name and the address of the person's residence; or one piece of identification authorized by the Chief Electoral Officer under the *Election Act*. Identification requirements may also be established by the municipality, by bylaw, to verify an elector's name and address.

The *LAEA* also outlines stipulations regarding attesting and vouching for an elector without proper identification. Attesting is the act in which another elector can vouch on behalf of an elector who does not have proper identification.

1. Should the *LAEA* be amended to remove the ability for another elector to vouch on an elector's behalf?
2. Are there any challenges with the current *LAEA* voter identification requirements?

[Proof of elector Eligibility List](#) | [Municipal Government Act \(MGA\)-Councillor Accountability And Local Authorities Election Act \(LAEA\)](#) | [Alberta Online Engagement](#)

Elector List

Currently under section 50 of the *LAEA*, local authorities are granted the ability to prepare a list of electors via bylaw. The *LAEA* stipulates that the elected authority must conduct an enumeration of electors to create the list of electors. Elections Alberta maintains a list of electors for provincial elections and may provide this information to municipalities for local elections.

1. Should Elections Alberta be required to share a voter list for local elections?
2. Should municipalities be required to create a municipal list of electors for local elections based on the provincial voter registry?
3. What would be the implications if a list of electors were required for local elections?
 - a. What are the pros and/or cons of requiring or using an elector list?
4. Should candidates have access to the municipal list of electors upon request with individual names and personal information? Why or why not?

Elector List | Municipal Government Act (MGA)-Councillor Accountability And Local Authorities Election Act (LAEA) | Alberta Online Engagement

Rules for Election Postponement in Case of Unforeseen Circumstances

Natural disasters and other unforeseen circumstances can affect elections. The province of Alberta has been affected by wildfires, floods, snowstorms and tornadoes, all of which have at some point caused concern among authorities and candidates about access to voting stations.

1. Should elections be postponed in the case of unforeseen circumstances?
2. What considerations should be taken into account for the postponement of an election?

Rules for Election Postponement in Case of Unforeseen Circumstances | Municipal Government Act (MGA)-Councillor Accountability And Local Authorities Election Act (LAEA) | Alberta Online Engagement

Political Parties

There are no *LAEA* provisions prohibiting a candidate or councillor from being part of an organization such as a political party. The *LAEA* provides strict parameters for the contents of ballots to elect candidates. The ballot must only contain the name of each candidate arranged alphabetically by surname, or if approved by bylaw, in a randomized order. Accordingly, the *LAEA* does not permit a political affiliation or endorsement to be included on a ballot. The Act also does not contain provisions addressing financial reporting and accountability measures for these organizations.

1. Should the *LAEA* be amended to allow political party affiliation to be listed on the electoral ballot?
 - a. What are the pros/cons, opportunities and issues related to this?

2. If political parties are permitted, should they follow the same financial disclosure rules as provincial political parties?

Political Parties | Municipal Government Act (MGA)-Councillor Accountability And Local Authorities Election Act (LAEA) | Alberta Online Engagement

Advance Voting

Any municipality with a population over 5,000 must allow for an advance vote period. That period cannot be held within 24 hours of the general election day, and the actual days and hours are set by the returning officer.

1. Are there any issues with the current rules for advance voting?
2. Should electors have the ability to cast a vote at a polling station outside of their ward or municipality?

Advance Voting | Municipal Government Act (MGA)-Councillor Accountability And Local Authorities Election Act (LAEA) | Alberta Online Engagement

Special Ballots

Special ballots, commonly known as mail-in voting, allow an elector to vote who would otherwise not be able to attend a polling station on election day. To be eligible to vote by a special ballot, an elector must have a physical disability, be absent from the local jurisdiction, or be working at a polling station on election day other than that of their place of residence.

1. Should the criteria for special ballots be removed or expanded?
 - a. If expanded, what other criteria could be used for special ballots?

Special Ballots | Municipal Government Act (MGA)-Councillor Accountability And Local Authorities Election Act (LAEA) | Alberta Online Engagement

Runoff Elections for Chief Elected Officials

A runoff election system is a voting system used to elect a single winner who has more than a pre-established percentage of the votes. For example, this can be facilitated by rounds of voting or ranked ballots. Under the two-round election system, the election process usually proceeds to a second round only if in the first round no candidate received a simple majority (more than 50%) of votes cast, or some other lower prescribed percentage. There are various methods to structure a runoff ballot.

The following questions relate only to municipalities where the chief elected official is elected at large, rather than selected by council.

1. Would a runoff election lead to a stronger and more accountable local electoral system?
2. What are the pros and/or cons of a runoff election?

3. Are there any issues or opportunities that exist with adopting this system of election for chief elected officials?
4. If a runoff election system was adopted, should it apply to all municipalities that elect their chief elected official, or only a subset of those municipalities (e.g. population, municipal type, etc.)

Runoff Elections for Chief Elected Officials | Municipal Government Act (MGA)-Councillor Accountability And Local Authorities Election Act (LAEA) | Alberta Online Engagement

Revisiting Prior Discussion Topics from 2022

Elector Privacy (Protecting voters)

Through prior engagement, stakeholders were asked their opinions regarding “objecting to an individual who has shown up to vote”. Allowing candidates, their scrutineers, or their official agents the opportunity to object to electors had some support from respondents. The rationale provided was to ensure accountability and an opportunity to discourage fraudulent voters. The responses also indicated a need for further discussions on this topic.

1. Should candidates, their scrutineers, or their official agent continue to have the opportunity to object to an individual who has shown up to vote? Please explain your answer.

Elector Privacy (Protecting voters) | Municipal Government Act (MGA)-Councillor Accountability And Local Authorities Election Act (LAEA) | Alberta Online Engagement

Third Party Advertisers

Third party advertisement is an important aspect of the election process. The participants in the engagement sessions, and the written feedback, were in agreement that Third Party Advertisers (TPAs) involved in advertising for or against an issue on a ballot (e.g. plebiscite), should be required to register. Respondents to the survey also indicated a need for more clarity on definitions of some of the terms (such as “promoting”, “issues”, and “influence” etc.), the provision of guidelines, and addressing any impacts on transparency of legislative changes relating to TPAs. Stakeholders also supported that issues-based TPA campaigns should follow the same financial rules as candidate-based TPAs.

1. Should issues-based TPAs follow the same financial obligations and regulations as candidate-based TPAs?

Third Party Advertisers | Municipal Government Act (MGA)-Councillor Accountability And Local Authorities Election Act (LAEA) | Alberta Online Engagement

Ballot Recounts for Elections Using Tabulators

Section 84(1) of the LAEA enables an elected authority to, by bylaw, provide for the taking of the votes of electors by means of voting machines, vote recorders or automated voting systems (note: this does not include

online computer voting). Section 84(3) states that a judicial recount is not available for votes collected by voting machines, vote recorders or automated voting systems including tabulators.

1. Should elections conducted with electronic voting equipment be eligible for judicial recount, whereby the judge can determine how to recount ballots?

Ballot Recounts for Elections Using Tabulators | Municipal Government Act (MGA)-Councillor Accountability And Local Authorities Election Act (LAEA) | Alberta Online Engagement

A What We Heard document is attached from our summer 2022 engagement. If you have any additional comments on these topics, please email us at ma.engagement@gov.ab.ca.

The Engagement HQ idea board links will be accessible until October 31, 2023 to provide additional feedback. You may also submit your feedback by submitting it to the Municipal Affairs, Municipal Policy and Engagement, Engagement Team at ma.engagement@gov.ab.ca by November 17, 2023.

In addition, your feedback may be sent through the survey which will be available online in November 2023.

Municipal Councillor Accountability

Discussion Guide

Preamble

Municipal Affairs is exploring potential legislative amendments to enhance accountability and public trust in locally elected officials. Building upon the consultation done in 2022, Municipal Affairs is further engaging with stakeholders and the public on additional topics to strengthen *Municipal Government Act (MGA)* provisions related to councillor accountability.

Background

There are many requirements in the *MGA* that support councillor accountability, including a mandatory council code of conduct, councillor disqualification criteria, and requirements to disclose financial conflicts of interest.

In previous engagements, municipal stakeholders have raised concerns regarding unclear requirements, challenges with enforcement, and the inability to legislate against bad actors. The topics previously explored included council code of conduct, candidate eligibility, councillor disqualification, and ministerial authority to remove a councillor.

Municipal recall is a new tool for the public to hold councillors accountable as of April 24, 2023. The period for electors to initiate a recall petition will close on December 31, 2024, as the campaign period for the next general municipal election begins on January 1, 2025. Since recall legislation came into force, there have been six petitions initiated as of October 20, 2023. Of the four petitions, two have been completed with one of the two being successful.

Purpose

Councillor behaviour has been identified as an ongoing issue by residents and municipal councils. From a lack of mandatory pre-election disclosure to behaviour on council there are limitations to the current suite of enforcement and corrective policy tools.

The engagement will focus on developing potential legislative amendments by engaging with municipal stakeholders and Albertans on key policy questions. Feedback gathered will be summarized and used to:

- identify opportunities to more effectively hold councillors and candidates accountable for unethical behaviour;
- highlight gaps in legislation that may contribute to an erosion of public trust in councils; and
- inform the development of legislative amendments for consideration by the Minister.

Scope

In scope

- Enhanced councillor accountability:
 - Disqualification rules for councillors;
 - Councillor training;
 - Disclosure by council candidates;
 - Allowing council to caucus in private;
 - Cabinet's authority to remove a councillor;
 - Clarifying financial conflicts of interest; and
 - Changes to recall legislation thresholds.

Out of scope

- Candidate training;
- Rules for election campaign financing; and
- Requirement for a council code of conduct.

Discussion Questions

Disqualification Rules for Councillors

Section 174 of the *MGA* provides criteria for councillor disqualification, such as a councillor not being eligible for nomination as a candidate, failing to file the disclosure statement as required in the *Local Authorities Election Act (LAEA)*, absence from all council meetings for eight consecutive weeks, or taking a position as judge of a court, a member of the Senate or House of Commons.

The *MGA* currently requires a disqualified councillor to resign their seat voluntarily. If a disqualified councillor does not resign, the council or a member of the public must take them to court. The court process results in considerable delays as well as costs for taxpayers.

1. Should the *MGA* be amended to make a councillor's seat vacant upon disqualification, thus putting the onus on the councillor to make an application to court to dispute the disqualification?

[Disqualification Rules for Councillors | Municipal Government Act \(MGA\)-Councillor Accountability And Local Authorities Election Act \(LAEA\) | Alberta Online Engagement](#)

Councillor Training

Section 201.1 of the *MGA* requires municipalities to offer orientation training to each councillor within 90 days of the councillor taking the oath of office. This is intended to ensure a councillor is informed of their responsibilities and mandate of their role. However, it is not mandatory for the councillor to attend the orientation training.

1. Do you think it should be mandatory for councillors to attend orientation training?
 - a. If yes, should the training be made mandatory before a Councillor takes the oath, within 90 days of taking the oath (as in the current legislation) or at some other time?

Disclosure by Council Candidates

Section 171 of the *MGA* allows municipalities to pass a bylaw that would require councillors to disclose information about family members, employers, or corporations the councillor may own or be a partner in. Section 172 of the Act sets out requirements for council members to disclose any pecuniary interest in any matter before council and to abstain from voting on any question relating to the matter. Under section 174, failure to follow the pecuniary interest requirements can result in councillor disqualification. The *MGA* does not have any rules for what candidates for council must disclose. The *LAEA* provides financial disclosure rules for candidates of what financial information must be disclosed after the election.

1. Other than financial information, what should candidates for municipal office disclose?
2. Should financial disclosure be mandatory for council candidates prior to an election?
3. Should council candidates be required to disclose other information that is not financial in nature?
4. Should financial disclosure be mandatory for all councillors?

Disclosure by Council Candidates | Municipal Government Act (MGA)-Councillor Accountability And Local Authorities Election Act (LAEA) | Alberta Online Engagement

Allowing Council to Caucus in Private

Section 193 of the *MGA* requires that when council meets, they do so at pre-scheduled meetings. Section 197 and 198 of the *MGA* establish that meetings must be open to the public and everyone has a right to attend. Any change to the schedule must include at least 24 hours notice to the public and any councillor who was not present at the meeting when the schedule was changed. Some commentators have suggested that councils should be able to caucus (meet) in private to discuss broad strategic issues in another forum, and this might also provide an avenue to address interpersonal dynamics with greater privacy. All decisions of council would still need to be made in an open public meeting.

1. Should councils have the ability to meet in private, beyond the current provisions for closed sessions?
2. Should there be limitations on what could be discussed in such meetings?

Allowing Council to meet in Private (outside scheduled meetings) | Municipal Government Act (MGA)-Councillor Accountability And Local Authorities Election Act (LAEA) | Alberta Online Engagement

Minister's Authority to Remove a Councillor

Section 602.39 of the *MGA* provides the Minister with the authority to dismiss a councillor. This can happen as the result of not following ministerial directives or orders following an inspection or a report of an official administrator. In practice, procedural fairness requirements create challenges for the Minister to provide timely decisions to remove a council or councillor.

1. Do you think that the current process of dismissing a council or councillor needs to be changed?
2. What other options are there for a more streamlined process to address instances of severely inappropriate councillor behaviour?

Cabinet's Authority to Remove a Councillor | Municipal Government Act (MGA)-Councillor Accountability And Local Authorities Election Act (LAEA) | Alberta Online Engagement

Clarifying Conflicts of Interest

The *MGA* requires councillors to disclose when they or their immediate family may have a financial interest in a decision before council. This could include votes on a subdivision or a development permit, or a zoning or other land use related bylaw that may benefit the councillor or their family.

1. Are there additional situations where a councillor may be considered being in a conflict of interest?
 - a. If yes, what additional provisions should be added to the *MGA*?

Clarifying Conflicts of Interest | Municipal Government Act (MGA)-Councillor Accountability And Local Authorities Election Act (LAEA) | Alberta Online Engagement

Changes to Recall Legislation

As of April 2023, municipal recall is a new tool that allows the public to hold councillors accountable. A petitioner must collect signatures from eligible voters that represent 40 per cent or more of the population as a whole within 60 days.

This threshold can be challenging to meet, especially in larger municipalities or in municipalities with a large number of residents who are not eligible to vote. In some cases, petitioners must solicit more signatures than the total voter turnout of the previous election. This makes the use of these provisions out of reach for some municipalities.

1. Should the threshold for a municipal recall petition be revisited, and if so, should it be:
 - a. based on percentage of total number of electors?
 - b. based on the percentage of electors who voted in the previous election?
 - c. tiered by population size?
 - d. Any other suggestions?

Changes to Recall Legislation | Municipal Government Act (MGA)-Councillor Accountability And Local Authorities Election Act (LAEA) | Alberta Online Engagement

Revisiting Prior Discussion Topics from 2022

During the 2022 engagement sessions, the following topics were discussed:

- Strengthening code of conduct legislation;
- Simplifying the code of conduct investigation process and responsibility to investigate;
- Role of third party in investigating code of conduct Issue;
- Enforcement of code of conduct; and
- Provincial role in code of conduct disputes.

A summary document is attached from our 2022 engagement. If you have any additional comments on these topics, please email us at ma.engagement@gov.ab.ca.

The Engagement HQ idea board links will be accessible until October 27, 2023 to provide additional feedback. You may also submit your feedback by submitting it to the Municipal Affairs, Municipal Policy and Engagement, Engagement Team at ma.engagement@gov.ab.ca by November 17, 2023.

In addition, your feedback may be sent through the survey which will be available online November 2023.

Alberta Beach Village Office

From: Alberta Recreation and Parks Association <news@arpaonline.ca>
Sent: November 7, 2023 1:29 PM
To: aboffice@albertabeach.com
Subject: Walking With Indigenous Communities: ARPA's Action Map



Introducing: Walking With Indigenous Communities: ARPA's Action Map

Dear Members,

We at the Alberta Recreation & Parks Association are excited to officially share our Walking With Indigenous Communities (WWIC): ARPA's Action Map.

On Wednesday, October 25th at the Fairmont Chateau Lake Louise, in Lake Louise*, Alberta, ARPA Board of Directors and Staff came together with Indigenous Elders and partners to officially acknowledge the WWIC: ARPA's Action Map as an official document of the organization by way of a traditional Pipe Ceremony led by Blackfoot Elder and Traditional Knowledge Keeper, Dr. Clarence Wolfleg.

This action map identifies **10 key actions** that will guide our reconciliation work so that we can move forward together in a good way with Indigenous Elders and communities.



**Horâ Juthin Îmne (Traditional Stoney Nakoda name for Lake Louise) which translates to "Lake of the little fishes" - We'd like to thank our partners from Indigenous Sport Council of Alberta for sharing this teaching with us.*

What is a Pipe Ceremony & Why is it Significant?

As taught to us by the Elders we work with in the Treaty 7 area, a Pipe Ceremony is a formal, traditional practice that is equivalent to the western way of taking a vow or an oath. It is standard protocol that is used to acknowledge important processes, events and/or milestones in an oral way.

In front of the Elders, each key action of the WWIC: ARPA's Action Map was read aloud by ARPA staff, board members and partners to validate our commitment to reconciliation and collaboration. The Pipe was then passed around in a circle to signify completion of this process, rather than signing a physical document. The photo above serves as a signature witness to acknowledge the creation of the WWIC Action Map.

We humbly thank the following Elders and partners for their knowledge, wisdom, teachings and partnership that have allowed this historical moment to happen:

- Lead ceremonialists and Blackfoot Elders and Knowledge Keepers, Dr. Reg & Rose Crowshoe and Dr. Clarence Wolfleg
- Elders Alice Kaquitts (Stoney Nakoda), Darryl Brass (Midewiwin), Diane Meguinis (Tsuut'ina), and Violet March (Denesuline)
- Ceremonialists Karli Crowshoe (Blackfoot) and Desmond Jackson (Blackfoot)

- Partner, Drummer & Singer, Adrian Goulet (Cree) of Mahegun Tails Inc.

To start the New Year off in a good way, ARPA will host a **webinar on January 16th, 2024** featuring Janet Naclia, ARPA Director of People and Programs, and Elder Diane Meguinis, who will unpack the the Action Map and answer any questions our membership might have on its creation and use by ARPA. **Stay tuned for more details!**

Access the WWIC Action Map Here!

This important work has been supported by the Government of Alberta's *Safe Sport Support Program - Safe & Welcoming Grant*



Do you have anything you would like ARPA members to know about? Please send any queries, relevant news, or events that you wish to circulate to our membership to Breanna Morin at bmorin@arpaonline.ca



Alberta Recreation and Parks Association | 11759 Groat Road, Edmonton, T5M 3K6 Canada

[Unsubscribe aboffice@albertabeach.com](mailto:aboffice@albertabeach.com)

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Sent by news@arpaonline.ca powered by

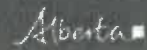


Alberta Beach Village Office

From: Seniors, Community and Social Services <seniorsinformation@gov.ab.ca>
Sent: November 8, 2023 10:55 AM
To: aboffice@albertabeach.com
Subject: Age-Friendly E-News

Trouble viewing this email? [Read it online](#)

Age-Friendly E-News



Minister's Seniors Service Awards 2023 Nominate Today! Deadline to Submit: November 15, 2023

The Minister's Seniors Services Awards honour the contributions that Albertans, organizations and businesses make to improve the lives of Alberta's seniors.

All around us, there are countless examples of individuals, nonprofit organizations and businesses stepping up in new and innovative ways to ensure seniors have the supports they need. Take a moment to submit a nomination to celebrate their achievements. Maybe for a business who introduced a special service for seniors? Perhaps an organization came up with an innovative way to deliver services? Or to recognize a senior community builder, or an organization that has worked collaboratively to deliver services to seniors?

Since 1998, the Minister's Seniors Service Awards have celebrated Albertans that go the extra mile to support seniors. This year marks the 25th anniversary of the awards, making it a great year to submit your nominations for Individuals, Businesses and Nonprofit Organizations who support seniors in Alberta.

This year, the Special Service Award will go to a recipient that strives to promote healthy aging through innovative programs or services supporting seniors' education, employment, food security, income, housing, social inclusion, and access to affordable health services.

The deadline to submit nominations is November 15. It is easy to submit a nomination either [online](#), or by [using the fillable form](#). For more information about the Minister's Seniors Service Awards and to nominate an outstanding Albertan, please visit alberta.ca/MSSA.



Website



E-mail

For a print-friendly version click on "Read it online" at the top of the page.

Alberta Seniors, Community and Social Services
600-10405 Jasper Avenue
Edmonton Alberta T5J 4R7
Canada

This email is intended for aboffice@albertabeach.com.

[Update your preferences](#) or [Unsubscribe](#)

delivered by
Campaigner

53

Alberta Beach Village Office

From: ASVA Exec Director <summervillages@gmail.com>
Sent: October 27, 2023 11:07 AM
To: Kathy Krawchuk (execdirector@asva.ca)
Cc: Mike Pashak
Subject: Silent Auction Donations to the Association of Summer Villages of Alberta



Good morning,

On behalf of the Executive and Board of Directors for the ASVA, we are so thankful for your ongoing support of donating silent auction items to our Association's Annual Conference. Your generous donations for our silent and live auctions played a key role in the success of our Conference, and we look forward to your continued participation. We could not have done this without you.

As a not for profit organization, your kindness and support has enabled ASVA to continue hosting our Annual Conferences and allows us to carry on being an advocate for our 51 Summer Villages throughout Alberta. We hope that you will continue to be part of our journey.

Thank you again for your loyal and generous donation!

Sincerely,

Kathy Krawchuk
Executive Director
Association of Summer Villages of Alberta
780-236-5456
execdirector@asva.ca
www.asva.ca

54

14.h

cc: Council.

Alberta Beach Village Office

From: david.ives@firerescueinternational.net
Sent: November 2, 2023 12:26 PM
Cc: 'Shari Ives'
Subject: Frist 6-months Statistics
Attachments: ORFS 2023 6 Month PPT Presentation.pdf

Member Municipalities:

Please find attached a PDF version of the 2023 first six-months of ORFS statistics. There will also be a link on or FaceBook page to the full PPT with timings shortly. Please feel free to use some of this info in your newsletters and share a link to our website / Facebook page too.

**FIRE RESCUE
INTERNATIONAL**
A NON PROFIT ORGANIZATION
OPERATING AS:
**ONOWAY
REGIONAL FIRE
SERVICES**

2023 FIRST 6 MONTHS presentation
January 1, 2023 – JUNE 30, 2023



CALLS



JANUARY 1, 2023 – JUNE 30, 2023

143 CALLS



MEDICAL ASSIST:
87



MOTOR VEHICLE
COLLISIONS:
18



ALARMS:
5



STRUCTURE FIRE:
3



VEHICLE FIRE:
3



WILDLAND FIRE:
18



ELECTRICAL HAZARD:
1



SMOKE
INVESTIGATION:
2



WATER RESCUE:
2



HAZMAT:
4

CALLS BY MUNICIPALITY

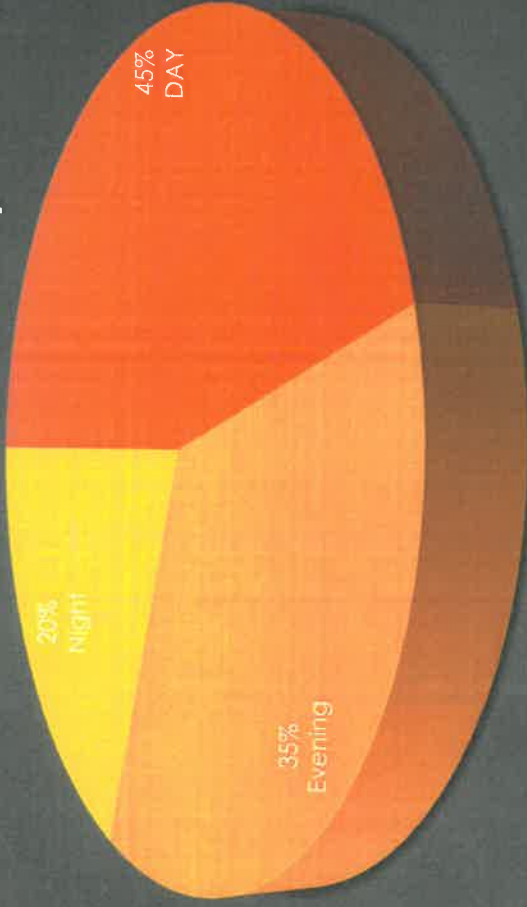
Calls by Municipality (YTD)	#	%
ON - Onoway	54	38%
AB - Alberta Beach	31	22%
SP - Sunset Point	10	7%
VQ - Val Quentin	3	2%
SS - Silversands	1	1%
SV - Southview	1	1%
NP - Nakamun Park	1	1%
YS - Yellowstone	3	2%
RH - Ross Haven	0	0%
CI - Castle Island	0	0%
LSAC - Lac Ste. Anne County	35	24%
Other Deployments	4	3%
Total	143	100%

CALLS BY TIME OF DAY

Calls by Time of Day (YTD)	#	%
Day 0800-1600	65	45%
Eve 1600-2400	50	35%
Night 2400-0800	28	20%
Total:	143	100%

AVERAGE TIME OF DAY CALLS OCCUR

2023 First 6 Months Calls by Time of Day



Daytime ■ Evening ■ Night Time ■

Day: 0800-1600

Evening: 1600-2400

Night: 2400-0800

CALLS BY TYPE

Calls by Type (YTD)	#	%
Medical	87	61%
MVC	18	13%
Vehicle Fire	3	2%
Structure Fire	3	2%
Outside Fire	18	13%
Residential Alarm	5	3%
Commercial Alarm	0	0%
Electrical Hazard	1	1%
HAZMAT	4	3%
Citizen Assist	0	0%
Smoke Investigation	2	1%
Water Rescue	2	1%
Total:	143	100%

AVERAGE CHUTE TIME

Time of dispatch to time first unit leaves
station (FIRST 6 MONTHS OF 2023)

2.2 MINUTES



CHUTE TIMES FROM 2016 TO NOW



AVERAGE RESPONSE TIME

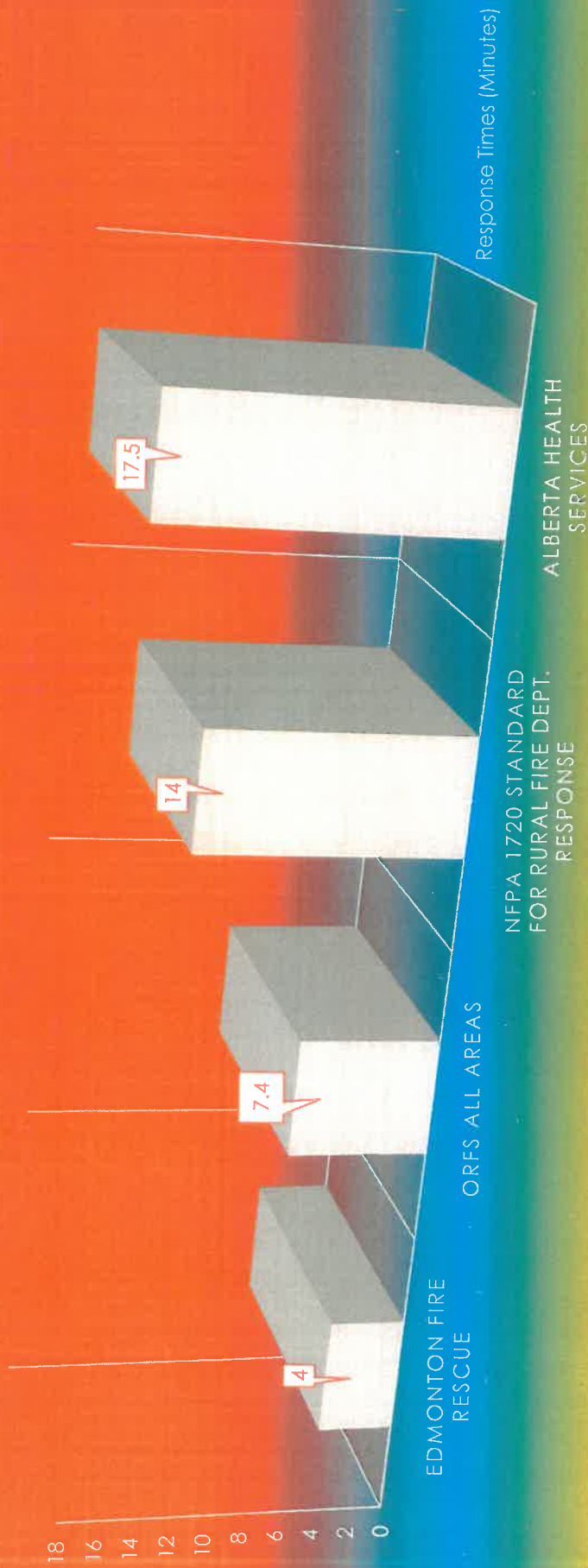


Time of dispatch to time first unit on scene
for all areas
(FIRST 6 MONTHS OF 2023)

7.4 MINUTES

2023 FIRST 6 MONTHS RESPONSE TIMES

■ Response Times (Minutes)

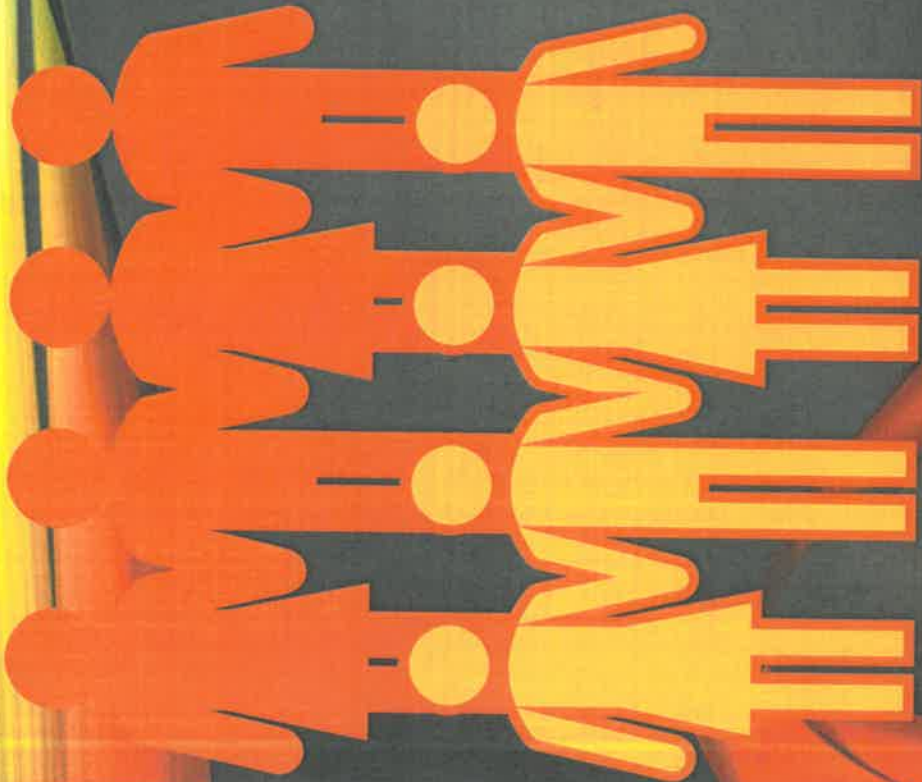


5 AVERAGE STRENGTH ON SCENE

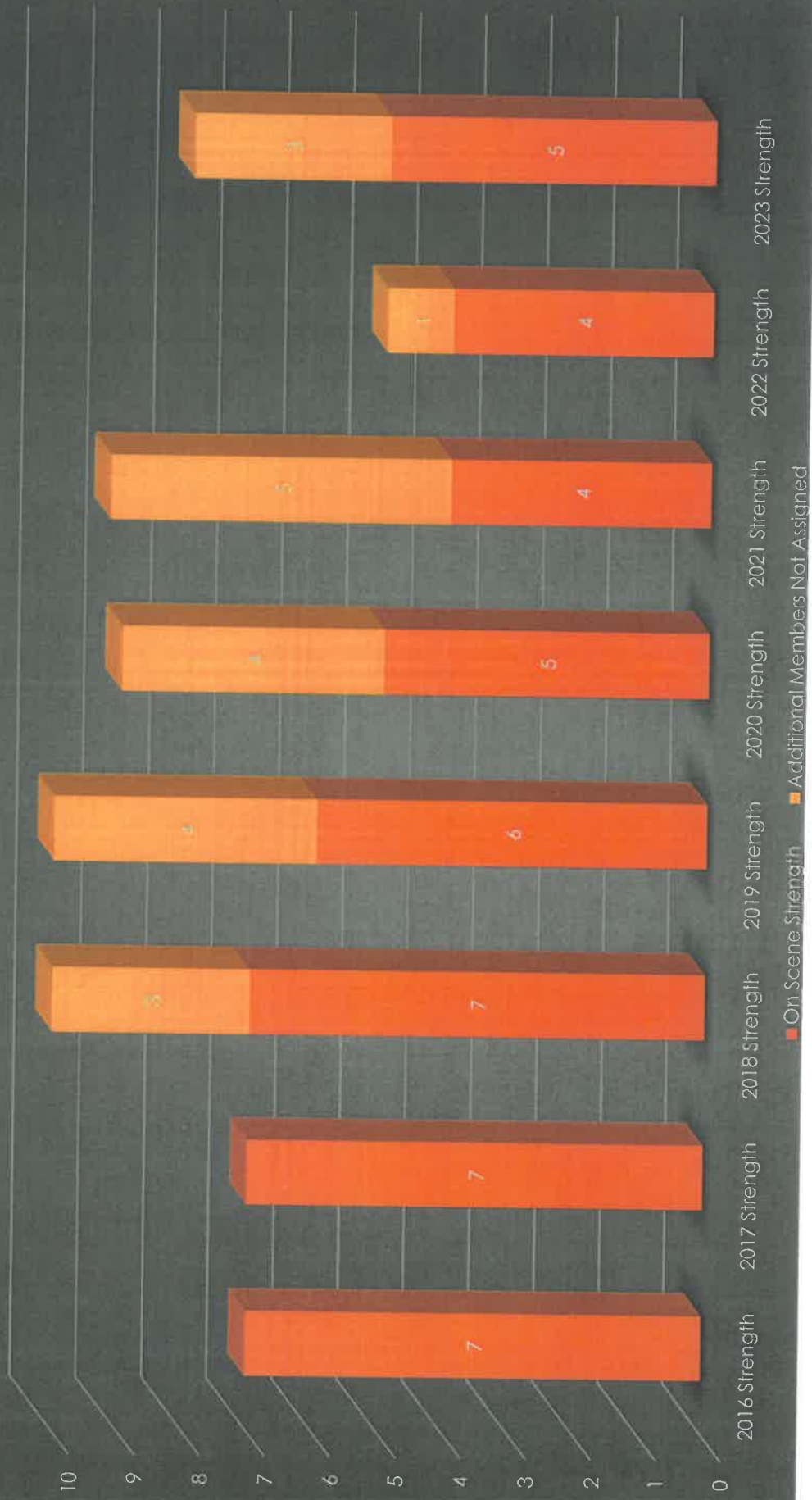


8

AVERAGE
NUMBER
OF
MEMBERS
ON CALL

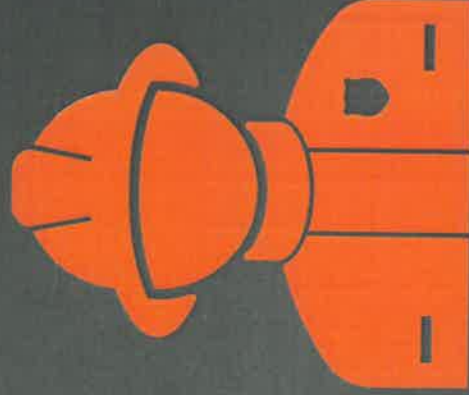


STRENGTH



CURRENT STRENGTH

52



- 3 Local Volunteer Paid On Call (POC) Firefighters
- 4 Students (POC) in waiting
- 0 Non-Local Paid On Call (POC) Firefighters
- 8 Career/Leadership/Admin
- 16 Fulltime Firefighters
- 21 Auxiliary Firefighters

NOTE:

- ALL full time hybrid members volunteer their time for training and respond to all calls like any regular Paid on Call (POC) Firefighter
- These firefighters are brought into the call area by our sister industrial company for safety standby work in remote locations. While waiting for work out in the field these members live on station and respond to calls alongside our local POCs.

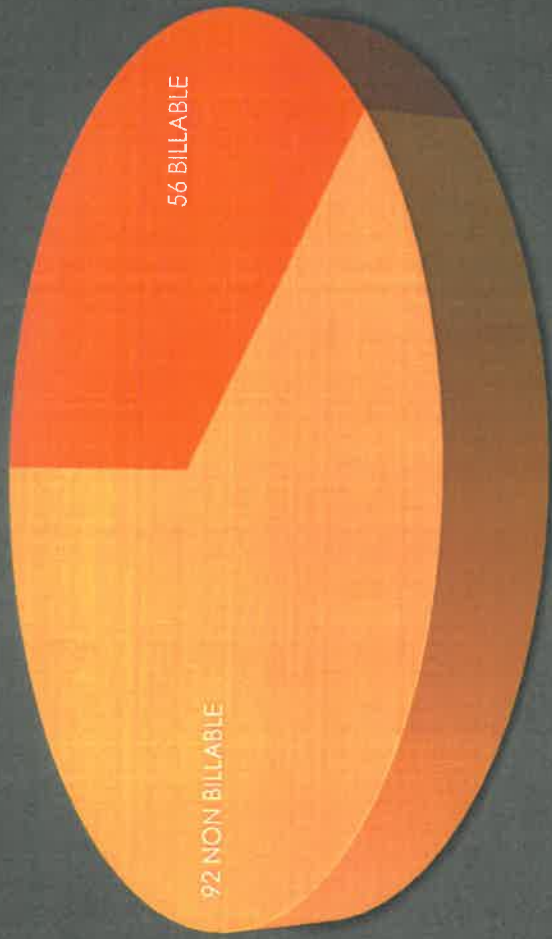


INDUSTRIAL
SAFETY
STANDBY
MEMBERS

Long story short,

**THESE MEMBERS ARE NOT PAID
TO BE ON CALL OR TO LIVE ON
STATION**

BILLABLE VS NON-BILLABLE CALLS

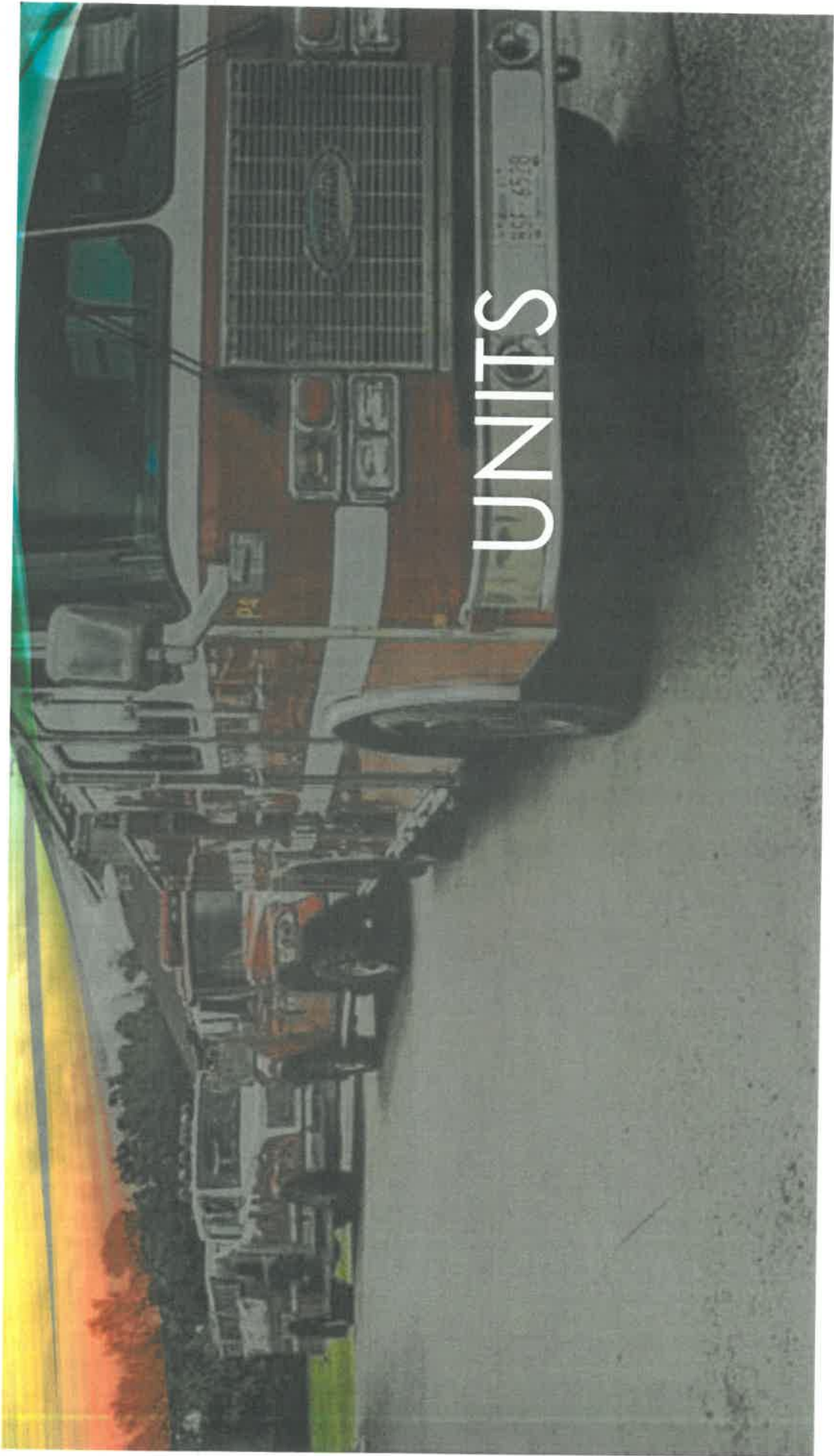


■ Billable Calls ■ Non Billable Calls



CERTIFIED TRAINED BY PROVIDED BY CANADIAN FIRE RESCUE COLLEGE

- NFPA 1001: Professional Firefighter Levels 1 & 2
- NFPA 1072 (472): Hazmat Awareness & Operations
- NFPA 1002: Driver Operator
- NFPA 1002: Pump Operator
- NFPA 1051: Wildland Firefighter
- NFPA 1006: Rope Technician
- NFPA 1021: Fire Officer Levels 1, 2, 3, & 4
- NFPA 1041: Fire Instructor Levels 1 & 2
- First Aid (Red Cross)
- Flag Person (Alberta Construction Safety Association)
- H2S Alive (Energy Safety Canada)
- ICS 100
- ICS 200
- WHMIS
- TDG
- AND MORE!



PUMP 2 SUPERIOR MUNICIPAL FIRE ENGINE FRONTLINE APPARATUS



PUMP 2

NFPA 1901 Compliant

750 Gallon Booster Tank

1250 GPM Pump

Class A+B Foam Cells

Rescue Struts

Traffic Control Kit

STARS Landing Zone Kit

Trauma Kit

Airway Kit

AED

Jaws Of Life

Thermal Imaging Camera
(TIC)



PUMP 3 ROSENBAUER MUNICIPAL FIRE ENGINE FRONTLINE APPARATUS



- PUMP 3**
- NFPA 1901 Compliant
- 1000 Gallon Booster Tank
- 1250 GPM Pump
- Class A+B Foam Cells
- Traffic Control Kit
- STARS Landing Zone Kit
- Trauma Kit
- Airway Kit
- AED
- Jaws Of Life
- Thermal Imaging Camera (TIC)

RAPID ATTACK F-450 CLASS 3 FIRE ENGINE FRONTLINE APPARATUS



RAPID ATTACK (RAP ATTACK)

500 Gallon Booster Tank

125 GPM Pump

40 Gal A Foam System

Wildland Kit

Rope Rescue Kit

First Aid Kit



CHARLIE 1 GMC YUKON FRONTLINE LIGHT RESPONSE TRUCK



CHARLIE 1

Traffic Control Kit

STARS Landing Zone Kit

Trauma Kit

Airway Kit

AED



CHARLIE 3 CHEVROLET SILVERADO

CHARLIE 3

Traffic Control Kit

STARS Landing Zone Kit

Trauma Kit

Airway Kit

AED



SECOND LINE TRUCKS

Pump 1



Tender 1



Gator (N2)



**FREIGHTLINER
MUNICIPAL FIRE
ENGINE**

PUMP 1

NFPA 1901 Compliant
3rd Annual Pump Cert

- 1000 Gallon Booster Tank
- 1050 GPM Pump
- Class A Foam Cell
- Class B Foam Educator
- Traffic Control Kit
- STARS Landing Zone Kit
- Trauma Kit
- Airway Kit
- AED
- Jaws Of Life

**TYPE 7 WILDLAND
ENGINE**

Gator (N2)

- 100 Gallon Tank
- 65 GPM Ranger Pump
- Wildfire Kit



**FORD WATER
TENDER**

Tender 1

- 2000 Gallon Booster Tank
- 300 GPM Pump
- First Aid Kit
- Traffic Cones
- Kitted for Wildland/Urban
Interface Fires

SUPPORT VEHICLES & EQUIPMENT

N4, N5, N23
3 Industrial
Fire/Shower Trucks
1000 Gallon Tanks
Foam Eductor
A/B Foam
Decon Showers
First Aid Kit

N7, N17, N19, N21
4 Mobile Treatment Centres
(MTC)
Medical Treatment Room
Full Basic Life Support Trauma
Bag
Airway Bag (O2, Masks etc.)
Automated External Defibrillator
(AED)
STARS site Landing Kit
Spine Board & Stokes Basket

D1, D3, N14, N16, N17, N18
6 Air Trailers
Full Air Cascade System
Able to fill Self
Contained Breathing
Apparatus (SCBA) on
location
2 Otis Air Monitoring Systems
Stand alone system that monitors
for H2s
If system detects H2s or Low Level
Explosive Limits (LELs) the system
will alarm (air horn) flash lights
indicating what location sensor
went off



COMING SOON



PUMP 4: FRONT LINE FIRE ENGINE
(EXPECTED IN 2024)



TENDER 2: FRONT LINE
WATER TRUCK
(EXPECTED IN 2025)



NEW CHARLIE ONE
(EXPECTED IN 2026)

GREATEST TRIUMPH OF 2023 DEPLOYING TO MANY REGIONS IN ALBERTA TO HELP WITH WILD FIRES

- Fire Rescue International O/A Onoway Regional Fire Services helped out with many raging wildfires around our communities
- ORFS still maintained it's staff on station for the 911 calls unrelated to wildfire
- ORFS was deployed on several wildfire campaigns
- ORFS offered help to Kelowna as well when wildfires ripped through their communities-we were on standby for them as well as other communities in BC



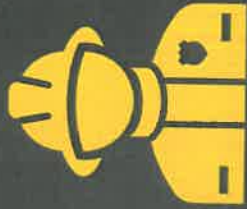
HIRING VOLUNTEER/PAID ON CALL FIREFIGHTERS!

Help people in need, become a valued member of the community, be part of something bigger than yourself, become.... A FIREFIGHTER!

All citizens who are accepted into our fully accredited training program will be taught how to fight fires, rescue entrapped victims, and provide emergency medical care to those in need.

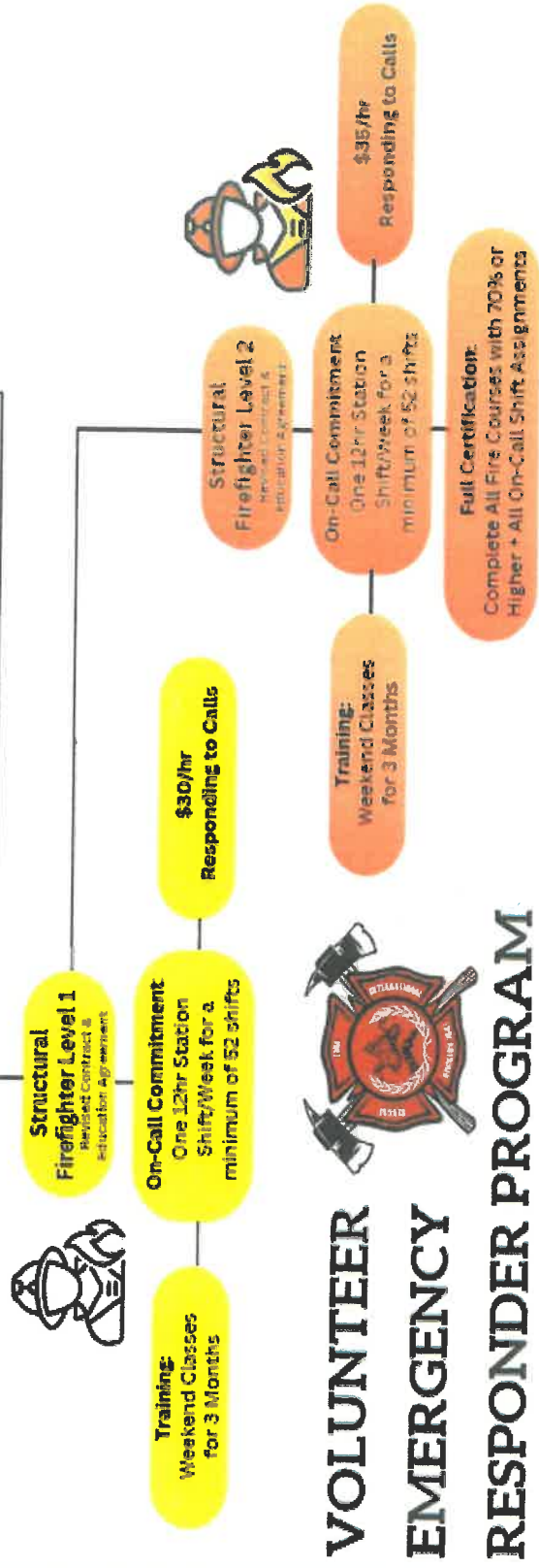
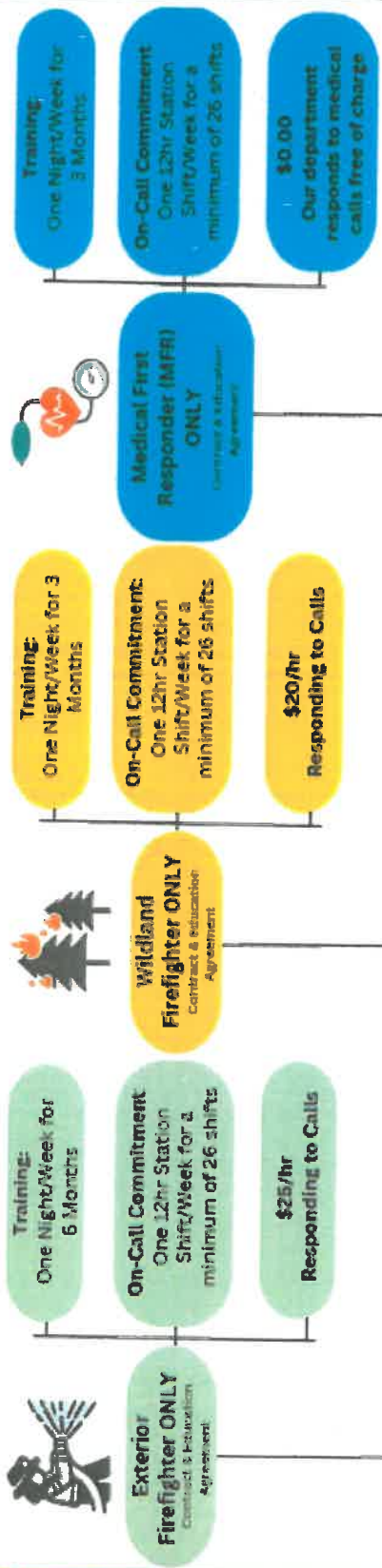
**MAKE A DIFFERENCE IN YOUR CAREER, LIFE
AND COMMUNITY.**

**SUBMIT YOUR RESUME AND COVER LETTER
TODAY!**



info@firerescueinternational.net

Or Call 780-777-4688 for more information



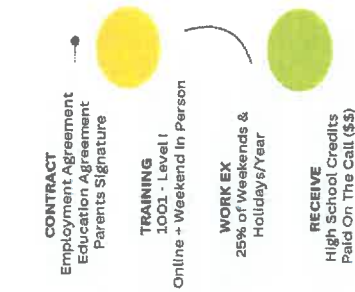
VOLUNTEER EMERGENCY RESPONDER PROGRAM

FIRE RESCUE

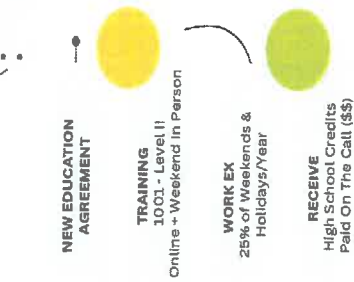
INTERNATIONAL'S

Junior Firefighter

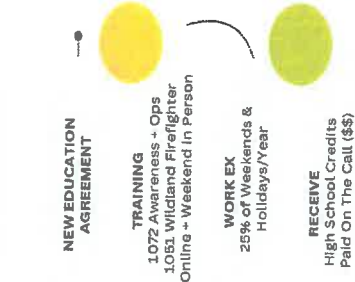
Program



NEW EDUCATION AGREEMENT



NEW EDUCATION AGREEMENT



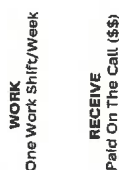
FULL CERTIFICATION

- Complete all fire courses with 70% or Higher
- 1001-LI, 1001-LII, 1072 Awareness + Ops, 1051 Wildland Firefighter

CONTINUE EMPLOYMENT CONTRACT



CONTINUE EMPLOYMENT CONTRACT



**FIRE RESCUE
INTERNATIONAL
/ ONOWAY
REGIONAL FIRE
SERVICES**

The courage to go in, the
knowledge to get back out!



(4.1)

aboffice@albertabeach.com

From: FUS Emailer <OptaFUSEmailer@verisk.com>
Sent: October 23, 2023 2:59 PM
To: contacts@fireunderwriters.ca
Cc: gabriela.banyi@verisk.com
Subject: Petition in support of Bill C-310_Pétition en appui au projet de loi C-310 - Le SIAI_FUS
Attachments: Petition in support of Bill C-310_Pétition en appui au projet de loi C-310 - Le SIAI_FUS.pdf

Dear CAO,

Fire Underwriters Survey supports Canada's volunteer firefighters, our first responders. To continue protecting lives and property and ensuring a minimum level of public fire safety in Canada, we strongly invite you to add your voices to this wake-up call initiative of the Canadian Association of Fire Chiefs.

Thank you,

Fire Underwriters Survey

À l'attention du directeur général,

Le Service d'inspection des assureurs incendie appuie les pompiers à temps partiel, nos premiers répondants. Pour continuer à assurer une sécurité incendie publique minimale au pays et protéger nos vies et nos biens, nous vous invitons ardemment à joindre vos voix à ce cri d'alarme, en appuyant cette initiative de l'Association canadienne des chefs de pompiers.

Merci.

Le Service d'inspection des assureurs incendie

This email is intended solely for the recipient. It may contain privileged, proprietary or confidential information or material. If you are not the intended recipient, please delete this email and any attachments and notify the sender of the error.

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Fire Underwriters Survey supports Canada's volunteer firefighters, our first responders

To continue protecting lives and property and ensuring a minimum level of public fire safety in Canada, we strongly invite you to add your voices to this wake-up call initiative of the Canadian Association of Fire Chiefs

71% of firefighters in the Country are part-time, that's more than 90,000 firefighters. This essential profession no longer attracts these valiant workers we desperately need, because of their low pay, if any. It is only their passion that motivates them: **Protecting our communities**. But that's no longer enough in today's inflationary world. Their remuneration often consists of an annual tax credit of \$3,000 when they fight a minimum of 200 hours per year. And when they exceed that threshold, the tax credit decreases!!

Please take a minute to sign this petition proposed by the Canadian Association of Fire Chiefs to the Government of Canada <https://cafc.ca/page/Bill-C310-Petition> to support Bill C-310's amendments to the Income Tax Act to increase the amount of the tax credit from \$3,000 to \$10,000.

Petition in Support of Volunteer Firefighters and Search and Rescue personnel

Advocacy » National Issues for the Fire Service » Petition in Support of Bill C-310



Petition in Support of Bill C-310:
An Act to Amend the Income Tax Act
(Volunteer Firefighting and
Search and Rescue Volunteer Tax Credit)

Pétition à l'appui du projet de loi C-310 :
Loi modifiant la Loi de l'impôt sur le revenu
(services de pompier volontaire et
de volontaire en recherche et sauvetage)

Click here to view and sign the e-petition



Pour la version en français, veuillez appuyer ici



CANADIAN ASSOCIATION
OF FIRE CHIEFS

ASSOCIATION CANADIENNE
DES CHEFS DE POMPIERS

<https://www.cbc.ca/news/canada/new-brunswick/volunteer-firefighter-shortage-new-brunswick-1.6865721>

<https://globalnews.ca/news/9754788/canada-firefighter-shortage-recruitment/#:~:text=But%20the%20number%20of%20volunteers,census%20report%20for%202022%20showed>



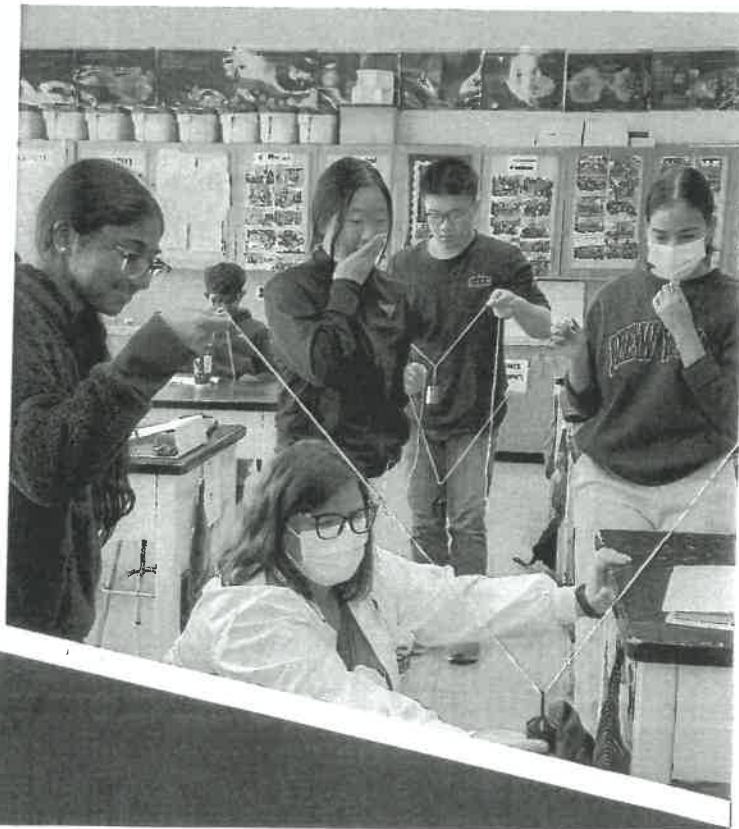
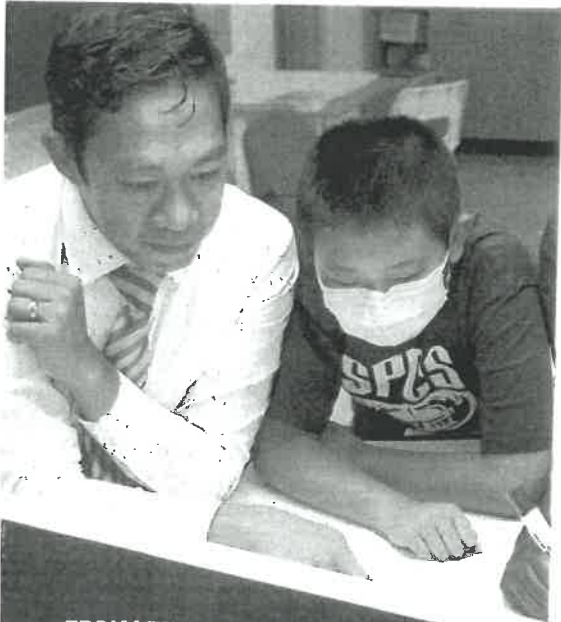
2024 PRIME MINISTER'S AWARDS

NOMINATE AN EXCEPTIONAL EDUCATOR TODAY!



- Teaching Excellence
- Teaching Excellence in Science, Technology, Engineering and Math (STEM)
- Excellence in Early Childhood Education

VISIT
CANADA.CA/PM-AWARDS
#PMAWARDS



FROM LEFT TO RIGHT:
Gerard Lewis, 2022 Certificate of Excellence Recipient, Toronto, Ontario
Sarah Torrie, 2022 Certificate of Excellence Recipient, Toronto, Ontario

Alberta Beach Village Office

cc: Bruce

From: hwy43waste@xplornet.com
Sent: November 14, 2023 9:31 AM
To: publicworks@ansn.ca; aboffice@albertabeach.com; daniel.paul@paulfirstnation.com; 'Jessica Snyder'; edmdispatch@gflenv.com; 'Monique Perrott'; cao@rosshaven.ca; 'Standstone Waste & Water Services Ltd.'
Subject: Holiday hours

Good morning,

Our holiday hours for December/January will be as follows:

- Saturday December 23rd- CLOSED
- Sunday December 24th CLOSED
- Monday December 25th- CLOSED
- Tuesday December 26th- CLOSED
- Monday January 1st-CLOSED

Happy holidays 😊

Kristy Maka

Highway 43 East
Waste Commission
780-967-3466

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Alberta Beach Village Office

From: Cindy Suter <csuter@lsac.ca>
Sent: October 27, 2023 11:34 AM
Subject: 2023 Organizational Meeting Results
Attachments: Organizational Meeting Appointments 10242023.pdf

Good morning,, please see the attached results from our October 24, Organizational Meeting. The terms of Reeve and Deputy Reeve have changed from 1 year to 2 years.

Thank you.

Cindy Suter

Legislative & Support Services Supervisor

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

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

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LAC STE. ANNE COUNTY

October 24, 2022

To whom it may concern:

Re: Lac Ste. Anne County 2023/2024 Committee Appointments

Reference is made to our recent Organizational Meeting held on October 24, 2023. Please find attached a list of all representatives and appointments of the County Council, as approved at this organizational meeting.

Also, please note that our Reeve and Deputy Reeve have remained the same, Reeve Joe Blakeman and Deputy Reeve Nick Gelych. These appointments are for a two (2) year term.

If you have any questions, please contact the undersigned.

Yours truly,

Mike Primeau, MBA, CLGM
County Manager

CC: Municipal Affairs
 MLA Shane Getson
 Village of Alberta Beach
 Town of Onoway
 Town of Mayerthorpe
 County of Barrhead No. 11
 Sturgeon County
 Parkland County
 Yellowhead County
 Woodlands County
 Summer Villages of:

Westcove	Yellowstone
Birch Cove	Silver Sands
South View	Castle Island
Sunrise Beach	Nakamun Park
Sunset Point	Ross Haven
Val Quentin	Sandy Beach

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	A	B	C	D	E	F	G	H
Committee	Olsvik Div. 1	Gelych Div. 2	Vaughan Div. 3	Lovich Div. 4	Blakeman Div. 5	Bohnet Div. 6	Giebelhaus Div. 7	
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	A	B	C	D	E	F	G	H
34								
35								
36	Committee	Olsvik	Gelych	Vaughan	Lovich	Blakeman	Bohnet	Giebelhaus
37		Div. 1	Div. 2	Div. 3	Div. 4	Div. 5	Div. 6	Div. 7
38			Deputy Reeve			Reeve		
39		Lorne Olsvik	Nick Gelych	George Vaughan	Kevin Lovich	Joe Blakeman	Ross Bohnet	Lloyd Giebelhaus
40	Onway IDP Committee	x	x					
41	Onway Regional Medical Clinic Board of Directors	x						
42	Peter Trynchy Airport Committee				x		x	x
43	Provincial Ag. Services Board Rep. (Endorsed by the County)						x	
44	Rural IDP Committee - local Councillor							
45	Shop Committee - Council as a Whole	x	x					
46	Ste. Anne Emergency Response Center				x		x	x
47	Ste Anne Regional Lake Use Committee (SARLUC)						x	x
48	Ste Anne Regional Trail Use Committee (SARTUC)			x	x			
49	Sturgeon River Watershed Alliance (SRWA)			x	x			x
50	Swede Moren Park Committee				x			
51	Upper Athabasca Watershed Alliance			x				
52	Villeneuve Landing Network		x					x
53	West Inter Lake District (WILD) Water Commission							
54	Yellowhead Regional Library (public member)	x						

We want to inform you that the message below is a duplicate of an email that was mistakenly copied to an RMA Insurance contact list earlier this morning. This was due to a human error, and we take full responsibility for it. We have verified that the message was not sent to anyone outside the RMA Insurance membership and that it did not include any confidential information. We value your privacy and trust, and we are taking steps to prevent this from happening again. Thank you for your understanding and cooperation.



Dear valued member,

As the RMA Insurance leadership team finalizes negotiations with our insurance partners for the upcoming renewal, we wanted to take a moment to acknowledge the factors that have impacted our organization (and yours) this year and share the steps we are taking to adapt, so we can better support you.

This has been another year of significant issues, from wildfires, floods, droughts, and other natural disasters, to general inflation across all industries. At home and abroad, we have seen increases in all areas, including cost of living, building materials, and more. Some of the specific items impacting our negotiations include:

- Wildfires in Alberta, British Columbia, Northwest Territories, and even Hawaii
- Hailstorms, tornados, hurricanes, and other natural disasters across Alberta and North America
- Claims experience of the RMA Insurance program
- Inaccurate or erroneous property values

Wildfire Response

Unfortunately, 2023 has been the worst wildfire season on record, due to dry conditions and hotter-than-usual temperatures. Our RMA Insurance staff are currently researching tools that will aid subscribers in dealing with wildfires. We are looking into financial assistance to cover expenses incurred when dealing with wildfires. We also hope to aid in protecting municipal insured assets so that local firefighting teams can focus attention elsewhere.

Property Values

At RMA Insurance, we ensure that property appraisals are conducted on our entire portfolio approximately once every six years. This process begins with the highest-valued properties and

gradually covers our entire book of business. Typically, this comprehensive project spans a duration of three years to finalize. We will be restarting this appraisal process in the coming year.

Cyber

With the ever-changing cyber landscape, we are always investigating unique approaches to ensure you, our members, can source the coverage you need. This year, we will be offering increased cyber limits through Genesis. Watch your inbox for additional information on this exciting program enhancement and specific requirements which could affect your participation.

Negotiation Process

This renewal, we expect to limit insurance rate increases to 5 – 7%. We will also try to ensure that inflationary increases will remain the same as in 2022, with property holding at 7%, and heavy equipment holding at 15%. We have factored inflation into the past few years and will continue doing so in the future. It is a priority of ours to ensure that we regularly review of the values on your schedules.

If you have any questions or concerns, please do not hesitate to contact us.

Despite any challenges that may arise, we want to emphasize that we are firmly dedicated to being part of your team. Our commitment is unwavering, and we will continue to deliver exceptional service and the most competitive pricing possible, taking all relevant factors into account. We appreciate your continued support and trust in RMA Insurance.

Sincerely,

Mallory Gray

Manager of Member Services

587.671.0191

mallory@RMAinsurance.com

For more information, visit: RMAinsurance.com



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November 1, 2023

VILLAGE OF ALBERTA BEACH TA20

Attention: Chief Administrative Officer or Official Responsible for Insurance

RE: RMA Insurance Annual Insurance Renewal

We are pleased to present you with a copy of your insurance renewal documents for the 2023 – 2024 year.

Although the insurance market continues to be a difficult one, it appears to have stabilized. However, catastrophic losses continue to have the potential to negatively impact the re-insurance market, which could have a trickle-down effect on our market. Carriers are no longer focused on large increases to insurance rates and restricting coverage. Their focus this year is on modest increases and current economic issues such as supply chain and inflation. Of these, the most important issue is inflation in terms of construction costs and heavy equipment values. The industry continues to see increases in construction costs as high as 25% and heavy equipment as high as 40%. As accurate replacement cost value is critical to programs such as ours, this will affect premiums this year. Despite these conditions, RMA Insurance is pleased that we have been able to balance inflationary increases and modest rate increases to lessen the financial impact on our subscribers. This is once again due to our reliable partnerships and the strength of Genesis Reciprocal. Our core products (property, liability, and auto) will see smaller or no increases. Our rates remain among the most competitive in the industry.

Renewal of Insurance Policies Effective November 1, 2023

Several of your policies are due for renewal at this time. We are happy to enclose all documents applicable to these policies within the same package. The main features of this renewal that we would like to bring to your attention are as follows:

A. PROPERTY INSURANCE

Coverage

Genesis was able to limit property rates (used to calculate premiums) to only a small increase. In addition to the rates, the year-over-year property premium is affected by changes to schedules, claims experience, and inflationary changes to building values.

This year, our property program continues to use a claims experience portion of the premium calculation. Genesis property insurance subscribers will either increase or decrease in premium due to their negative or positive claims experience. This modifier is capped at +/- 25%. This premium modification aims to be premium neutral, where no additional premiums are collected rather than just shifted between members depending on their loss experience.

Once again, this year, your Property Insurance Invoice includes coverage for losses due to Terrorism. This is typically excluded from traditional commercial property insurance. Please contact your RMA Insurance representative if you have any questions regarding this coverage.

Property Values

This year, all buildings increased by 7% in value due to increased building costs, and Heavy Equipment saw a 15% increase applied to units newer than 2018 based on inflation and supply chain issues.

The two Statements of Values enclosed should be reviewed to ensure that they are correct and meet your needs:

- ♦ **Schedule of Property Locations and Values insured as of November 1, 2023**
- ♦ **Schedule of Heavy Equipment Items insured (if applicable) as of November 1, 2023**

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B. LIABILITY INSURANCE

The rates used to calculate the Liability premium will see a slight reduction this year. It should be noted that this renewal marks the third year of a claims-rated premium for Genesis liability coverage. This means that members with more claims will see premiums reflecting their loss history. We encourage all members to review their liability limits purchased and, if higher limits are required, don't hesitate to get in touch with your RMA Insurance representative to discuss options. Once again, like Property, you will notice your total Liability premium invoiced includes protection against being held liable for damages resulting from terrorist acts.

Coverage for Cyber Liability is included within the Genesis General Liability, as is the premium associated with this risk.

C. AUTO INSURANCE

Once again, our Auto Insurance Program will continue with the same model as last year, where the mandatory coverage will be underwritten with Aviva Canada. At the same time, the physical damage portion will be provided internally by Genesis-Property Reciprocal. However, because of rising claims costs, this, too, will see a modest premium increase.

D. BOILER AND MACHINERY INSURANCE (EQUIPMENT BREAKDOWN)

This year, Boiler & Machinery will also see a very small increase due to our program's recent loss experience. The enclosed Boiler & Machinery Certificate of Insurance summarizes the cover provided by this policy.

This relatively minor policy covers the same buildings and contents as denoted on your Schedule of Property Locations and Values insured as of November 1, 2023. Coverage is purchased through an outside insurance company, Royal & Sun Alliance, rather than self-insured within the Genesis-Property Reciprocal arrangement because the risks are not commensurate with those in our self-insurance property pool.

E. ENVIRONMENTAL IMPAIRMENT LIABILITY INSURANCE (if issued)**F. MISCELLANEOUS PROPERTY FLOATER (MPF) INSURANCE (if selected by you as being applicable)****G. BOND & CRIME INSURANCE- a slight increase in premium and deductible due to program claims.****H. VFIS – All other policies renew as is****I. AVIATION LIABILITY (if issued) - a slight increase in premium due to program claims****Enclosures**

For each Policy, we are enclosing the following documents:

1. **Renewal Certificates** – 12 Month term from November 1, 2023– November 1, 2024
2. **RMA Insurance Invoices** – 12 Month term from November 1, 2023– November 1, 2024
3. **Statements of Values** (for Property, Equipment, Auto, Bond & Crime, Misc. Property)



If you have any questions or concerns about any of these documents, please do not hesitate to contact either your Member Service Representative as below, Risk Advisor, or myself.

Christine Morris – 825.319.2240 Alpha split; A-G

Ulan Sango – 780.955.4079 Alpha split, E-L

Kerry Dutton, CIP – 780.955.4088 Alpha split; M-R

Debbie Depeel, CAIB – 780.955.4086 Alpha split; S-Z

We would kindly ask that you remit payment in full for the full 12-month renewal premium amounts requested, within thirty (30) days of your receipt of this correspondence.

Thank you for your continued membership with RMA Insurance. We truly are stronger together.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Craig Pettigrew".

Craig Pettigrew,
General Manager of Insurance
craig@RMAinsurance.com

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14.n

Alberta Beach Village Office

From: Marlene Walsh <marlenehwash@gmail.com>
Sent: October 28, 2023 10:56 AM
To: Alberta Beach Village Office; Matt Ferris; Cindy Suter
Subject: ORGANIZATIONAL MEETING - SUMMER VILLAGE OF VAL QUENTIN, OCTOBER 18, 2023
Attachments: VAL QUENTIN ORGANIZATIONAL MEETING OCTOBER 18, 2023.docx.pdf

Good Morning

Attached are the Organizational Meeting Minutes for the Summer Village of Val Quentin.

Thank you

Marlene Walsh
Chief Administrative Officer
Summer Village of Val Quentin
Phone: (780) 668 3182
email: cao@valquentin.ca

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**MINUTES OF THE ORGANIZATIONAL MEETING OF COUNCIL
OF THE SUMMER VILLAGE OF VAL QUENTIN
IN THE PROVINCE OF ALBERTA,
HELD ON WEDNESDAY, OCTOBER 18, 2023
AT SUNSET POINT MULTI PURPOSE FACILITY
IN THE SUMMER VILLAGE OF SUNSET POINT, AB
COMMENCING AT 7:00 P.M.**

ATTENDANCE

Councillor Kathy Dion
Councillor Alan Christainsen
Councillor Roger Montpellier (Via Zoom)
Municipal Administrator Marlene Walsh (Via Zoom)
Shantelle Walsh
DEM Janice Christainsen
Dave R. McLennan, Resident (Via Zoom)

CALL TO ORDER

The meeting was called to order at 7:05 p.m. by Municipal Administrator Marlene Walsh.

**ACCEPTANCE OF
AGENDA**

The Agenda for the meeting, was accepted as presented by Deputy Mayor Alan Christiansen.

Res. #77 23-10-18

CARRIED

**ELECTION OF
MAYOR:**

Res. #78 23-10-18

Councillor Roger Montpellier nominated Kathy Dion for the position of Mayor. No other nominations were presented. Nominations ceased. Kathy Dion was declared Mayor of the Summer Village of Val Quentin.

CARRIED

**ELECTION OF
DEPUTY MAYOR:**

Res. #79 23-10-18

Councillor Roger Montpellier nominated Alan Christiansen for the position of Deputy-Mayor. No other nominations were presented. Nominations ceased. Alan Christiansen was declared Deputy-Mayor of the Summer Village of Val Quentin.

CARRIED

Mayor Kathy Dion took over the chair of the meeting.

**APPOINTMENT OF
COMMITTEE
APPOINTEE'S**

Highway 43 Regional Waste Commission

Deputy-Mayor Alan Christiansen

Alternate: Councillor Roger Montpellier

Tri Village Regional Sewer Services Commission

Deputy-Mayor Alan Christiansen

Councillor Roger Montpellier

West Inter Lake District Regional Water Commission

Deputy-Mayor Alan Christiansen

Alternate: Councillor Roger Montpellier

Yellowhead Regional Library Appointee

Mayor Kathy Dion

Alberta Beach Library Appointee

Mayor Kathy Dion

Emergency Management Committee Agency Appointee

Councillor Roger Montpellier

Alternate Kathy Dion

Director of Emergency Management

Janice Christiansen

Onoway Regional Medical Clinic

Councillor Roger Montpellier

Alternate: Mayor Kathy Dion

Beachwave Park

Mayor Kathy Dion

Alternate: Councillor Roger Montpellier

ASVA Committee

Mayor Kathy Dion

Summer Villages Lac Ste Anne County East (SVLSACE)

All

Public Works
Councillor Roger Montpelier
Deputy-Mayor Alan Christiansen

Parks Committee
All

Trail Committee
Councillor Roger Montpelier
Deputy-Mayor Alan Christiansen

Development Authority
Development Officer Tony Sonnleitner

ACP Water Distribution Committee
Mayor Kathy Dion
Councillor Roger Montpelier

Res. #80 23-10-18

Moved by Mayor Kathy Dion that Council accept
and approve the appointments. **CARRIED**

**APPOINTMENT OF
MUNICIPAL AUDITOR**
Res. #81 23-10-18

Moved by Mayor Kathy Dion that Council
appoints the accounting firm of Seniuk & Co. Chartered
Accountants as the Municipal Auditor. **CARRIED**

**APPOINTMENT OF
MUNICIPAL
LEGAL COUNCIL**
Res. #82 23-10-18

Moved by Mayor Kathy Dion that Council
appoints the law firm of Reynolds Mirth Richards &
Farmer LLP as the Municipal Legal Council. **CARRIED**

**APPOINTMENT OF
FINANCIAL
INSTITUTE**
Res. #83 23-10-18

Moved by Mayor Kathy Dion that Council
appoints the Royal Bank of Canada as the Municipal
Financial Institute. **CARRIED**

OFFICIAL OFFICE
Res. #84 23-10-18

Moved by Mayor Kathy Dion that Council appoints

91 Waverley Crescent,
Spruce Grove, AB T7X 1P3
as the Official Municipal Office.

CARRIED

REGULAR MEETING
OF COUNCIL

Res. #85 23-10-18

Moved by Mayor Kathy Dion that Council set the third Wednesday of the month at 7:00 pm at the Sunset Point Office.

CARRIED

SIGNING
AUTHORITY
Res. #86 23-10-18

Moved by Mayor Kathy Dion that any 2 of 3 Council Members or the Chief Administrative Officer and 1 Council Member have signing authority.

CARRIED

ADJOURN

Having no further business, Mayor Kathy Dion adjourned the meeting at 7:21 p.m.

These minutes approved this 18th day of October 2023.

Mayor Kathy Dion

Municipal Administrator Marlene Walsh

14.0

Alberta Beach Village Office

cc: Council

From: shelleyk@onoway.ca
Sent: November 1, 2023 4:02 PM
To: AB Beach Administration
Cc: Jennifer Thompson (CAO Onoway)
Subject: 2024 Proposed ORFS Rates
Attachments: FRI FIRE RATES 2024.pdf; AB Beach-2024 Proposed Rates ORFS Partners.pdf

Alberta Beach Administration,

Please provide the attached Letter and Fire Service Rate Schedule to Mayor and Council.

Best Regards, and should you have any questions at this time certainly let us know.

ONOWAY
HUB OF THE HIGHWAYS

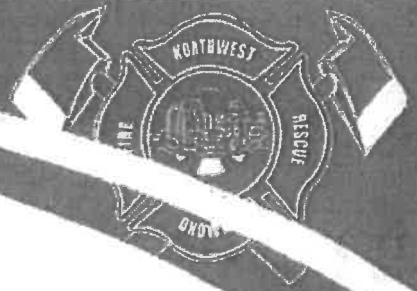
www.onoway.ca

Follow

Shelley Klein
Administrative Assistant

780-967-5338
shelleyk@onoway.ca
Town Office: 4812-51 Street
Mail: Box 540 Onoway, AB T0E-1V0

110



Town of Onoway
Box 540
Onoway AB T0E 1V0

October 1, 2023

Attention: CAO,

Thank you for choosing Fire Rescue International for your community Fire & Rescue needs for 2024. We have enjoyed a wonderful working relationship with the surrounding communities as North West Fire Rescue-Onoway and look forward to the continuation of our working relationship in 2024 as Fire Rescue International.

Please be aware our 2024 rates will be increasing by 6.5 % as per the 2022 Alberta Annual Inflation rate.

The following rates will be effective January 1, 2023.

Yearly Standby Rate: \$287,780.03
Yearly Consumables: \$16,375.95
Pumper Rate Per Unit: \$340.64
Tender Rate Per Unit: \$170.30
Rap Attack Rate Per Unit: \$231.25
Command Rate Per Unit: \$164.23
KM Per Pump: \$3.04
KMs Per Tender \$3.04
KMs Per Rap Attack: \$2.43
KMS Per Command: \$1.69
Additional Fire Fighter Rate Per Unit: \$71.89

Should you have any questions or concerns please do not hesitate to reach out to Chief David Ives.

Sincerely,

Fire Chief David Ives

111



TOWN OF ONOWAY

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

November 1, 2023

Alberta Beach
 Via e-mail: aboffice@albertabeach.com

Dear Mayor and Council,

Oneway Regional Fire Services received the 2024 Fee Structure from Fire Rescue International (NWFR.)

At this time the Oneway Regional Fire Service member municipalities have accepted the Proposed 2024 Budget for Information. We are unable to provide a final budget at this time. Please note the yearly Consumable amount is a voluntary payment, and the members present chose to maintain 2023 Consumable rate of \$15,376.48

For your reference the table below outlines the 2023 Standby Rates, with the Proposed 2024 Standby Rates, and the variance between the 2 years. Annual rate increases are determined utilizing the most recent year of the posted Alberta Annual Inflation Rate in this case 2022.

		2023 Rate \$270,215.99 (3.189% increase as per 2021 Alberta Annual Inflation Rate)	2024 Rate \$270,215.99 (6.500% increase as per 2022 Alberta Annual Inflation Rate)	\$ Variance
NWFR Contract				
Oneway	20%	\$53,060.56	\$56,509.50	\$3,448.94
Alberta Beach	29%	\$79,682.65	\$84,862.02	\$5,179.37
Silver Sands	11%	\$28,651.10	\$30,513.42	\$1,862.32
South View	4%	\$10,521.59	\$11,205.49	\$683.90
Yellowstone	5%	\$14,244.61	\$15,170.51	\$925.90
Nakamun Park	6%	\$15,377.71	\$16,377.26	\$999.55
Val Quentin	7%	\$18,543.66	\$19,749.00	\$1,205.34
Castle Island	1%	\$2,386.81	\$2,541.95	\$155.14
Sunset Point	10%	\$27,999.09	\$29,819.03	\$1,819.94
SSB Bible Camp (10%)				
Ross Haven	7%	\$19,748.22	\$21,031.85	\$1,283.63
	100%	\$270,215.99	\$287,780.03	\$17,564.04

We are committed to providing a final budget as soon as practicable, but wished to advise municipalities of the 6.5% increase from Fire Rescue International. Please find (FRI) correspondence notification of 2024 rates attached.

Best Regards,

Jennifer Thompson
 Jennifer Thompson
 Chief Administrative Officer
 cao@onoway.ca

14.9

Alberta Beach Village Office

From: debbie@onoway.ca
Sent: November 9, 2023 3:17 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; Dave Ives
Subject: Town of Onoway Organizational Meeting
Attachments: TOWN -OF-ONOWAY-ORGANIZATIONAL-MTG.pdf

Good Afternoon: Attached is the list of Council appointments to Commissions, regional boards and local Boards made during Onoway's October 26, 2023 Organizational Meeting. Please share with your respective Councils.

Thank you.

ONOWAY
HUB OF THE HIGHWAYS

www.onoway.ca

Follow

Debbie Giroux
Administrative Assistant

780-967-5338
 debbie@onoway.ca
 Town Office: 4812-51 Street
 Mail: Box 540 Onoway, AB T0E-1V0

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Town of Onoway

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

November 7, 2023

Town of Onoway Organizational Meeting – October 26, 2023

Council of the Town of Onoway held their organizational meeting on October 26, 2023. The results of the Organizational Meeting are:

Mayor	Lenard Kwasny
Deputy Mayor	Lisa Johnson
Councillor	Bridgitte Coninx
Councillor	Robin Murray
Councillor	Sheila Pockett

COMMISSION APPOINTMENTS:

Capital Regional Assessment Services Commission

- Councillor Robin Murray as representative and Deputy Mayor Lisa Johnson as alternate

Highway 43 East Waste Commission

- Mayor Lenard Kwasny as representative and Deputy Mayor Lisa Johnson as alternate

West Inter Lake District (WILD) Regional Water Services Commission

- Councillor Robin Murray as representative and Councillor Bridgitte Coninx as alternate

REGIONAL BOARD APPOINTMENTS:

Lac Ste. Anne East End Bus Society

- Councillor Robin Murray as representative and Deputy Mayor Lisa Johnson as alternate

Yellowhead East Community Futures

- Councillor Robin Murray as representative and Councillor Bridgitte Coninx as alternate

Lac Ste. Anne Foundation

- Mayor Lenard Kwasny as representative

Yellowhead Regional Library Board

- Councillor Bridgitte Coninx as representative

Economic Development Committee/Partnership Committee

- Councillor Bridgitte Coninx and Councillor Robin Murray as representatives and Councillor Sheila Pockett as alternate

Community Policing Advisory Committee (CPAC)

- Deputy Mayor Lisa Johnson as representative and Councillor Sheila Pockett as alternate

Onoway Regional Medical Clinic / Physician Recruitment Retention Committee

- Councillor Bridgitte Coninx as representative and Councillor Sheila Pockett as alternate

North Saskatchewan Watershed Alliance

- Councillor Bridgitte Coninx as representative; Public Works Manager to the Technical Committee

Town of Onoway Organizational Meeting Appointments – Page 2

Onoway Regional Fire Services

- Deputy Mayor Lisa Johnson as representative and Councillor Sheila Pockett as alternate; Chief Administrative Officer or designate to attend

Emergency Management/ Disaster Services Committee

- Deputy Mayor Lisa Johnson and Councillor Bridgitte Coninx as representatives

LOCAL BOARD APPOINTMENTS:

Town of Onoway Library Board

- Councillor Bridgitte Coninx and Councillor Sheila Pockett as representatives

Region 1 Recreation and FCSS Board

- Council as a Whole

Onoway and District Chamber of Commerce

- Councillor Bridgitte Coninx as representative and Councillor Sheila Pockett as alternate

Onoway Beautification Committee

- Councillor Sheila Pockett as representative and Councillor Bridgitte Coninx as alternate

Onoway and District Agricultural Society (ODAS) - (Arena)

- Councillor Bridgitte Coninx as representative and Deputy Mayor Lisa Johnson as alternate

Onoway Facility Enhancement Association (OFEA) – Community Hall

- Councillor Robin Murray as representative and Deputy Mayor Lisa Johnson as alternate

Onoway and District Historical Guild

- Deputy Mayor Lisa Johnson as representative and Councillor Robin Murray as alternate

Regional Wastewater Line Committee

- Mayor Lenard Kwasny as representative, Deputy Mayor Lisa Johnson as alternate and CAO Thompson to the Technical Committee

Regional Trail Committee

- Deputy Mayor Lisa Johnson and Councillor Bridgitte Coninx as representatives

Onoway Economic Development and Tourism Committee

- Mayor Lenard Kwasny and Deputy Mayor Lisa Johnson as representatives

Onoway Interagency Committee

- Mayor Lenard Kwasny and Deputy Mayor Lisa Johnson as representatives

MISCELLANEOUS COMMITTEE APPOINTMENTS:

Inter Municipal Development Plan Negotiating Committee

- Councillor Bridgitte Coninx as representative and Councillor Sheila Pockett as alternate

Highway 43 Functional Planning Study – Technical Review Committee

- Councillor Bridgitte Coninx as representative and Deputy Mayor Lisa Johnson as alternate

November 2023

Alberta Beach Active 50+ Club
5012 49 Avenue
Alberta Beach, T0E 0A0

To Whom it Concerns,

Our 50+ club is going to be hosting a community Christmas event on December 16 this year. At our club, through the many activities we offer to the community, we help folks foster new friendships and strengthen the bonds of community belonging. We are proud of our activities and community social events.

We are looking for donations of door prizes to offer folks at this event. We would like to encourage your participation, as you can help us make the event special and further strengthen community bonds. Of course, we will be happy to advertise our donors in this effort. We will make sure our members see a donors list at the December event.

We appreciate your consideration of this request and look forward to working with you! As we need to work with a deadline, we are suggesting a phone call to follow up this written request. We would like to come and pick up any donation you make on November 24. Once again, our thanks.

Sincerely,



Cydney Henderson & Helene Malo, Directors
50+ Club of Alberta Beach

RECEIVED
NOV 1, 2023

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Alberta Beach Village Office

From: WCWA Racing <wcvracing@gmail.com>
Sent: November 2, 2023 9:08 AM
To: aboffice@albertabeach.com
Cc: Ryan
Subject: WCWA Jetski Event 2024

Good morning,

Again, we want to thank you for the opportunity to put on our jetski event at the pier in Alberta Beach this past summer - it was a great weekend for everyone. We are starting to plan for the 2024 season and would like to do it all over again at Alberta Beach!

Do you approve of us hosting another race event in August 2024? Potential dates are August 10-11 or August 24-25, 2024.

Regards,
Morgan Sieben
306-291-1711

--
Western Canadian Watercross Association
www.wcwa-online.ca



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RFD – REQUEST FOR DECISION

Date:

November 21, 2023

To:

Alberta Beach Council

From:

CAO Kathy Skwarchuk

Topic:

ACP Grant Application for Land Use Bylaw Updates & Strategic Planning

Background:

At previous joint meetings with the Summer Villages of Sunset Point and Val Quentin the Council's had discussed the possibility of applying for a joint application to the ACP Program (Alberta Community Partnership) for funding to update our land use bylaws as well as complete strategic planning. At the last joint meeting of the three Councils', the SV of Sunset Point advised they have directed their CAO to make application and invited Alberta Beach and Val Quentin to participate and partner in their application

Request:

For Council's consideration in approving participation in an ACP Grant Application with the Summer Village of Sunset Point and Val Quentin for Land Use Bylaw Updates and Strategic Planning

Benefit:

This would benefit Alberta Beach, Sunset Point and Val Quentin in providing updates to our land use bylaws and providing some consistency within those bylaws as well as completing strategic planning for our municipalities.

Attachments:

ACP Grant Guidelines

Recommendation:

That Council approve the following motion:

that Alberta Beach Council approve to participate in an ACP Grant Application with the Summer Villages of Sunset Point and Val Quentin for the purpose of completing Land Use Bylaw Updates and Strategic Planning and further that Council approves that the Summer Village of Sunset Point act as the managing partner for the grant.

2023-24 Alberta Community Partnership

Program Guidelines



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2023/24 Alberta Community Partnership Program Guidelines | Municipal Affairs

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2023/24 Alberta Community Partnership Program Guidelines

1. Guidelines

These guidelines are intended to assist applicants in completing Alberta Community Partnership (ACP) applications and financial reporting requirements for the program year. Before applying, applicants should consider both the general program information supplied in the main part of the guidelines and the component-specific information in the schedule(s).

2. Program Highlights

- Intermunicipal Collaboration (IC) project eligibility is focused on projects that result in regional municipal service delivery foundations or frameworks that align with broader regional or municipal priorities and initiatives. This can include new or enhanced regional emergency management frameworks, regional plans for emergency preparedness or disaster mitigation, and regional growth plans. (See Schedules 1A and 1B).
- IC evaluation criteria continue to reflect a strong focus on project outcomes and regional benefits. Additional information is available to assist in completing a high-quality IC application.
 - Application questions enable the partnership to expand on project details, benefits to the region, and how the project addresses the needs and circumstances of the partnership.
 - Schedule 1B includes information to consider when drafting responses.
- Successful IC funded projects will continue to receive an initial payment of 75 per cent of the grant, with the remainder released upon project completion and the submission of satisfactory reporting.
- The Municipal Internship (MI) component continues with having a standard 18-month term for all three internship streams (Administrator, Finance Officer, and Land-Use Planner).
- It is the responsibility of the Grant Recipient to monitor reporting due dates and ensure the timely submission of all required reporting.
- The status of Statement of Funding and Expenditure (SFE) submissions can be viewed at ACP Online (ACPO) (see main guidelines section 4).
 - Email notification of SFE certification will no longer occur, however Grant Advisors will continue to follow-up on SFEs that require additional clarification or that report a variance.

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3. Key Dates and Contacts

ACTIVITY	TIMELINE	QUESTIONS? CONTACT
Project Application Submission	<p>Municipal Internship October 1, 2023.</p> <p>Intermunicipal Collaboration October 2, 2023.</p> <p>Municipal Restructuring January 15, 2024.</p> <p>Mediation and Cooperative Processes & Strategic Initiatives February 1, 2024.</p>	<p>Call a Grant Advisor at 780-422-7125 (toll-free 310-0000), or email acp.grants@gov.ab.ca</p>
Statement of Funding and Expenditures (SFE)	Due within 60 days of project completion date identified in the conditional grant agreement.	<p>Call a Grant Advisor at 780-422-7125 (toll-free 310-0000), or email acp.grants@gov.ab.ca</p>
Communication and Project Recognition	Please contact the Minister's Office at least 15 working days prior to an event or communication related to an ACP funded project.	Please refer to section 15, Communications and Project Recognition Requirements, for additional information.

Contact Information

Alberta Municipal Affairs

Grants and Education Property Tax Branch
 Alberta Community Partnership Program
 15th Floor, Commerce Place
 10155 - 102 Street
 Edmonton AB T5J 4L4
 Phone: 780-422-7125 (toll-free: 310-0000)
 Email: acp.grants@gov.ab.ca

4. Submission Method

4.1 Alberta Community Partnership Online (ACPO)

ACPO is available through MACconnect. ACPO gives municipalities the ability to:

- create, edit, and submit ACP applications online;
- view and track the status of ACP applications;
- view agreement, payment, and reporting summary information for projects funded under ACP or the former Regional Collaboration Program (RCP);
- create, edit and submit ACP amendment requests; and
- create, edit, submit and track the status of ACP SFEs.

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Municipalities that already use MACConnect can request staff access to ACPO through the municipality's MACConnect Stakeholder Administrator. The Stakeholder Administrator is the person delegated to manage access to applications in MACConnect on behalf of the municipality through the MACConnect Stakeholder Agreement.

All current Stakeholder Administrators are able to submit an electronic request through their MACConnect dashboard to grant a staff member access to ACPO. If the municipality needs to assign another Stakeholder Administrator, a request can be emailed to ACPOaccess@gov.ab.ca.

Municipalities that do not have access to MACConnect will need to enter into a Stakeholder Agreement before requesting access to ACPO. The Stakeholder Agreement can be requested by emailing to ACPOaccess@gov.ab.ca or contacting 780-644-2413 (toll-free in Alberta by first dialing 310-0000). Once the Stakeholder Agreement has been signed and returned to Municipal Affairs, the municipality will be able to request access to ACPO through their designated Stakeholder Administrator.

An ACPO help guide is available on the ACP program website at: www.alberta.ca/alberta-community-partnership.aspx.

Municipalities are encouraged to confirm MACConnect and ACPO access in advance of all application deadlines to ensure there are no technical issues preventing a project submission.

5. Program Objective

The objective of the ACP program is to improve the viability and long-term sustainability of municipalities by providing support for regional collaboration and capacity building initiatives.

The ACP program is designed to support municipalities in attaining the following key program outcomes:

- new or enhanced regional municipal services;
- improved municipal capacity to respond to municipal and regional priorities; and
- effective intermunicipal relations through joint and collaborative activities.

6. Funding Components

Project funding is administered under five distinct funding components. Information regarding specific objectives, eligibility criteria, and other conditions for each component are found in Schedules 1-5.

Intermunicipal Collaboration (IC) (Schedule 1A)	<ul style="list-style-type: none">• Develop regional plans, service delivery frameworks, and establish regional service delivery efficiencies.
Municipal Restructuring (MR) (Schedule 2)	<ul style="list-style-type: none">• Explore regional governance and minimize costs associated with municipal restructuring processes such as amalgamation, dissolution, or viability reviews.
Mediation and Cooperative Processes (MCP) (Schedule 3)	<ul style="list-style-type: none">• Resolve intermunicipal conflict through dispute resolution alternatives and/or develop processes and protocols to enhance municipal collaboration.
Municipal Internship (MI) (Schedule 4)	<ul style="list-style-type: none">• Provide recent post-secondary graduates with the opportunity to develop knowledge, skills, and experience so they may pursue careers in municipal administration, finance, or land-use planning and help build the capacity of Alberta's municipal sector.
Strategic Initiatives (SI) (Schedule 5)	<ul style="list-style-type: none">• Support for initiatives that align with provincial priorities and address intermunicipal needs of strategic significance.

7. Eligibility Requirements

7.1) Eligible Applicants

APPLICANT TYPE	FUNDING COMPONENTS
Municipalities (cities, towns, villages, summer villages, municipal districts, specialized municipalities, Special Areas)	All*
Improvement Districts	IC, MCP, and SI
Metis Settlements	IC, MCP, and SI
Townsite of Redwood Meadows Administration Society	IC, MCP, and SI
Edmonton Metropolitan Region Board and Calgary Metropolitan Region Board	MI Land-Use Planner and SI
Municipally controlled planning service agencies	MI Land-Use Planner

* Eligibility to apply under the MI streams is dependent on municipal population (see Schedule 4).

First Nations are eligible to participate under the IC component as non-managing, formal project partners on IC project applications. A band council resolution is required to confirm project participation.

The Minister may vary any program criteria, such as eligibility and application requirements, to respond to the Government of Alberta and Municipal Affairs' priorities.

7.2) Contributions to Other Entities

Ineligible entities under the ACP include individuals, for-profit corporations, not-for-profit organizations, regional service commissions (excluding planning commissions), intermunicipal entities, and municipal subsidiary corporations (for-profit and not-for-profit).

Successful applicants may contract these entities to conduct project activities. In these instances, the contracted entity is not considered a project partner, and the applicant remains responsible for the use of the funds, achieving project outcomes, and reporting on activities related to the approved project.

7.3) Eligible Projects

Eligible project information is provided in the component schedules.

7.4) Ineligible Expenses

The following expenses are ineligible for all components:

- existing and ongoing operational costs;
- floodway mapping costs;
- costs already funded under other grant programs; and
- Goods and Services Tax (GST).

8. Application Process

8.1) Project Application

A separate application form is required for each project submission.

Project applications can be submitted any time prior to the deadline(s) specified in section 3.

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Applications submitted through ACPO contain a certification statement to be completed by the authorized user, and do not require the submission of a signed hard copy application.

8.2) Review and Approval Process

Each project application submitted to Municipal Affairs will be reviewed to ensure it meets the requirements outlined in these guidelines. Once a project is assessed, a recommendation is forwarded to the Minister of Municipal Affairs.

All decisions by the Minister are final.

Applicants will be advised in writing of the status of their submission, and a list of successful projects will be posted annually to the program website.

Project applications submitted under the IC component will be evaluated based on criteria outlined in Schedule 1B, with scores assigned based solely on the information provided in the application. Applicants should ensure all relevant sections of the form are completed, as incomplete applications may result in a lower score relative to other submitted applications. Funding decisions will be made by March 31 of the program year.

It is anticipated that municipalities will be advised of project funding status in writing, typically within 10 to 12 weeks following submission, or by the end of the program year.

9. Funding Agreement and Amendment Process

9.1) Conditional Grant Agreement (CGA)

Following the Minister's approval of a project, successful applicants must enter into a CGA with Municipal Affairs. The CGA sets out the terms and conditions for the grant funding. This includes project start and end dates, project scope, grant payment conditions, and reporting requirements.

9.2) Amending an Agreement

If the project scope or time period to use grant funds change after project approval, a formal amendment request must be made to consider any changes to the existing agreement. An Amendment Request Form is available through ACPO. The amendment request should be submitted prior to the CGA project completion date and must provide detailed rationale to support consideration of the amendment request. Project amendments are granted at the discretion of Municipal Affairs based on an assessment of the rationale for the amendment. Questions regarding scope and time changes can be directed to a Grant Advisor.

Municipal partnerships are strongly encouraged to complete projects by the project completion date identified in the CGA, as established project scope and time parameters align with the original municipal commitment to the project that moves the project forward from planning to implementation.

Program staff work with municipalities to ensure reasonable project timelines are established, but standard completion dates set out in each component's application are expected to be honoured within the spirit and intent of program funding.

10. Time Period to Use Grant Funds

The ACP program year is based on the provincial fiscal year, which commences April 1. Grant funds can be retroactively applied to approved projects beginning April 1, 2023 unless otherwise stipulated in the executed CGA. Project costs will only be considered eligible up to the project completion date established in the CGA.

See component schedules for specific details regarding time periods to use grant funds.

11. Use of Other Grant Funds

ACP grants may be used in combination with funds from other provincial-municipal or federal-municipal grant programs, unless doing so is prohibited by the other program. Using ACP grant funds for costs covered by other programs, as per section 7.4, is not an allowable use of ACP funds.

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If a grant recipient chooses to use multiple grant funding sources for a project, it is their responsibility to understand each grant program's specific funding requirements. ACP funding does not signify broader support for any recommendation or outcome that might result from a project.

More information about specific requirements of provincial-municipal grant programs can be found on the respective program websites, accessible through the Municipal Grants Web Portal at <http://municipalaffairs.alberta.ca/municipal-grants-web-portal>.

12. Requirement for Award of Contract

All calls for proposals or tenders for projects funded under the ACP shall be carried out in accordance with the rules, regulations and laws governing such activities and in accordance with the best current procurement practices. They must also be advertised in accordance with the guidelines of the New West Partnership Trade Agreement (www.newwestpartnershiptrade.ca), and the Canadian Free Trade Agreement (www.cfta-alec.ca/agreement-on-internal-trade) It is the managing partner's responsibility to determine if the project's procurement approach aligns with best practices and obligations under trade agreements.

13. Payment Process and Financial Reporting Requirements

13.1) Payments

ACP payments will be made following legislative approval of the provincial budget, and Ministerial authorization of the component budgets. Payments for approved projects will be made based on the conditions of the CGA. Typically, the grant payment is made within four to six weeks following the execution of the CGA, unless stated otherwise.

13.2) Statement of Funding and Expenditures (SFE)

The grant recipient must submit an SFE for each project. Submission of the SFE is through ACPO and is due 60 days following the project completion date. The SFE summarizes the grant amount received, the actual project costs, grant funding applied, portion of funding provided by other grant programs and municipal sources, and income earned and applied to the project. Income earned on the ACP grant funding becomes part of the funding available to apply to project expenditures.

The SFE must be completed by the Chief Administrative Officer or delegate, who certifies that the grant recipient complies with the terms of the CGA, program guidelines, and administrative procedures. All supporting documentation such as reports, drawings, and invoices for project costs must be retained by the municipalities for a minimum of three years following completion of the project.

The SFE may be subject to review by the Provincial Auditor General.

Additional reporting is required for the MI component (see Schedule 4) and may be required under other components.

13.3) Credit Items

Income earned on deposited or invested ACP grant funds must be reported under Credit Items on the SFE.

The amount of income earned on the funds becomes part of the total grant funding available for the project.

13.4) Calculation of Income Earned

The municipality must maintain separate accounting records for the grant funds.

The municipality is encouraged to invest and earn income on all unexpended grant funds, subject to the provisions of Section 250 of the *Municipal Government Act*.

The amount of income earned on grant funds may be calculated by one of two methods:

- the actual income earned on the funds being held; or
- the estimated (notional) income earned on the funds. For example, multiply the average grant funding balance over one or more months that the grant funds were held in an account by the average interest rate over those months.

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14. Site Visits

Municipal Affairs may selectively meet with municipalities (virtually, or in person) to discuss ACP program delivery, explore suggestions for program improvement, and view completed ACP-funded projects where appropriate.

15. Communications and Project Recognition Requirements

Municipalities may choose to recognize a project milestone through advertising, public information campaigns, or ceremonies and events. If a municipality initiates a communications event related to an ACP-funded project (such as news conference, advertisement in local or national newspaper, news release, celebratory event), they are asked to advise Municipal Affairs of the proposed event a minimum of 15 working days prior to the celebration/launch/event.

News releases should acknowledge the province's contribution and must include a quote from the Minister or other GoA representative as determined by the province. Any advertising of ACP-funded projects should include a reference to the ACP program and the province's contribution.

The municipality should email an invitation including event details and proposed timelines, as well as project information (name of project, grant funding sources) to the Minister's Office's general mailbox at minister.municipalaffairs@gov.ab.ca and copy the grant program area at: acp.grants@gov.ab.ca.

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Schedule 1A – Intermunicipal Collaboration

1. Objective

The objective of the Intermunicipal Collaboration (IC) component is to promote municipal viability by providing support to partnerships of two or more municipalities to develop or enhance regional municipal service delivery plans and frameworks, including establishing regional service delivery efficiencies.

By having regional service delivery plans and frameworks in place, municipalities lay the foundation to move from concept to reality. The plans and frameworks will ensure that:

- roles and responsibilities have been defined;
- participating municipalities are on board with the next step; and
- the partnership knows what it will take in time and resources to get their project off the ground.

2. Eligible Entities

The following entities are eligible grant recipients (managing partners) under the IC component:

- municipalities (cities, towns, villages, summer villages, municipal districts, specialized municipalities, improvement districts, and Special Areas);
- Metis Settlements; and the
- Townsite of Redwood Meadows Administration Society.

First Nations are eligible to participate as non-managing, formal project partners on IC project applications.

3. Eligible Projects

Projects that directly support new or enhanced regional approaches to municipal service delivery are eligible under the IC component. Municipal partnerships are in the best position to consider projects that will provide regional benefit to their residents, businesses, and communities. Partnerships should consider how proposed projects align with broader regional or municipal initiatives, provincial priorities, or legislative regulatory requirements.

Provincial priorities include investment attraction, job creation, efficient public service delivery, and emergency management and disaster mitigation. As such, regional partners may choose to explore regional development and planning, shared service delivery, economic development and growth, emergency preparedness and planning, emergency response, disaster mitigation, or other related projects. New and updated Intermunicipal Development Plans (IDPs), as well as updated Intermunicipal Collaboration Frameworks (ICFs), remain eligible under the IC component.

These IC projects must produce plans, agreements, studies, or frameworks that the partnership can use to determine, establish, or govern integrated or cooperative approaches to municipal service delivery. A municipal service is defined as any activity or work undertaken by, provided for, or on behalf of, a municipality for the purpose of providing good government, facilities or other items that are necessary or desirable to develop and maintain safe and viable communities. Planning is considered a municipal service for the purpose of this component.

A partnership may undertake a regional service planning project in order to determine such factors as the costs, benefits, governance model options, revenue or cost-sharing arrangements, infrastructure priorities or operational requirements for intermunicipal service delivery.

Applications will be reviewed to ensure that the project supports or creates arrangements for cooperative approaches to delivering services within the partnership, and that the project genuinely produces a regional result. If a project appears to benefit only the participants individually or if it is unclear how the project relates to supporting intermunicipal service delivery, the project may be deemed ineligible.

Certain regional projects may be a better fit under other ACP components or grant programs. Please see the table below for examples.

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REGIONAL MUNICIPAL SERVICE DELIVERY – DEVELOPMENT PHASES

PHASE	ELIGIBLE IC PROJECTS ¹	PROJECTS ELIGIBLE UNDER OTHER FUNDING SOURCES
<p>Explore Opportunity To determine if a regional approach to municipal service delivery makes sense.</p>	<ul style="list-style-type: none"> • Regional emergency preparedness, response, and risk mitigation e.g., regional storm water management plan. • Review and establish streamlined regional operational standards. • Asset management. • Evaluate and establish regional development and planning approvals. • Regional service needs or gaps assessment. • Regional service-specific feasibility study. 	<ul style="list-style-type: none"> • Broad exploration of regional governance options (See MR component, Schedule 2). • Facilitator or dispute resolution specialist to prepare regional parties for regional service negotiations (See MCP component, Schedule 3).
<p>Establish Scope Decision tools and guidance documents to determine the best approach to regional service delivery.</p>	<ul style="list-style-type: none"> • Service-specific delivery options. • Regional service delivery expansion studies and needs assessments. • Regional service cost-sharing models. • Regional service-specific business plan or strategy, e.g., regional water engineering business plan or regional transit strategy. • Develop a regional growth plan. • Develop an approach or conduct a review of existing regional services to create operational efficiencies. • Develop a regional Indigenous collaboration strategy. 	<ul style="list-style-type: none"> • Regional governance study and/or business case (See MR component, Schedule 2).
<p>Lay Groundwork Establish formal frameworks and agreements to prepare for implementation of cooperative and integrated services among partners.</p>	<ul style="list-style-type: none"> • Establish or update regional emergency management frameworks. • Establish or update regional business continuity plans. • Legal framework for a regional service delivery authority. • Intermunicipal service sharing agreements (for instance, regional solid waste and recycling governance model and management system). • Develop a regional municipal service delivery business plan. • Conduct a cost and site location analysis. • Establish or update regional municipal service bylaws and service sharing agreements. • Develop a regional communication strategy and materials. • Develop cost- and revenue-sharing models. • New or amended IDPs, updated ICFs, including MDPs developed in support of the above. 	<ul style="list-style-type: none"> • Cost and site location analysis (Municipal Sustainability Initiative – Capital²). • Development of regional frameworks, land-use and other municipal, regional, and statutory plans, service sharing agreements and cost models, communication strategies, and cost and site location analysis (Municipal Sustainability Initiative – Operating²).
<p>Deliver Service Implementation and direct delivery of the regional service.</p>	<p>Capital projects and operating pilots are not eligible.</p>	<ul style="list-style-type: none"> • Facility construction; equipment purchases (Municipal Sustainability Initiative - Capital², Canada Community-Building Fund²). • Set up and ongoing regional service delivery costs (Municipal Sustainability Initiative - Operating²).

¹Projects previously approved under the Alberta Community Partnership can be found at: <https://open.alberta.ca/publications/alberta-community-partnership-approved-projects>

² Information about these programs is available at <https://www.alberta.ca/municipal-affairs-grant-programs.aspx>.

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A) Itemized Expenditure Breakdown

Expenditures should be directly attributable to the project outcomes and may include contract and project management costs.

An itemized breakdown of all expenditure items and estimated project costs must be provided under the Budget section of the application form. The list of estimated project costs should specifically identify the types of consultant activities (e.g. development of specific plans, facilitation of stakeholder consultations, conducting a service inventory, consultant travel expenses, project management), and vendor costs (e.g. advertising, public consultation venue rental, and offsite printing).

If the budget expense item is general or vague, or if it is unclear how an expenditure item relates to the proposed regional service planning or development activities, the expenditure may be deemed ineligible.

B) Ineligible Project Costs

Capital expenditures, such as project expenditures associated with the construction, purchase, or betterment of capital assets or equipment.

Costs associated with the direct implementation or existing and ongoing operational costs related to the delivery of regional or municipal services, including costs associated with:

- hardware or software purchases, installation, or upgrades;
- hosting;
- municipal reimbursements (e.g. travel, meals, per diem);
- office set-up;
- ongoing or regular salary expenses;
- operational service pilots;
- overhead expenses;
- routine or regularly occurring data gathering;
- system updates or maintenance; and
- training.

4. Application Process

Applications under the IC component are due October 2 of the current program year. No applications will be accepted after the due date.

Only one application per managing partner per program year will be considered. If an applicant submits more than one grant application as a managing partner, the first submitted application will be evaluated for funding.

Ensure that all relevant sections of the application form are completed prior to submission, as incomplete applications may result in a lower score relative to other submitted grant applications. The evaluation of your grant application will be based only on the information submitted on the application form. Supplementary documentation will not be reviewed and will not impact the application evaluation and ranking.

5. Grant Amounts

The maximum grant available per project is \$200,000.

6. Component Conditions

Applications under the IC component must involve a partnership of two or more eligible entities, as defined in the Eligible Entities section.

Eligible entities may participate in multiple project partnerships but may only be the managing partner on one IC project per program year.

The managing partner is the partnership member that submits the grant application on behalf of the partnership, enters into the grant agreement, receives and manages the grant funds on behalf of the partnership, and reports to the ministry on project

expenditures and outcomes. All other formal partners are referred to as project participants. The managing partner and project participants must confirm their project involvement through council resolutions or motions. The resolutions or motions should confirm support for their involvement in the project and designate a managing partner.

If all council resolutions or motions are in place, the managing partner **must** certify this on the application form. If council resolutions or motions are passed after the application is submitted, the managing partner must notify Municipal Affairs as soon as possible. Copies of the resolutions or motions are to be retained but do not need to be submitted unless requested by Municipal Affairs.

Projects that have all resolutions in place at the time of submission may be considered more project ready than applicants obtaining resolutions after the application deadline.

7. Payment of Funds

ACP funds will be paid following legislative approval of the provincial budget and is contingent on a Conditional Grant Agreement (CGA) being duly executed.

IC grant funds are provided in phased installments. Seventy-five per cent of funds will be provided following the execution of the CGA. A holdback of twenty-five per cent of the funding will be paid upon submission and certification of the SFE following project completion.

8. Time Period to Use Grant Funds

Grant recipients can retroactively apply grant funds towards approved projects effective April 1 of the program year unless otherwise stipulated in the CGA. No costs incurred prior to April 1 of the program year may be attributed to the grant.

Typically, a default 2-year project completion date will be specified in the CGA to allow sufficient time for the partnership to complete the project. This is the date by which all eligible project costs must be incurred and the use of grant funds expire. If the partnership experiences unforeseen delays that will impact the timely completion of the project, a time extension request for the CGA may be considered.

Municipal partnerships are strongly encouraged to complete projects by the project completion date identified in the CGA, as established project scope and time parameters align with the municipal commitment to the project that moves the project forward from planning to implementation.

Funding that is not expended by the project completion date in the CGA must be returned to the Government of Alberta.

9. Reporting Requirements

The grant recipient must submit an SFE (see main guidelines section 13.2) and may be asked to provide additional reporting on the outcome of the grant.

SFEs must be submitted within 60 days of the project completion date, or sooner if the project is completed prior to the Project Completion date.

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Schedule 1B – Evaluation of IC Applications

IC grant applications will be scored using the following evaluation criteria to establish a primary ranking of projects based on merit and alignment with current program priorities.

While not exhaustive, additional information has been provided in the evaluation criteria that may assist when preparing your application. The application should clearly demonstrate how the project will benefit the unique circumstances and priorities of the regional partnership. It is expected that responses are customized to reflect your specific project, and this will be reflected in scoring.

Funding recommendations will be made by a panel of program staff and may incorporate additional relevant factors such as geographic distribution of funds, past initiative funding, distribution of funds across service areas, and grant program reporting and compliance considerations.

PROJECT OUTCOME

1. Project results in improved level of integrated municipal service delivery for the region.

Maximum points: 25 Corresponding application questions: 1, 2a & 2b

- **High score:** project results in significantly improved level of regional municipal service delivery.
- **Low score:** project has limited impact on the level of regional municipal service delivery.
- When drafting your response, consider:
 - regional service gaps that will be addressed;
 - service delivery efficiencies (cost, resources) expected to be realized, and how they will enhance the scale or scope of service delivery; and
 - details that fully describe the new or enhanced regional municipal service delivery project.

2. Project results provide broader benefits to the partnership.

Maximum points: 20 Corresponding application questions: 2a & 2b

- **High score:** regional strengths and opportunities are leveraged, bringing significant benefit to the partnership and other municipalities and organizations in the region.
- **Low score:** project has limited benefit for participating municipalities.
- When drafting your response, consider:
 - short- and long-term benefits to regional residents, businesses, and communities;
 - how the benefits will be shared among the partners; and
 - outcomes that contribute to economic growth and development or other efficiencies that will be realized within the region.

PROJECT PRIORITY

3. Project has been established as a priority for the region.

Maximum points: 15 Corresponding application question: 3a

- **High score:** project has been identified as a critical priority under a formal initiative (e.g. municipal strategic plan; watershed quality management; economic development; emergency services; red tape reduction).
- **Low score:** priority has not been clearly identified and project does not appear to align with broader regional or municipal plans.
- When drafting your response, consider:
 - project alignment with a regional or provincial priority; and
 - project alignment with legislative or regulatory requirements.

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4. Project funding will help the partnership to resolve capacity-related barriers in order to undertake the project.

Maximum points: 10
Corresponding application question: 3b

- **High score:** the need for project funding is clear. Funding support will enable the partnership to undertake a regional initiative that requires additional expertise or resources beyond the existing capacity of the municipalities.
- **Low score:** grant approval will have a minimal impact on the partnership's current ability to undertake the project.
- When drafting your response, consider:
 - project complexity and immediacy of need; and
 - regional impact if the project is unable to proceed.

PARTNERSHIP AND PROJECT READINESS

5. Regional partners are actively engaged in project delivery and have the fundamentals (such as ICF protocols) in place to support project success.

Maximum points: 15 *Corresponding application questions: 4a & 4b*

- **High score:** project is collaborative and all participating municipalities have the ability to influence project outcomes. Processes are in place to facilitate input into decision-making and resolve conflict.
- **Low score:** project delivery is driven by a third party, and it is unclear how municipal partners will be involved.
- When drafting your response, consider:
 - protocols in place to facilitate partnership engagement;
 - tools to ensure partnership input on decision-making; and
 - dispute resolution processes to resolve potential conflict.

6. Project is well-planned.

Maximum points: 5 *Corresponding application questions: 4c and 4d*

- **High score:** project planning appears completed. There are no significant concerns regarding the partnership's ability to execute the project successfully and achieve the expected benefits.
- **Low score:** insufficient information was provided to determine extent of planning for project delivery.
- When drafting your response, consider:
 - identification of project milestones or phases; and
 - potential risks at each phase, and strategies to mitigate potential issues that may hinder on-time project completion.

PARTNERSHIP BUDGET

7. Project budget estimates are supported.

Maximum points: 10 *Corresponding application question: 5a & 5b*

- **High score:** the basis for the budget estimates and requested grant amount was identified, and project costs appear reasonable.
- **Low score:** insufficient information was provided to determine the basis of estimated project costs and requested grant amount.
- When drafting your response, consider:
 - comprehensive project cost estimates from potential vendors or research on comparable project costs;
 - itemized project costs for each phase of the project; and
 - project costs are linked to scope of work identified under application question 4c.

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RFD – REQUEST FOR DECISION

16.b

Date:

November 21, 2023

To:

Alberta Beach Council

From:

CAO Kathy Skwarchuk

Topic:

Administration services for the Trivillage FCSS Program

Background:

At previous joint meetings with the Summer Villages of Sunset Point and Val Quentin the Council's had discussed the current administration services provided by the Town of Onoway for the FCSS program for the FCSS Trivillage Committee. The consensus at the last joint meeting of the three Councils' was that the Council's would request quotes from the Town of Onoway as well as Wildwillow Enterprises for contracting the administration services for the Trivillage FCSS program for 2024.

Request:

For Council's consideration in approving to request quotes for the administration services for the FCSS Trivillage Committee for the FCSS program for 2024.

Benefit:

This would benefit Alberta Beach, Sunset Point and Val Quentin Council's in determining and budgeting costs for administration services for the FCSS program and further provide consistency in the region in reviewing and approving FCSS funding requests.

Attachments:

Current Terms of Reference for the FCSS Trivillage Committee

Recommendation:

That Council approve the following motion:

that Alberta Beach Council approve to request quotes from the Town of Onoway as well as Wildwillow Enterprises for contracting administration services for the Trivillage FCSS program for 2024.

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**FCSS TRIVILLAGE COMMITTEE
ALBERTA BEACH, S.V. OF SUNSET POINT & S.V. OF VAL QUENTIN
TERMS OF REFERENCE**

PURPOSE: The purpose of this committee is to review the FCSS provincial and municipal funding for the member municipalities; to approve a budget for the FCSS program; and to review and approve funding for the internal and external grant programs/groups.

MEMBERSHIP: 1 member from Alberta Beach Council;
1 member from Summer Village of Sunset Point Council; and
1 member from Summer Village of Val Quentin Council.

**COMMITTEE
CHAIRPERSON:** Alberta Beach Council Representative.

AUTHORITY: Trivillage Regional FCSS Committee approved by each member municipality.

TERM: Ongoing.

**FREQUENCY
OF MEETINGS:** As required or at a minimum of twice a year with meetings typically occurring in March and September.

**SUPPORTING
STAFF MEMBER:** Shelley Vaughan, Town of Onoway Administration.

DATE APPROVED:	Alberta Beach	May 18, 2021	Council Motion #094-21
	S.V. Sunset Point	June 4, 2021	Council Motion #2021-111
	S.V. Val Quentin	May 19, 2021	Council Motion #A21-631

RESPONSIBILITIES:

1. Review the FCSS Provincial & Municipal funding for the member municipalities as well as municipal requests for funding to specific programs/groups;
2. Review and approve a Trivillage FCSS Budget allocating funding to the internal programs/groups and funding to the external programs/groups;
3. Review grant funding applications;
4. Review and approve funding for internal grant programs/groups;
5. Review and approve funding for external grant programs/groups;
6. The FCSS Trivillage Committee will operate on a consensus basis and will have the final approving authority from each member Council.

RFD – REQUEST FOR DECISION

Date:
November 21, 2023

To:
Alberta Beach Council

From:
CAO Kathy Skwarchuk

Topic:
Request for Meeting with Alberta Environment

Background:
At the last joint meeting with the Summer Villages of Sunset Point and Val Quentin the Council's had a brief discussion on the topic of Shoreline Management. The consensus of the Councils was that Alberta Environment be requested to attend a joint meeting with the Councils and administration for the Trivillage partners to address environmental concerns and strategies as well to acquire information on the restrictions for shoreline management.

Request:
For Council's consideration and approval to request a meeting with Alberta Environment and the Council members and administration for Alberta Beach, Sunset Point and Val Quentin.

Benefit:
This would benefit Alberta Beach, Sunset Point and Val Quentin Council's in determining and understanding the restrictions for shoreline management and further provide consistency and clarity in the trivillage area for Council, staff as well as informing our residents and property owners.

Attachments:
N/A

Recommendation:
That Council approve the following motion:

that Alberta Beach Council request a meeting with Alberta Environment and the Council members and administration for Alberta Beach, Sunset Point and Val Quentin and further they be requested to attend the Joint Trivillage Meeting scheduled for February 1st, 2024.