

**ALBERTA BEACH  
REGULAR COUNCIL MEETING  
BEING HELD IN THE ALBERTA BEACH COUNCIL CHAMBERS  
AND BEING HELD ELECTRONICALLY VIA ZOOM  
OCTOBER 21, 2025 AT 7:00 P.M.**

**AGENDA**

1. CALL TO ORDER
2. LAND ACKNOWLEDGEMENT
3. AGENDA ADDITIONS
4. ADOPTION OF AGENDA
5. CONFIDENTIAL – CLOSED MEETING SESSION
6. ADOPTION OF PREVIOUS MINUTES
  - a. Regular Council Meeting of September 16, 2025
  - b. Municipal Planning Commission Meeting of September 16, 2025
7. DELEGATIONS
8. PUBLIC HEARINGS
9. MUNICIPAL PLANNING COMMISSION
10. OLD BUSINESS & CAO REPORT ACTION LIST
11. FINANCIAL REPORTS
  - a. Financial Report of September 30, 2025
12. BYLAWS & POLICIES
13. COUNCIL, COMMITTEES & STAFF REPORTS
14. CORRESPONDENCE – INFORMATION ITEMS
  - a. Alberta Association of Police Governance – Invitation to ADM Address & PRC Update Sept. 29/25
  - b. Alberta Association of Police Governance – AAPG Executive Director Retirement Notice
  - c. Community Futures Yellowhead East – Lemonade Day 2026
  - d. Community Futures Yellowhead East – Alberta Economic Budget Forum & Premier’s Dinner
  - e. Community Futures Yellowhead East – CFYE Municipally Elected Board Information Update
  - f. Connect Mobility – Fiber Internet Update
  - g. CUPW – Upcoming Mandate Review of Canada Post
  - h. Government of Alberta – Property Tax Exemptions for Affordable Housing
  - i. Government of Alberta – Drought and Flood Protection Program
  - j. Lac Ste. Anne County – Fire Services Mutual Aid Agreement – Addendum for Highway Dual Call Out
  - k. Lac Ste. Anne County – Multi Day Emergency Management Functional Exercise
  - l. Lac Ste. Anne County – 2025 Recreation Facility & Program Assistance Grant - Boat Launch
  - m. Lac Ste. Anne County – 2025 Recreation Facility & Program Assistance Grant - Main Beach
  - n. Lac Ste. Anne County – 2025 Recreation Facility & Program Assistance Grant - Ball Diamond
  - o. Police Review Commission – Status Update Sept. 2-15/25
  - p. Police Review Commission – Status Update Sept 30-October 14, 2025
  - q. Summer Village of Sandy Beach – Organizational Chart
  - r. SVREMP – Emergency Management Functional Exercise Postponed
  - s. WILD Water Commission – Member Engagement on Draft Budget 2026
  - t. Yellowhead Regional Library – YRL Draft 2026 Budget and Trustee Appointment Information
15. CORRESPONDENCE – ACTION ITEMS
  - a. Alberta Beach & District Lions Club – Request for Assistance for Sno Mo Days
  - b. Alberta Municipalities – Alberta Beach Group Accident Renewal 2026
  - c. SVREMP – Advisory Committee Meeting Minutes, Proposed 2026 Budget and SOLE Information
16. NEW BUSINESS
  - a. Christmas Light Up Contest
  - b. Grasmere School Christmas Donation
  - c. Christmas Office Hours
  - d. Council & Staff Christmas Lunch
17. QUESTION PERIOD
18. ADJOURNMENT

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**MINUTES OF THE REGULAR MEETING OF COUNCIL  
OF ALBERTA BEACH IN THE PROVINCE OF ALBERTA  
HELD IN THE ALBERTA BEACH COUNCIL CHAMBERS  
AND HELD ELECTRONICALLY VIA ZOOM  
SEPTEMBER 16, 2025 AT 7:00 P.M.**

**PRESENT:**

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

**CALL TO ORDER:**

Mayor Muir called the meeting to order at 7:01 P.M.

**LAND ACKNOWLEDGEMENT:**

Mayor Muir read a Land Acknowledgement Statement as follows:

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

**NATIONAL TRUTH AND RECONCILIATION DAY:**

Mayor Muir read a recognition statement as follows:

Alberta Beach respectfully acknowledges National Truth and Reconciliation Day being September 30, 2025. To recognize and honour the children who never returned home, and the survivors of residential schools, as well as their families and communities.

**AGENDA ADDITIONS:** None.

**ADOPTION OF AGENDA:**

**MOTION #131-25**

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

CARRIED UNANIMOUSLY

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

**ADOPTION OF PREVIOUS MINUTES:**

REGULAR COUNCIL MEETING OF AUGUST 19, 2025:

**MOTION #132-25**

MOVED BY Deputy Mayor Love that the minutes of the Regular Council meeting held on August 19, 2025 be adopted as presented.

CARRIED UNANIMOUSLY

**DELEGATIONS:** None.

**PUBLIC HEARINGS:** None.

**MUNICIPAL PLANNING COMMISSION MEETING:**

MOTION TO ADJOURN MEETING TO HOLD A MUNICIPAL PLANNING COMMISSION MEETING:

**MOTION #133-25**

MOVED BY Mayor Muir that the meeting adjourn to hold a Municipal Planning Commission Meeting at 7:03 P.M.

CARRIED UNANIMOUSLY

**MEETING RECONVENED:**

Mayor Muir reconvened the meeting at 7:21 P.M.

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

ALBERTA BEACH ALLIANCE CHURCH – HISTORICAL STATUS FOR SMALL CHURCH BUILDING:

**MOTION #134-25**

MOVED BY Councillor Elwood that Council approves to issue the property owner being the Western Canadian District of the Christian and Missionary Alliance with Notice of its Intention (NOI) to designate the small church “Our Lady of Victories Catholic Church” at 4503 47 Street as a Municipal Historic Resource and further that as discussed with the members of the Alliance Church, no compensation will be required for any decrease in economic value resulting from the designation of the Municipal Historic Resource.

CARRIED UNANIMOUSLY

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OF ALBERTA BEACH IN THE PROVINCE OF ALBERTA  
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SEPTEMBER 16, 2025 AT 7:00 P.M.**

ACCEPTANCE OF CAO REPORT ACTION LIST:

**MOTION #135-25**

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

CARRIED UNANIMOUSLY

**FINANCIAL REPORTS:** None.

**BYLAWS & POLICIES:** None.

**COUNCIL, COMMITTEES & STAFF REPORTS:**

**COUNCILLOR ELWOOD:**

Councillor Elwood reviewed and submitted reports on the following meetings:

ABADASA Golf Tournament held on September 5, 2025.

Alberta Beach Library Board meetings held on September 8 & 16, 2025.

Yellowhead Regional Library Board meeting held on September 8, 2025.

**COUNCILLOR DUROCHER:**

Councillor Durocher reviewed and submitted reports on the following meetings:

Alberta Beach & District Museum & Archives meeting held on August 20, 2025.

Lake Isle & Lac Ste. Anne Stewardship Society AGM held on August 9, 2025.

**COUNCILLOR WEBER:**

Councillor Weber reviewed and submitted reports on the following meetings:

Lac Ste. Anne Foundation meeting held on August 26, 2025.

Trivillage Regional Sewer Services Commission meeting held on September 10, 2025.

**DEPUTY MAYOR LOVE:**

Deputy Mayor Love reviewed and submitted reports on the following meetings:

Lac Ste. Anne East End Bus Committee meeting held on September 8, 2025.

Highway 43 East Waste Commission meeting held on September 16, 2025.

**MAYOR MUIR:**

Mayor Muir reviewed and submitted reports on the following meetings:

Alberta Beach Ag Society Agriplex Operations Committee meeting held on August 20, 2025.

ABADASA Golf Tournament held on September 5, 2025.

Trivillage Regional Sewer Services Commission meeting held on September 10, 2025.

**BEACHWAVE PARK COORDINATORS REPORT:**

Mayor Muir reviewed the Beachwave Park Coordinators Report for August/September.

**DEVELOPMENT PERMIT REPORT:**

Administration submitted a report for information on the 2025 Development Permits issued to date.

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

**MOTION #136-25**

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

CARRIED UNANIMOUSLY

**CORRESPONDENCE – INFORMATION ITEMS:**

**ALBERTA ASSOCIATION OF POLICE GOVERNANCE – AAPG AWARD, UPDATE & JUSTICE MINISTRY JOB OPENINGS:**

Correspondence was received from the Alberta Association of Police Governance which included information on the AAPG Award, a PRC update & notice of 2 Justice Ministry job openings.

**ALBERTA ASSOCIATION OF POLICE GOVERNANCE – NOW LIVE: PRC WEBSITE:**

Correspondence was received from the Alberta Association of Police Governance to announce the launch of the Police Review Commission website.

**ALBERTA EMERGENCY MANAGEMENT AGENCY – HIRA PROGRAM:**

Correspondence was received from Alberta Emergency Management Agency regarding the development of the Hazard Identification and Risk Assessment (HIRA) program.

**ALBERTA MUNICIPAL AFFAIRS – PRELIMINARY 2026 EQUALIZED ASSESSMENT:**

Alberta Municipal Affairs forwarded the preliminary 2026 Equalized Assessment.

**ALBERTA MUNICIPALITIES – IMPLEMENTATION OF BILL 50 CHANGES:**

Alberta Municipalities forwarded their recommendations on the implementation of Bill 50 changes.

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ALBERTA POLICE REVIEW COMMISSION – POLICE REVIEW COMMISSION STATUS UPDATE:  
The Alberta Police Review Commission forwarded a status update of Aug 19-Sept 1.

LAC STE. ANNE COUNTY – LAKE MANAGEMENT PLAN (LILSA) MEDIA RELEASE:  
Lac Ste. Anne County forwarded a copy of the Lake Management Plan (LILSA) media release.

PARKLAND ART CLUB – ART SHOW DURING POLY DAYS THANK YOU:  
Correspondence was received from the Parkland Art Club to thank Council for the approval to showcase their Art Show during Poly Days.

SUMMER VILLAGE OF SILVER SANDS – ORGANIZATIONAL MEETING RESULTS:  
The Summer Village of Silver Sands forwarded the results of their Council Organizational meeting.

SUMMER VILLAGE OF SILVER SANDS – FIRE SERVICES MUTUAL AID AGREEMENTS:  
Correspondence was received from the Summer Village of Silver Sands advising on their Council motion to approve the mutual aid fire agreements between Lac Ste. Anne County and Alberta Beach including the addendum agreements between the county and the summer villages and further to advise their Council support for Alberta Beach’s request for a further addendum agreement that would include the process for highway dual call outs.

SUMMER VILLAGE OF SOUTH VIEW – ORGANIZATIONAL MEETING RESULTS:  
The Summer Village of South View forwarded the results of their Council Organizational meeting.

SUMMER VILLAGE OF SUNSET POINT – COUNCIL APPOINTMENTS:  
The Summer Village of Sunset Point forwarded their Council Committee appointments.

SUMMER VILLAGE OF VAL QUENTIN – COMMITTEE APPOINTMENTS:  
The Summer Village of Val Quentin forwarded their Council Committee appointments.

SUMMER VILLAGE OF YELLOWSTONE – ORGANIZATIONAL MEETING RESULTS:  
The Summer Village of Yellowstone forwarded the results of their Council Organizational meeting.

SVREMP – ELECTED OFFICIALS – EMERGENCY MANAGEMENT TRAINING:  
Correspondence was received from the Ste. Anne Summer Villages Regional Emergency Management Partnership (SVREMP) regarding the elected officials Emergency Management Training being held on Saturday September 27, 2025.

TVRSSC – LETTERS TO REQUEST SUPPORT OF ACP GRANT FOR SEWER MASTERPLAN PROJECT:  
The TVRSSC forwarded copies of their letters to the Summer Village of Val Quentin, Summer Village of Sunset Point and Lac Ste. Anne County to request support in an ACP Grant application for a Sewer Masterplan Project.

ACCEPTANCE OF CORRESPONDENCE INFORMATION ITEMS:  
**MOTION #137-25**  
MOVED BY Deputy Mayor Love that the correspondence information items be accepted for information.  
CARRIED UNANIMOUSLY

**CORRESPONDENCE – ACTION ITEMS:**

ALBERTA MUNICIPAL AFFAIRS – INVITATION TO MEET WITH MINISTER DAN WILLIAMS AT ABMUNIS CONVENTION:  
**MOTION #138-25**  
MOVED BY Councillor Elwood that Council approve to request a meeting with Alberta Municipal Affairs Minister Dan Williams at the ABmunis Convention and further the topics include emergency response along provincial highways and provincial grants for municipal water distribution systems.  
CARRIED UNANIMOUSLY

ATCO GAS & PIPELINES LTD. – NATURAL GAS 2026 FRANCHISE FEES:  
**MOTION #139-25**  
MOVED BY Mayor Muir that Council approves that the ATCO Gas & Pipelines Franchise Fees for 2026 remain at 8%.  
CARRIED

BEACHWAVE PARK – HALLOWEEN TRUNK-N-TREAT:  
Notice was received that the Beachwave Park Halloween Trunk-n-Treat will be held on Saturday, October 25, 2025 from 6:00 p.m. to 8:00 p.m.  
**MOTION #140-25**  
MOVED BY Councillor Durocher that Council approves to supply chocolate bars and juice boxes for the Beachwave Park Halloween Trunk-n-Treat.  
CARRIED UNANIMOUSLY

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FORTIS ALBERTA – ELECTRIC DISTRIBUTION 2026 FRANCHISE FEES:

**MOTION #141-25**

MOVED BY Councillor Weber that Council approves that the Fortis Alberta Electric Distribution Franchise Fees for 2026 remain at 8%.

CARRIED

LAKE ISLE & LAC STE. ANNE STEWARDSHIP SOCIETY – LILSA WATER QUALITY & WATER QUANTITY PROJECT – REQUEST FOR STEERING COMMITTEE MEMBER:

**MOTION #142-25**

MOVED BY Mayor Muir that the letter from the Lake Isle & Lac Ste. Anne Stewardship Society regarding the LILSA Water Quality & Water Quantity Project and their request for a steering committee member be accepted for information and further they be advised that Alberta Beach requests that our Council Representative appointed to the LILSA committee also be appointed to the steering committee for the WQ2 Project.

CARRIED UNANIMOUSLY

672089 ALBERTA LTD. – ACCOUNT REFERENCE 924 & 925 – REQUEST FOR REMOVAL OF LATE PAYMENT TAX PENALTIES:

**MOTION #143-25**

MOVED BY Deputy Mayor Love that the request from 672089 Alberta Ltd. for removal of the property tax late payment penalty on Tax Roll #924 and #925 be denied in fairness to all property owners who also received a penalty.

CARRIED UNANIMOUSLY

**NEW BUSINESS:**

REQUEST FOR DECISION – ALBERTA BEACH FAMILY RV PARK & CAMPGROUND – 2026 SCHEDULE OF FEES:

**MOTION #144-25**

MOVED BY Councillor Elwood that the Alberta Beach Family RV Park & Campground 2026 Schedule of Fees be approved as presented.

CARRIED UNANIMOUSLY

REQUEST FOR DECISION – REQUEST TO ENTER INTO AN ENCROACHMENT AGREEMENT (4704 – 47<sup>TH</sup> STREET):

**MOTION #145-25**

MOVED BY Mayor Muir that Council authorizes administration to have Village legal counsel prepare an Encroachment Agreement as per the Development Officer's Request for Decision Report on Lot 10, Block 1, Plan 3529BZ (4704 47<sup>th</sup> Street); and further that Council authorizes the CAO to execute the Encroachment Agreement, once prepared, on behalf of the Village of Alberta Beach; and further that all associated costs be the responsibility of the property owner.

CARRIED UNANIMOUSLY

**QUESTION PERIOD:**

A brief discussion was held on the following topics: the Trivillage Regional Sewer System Commission problems with pumps jamming and requiring replacement due to flushable wipes in the system, and the flow of water between Lake Isle and Lac Ste. Anne.

**ADJOURNMENT:**

The meeting adjourned at 8:31 P.M.

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Mayor – Kelly Muir

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C.A.O. – Kathy Skwarchuk

6.15

MINUTES OF THE MUNICIPAL PLANNING COMMISSION MEETING  
FOR ALBERTA BEACH  
HELD IN ALBERTA BEACH COUNCIL CHAMBERS  
AND HELD ELECTRONICALLY VIA ZOOM  
SEPTEMBER 16, 2025 AT 7:00 P.M.

**PRESENT:**

Mayor ..... Kelly Muir  
Deputy Mayor ..... Bill Love  
Councillor ..... Debbie Durocher  
Councillor ..... Tara Elwood  
Councillor ..... Daryl Weber  
C.A.O. .... Kathy Skwarchuk  
Asst. CAO ..... Cathy McCartney (Zoom Administrator)  
Development Officer.....Paul Hanlan

**CALL TO ORDER:**

Mayor Muir called the meeting to order at 7:03 P.M.

**AGENDA ADDITIONS:** None.

**AGENDA ADOPTION:**

**MOTION #MPC01-25**

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

CARRIED UNANIMOUSLY

**NEW BUSINESS:**

**DEVELOPMENT PERMIT APPLICATION #25DP19-01:**

REQUEST FOR VARIANCE TO HEIGHT OF FENCE IN FRONT YARDS (45 Avenue & Museum Road)  
Lot 1, Block 1, Plan 1720649 (4661 – 45 Avenue)  
Application – request for approval of 8’ live edge wood privacy fence in the front yards.

The Development Officer reviewed his report, Decision Memo dated September 16<sup>th</sup>, 2025. He advised that the Land Use Bylaw #252-17 restricts the maximum height in both of these frontages to no higher than 1.0 M (3.3 feet) and section 2(c) of the land use bylaw states the Development Officer may approve a variance of up to 20% and as the application exceeds the variance provisions granted to the Development Officer, the application was referred to the Municipal Planning Commission.

The Development Officer recommends that the Municipal Planning Commission pass a motion authorizing construction of a solid wood security fence no higher than 2.0 M (6.6 feet) in the front yards (45<sup>th</sup> Avenue and Museum Road) of the property located at 4661 – 45<sup>th</sup> Avenue subject to the seven (7) conditions as outlined in his report.

**MOTION #MPC02-25**

MOVED BY Mayor Muir that Development Permit application #25DP19-01 be approved for the construction of a solid wood security fence to a maximum height of 1.83 M (6.0 feet) in the front yards (45<sup>th</sup> Avenue and Museum Road) of the property located at 4661 – 45<sup>th</sup> Avenue (Lot 1, Block 1, Plan 1720649) subject to the seven (7) conditions as outlined in the Development Officer’s report, Decision Memo dated September 16<sup>th</sup>, 2025.

CARRIED UNANIMOUSLY

**ADJOURNMENT:**

The Municipal Planning Commission meeting adjourned at 7:21 P.M.

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Mayor – Kelly Muir

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C.A.O. – Kathy Skwarchuk

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**CAO REPORT – ACTION LIST** **SEPTEMBER 2025**

**COUNCIL:**

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

**ADMINISTRATION:**

**2025 TAX RECOVERY PUBLIC AUCTION:**

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

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

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

The parcels will be offered for sale subject to a reserve bid, and to the reservations and conditions contained in the existing certificate of title; The Lands are being offered for sale on an "as is, where is" basis, and Alberta Beach makes no representation and gives no warranties whatsoever as to the adequacy of services, soil conditions, land use districting, building and development conditions, absence or presence of environmental contamination, or the development ability of the subject land for any intended use by the purchaser; No bids will be accepted where the bidder attempts to attach conditions precedent to the sale of the parcels; No terms and conditions will be considered other than those specified by Alberta Beach; Alberta Beach may, after the public auction, become the owner of any parcel of land not sold at the public auction; Terms: Cash, Certified Cheque or Bank Draft. 10% non-refundable deposit on the day of the sale and balance due within 14 days of the Public Auction, GST will apply if applicable; and Reserve bids will be set at the 2024 assessed values.

Feb.18/25 Advertisements have been submitted to the Alberta Gazette, Community Voice & LSA Bulletin.

Apr.15/25 The CAO reported that the Tax Recovery Public Auction was held on March 28, 2025 at 11:00 A.M. and further reported that no bids were received on the parcels. The minutes of the tax recovery public auction as well as the municipal responsibilities following the auction was distributed to Council for information. The CAO advised that in discussions with the Lawyer it is recommended to hold off on a motion to register tax forfeiture titles until the next Council meeting.

**MUTUAL AID AGREEMENTS:**

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

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

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

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

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

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

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

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

Aug.19/25 MOVED BY Mayor Muir that Council approves the Mutual Aid Fire Agreement with Lac Ste. Anne County and further that Lac Ste. Anne County be requested to add an addendum to the agreement to include the process for highway dual call out response.

Sept.16/25 Agreements were sent to LSAC for their signatures, and email was sent to LSA to request addendum for highway dual call out. Trista advised she will speak with County Council at their Priorities & Governance meeting on Sept.4, no further response has been received.

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

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

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

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

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

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

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

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

**TVRSSC – ALBERTA COMMUNITY PARTNERSHIP GRANT APPLICATION – SEWER MASTER PLAN PROJECT:**

Aug.19/25 MOVED BY Councillor Weber that Council approves the request from TVRSSC to apply for a Alberta Community Partnership Grant to complete a Sewer Master Plan Project to address long term growth including infrastructure & asset management plans as well as financial plan; to provide onsite treatment options and /or expansion options & costs; and to provide opportunities to reduce environmental impact; further Alberta Beach agrees to be managing partner for the project.

Sept.16/25 Letter was sent to TVRSSC to confirm Council approval. TVRSSC forwarded copies of their letters requesting support from SV Sunset Point, Val Quentin & LSAC.

**ALBERTA BEACH ALLIANCE CHURCH – HISTORICAL STATUS FOR SMALL CHURCH BUILDING:**

Aug.19/25 MOVED BY Mayor Muir that the presentation from Alberta Beach Alliance Church regarding the Designation of Historical Status for the Lady of Victories Catholic Church be accepted for information and further review.

Sept.16/25 MOVED BY Councillor Elwood that Council approves to issue the property owner being the Western Canadian District of the Christian and Missionary Alliance with Notice of its Intention (NOI) to designate the small church "Our Lady of Victories Catholic Church" at 4503 47 Street as a Municipal Historic Resource and further that as discussed with the members of the Alliance Church, no compensation will be required for any decrease in economic value resulting from the designation of the Municipal Historic Resource.

**MUNICIPAL AFFAIRS-INVITATION TO MEET WITH MINISTER DAN WILLIAMS AT ABMUNIS CONVENTION:**

Sept.16/25 MOVED BY Councillor Elwood that Council approve to request a meeting with Alberta Municipal Affairs Minister Dan Williams at the ABmunis Convention and further the topics include emergency response along provincial highways and provincial grants for municipal water distribution systems.

**ATCO GAS & PIPELINES LTD. – NATURAL GAS 2026 FRANCHISE FEES:**

Sept.16/25 MOVED BY Mayor Muir that Council approves that the ATCO Gas & Pipelines Franchise Fees for 2026 remain at 8%.

**BEACHWAVE PARK – HALLOWEEN TRUNK-N-TREAT:**

Sept.16/25 MOVED BY Councillor Durocher that Council approves to supply chocolate bars and juice boxes for the Beachwave Park Halloween Trunk-n-Treat.

**FORTIS ALBERTA – ELECTRIC DISTRIBUTION 2026 FRANCHISE FEES:**

Sept.16/25 MOVED BY Councillor Weber that Council approves that the Fortis Alberta Electric Distribution Franchise Fees for 2026 remain at 8%.

**LILSA STEWARDSHIP SOCIETY – LILSA WATER QUALITY & WATER QUANTITY PROJECT – REQUEST FOR STEERING COMMITTEE MEMBER:**

Sept.16/25 MOVED BY Mayor Muir that the letter from the Lake Isle & Lac Ste. Anne Stewardship Society regarding the LILSA Water Quality & Water Quantity Project and their request for a steering committee member be accepted for information and further they be advised that Alberta Beach requests that our Council Representative appointed to the LILSA committee also be appointed to the steering committee for the WQ2 Project.

**672089 ALBERTA LTD. – REQUEST FOR REMOVAL OF LATE PAYMENT TAX PENALTIES (ROLL #924 & #925):**

Sept.16/25 MOVED BY Deputy Mayor Love that the request from 672089 Alberta Ltd. for removal of the property tax late payment penalty on Tax Roll #924 and #925 be denied in fairness to all property owners who also received a penalty.

**ALBERTA BEACH FAMILY RV PARK & CAMPGROUND – 2026 SCHEDULE OF FEES:**

Sept.16/25 MOVED BY Councillor Elwood that the Alberta Beach Family RV Park & Campground 2026 Schedule of Fees be approved as presented.

**REQUEST TO ENTER INTO AN ENCROACHMENT AGREEMENT (4704 – 47<sup>TH</sup> STREET):**

Sept.16/25 MOVED BY Mayor Muir that Council authorizes administration to have Village legal counsel prepare an Encroachment Agreement as per the Development Officer's Request for Decision Report on Lot 10, Block 1, Plan 3529BZ (4704 47<sup>th</sup> Street); and further that Council authorizes the CAO to execute the Encroachment Agreement, once prepared, on behalf of the Village of Alberta Beach; and further that all associated costs be the responsibility of the property owner.

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

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

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

Aug.19/25 Public Works met with Mr. Weller, he is requesting that public works install a trench along the area of the alley behind the daycare where he said it was years ago. On Aug.18 after the rain, public works checked the ditch and found no standing water.

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

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

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

Sept.16/25 Signs are not ready.

**2025 ROADWORK PAVING PROJECTS:**

Aug.19/25 MOVED BY Mayor Muir that as per the recommendations of the Public Works Committee, Council approve the quote from O'Hanlon Paving in the amount of \$255,611.00 to complete the 2025 Roadwork Paving Projects as follows:

47A Avenue (53 St. to 52A St.);

49 Avenue (51 St. to north edge of 50 St.);

56 Street (East of 49 Ave to alley);

58A Street Cul-de-sac;

59 Street Crescent;

Ste. Anne Crescent; and

46 Street (east end of 46 St. 344'x26');

And further the project be funded through CCBF and LGFF grant funding as budgeted. .

Sept.16/25 O'Hanlons has confirmed paving work to begin the end of Sept.

**DISPOSAL OF 2000 VOLVO 730 GRADER:**

Aug.19/25 MOVED BY Deputy Mayor Love that Council approves the disposal of the 2000 Volvo 730 Grader through Michener Allen Auction.

Sept.16/25 Disposal Auction is in October.

**JOLENA HOVE, LAKESIDE CHILDCARE LTD. – SAFETY NEAR LAKESIDE CHILDCARE:**

Aug.19/25 MOVED BY Mayor Muir that the correspondence from Jolena Hove of Lakeside Childcare Ltd. be accepted for information and further she be advised that as requested a crosswalk was approved and was painted across 47A Avenue between the day care and the post office; that Council will request our public works department repair the crushed culvert; and that her request that 47A Avenue be changed to one way traffic with angled parking at the post office and daycare be denied.

Sept.16/25 Email was sent to Lakeside Childcare to confirm Council motion, and email sent to public works to request repair of crushed culvert.

# Financial Report

## September 30, 2025

BALANCE SHEET	Req:000000000	End:30Sep2025	Type: A	C:U	Name
ASSETS					
CASH ON HAND:					
CASH REGISTER FLOAT	100.00		1	A	A111
CASH ON HAND - PETTY CASH	100.00		1	A	A112
BANK	1,300,073.64		1	A	A121
INVESTED CASH - TERM DEPOSIT	0.00		1	A	A122
BANK - MUSH SAVINGS #25	1,227,375.94		1	A	A125
BANK CUSTOM PLAN #26 (1.3)	0.00		1	A	A126
TOTAL CASH		2,527,649.58	2	T	TOTC
ACCOUNTS RECEIVABLE:					
TAXES & GRANTS-IN-LIEU REC	561,972.03		1	A	A210
RECEIVABLE FROM OTHER GOVTS:					
GST COLLECTED\PAID OUT-A230	13,480.95		1	A	A230
ITC	2,363.98		1	A	A231
GST SHARED SERVICES - A232	0.00		1	A	A232
CONDITIONAL PROV GRANTS	0.00		1	A	A248
RECEIVABLE OTHER LOCAL GOVT:	0.00		1	A	A250
ADMIN ACCOUNTS RECEIVABLE	69,353.60		1	A	A270
ADMIN RECEIVABLE - AFDA	6,309.88		1	A	A275
TRADE ACCOUNTS RECEIVABLE	0.00		1	A	A271
ALL OTHER RECEIVABLES	525,148.00		1	A	A290
TOTAL ACCOUNTS RECEIVABLE		1,166,008.68	2	T	TAR
PREPAID EXPENSES					
REQUISITION UNDER\OVER LEVY	0.00		1	A	A413
SUPPLIES INVENTORY	13,477.11		1	A	A164
TAX SALE SURPLUS (BANK ACCT.)	0.00		1	A	A474
LAND HELD FOR RESALE	0.00		1	A	A570
FIXED ASSETS:					
ENGINEERING STRUCTURES	7,476,759.22		1	A	A610
ACCUM.AMORTIZATION-ENG.STRUC	4,184,712.93		1	A	A615
BUILDINGS	3,247,708.64		1	A	A620
ACCUM.AMORTIZATION-BUILDINGS	1,112,480.12		1	A	A625
MACHINERY & EQUIPMENT	1,025,602.35		1	A	A630
ACCUM.AMORTIZATION-MACH&EQ	760,541.92		1	A	A635
LAND	1,349,990.57		1	A	A640
ACCUM.AMORTIZATION-LAND	0.00		1	A	A645
VEHICLES	71,850.00		1	A	A650
ACCUM.AMORTIZATION-VEHICLES	10,447.50		1	A	A655
LAND IMPROVEMENTS	684,574.81		1	A	A660
ACCUM.AMORTIZATION-LAND IMPR	559,123.67		1	A	A665
TOTAL FIXED ASSETS		7,229,179.45	2	T	TFA
TOTAL ASSETS		10,985,858.20	3	T	TA
SHORT TERM LOANS					
	0.00		1	L	L121
ACCOUNTS PAYABLE					
FEDERAL - G.S.T.	0.00		1	L	L230
Description	Req:000000000	End:30Sep2025	Type: A	C:U	Name

BALANCE SHEET	Beg:00000000	End:30Sep2025	Type: A	C:U	Name
FEDERAL - REC GEN	9,185.00		1	L	L231
PAYROLL - ACCRUED HOLIDAY PA	4,046.73		1	L	L235
PAYROLL - AMESWITH	0.00		1	A	AMESWITH
PAYROLL - R.R.S.P.	0.00		1	R	RRSPACC
PAYROLL - UNION	0.00		1	U	UNION
PAYROLL - EMPL RECEIVABLES	0.00		1	E	EMPLREC
PAYROLL - AHC PREMIUM	0.00		1	A	AHCWITH
PAYROLL - CANADA SAV BOND	0.00		1	C	CANSAV
PAYROLL - ADVANCES	0.00		1	A	ADV
PAYABLE TO OTHER LOC GOVT	10,208.00		1	L	L270
TRADE ACCOUNTS PAYABLE	91.00		1	L	L270TP
KIDS IN ACTION	0.00		1	K	KIDSIA
BIKES FOR KIDS	0.00		1	B	B4KIDS
VILLAGE MAP\BROCHURE	0.00		1	M	MAPAP
COMMUNITIES IN BLOOM	0.00		1	C	IBLOOM
ALL OTHER PAYABLES	7,400.00		1	L	L290
DEPOSITS	17,991.50		1	L	L291
TOTAL ACCOUNTS PAYABLE		48,740.23	2	T	TAP
TAX SALE SURPLUS TRUST	28,873.20		1	L	L410
DEFERRED REVENUE	239,853.08		1	L	L411
DEFERRED REVENUE	0.00		1	L	L412
DEFERRED REVENUE	0.00		1	L	L413
ASSET RETIREMENT OBLIGATIONS	215,279.22		1	L	L500
RESERVES FOR OPERATING		0.00	2	L	L700
TAX RATE STABILIZATION		187,907.39	2	L	L701
ADMIN & P.W. INCOME-STAFF		0.00	2	L	L702
ADMIN & P.W. INCOME-VILLAGE		0.00	2	L	L703
INSURANCE PROCEEDS- HAYLAND		44,536.80	2	L	L704
DISASTER PREPAREDNESS		0.00	2	L	L705
STREET IMPROVEMENTS		0.00	2	L	L706
CAMPGROUND IMPROVEMENTS		0.00	2	L	L707
ECONOMIC DEVELOPMENT- 100 YR		7,295.92	2	L	L708
SALE OF PUBLIC LANDS		0.00	2	L	L709
SCHOOL PROJECTS		0.00	2	L	L710
DRAINAGE & WATER STUDY		0.00	2	L	L711
PROVINCIAL POLICE FUND		0.00	2	L	L712
REDEVELOPMENT PLAN		0.00	2	L	L713
TOTAL OPERATING RESERVES			3	L	L790
RESERVES FOR CAPITAL					
GENERAL CAPITAL		994,451.47	2	L	L750
ADMINISTRATIVE EQUIPMENT		10,803.01	2	L	L761
WASTE EQUIPMENT RESERVES		110,205.00	2	L	L762
PARK RESERVE SALE PROCEEDS		0.00	2	L	L763
PARKS AND RECREATION DEV		34,494.45	2	L	L764
PUBLIC WORKS EQUIPMENT		37,959.73	2	L	L765
CAMPGROUND DEVELOPMENT		0.00	2	L	L766
FIREHALL		0.00	2	L	L767
UNUSED RESERVES		0.00	2	L	L799
Description	Beg:00000000	End:30Sep2025	Type: A	C:U	Name

BALANCE SHEET	!Beg:000000000	End:30Sep2025	Type: A	!C!U!	Name
ADMINISTRATIVE BUILDING		44,694.92	!2!	!L768	
PATROL EQUIPMENT		15,000.00	!2!	!L770	
COMMUNITY & RECREATION FACIL		50,000.00	!2!	!L771	
BOAT LAUNCH RESERVES		25,000.00	!2!	!L772	
ROADWORK RESERVES		65,000.00	!2!	!L773	
TOTAL CAPITAL RESERVES			!3!	!L760	1,387,608.58
TOTAL EQUITY IN FIXED ASSETS		7,013,900.23	!2!	!L800	
ACCUMULATED SURPLUS - 31\12\94	2,966,354.45-		!1!	!L900	
ADJUSTED SURPLUS (PRIOR PERIOD)	1,004,447.91-		!1!	!L902	
SURPLUS FROM 1\1\95	4,321,329.96		!1!	!L901	
APPROPRIATED SURPLUS	0.00		!1!	!L905	
CURRENT FUNDS USED FOR TCA	0.00		!1!	!L910	
CURRENT AMORTIZATON EXPENSE	1,225,399.57		!1!	!L915	
NET BOOK VALUE OF TCA DISPOSAL	235,936.38		!1!	!L920	
CONTRIBUTED TCA	0.00		!1!	!L925	
TOTAL SURPLUS		1,811,863.55	!2!	!ACCUMSURP	
TOTAL LIABILITIES			!3!	!TL	10,985,858.20
PROOF			!3!	!PROOF	0.00
DATED <u>Sept. 30</u> , 2025					
Description	!Beg:000000000	End:30Sep2025	Type: A	!C!U!	Name

Analysis: INCOME STATEMENT

INCOME STATEMENT		(1)	(2)
Period 1: --- Begin		01Jan2025	01Jan2025
Period 1: --- End		31Dec2025	30Sep2025
Period 1: --- Type		B	A
(less) --- Begin		000000000	000000000
Period 2: --- End		000000000	000000000
Period 2: --- Type			
Ratios: % of Account			
Graphs: # of Columns,Scale		0 0	0 0

Description	2025 BUDGET	JAN-SEPT'25
REVENUE		
RESIDENTIAL TAXES (MUNICIPAL)	872,344.50	872,165.35
RESIDENTIAL TAXES (SCHOOL)	493,801.28	493,699.91
COMMERCIAL TAXES (MUNICIPAL)	103,608.60	103,608.60
COMMERCIAL TAXES (SCHOOL)	42,513.82	42,513.83
FARM TAXES (MUNICIPAL)	71.41	71.41
FARM TAXES (SCHOOL)	40.42	40.42
POWER & PIPELINE (MUNICIPAL)	19,663.77	19,663.78
POWER & PIPELINE (SCHOOL)	8,068.65	8,068.65
DIP \ MACH & EQUIP (MUNICIPAL)	1,798.52	1,798.52
DIP \ MACH & EQUIP (SCHOOL)	82.06	82.06
DESIGNATED INDUSTRIAL (DI)	157.09	157.09
MUNICIPAL SERVICES TAX	868,380.00	867,330.00
LIBRARY LEVY	0.00	0.00
MISC. OTHER LEVY	0.00	0.00
TOTAL TAXES	2,410,530.12	2,409,199.62
PENALTIES & COSTS ON TAXES	75,000.00	87,527.95
FRANCHISE - ATCO GAS	30,000.00	24,173.54
FRANCHISE - FORTIS	60,000.00	46,324.81
INVESTMENT INCOME	70,000.00	47,844.99
PROVINCIAL GRANTS		
RESTRUCTURING GRANT	0.00	0.00
CONDITIONAL FGTF\CCBF	0.00	100,334.00
CONDITIONAL MUNICIPAL GRANTS	0.00	0.00
CONDITIONAL MSI\LGFF GRANT	42,420.00	197,598.00
FROM RESERVE\DEF.REV.	0.00	0.00
OTHER	191.77	51.48
ADMIN		
ADMINISTRATIVE SERVICE	5,400.00	4,800.00
SALES OF GOODS & SERVICES	2,000.00	659.00
TAX CERTIFICATES	4,000.00	5,100.00
PHOTOCOPIES\FAXES\POSTAGE	2,000.00	2,492.91
PENALTIES\COSTS - N.S.F. FEES	100.00	0.00
HAWKER PEDDLER LICENSES	1,000.00	1,000.00
RENTAL AND LEASE	12,000.00	9,275.00
PROV\FED CONDITIONAL GRANT	0.00	0.00
TRANSFER FROM RESERVE\DEF.REV.	0.00	0.00
PATROL		
SALES TO OTHER LOCAL GOV'T	49,870.00	37,402.50
SALES OF GOODS & SERVICES	0.00	0.00
Description	2025 BUDGET	JAN-SEPT'25

Analysis: INCOME STATEMENT

Description	2025 BUDGET	JAN-SEPT '25
FINES	10,000.00	7,288.01
SALE OF FIXED ASSETS	0.00	0.00
PROV CONDITIONAL GRANT	0.00	0.00
GRANTS FROM LOCAL AGENCIES	0.00	0.00
TRANSFER FROM RESERVES	0.00	0.00
FIRE DEPARTMENT - DONATIONS	0.00	0.00
FEES DUE TO COUNTY FROM UNPAID	0.00	0.00
RENTAL & LEASE	24,000.00	18,000.00
UTILITIES REIMBURSEMENT	11,000.00	0.00
PROVINCIAL CONDITIONAL GRANT	0.00	0.00
GRANTS FROM LOCAL AGENCIES	0.00	2,336.03
TRANSFER FROM RESERVES	0.00	0.00
DISASTER SERVICES	0.00	0.00
AMBULANCE GRANT	0.00	0.00
AMBULANCE STATION RENTAL	10,200.00	7,650.00
ANIMAL LICENSES	800.00	340.00
BY-LAW FINES	1,000.00	761.00
COMMON SERVICES		
PUBLIC WORKS SERVICES	5,800.00	0.00
SALES OF GOODS & SERVICES	2,000.00	1,769.21
RENTAL AND LEASE	77,000.00	56,255.85
CONDITIONAL GRANT	0.00	0.00
SALE OF FIXED ASSETS	40,000.00	2,500.00
TRANSFER FROM RESERVE	0.00	0.00
ROADS		
CONDITIONAL GRANT	0.00	0.00
SALE OF TCA	0.00	0.00
TRANSFER FROM RESERVE	0.00	0.00
STORM SEWER & DRAINAGE		
CONDITIONAL GRANT	0.00	0.00
GRANTS FROM LOCAL AGENCIES	0.00	0.00
SEWER		
LOCAL IMPROVEMENT CHGS	0.00	0.00
SEWER REVITALIZATION	243,600.00	243,600.00
PROV CONDITIONAL GRANT	0.00	0.00
TRANSFER FROM RESERVE\DEF.REV.	0.00	0.00
SOLID WASTE		
CONTRACT WITH OTHER MUNICIPAL	0.00	0.00
SALE OF GOODS & SERVICES	0.00	9,938.80
PROV CONDITIONAL GRANT	0.00	0.00
TRANSFER FROM RESERVE\DEF.REV.	0.00	0.00
ECONOMIC DEVELOPMENT	0.00	0.00
Description	2025 BUDGET	JAN-SEPT '25

Analysis: INCOME STATEMENT

Description	2025 BUDGET	JAN-SEPT '25
MUNICIPAL PLANNING	0.00	0.00
DEVELOPMENT PERMITS	3,000.00	4,250.00
COMPLIANCE CERTIFICATES	300.00	100.00
SUBDIVISION APPLICATIONS	0.00	0.00
ENCROACHMENT AGREEMENTS	0.00	0.00
PROV CONDITIONAL GRANT	0.00	0.00
TRANSFER FROM RESERVES\DEF.REV	0.00	0.00
SALE OF PUBLIC LAND	0.00	0.00
BOAT LAUNCH	10,000.00	0.00
TRANSFER RESERVE\DEF.REV.	25,000.00	0.00
PARKS		
FEDERAL\PROVINCIAL GRANT(ICAP)	0.00	0.00
CONDITIONAL GRANT	0.00	0.00
UNCONDITIONAL GRANT	0.00	0.00
GRANT FROM LOCAL AGENCIES	10,000.00	0.00
PARKING LOT REVENUE	0.00	0.00
TRANSFER FROM RESERVE	0.00	0.00
RECREATION FACILITIES		
SALE OF SERVICE - FEES\CHARGES	0.00	1,913.70
REGIONAL RECREATION	25,140.61	18,855.46
GRANT FROM LOCAL AGENCIES	27,000.00	6,000.00
CONDITIONAL PROVINCIAL GRANT	5,000.00	0.00
TRANSFER FROM RESERVE\DEF.REV.	26,366.78	0.00
CAMPGROUND		
USER FEES (SEASONAL)	277,200.00	273,900.00
WEEKEND SITES	25,000.00	23,153.08
CAMPGRD CABIN RENTAL	0.00	0.00
SALES OF GOODS & SERVICES	2,800.00	3,871.50
WINTER STORAGE	25,200.00	23,700.00
DEBIT MACHINE ADJUSTMENTS	0.00	719.50
RENTAL & LEASE	9,600.00	7,200.00
M.R.T.A. GRANT	0.00	0.00
TRANSFER FROM RESERVE	0.00	0.00
CULTURE		
LIBRARIAN WAGE REIMBURSEMENT	0.00	0.00
GAIN ON SALE OF FIXED ASSET	0.00	0.00
TOTAL OPERATING REVENUE	3,661,519.28	3,687,885.94
CAPITAL:		
CAPITAL PURCHASES-ADMIN	0.00	0.00
CAPITAL PURCHASES-PATROL	0.00	0.00
CAPITAL PURCHASES-PUBLIC WORKS	100,000.00	0.00
Description	2025 BUDGET	JAN-SEPT '25

Analysis: INCOME STATEMENT

Description	2025 BUDGET	JAN-SEPT'25
CAPITAL PURCHASES-RECREATION	0.00	0.00
CAPITAL PURCHASES-PARKS	0.00	0.00
CAPITAL PURCHASES-CAMPGROUND	0.00	0.00
TOTAL	100,000.00	0.00
CAPITAL PROJECTS:		
CAPITAL PROJECT-ROADS	300,000.00	0.00
CAPITAL PROJECT-SHOP	0.00	0.00
CAPITAL PROJECT-DRAINAGE	50,000.00	0.00
CAPITAL PROJECT-WALK PATHS	0.00	0.00
CAPITAL PROJECT-STORM OUTFALL	0.00	0.00
CAPITAL PROJECT-ADMIN BLDG	0.00	0.00
CAPITAL PROJECT-CAMPGRD W/R	0.00	0.00
TOTAL	350,000.00	0.00
TOTAL CAPITAL REVENUE	450,000.00	0.00
REQUISITIONS:		
SCHOOL FOUNDATION	0.00	0.00
ASFF	544,506.31	408,379.73
OVER\UNDER LEVY UTILIZED	0.00	0.00
DESIGNATED INDUSTRIAL	157.09	0.00
TOTAL REQUISITIONS	544,663.40	408,379.73
BUSINESS INCOME PROFIT	0.00	0.00
TOTAL	3,566,855.88	3,279,506.21
Description	2025 BUDGET	JAN-SEPT'25

Analysis: EXPENSE STATEMENT

EXPENSE STATEMENT	(1)	(2)
Period 1: --- Begin	01Jan2025	01Jan2025
End	31Dec2025	30Sep2025
--- Type	B	A
(less) --- Begin	000000000	000000000
Period 2: --- End	000000000	000000000
--- Type		
Ratios: % of Account		
Graphs: # of Columns,Scale	0 0	0 0

Description	2025 BUDGET	JAN-SEPT'25
<b>COUNCIL</b>		
COUNCIL HONORARIUMS - MAYOR	12,070.00	8,356.41
COUNCIL HONORARIUMS	42,795.00	29,627.37
MEETING FEES	20,000.00	12,150.00
HONOURARIUM DEDUCTIONS	2,000.00	0.00
COUNCIL TRAVEL	3,000.00	1,657.78
CONFERENCE\PROFESSIONAL DEV	12,500.00	1,870.50
INTERNET & PHONE EXPENSE	6,300.00	5,000.00
COUNCIL PROMOTIONAL	15,000.00	8,065.82
MISC. SUPPLIES	8,500.00	418.53
<b>TOTAL</b>	<b>122,165.00</b>	<b>67,146.41</b>

<b>ADMINISTRATION</b>		
ADMINISTRATOR	131,200.00	97,240.50
SALARIES	199,260.00	148,930.37
PAYROLL TO\FROM BUS INC	0.00	0.00
SHARED SERVICES SALARIES	0.00	0.00
PAYROLL DEDUCTIONS	73,400.00	59,561.50
SCP PAYROLL	0.00	0.00
FROM\TO RESERVE	0.00	0.00
TRAINING	1,000.00	228.57
TRAVEL	800.00	1,003.50
FREIGHT, POSTAGE, DELIVERY	3,600.00	4,036.00
TELEPHONE\INTERNET\SATELLIT	4,100.00	2,505.99
ADVERTISING	2,000.00	1,375.34
SUBSCRIPTIONS\MEMBERSHIPS	4,400.00	3,333.46
PRINTING	1,200.00	0.00
LEGAL	5,000.00	2,238.85
AUDITOR	14,000.00	14,000.00
SERVICE CONTR-PHOTO,FAX,POS	6,000.00	4,966.56
SERVICE CONTR - ALARM	400.00	408.80
PURCHASED EQUIPMENT REPAIR	7,500.00	3,933.54
CONTRACT - JANITOR	7,600.00	5,715.00
INSURANCE	63,000.00	539.44
W.C.B.	30,000.00	24,489.24
STATIONERY & SUPPLIES	5,000.00	2,718.00
JANITORIAL SUPPLIES	800.00	371.43
MISCELLANEOUS SUPPLIES	4,000.00	2,018.87
VILLAGE PROMOTION	4,000.00	2,065.84
100 YEAR ANNIVERSARY	0.00	0.00
UTILITIES	7,000.00	4,379.74
DEBT REPAYMENT	0.00	0.00
SHORT TERM BORROWING FEES	0.00	0.00

Description	2025 BUDGET	JAN-SEPT'25
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Analysis: EXPENSE STATEMENT

Description	2025 BUDGET	JAN-SEPT'25
BANK CHARGES	1,200.00	744.01
TAX REBATES & CANCELLATIONS	0.00	0.00
OTHER & BLDG REPAIRS	10,000.00	4,395.06
BAD DEBT EXPENSE	0.00	0.00
CAPITAL PURCHASES	0.00	0.00
CAPITAL PROJECTS	0.00	0.00
CAPITAL PROJECTS	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	586,460.00	391,199.61
ELECTION \ CENSUS		
SALARIES & WAGES	2,900.00	0.00
ADVERTISING	700.00	220.80
GOODS & SUPPLIES	1,000.00	167.58
TOTAL	4,600.00	388.38
ASSESSMENT SERVICES		
ASSESSMENT SERVICES	25,400.00	19,311.65
TOTAL	25,400.00	19,311.65
PATROL		
ADMINISTRATION	0.00	0.00
SALARIES & WAGES	100,450.00	70,306.70
PROVINCIAL POLICE FUNDING	45,215.00	0.00
RCMP ENHANCED POLICING	0.00	0.00
PAYROLL DEDUCTIONS	23,100.00	18,157.03
TRAINING & DEVELOPMENT	2,000.00	1,676.77
MILEAGE & SUBSISTENCE	300.00	113.62
FREIGHT, POSTAGE, DELIVERY	0.00	0.00
TELEPHONE	7,000.00	5,737.29
ADVERTISING & PROMOTION	500.00	375.00
AUX PROG\CRIME PREVENTION	0.00	0.00
EQUIPMENT REPAIR	3,000.00	2,445.08
VEHICLE REPAIR	5,000.00	14,794.98
JANITOR EXPENSES	0.00	0.00
LICENSES & PERMITS	0.00	0.00
STATIONERY & OFFICE SUPPLIES	500.00	326.37
MISC. SUPPLIES	4,000.00	3,121.13
UNIFORMS & ACCOTREMENTS	2,000.00	378.00
FUEL & OIL	8,000.00	3,968.11
UTILITIES	4,800.00	2,919.78
CAPITAL PURCHASES	0.00	0.00
PROJECTS	0.00	0.00
TO RESERVE\DEF.REV.	7,500.00	0.00
TOTAL	213,365.00	124,319.86
BY-LAW ENFORCEMENT		
BYLAW\ANIMAL CONTROL	0.00	0.00
PARKING ENFORCEMENT	0.00	0.00
POUND FEES	2,000.00	1,495.00
GENERAL GOODS AND SERVICES	5,000.00	80.63
SIGNS	0.00	0.00
TOTAL	7,000.00	1,575.63
Description	2025 BUDGET	JAN-SEPT'25

Analysis: EXPENSE STATEMENT

Description	2025 BUDGET	JAN-SEPT '25
<b>FIREFIGHTING</b>		
FIRE DEPARTMENT HONORAIUMS	0.00	0.00
TELEPHONE	0.00	0.00
FIRE CONTRACT	111,626.00	83,239.43
JANITOR EXPENSES	0.00	0.00
GOODS AND SUPPLIES	0.00	0.00
MISCELLANEOUS	2,000.00	2,155.44
BUILDING REPAIR	6,000.00	6,876.66
UTILITIES	12,500.00	2,148.21
CAPITAL	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	132,126.00	94,419.74
<b>DISASTER SERVICES</b>		
GENERAL GOODS AND SERVICES	10,000.00	8,400.00
TO RESERVE\DEF.REV.	0.00	0.00
<b>AMBULANCE SERVICES</b>		
AMBULANCE CONTRACT	0.00	0.00
BUILDING REPAIRS	3,000.00	1,696.35
UTILITIES	6,500.00	4,262.44
CAPITAL PROJECTS	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	9,500.00	5,958.79
<b>COMMON SERVICES</b>		
PUBLIC WORKS MANAGER	0.00	0.00
PUBLIC WORKS WAGES	252,765.00	171,230.93
EXTRA PERSON	25,000.00	21,125.00
SUMMER PAYROLL	11,000.00	9,141.60
PAYROLL DEDUCTIONS - MGR	0.00	0.00
PAYROLL DEDUCTIONS	59,700.00	46,598.76
PAYROLL DEDUCTIONS - SUMMER	3,500.00	2,000.38
FROM\TO RESERVE	0.00	0.00
SHARED SERVICES SALARIES	0.00	0.00
PAYROLL TO BUSINESS INCOME	0.00	0.00
TRAINING & DEVELOPMENT	2,000.00	0.00
MILEAGE & SUBSISTENCE	300.00	211.45
POSTAGE, FREIGHT & DELIVERY	0.00	0.00
TELEPHONE	2,100.00	1,675.82
PURCHASE SERVICES	12,000.00	9,029.45
EQUIPMENT REPAIR	25,000.00	17,212.37
VEHICLE REPAIR	20,000.00	21,204.37
EQUIPMENT RENTAL	1,500.00	135.00
GENERAL GOODS	10,000.00	8,907.81
SIGNS	5,000.00	2,939.11
BUILDING REPAIRS	5,000.00	1,641.67
SAFETY SUPPLIES	2,500.00	723.72
FUEL & OIL	25,000.00	14,569.69
UTILITES - SHOP	18,000.00	9,896.91
BOAT LAUNCH MTC	0.00	0.00
CAPITAL PURCHASES	0.00	0.00
Description	2025 BUDGET	JAN-SEPT '25

Analysis: EXPENSE STATEMENT

Description	2025 BUDGET	JAN-SEPT'25
CAPITAL PROJECTS	0.00	0.00
CAPITAL PROJECTS	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	480,365.00	338,244.04
ROADS AND STREETS		
GRAVEL\SAND\ETC.	25,000.00	8,644.85
CRACK FILLING\LINE PAINTING	30,000.00	14,672.61
UTILITIES - STREET LIGHTS	118,000.00	80,273.43
ROAD PROJECTS	0.00	0.00
ROAD PROJECTS	0.00	0.00
STREET LIGHT PROJECTS	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	173,000.00	103,590.89
STORM SEWER AND DRAINAGE		
GENERAL SUPPLY-CULVERTS	5,000.00	580.00
DRAINAGE PROJECTS	0.00	0.00
DRAINAGE STUDY	0.00	0.00
TOTAL	5,000.00	580.00
WATER SYSTEM		
WATER COMM. OPERATING	8,721.80	8,721.88
WATER COMM. DEBENTURES	71,034.00	71,034.10
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	79,755.80	79,755.98
SANITARY SEWER		
TVRSSC MAINTENANCE AGREE	301,600.00	226,200.00
TVRSSC SEWER REVITALIZATION	243,600.00	121,800.00
TVRSSC DEP. - LAGOON	85,826.00	85,826.00
TVRSSC UPGRADE	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	631,026.00	433,826.00
GARBAGE COLLECTION		
GARBAGE WAGES	6,500.00	0.00
GARBAGE CONTRACT	74,500.00	51,423.08
REGIONAL LAND FILL	18,000.00	18,994.35
RECYCLING	6,000.00	4,366.79
ANNUAL WASTE ROUND-UP	0.00	0.00
FUEL & OIL	3,000.00	0.00
TRUCK REPAIRS & MAINTENANCE	0.00	0.00
CAPITAL PURCHASES	0.00	10,922.00
TO RESERVE\DEF.REV.	20,000.00	0.00
TOTAL	128,000.00	85,706.22
COMPOST FACILITY		
PURCHASED SERVICE - CLEANUP	3,000.00	0.00
GENERAL SUPPLIES	0.00	0.00
TOTAL	3,000.00	0.00
Description	2025 BUDGET	JAN-SEPT'25

Analysis: EXPENSE STATEMENT

Description	2025 BUDGET	JAN-SEPT '25
<b>MUNICIPAL PLANNING</b>		
CONTRACT - DEVELOPMENT OFF	24,000.00	18,000.00
MUNICIPAL PLANNING	2,000.00	0.00
GENERAL GOODS & SUPPLIES	500.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	26,500.00	18,000.00
<b>ECONOMIC DEVELOPMENT</b>		
ADVERTISING AND PROMOTION	2,200.00	2,166.66
TELEPHONE AND UTILITIES	0.00	0.00
REVENUE & COST SHARE STUDY	0.00	0.00
GENERAL GOODS & SUPPLIES	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	2,200.00	2,166.66
<b>LAC STE. ANNE FOUNDATION</b>		
PIER\BOAT LAUNCH	25,000.00	800.00
PIER TO RESERVE\DEF.REV.	0.00	0.00
<b>RECREATION &amp; FACILITIES</b>		
REGIONAL RECREATION	31,425.75	31,425.76
GENERAL GOODS & SUPPLIES	20,000.00	11,777.65
EAST END BUS	11,548.72	9,457.92
LSA PHYSICIAN RECRUITMENT	0.00	0.00
BEACHWAVE PARK COORDINATOR	48,000.00	36,000.00
UTILITIES	6,000.00	4,365.31
CAPITAL PURCHASES	0.00	0.00
PROJECTS	0.00	0.00
PROJECTS	0.00	0.00
PROJECTS	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	116,974.47	93,026.64
<b>PARKS</b>		
CONTRACT SERVICES	20,000.00	13,620.00
GENERAL GOODS & SUPPLIES	10,000.00	7,032.84
UTILITIES	6,000.00	3,567.98
PARKING LOT EXPENSES	3,098.33	3,126.84
PARK PROJECTS	0.00	0.00
PARK PROJECTS	0.00	0.00
CONTRIBUTED ASSETS	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	39,098.33	27,347.66
<b>CAMPGROUND:</b>		
ADVERTISING & SIGNS	1,500.00	798.38
POSTAGE, FREIGHT, DELIVERY	0.00	0.00
PHONE\INTERNET\SATELLITE	2,000.00	1,923.36
PRINTING	300.00	300.00
CAMPGROUND MANAGER CONTRACT	62,000.00	61,780.62
CAMPGROUND SUMMER HELP	0.00	0.00
PAYROLL DEDUCTIONS	0.00	0.00
<b>Description</b>		
	<b>2025 BUDGET</b>	<b>JAN-SEPT '25</b>

Analysis: EXPENSE STATEMENT

Description	2025 BUDGET	JAN-SEPT '25
EQUIPMENT REPAIR	1,500.00	628.15
GENERAL GOODS & SUPPLIES	3,000.00	2,314.00
JANITORIAL SUPPLIES	700.00	363.00
WASTE DISPOSAL	3,800.00	3,680.19
FUEL & OIL	1,500.00	769.04
REPAIR MATERIALS	10,000.00	11,344.96
CONSTRUCTION MATERIALS	2,000.00	0.00
UTILITIES	38,000.00	24,499.97
IMPROVEMENTS	5,000.00	496.44
DEBIT\VISA BANK FEES	600.00	398.34
CAMPGROUND PROJECTS	0.00	0.00
CAMPGROUND PROJECTS	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00
TOTAL	131,900.00	109,296.45
CULTURE		
SALARIES & WAGES	0.00	0.00
PAYROLL DEDUCTIONS	0.00	0.00
REIMBURSE LIBR WAGE	0.00	0.00
UTILITIES	0.00	0.00
GRANT TO LIBRARY	13,452.48	13,452.00
YELLOWHEAD REGIONAL LIBRARY	4,104.00	4,104.00
TOTAL	17,556.48	17,556.00
LOSS ON SALE OF FIXED ASSET	0.00	0.00
AMORTIZATION OF TCA	65,000.00	0.00
ACCRETION EXPENSE	0.00	0.00
CAPITAL:		
CAPITAL PURCHASES-ADMIN	0.00	0.00
CAPITAL PURCHASES-PATROL	10,000.00	0.00
CAPITAL PURCHASES-PUBLIC WORKS	125,000.00	80,000.00
CAPITAL PURCHASES-RECREATION	0.00	0.00
CAPITAL PURCHASES-PARKS	0.00	0.00
CAPITAL PURCHASES-CAMPGROUND	0.00	0.00
TOTAL	135,000.00	80,000.00
CAPITAL PROJECTS:		
CAPITAL PROJECTS-ROADS	300,000.00	0.00
CAPITAL PROJECTS-SHOP	0.00	0.00
CAPITAL PROJECTS-DRAINAGE	50,000.00	0.00
CAPITAL PROJECTS-WALKING PATHS	0.00	0.00
CAPITAL PROJECTS-STORM OUTFALL	0.00	0.00
CAPITAL PROJECTS-ADMIN BLDG	0.00	0.00
CAPITAL PROJECTS-CAMPGRD W/R	0.00	0.00
TOTAL	350,000.00	0.00
TOTAL CAPITAL EXPENSES	485,000.00	80,000.00
BUSINESS INCOME EXPENSES	0.00	0.00
TOTAL	3,566,855.88	2,149,480.42
Description	2025 BUDGET	JAN-SEPT '25

2025 Development Permits Issued						***High Lighted are NEW***	
Permit #	Date	Municipal	Lot	Block	Plan	Proposal	Approved
25DP01-01	18-Mar-25	4311 - 50 Avenue	13	6	6604AO	Home Occupation - Head to Toe Reflexology	Y
25DP02-01	21-Apr-25	5015 - 54 Street	15	14	9722944	Shed	Y
25DP03-01	12-May-25	4412 - 50 Avenue	13	8	35108Z	Shed	Y
25DP04-01	IN PROGRESS						
25DP05-01	23-Jun-25	4204 - 43 Avenue	23	2	2422052	Shed (Accessory Structure)	Y
25DP06-01	21-Jun-25	5019 - 59 Street	11	9	3653HW	Hot Tub	Y
25DP07-01	WITHDRAWN						
25DP08-01	14-Aug-25	4712-45 Street	20	2	6604AO	Construction of SDD w\Carport & Deck	Y
25DP09-01	14-Aug-25	4727-46 Street	5	2	6604AO	Construction of SDD	Y
25DP10-01	21-Aug-25	4727 - 52 Street	14	12	3321BQ	Demolition of Existing Cabin\New Modular Home/ W Variances to Front & Flanking Yards.	Y
25DP11-01	19-Aug-25	5712 - 49 Avenue	15	4	6376KS	Home Occupation - Popcorn Seasoning Bus.	Y
25DP12-01	04-Sep-25	5235 - 48 Avenue	5	20	6269CG	Single Detached Dwelling	Y
25DP13-01	12-Sep-25	4511 - 44 Street	6	5	3508KS	Culvert/Driveway Approach	Y
25DP14-01	29-Aug-25	4507 - 50 Avenue	12	2	6604AO	Demolition of Existing Cabin	Y
25DP15-01	19-Aug-25	4704 - 48 Street	11	2	35298Z	Garage	Y
25DP16-01	22-Sep-25	4639 - 47A Avenue	7	17	3321BQ	RV Cover	Y
25DP18-01	VOID - DUPLICATE OF 25DP13-01						
25DP19-01	22-Sep-25	4661 - 45 Avenue	-	-	-	Fencing - W/ Height Variance	MPC-Sept. 16, 2025
25DP20-01	16-Sep-25	5231 - 48A Avenue	4	19	6269CG	Demolition of Existing Cabin	Y
25DP21-01	24-Sep-25	4623 - 50 Avenue	21	16	3321BQ	Single Detached Dwelling\Garage	Y
25DP22-01	24-Sep-25	4911 - 54 Street	14	1	201BT	Home Occupation - Dog Grooming	Y
25DP23-01	24-Sep-25	4311 - 50 Avenue	13	6	6604AO	Carport	Y

**aboffice@albertabeach.com**

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**From:** Executive Director <admin@aapg.ca>  
**Sent:** September 29, 2025 1:04 PM  
**To:** Executive Director  
**Subject:** Invitation to AAPG All-member ADM Zablocki Address & latest PRC Update  
**Attachments:** 2025-09-29 PRC Status Update.pdf

AAPG Members,

Each year the AAPG hosts the Assistant Deputy Minister, Public Safety & Emergency Services and Director of Law Enforcement, to address our membership and answer some of your questions. We provide the member questions to the ADM in advance, whenever possible. ***If you would like to submit a question for the ADM*** to comment on, please email your question/s to [admin@aapg.ca](mailto:admin@aapg.ca) **by October 28th.**

**Mark Your Calendar for:**  
**Monday, November 3rd**  
**Noon to 1pm**

ADM Zablocki address to AAPG Members (Virtual Meeting)

Google Meet Virtual joining info Link:

[meet.google.com/duk-tqj-qfb](https://meet.google.com/duk-tqj-qfb)

Or paste in your browser: <https://meet.google.com/duk-tqj-qfb>

Or dial: (CA) +1 587-794-8869 PIN: 998 763 509#

Also, attached is the most recent update from the Police Review Commission Implementation Team.

We are grateful for you, our members, and wish everyone a wonderful Thanksgiving!

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

# Status Report

Key accomplishments this period

Reporting Period: September 16 to September 29, 2025

Key activities planned next period

## Key Personnel Moves

- Onboarding of Director, Case Management
- Onboarding of Resolution Managers (Edmonton & Calgary)
- Onboarding Planning Advisor (Calgary)

## Key Personnel Moves

- Onboarding of Director, Investigations
- Onboarding of Resolution Coordinator (Edmonton)
- Onboarding of Case Coordinators (Edmonton & Calgary)

# Police

# Review

# Commission

## Goal:

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

**Timeline:** December 2025

Next report due: October 14, 2025

## Policy and Regulatory Development

- Ongoing work on policy and procedures for the PRC.
- Commenced formal Regulations drafting.
- Met with Ontario Provincial Police's Proactive Programs coordinator to understand their approach to resolution.

## Policy and Regulatory Development

- Continuing work on transition planning with police services and police commissions.
- Continuing work on the regulatory and policy framework to support implementation of the PRC.
- Develop workflows for file transfers.

## Operational Planning

- Met with police services regarding their complaints data (EPS & CPS Sept 23, and Lethbridge Police Service Sept 25).
- Met with owner of digital evidence management system contract to initiate PRC licensing.
- Continued case management system testing.

## Operational Planning

- Ongoing case management system enhancements expected before and after December 1, 2025.
- Continuing process to acquire licenses for digital evidence management system.
- Continuing process to secure fleet vehicles.
- Continue case management system testing.

## Engagement and Training

- On-site information sessions for officers at Camrose Police Service and Lacombe Police Service on September 18.
- Virtual information session for the Grande Prairie Police Service on September 25.
- On-site information sessions for EPS leadership in southwest southeast and west divisions.
- Meetings underway with Elders and Knowledge Keepers across Alberta to support the launch and development of PRC initiatives in collaboration with Indigenous communities.
- Learning Management System knowledge transfer and content upload complete.
- Learning Management System UAT complete.
- Met with Ontario Provincial Police's Proactive Programs Unit on September 23.
- Second round of review or final sign off on final five onboarding courses.

## Engagement and Training

- On-site information session for officers at Lethbridge Police Service on October 1.
- On-site information session for officers at Medicine Hat Police Service on October 2.
- On-site information session for EPS West Division.
- Learning Management System will go live.

## Other

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

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# Key Milestones

Reporting Period: September 16 to September 29, 2025

Anticipated  
Timeline\*

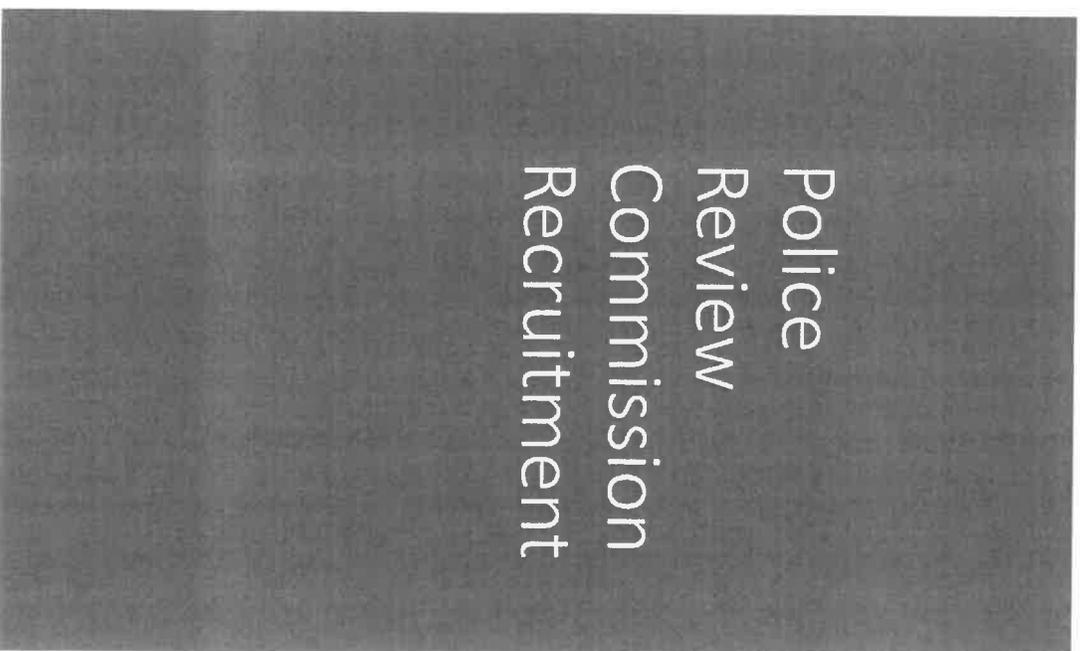
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PRC Milestones	Anticipated Timeline*
Case management system development	Completed
Phase 1-2 recruitment for permanent PRC staff: directors and key support positions.	Completed
Hire executive directors	September 2025
Updates to Regulations Drafting underway	Fall 2025
Policy manual Engagement, research and analysis is ongoing	Fall 2025
Phase 3 recruitment of PRC staff Recruitment will continue into 2026	Fall 2025
JJ Bowlen Building (Calgary interim office) occupancy	Fall 2025
Labour Building (3rd Floor) Building (Edmonton interim office) occupancy	Fall 2025
Labour Building (2nd Edmonton interim office) occupancy	Spring 2026

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

# Recruitment Ongoing

Reporting Period: September 16 to September 29, 2025



Positions	Stage
Statutory/Level 2 Investigators x 4	Offer Stage
Manager, Resolution (North)	Hired
Manager, Resolution (South)	Hired
Director, Case Management (Comp. #72649)	Hired
Executive Director, Case Management and Resolution (Comp. #72259)	Interviews
Planning Advisor (Comp. #73562)	Offer Stage
Community and Commission Liaison (Comp. #74406)	Interviews
Policy Analyst	Hired

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

# Recruitment Ongoing

Reporting Period: September 16 to September 29, 2025

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## Police Review Commission Recruitment

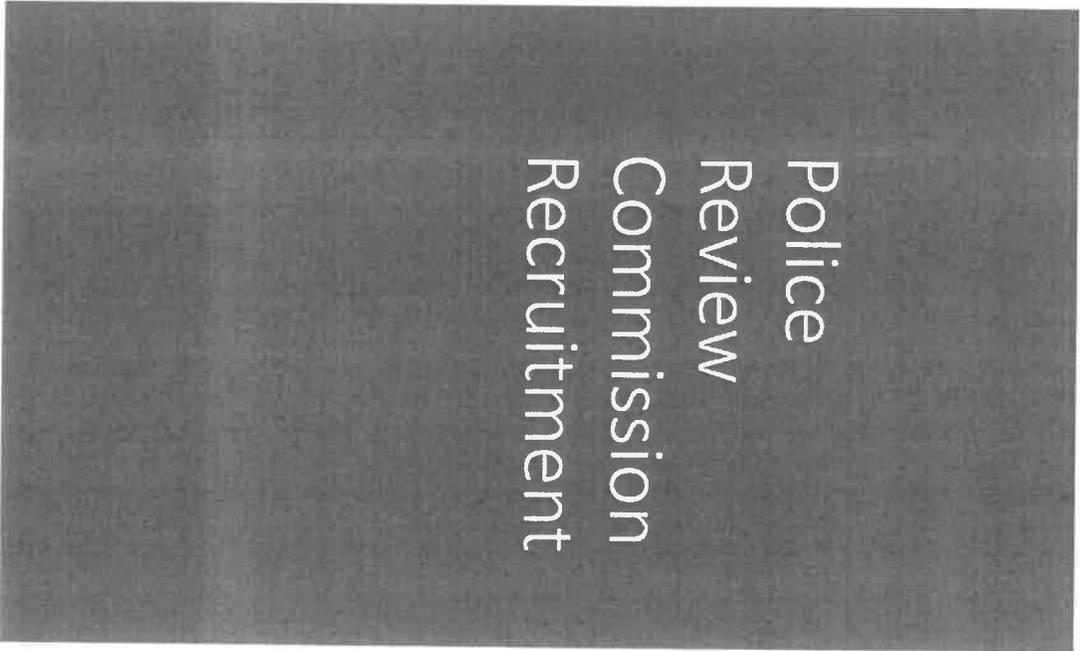
Positions	Stage
Director, Code of Conduct Investigations	Hired
Manager of Investigations (North)	Offer Stage
Manager of Investigations (South)	Offer Stage
Senior Investigator (6) /Investigator (6)	References
Senior/Resolution Specialists (6 Calgary, 6 Edmonton)	References/ Offer Stage
Resolution Coordinator (1)	Interviews Sept 24- 25
Case Coordinator (6)	Offer Stage

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

# Recruitment Upcoming

Reporting Period: September 16 to September 29, 2025

Upcoming Positions	Status Update
Manager of Evidence	1 week
Evidence Coordinators	1 week
Data & Research Analyst	1 week
Information & Privacy Coordinator	1 week
Communications Advisor (2)	1 week



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

# Police Review Commission Acronym Glossary

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

**aboffice@albertabeach.com**

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**From:** Chair AAPG <chair@aapg.ca>  
**Sent:** October 5, 2025 10:33 AM  
**To:** Chair AAPG  
**Subject:** AAPG Executive Director Retirement Notice

Dear Members,

On behalf of the Board of Directors, we wish to inform you that Victoria Chester has submitted her resignation as Executive Director of AAPG, effective December 15, 2025.

During her time with us, Victoria has made significant contributions to advancing the mission and strengthening the operations of AAPG. We are deeply grateful for her dedication, leadership, and commitment to our members and the Board.

The Board has begun the process of determining next steps for leadership transition. We are committed to ensuring stability and continuity as we move forward.

Please join us in thanking Victoria for her service and wishing her every success in her retirement, travel and future endeavors.

Sincerely,

Lorraine Wesley  
Chair  
On behalf of the Board of Directors

**aboffice@albertabeach.com**

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**From:** Lilian Wisser <lwisser@albertacf.com>  
**Sent:** October 6, 2025 2:44 PM  
**Subject:** ● Let's Get Ready for Lemonade Day 2026!  
**Attachments:** Save the Date Lemonade Day 2026.png

Hello Everyone!

Lemonade Day 2025 may have just wrapped up, but we're already stirring up excitement for **Lemonade Day 2026** — and we can't wait to get you involved!

We're kicking off early planning and promotion efforts to make next year's event even bigger and better. While many details are still in the works, we wanted to share some **early info** to help you start spreading the word.

✔ **Attached is a promotional poster** — feel free to:

- Share it on social media (We have posted this to our Facebook so feel free to share the post!)
- Post it in community hubs, schools, and local businesses in your region
- Use it in any printed or digital materials as you begin outreach

There's lots more to come, so stay tuned for updates as plans develop! Here is what we know so far!

📅 **March 1st** – Registration opens

📅 **May 25th** – Registration closes

📅 **June 13th** – Lemonade Day 2026!

As always, if you have any questions or ideas, don't hesitate to reach out. Let's make Lemonade Day 2026 unforgettable! 🍋

Thank you for your continued support!

Community Futures Yellowhead East  
CED & Project Coordinator  
Unit 1, 5023-50ave  
Box 2185, Whitecourt, AB  
T7S 1P8  
lwisser@albertacf.com  
Office: 780-791-0966 EXT. 103 Direct: 587-952-7013  
<https://yellowheadeast.albertacf.com/>



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**aboffice@albertabeach.com**

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**From:** Michelle Jones <mjones@albertacf.com>  
**Sent:** October 8, 2025 4:52 PM  
**To:** Chris Leggitt; Bill Lewis; Onoway; Rhonda Woods; Bert Roach; Jenny Bruns; Kristen Milne; Alberta Beach Village Office; Trista Court; Dawn <DFedorvich@countybarrhead.ab.ca> Fedorvich; Raychelle Patricia  
**Subject:** Fw: Share the News: Alberta Economic Budget Forum & Premier's Dinner, November 24, 2025  
**Attachments:** 2025 TIAA's Economic Budget Forum\_SM Asset.png

*Michelle Jones*

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

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**From:** Courtney Bellwood <courtney@tiaalberta.ca>  
**Sent:** Wednesday, October 8, 2025 9:16 AM  
**To:** Michelle Jones <mjones@albertacf.com>  
**Subject:** Share the News: Alberta Economic Budget Forum & Premier's Dinner, November 24, 2025

Good morning Michelle,

We're hoping you can help spread the word about Alberta's signature tourism policy event, the **Alberta Economic Budget Forum & Premier's Dinner**, featuring the inaugural **Alberta Tourism GRIT Awards**, taking place **Monday, November 24, 2025, at the Edmonton Convention Centre**.

Hosted by the Tourism Industry Association of Alberta (TIAA), this high-impact event brings together industry leaders, policymakers, and community partners for a meaningful conversation with government about Alberta's economic future. This evening will also celebrate the outstanding achievements of Alberta's tourism trailblazers during the first-event GRIT Awards ceremony.

With visitor spending surpassing \$14.4 Billion in 2024, Alberta's visitor economy now leads the nation in growth, making this the moment to align on the economic future we want for our province.

**Event Highlights Include:**

- Aligning Compensation Culture in Tourism – addressing labour shortages and previewing TIAA's AI-powered HR Advisor Chatbot
- Growth in the Midst of Trade and Tariff Uncertainty – timely insights from leading analysts on Alberta's fiscal and political outlook ahead of Budget 2026
- Regional Growth & Prosperity: An NDP Perspective to 2035 – a dialogue on tourism's role in long-term prosperity and diversification with NDP Leader Naheed Nenshi & MLA Nicole Goehring (Edmonton-Castle Downs)

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- Tourism as a Vehicle to Support Export Diversification – exploring tourism’s role as one of Alberta’s most strategic exports
- Evening Program – Alberta-Made MLA Cocktail Reception, GRIT Awards & Dinner, and a Q&A with Premier Danielle Smith and Hon. Andrew Boitchenko, Minister of Tourism and Sport

We would be very grateful if you could share the event details through your social media channels and upcoming newsletters to help us raise awareness. You’ll find an attached asset as well as a sample post and newsletter copy below to make sharing easy.

**Sample Social Post:**

Join Alberta’s tourism and economic leaders at the Alberta Economic Budget Forum & Premier’s Dinner, featuring the 2025 Alberta Tourism GRIT Awards, on November 24 at the Edmonton Convention Centre.

An evening of policy insights, local food, and industry celebration, with Premier Danielle Smith and Minister Andrew Boitchenko joining the conversation.

Secure your tickets today: <https://ttaa.silkstart.com/events/tourism-economic-budget-forum-premiers-dinner-featuring-the-alberta-tourism-grit-awards>

#AlbertaTourism #GRIT Awards

**Newsletter Blurb:**

Alberta Economic Budget Forum & Premier’s Dinner – Featuring the 2025 Alberta Tourism GRIT Awards

Join tourism and economic leaders from across the province for the Alberta Economic Budget Forum & Premier’s Dinner, November 24, 2025, at the Edmonton Convention Centre. Hosted by the Tourism Industry Association of Alberta (TIAA), this signature event connects policymakers, industry professionals, and community partners to discuss the budget priorities shaping Alberta’s visitor economy.

This high-impact event features:

- Aligning Compensation Culture in Tourism – tackling labour shortages and previewing TIAA’s AI-powered HR Advisor Chatbot
- Growth in the Midst of Trade and Tariff Uncertainty – timely insights from leading analysts on Alberta’s fiscal and political outlook ahead of Budget 2026
- Regional Growth & Prosperity: An NDP Perspective to 2035 – dialogue on tourism’s role in long-term prosperity and diversification with Leader Naheed Nenshi & MLA Nicole Goehring (Edmonton-Castle Downs)
- Tourism as a Vehicle to Support Export Diversification – exploring tourism’s role as one of Alberta’s most strategic exports
- Evening program – Alberta-Made MLA Cocktail Reception, GRIT Awards & Dinner, and a Q&A with Premier Danielle Smith and Minister of Tourism and Sport, Andrew Boitchenko

Learn more and register: <https://ttaa.silkstart.com/events/tourism-economic-budget-forum-premiers-dinner-featuring-the-alberta-tourism-grit-awards>

Please feel free to reach out should you have any questions.

Thank you for your support!

Warmly,  
Courtney

Courtney Bellwood

Manager, Communications & Stakeholder Engagement  
TOURISM INDUSTRY ASSOCIATION OF ALBERTA (TIAA)  
PO Box 142 Calgary Stn Central  
Calgary, Alberta T2P 2H6  
E [courtney@tiaalberta.ca](mailto:courtney@tiaalberta.ca) W [tiaalberta.ca](http://tiaalberta.ca)



*TIAA is a not-for-profit tourism association that advocates on behalf of all segments of Alberta's visitor economy for a competitive and sustainable business environment that generates substantial economic value for the province.*

**DISCLAIMER**

*This email, and any attachment(s), is intended for the named recipient(s) in the address field(s) above and may contain confidential information. If you have received this email in error, please immediately notify the sender and delete this email message.*

The Tourism Industry Association of Alberta Presents

**ALBERTA**  
Economic  
Budget  
Forum | **PREMIER'S**  
Dinner

ALBERTA  
**GRIT**  
AWARDS

**November 24, 2025**

Hall D | Edmonton Convention Centre



**aboffice@albertabeach.com**

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**From:** Michelle Jones <mjones@albertacf.com>  
**Sent:** October 11, 2025 1:39 PM  
**To:** Chris Leggitt; Bill Lewis; Onoway; Kristen Milne; petersmyl@whitecourt.ca; Wendy Davidson; Tracy Mindus; Trista Court; matthew.ferris@woodlands.ab.ca; Debbie Oyarzun; Alberta Beach Village Office; Collin Steffes; Jenny Bruns  
**Cc:** Nicholas Gelych; Marvin Schatz; darylweb@telus.net; Anna Greenwood; Robin Murray; Dave Kusch; Liz Krawiec; Serena Lapointe; Jim; Nicholas Gelych  
**Subject:** RE; MUNICIPAL ELECTIONS - CFYE Municipally Elected Board Information Update -  
**Attachments:** COMMUNITY FUTURES YELLOWHEAD EAST board overview.docx; CFYE\_Board\_Information\_Guide.docx

**Importance:** High

Good afternoon, in light of the upcoming elections and possible turn over in Elected Officials currently assigned to the Community Futures Yellowhead East Board of Directors, our Chair felt it was important that we provide you with an overview of recent updates made to the terms of reference regarding role and responsibilities of elected officials being assigned to the CFYE Board of Directors.

We ask that you carefully review the information attached in consideration when selecting the elected officials at your upcoming Committee Delegation Meetings . In addition we ask that you also share the attached information to existing councillors and or newly elected candidates so they may also have an opportunity to review the roles and responsibilities, if they possess the necessary skills sets and qualities that make the best fit for the organization, so they can consider volunteering their name for consideration during this delegation process.

Thank you and best wishes in the upcoming council year ahead

*Michelle Jones*

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

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## COMMUNITY FUTURES YELLOWHEAD EAST

### CFYE Stakeholder Board Appointments: Roles, Responsibilities & Leadership Expectations

#### Re: Appointment of Municipal Representatives to the Community Futures Yellowhead East (CFYE) Board of Directors

*(Updated for the 2025–2029 Municipal Term)*

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### 1. Purpose of this Board Appointment Overview

As your municipality considers appointments to the Community Futures Yellowhead East (CFYE) Board of Directors, we ask that you give thoughtful consideration to the **responsibilities, leadership expectations, and regional significance** of this role.

The CFYE Board plays a vital governance and leadership function that extends beyond individual municipal interests. Board members act as **regional stewards**, guiding economic development strategies that impact the entire Yellowhead East region.

---

### 2. Regular Meeting Schedule

-  **Meeting Day & Time:** EVERY THIRD THURSDAY, 1:00 pm – 3:30 pm
  -  **Location:** COMMUNITY FUTURES YELLOWHEAD EAST In Person/Virtual Meetings
  -  **Frequency:** MONTHLY
  -  **Next Meeting:** NOVEMBER 20, 2025
- 

### 3. The Strategic Role of the CFYE Board

The Board of Directors provides **strategic direction, policy oversight, and fiduciary accountability** for the organization. Collectively, the board:

- Establishes and monitors strategic goals and objectives of the organization
- Upholds transparent and ethical governance of public funds.
- Supports small business development and regional investment attraction.
- Provides support and guidance to the Executive Director, who is responsible for implementing operational plans to ensure the organization meets or exceeds its minimum performance requirements.
- Strengthens partnerships across municipal, provincial, and federal levels.

Board members serve as **decision makers, advisors, and trustees**, ensuring CFYE's mission and vision are realized across the entire region.

#### 4. Desired Representation & Diversity of Expertise

Community Futures' strength lies in its diversity. Municipal representatives should ideally reflect a **balance of leadership experience, professional background, and a solid understanding of regional economic development and diversification.**

We encourage municipalities to consider candidates who bring:

- Experience in **small business, entrepreneurship, finance, HR, management**
- Skills in **project management, governance, or community planning**
- A demonstrated commitment to **collaboration, innovation, and integrity**
- An understanding of both **local needs and regional economic dynamics**

Board diversity — in background, expertise, and perspective — enhances decision-making and ensures inclusive regional growth.

---

#### 5. Governance, Accountability & Conduct

CFYE Board Members must:

- Understand the distinction between **governance and operations.**
- Serve with **integrity, accountability, and commitment** to the organization's mission.
- Exercise their **fiduciary duty** by acting ethically, loyally, and in the best interest of the organization and the region.
- Uphold **confidentiality** and the organization's code of conduct.
- Prioritize **regional economic well-being** over individual municipal interests.

Board members are entrusted with the stewardship of **public funds** and must consistently act in good faith and with sound judgment.

---

#### 6. Community Accountability & Engagement

As visible ambassadors of Community Futures, board members are expected to:

- Maintain an active presence within their community.
- Communicate CFYE's plans, activities, and results to local stakeholders.
- Encourage and refer potential small business clients to CFYE programs.
- Support regional collaboration and knowledge sharing between municipalities.

This ensures that CFYE remains responsive, transparent, and connected to the people and communities it serves.

---

## **7. Commitment & Responsibilities**

Board Members are expected to:

- Attend monthly meetings (in-person or virtual as needed).
- Review meeting materials in advance (agendas, minutes, financials, staff reports).
- Participate in committees, including the **Investment Review Committee**.
- Review loan applications and approval requests and ensure balanced lending portfolios.
- Monitor audit procedures and compliance with **Prairies Can Funding Agreements**.
- Approve and oversee the annual operating budget.
- Contribute to policy development and regular organizational reviews.

**Estimated Term/Time Commitment:** Directors are encouraged to commit to a minimum 3-year term, providing 3–6 hours per month, plus committee work and community engagement activities.

---

## **8. The Opportunity for Leadership**

Serving on the CFYE Board provides an opportunity to:

- Contribute to **regional economic development**.
  - Build leadership networks across municipalities.
  - Shape the future of local/regional business and community growth.
  - Represent your community's voice at a regional decision-making table.
- 

## **9. Closing Message**

Community Futures Yellowhead East is built on collaboration and leadership.

By appointing strong, committed representatives, your municipality helps ensure the continued success of this vital regional organization.

Together, we can strengthen local businesses, foster economic resilience, and ensure our communities thrive.

---

**For additional information or nomination guidance, please contact:**

✉ [mjones@albertacf.com](mailto:mjones@albertacf.com) , 780-778-0977



Growing communities one idea at a time.

## Community Futures Yellowhead East Municipal Board Information Guide

### 1. Purpose of this Information Guide

As your municipality considers appointments to the Community Futures Yellowhead East (CFYE) Board of Directors, we ask that you give thoughtful consideration to the responsibilities, leadership expectations, and regional significance of this role. The CFYE Board plays a vital governance and leadership function that extends beyond individual municipal interests. Board members act as regional stewards, guiding economic development strategies that impact the entire Yellowhead East region.

### 2. Regular Meeting Schedule

Meeting Day & Time: **1:00 PM – 3:30 PM, Every Third Thursday of the Month**  
Location: **Community Futures Yellowhead East Office**  
Frequency: **Monthly**  
Next Scheduled Meeting: **November 20, 2025**

### 3. The Strategic Role of the CFYE Board

The Board of Directors provides strategic direction, policy oversight, and fiduciary accountability for the organization. Collectively, the board establishes and monitors the strategic goals and objectives of the organization in alignment with the mission and vision established for the organization, upholds transparent and ethical governance of public funds, supports small business development and regional investment attraction, oversight and support of the executive directors operational plans ensuring performance meets or exceeds federal and regional funding expectations, and strengthens partnerships across municipal, provincial, and federal levels.

### 4. Desired Representation & Diversity of Expertise

Community Futures' strength lies in its diversity. Municipal representatives should ideally reflect a balance of leadership experience, professional background, and regional understanding. We encourage municipalities to consider candidates who bring experience in small business, entrepreneurship, or finance; skills in project management, governance, or community planning; and a demonstrated commitment to collaboration, innovation, and integrity.

### 5. Governance, Accountability & Conduct

CFYE Board Members must understand the distinction between governance and operations, serve with integrity and accountability, and exercise their fiduciary duty by acting ethically, loyally, and in the best interest of the organization and the region. They are bound by a Code of Conduct and Confidentiality Agreements, including Conflict of Interest agreements. They agree to prioritize regional economic well-being over individual municipal interests, and act in good faith as stewards of public funds.

## 6. Community Accountability & Engagement

Board members are ambassadors of Community Futures. They maintain an active presence in their community, communicate CFYE's plans and results to stakeholders, encourage and refer potential small business clients to CFYE programs, and support collaboration between municipalities to ensure the organization remains responsive and connected.

## 7. Commitment & Responsibilities

Board Members are expected to attend monthly meetings, review meeting materials in advance, participate in committees including the Investment Review Committee, approve loan requests, monitor audits and compliance with PrairiesCan Funding Agreements, approve and oversee the annual operating budget, and contribute to policy development and reviews.

### Estimated Term/Time Commitment:

**Term:** Directors are encouraged to commit to a minimum 3 year term, maximum term of 9 years.

**Time:** 3–6 hours per month, plus committee work and community engagement activities as required.

## 8. The Opportunity for Leadership

Serving on the CFYE Board provides an opportunity to contribute to regional economic development, build leadership networks, shape the future of local business and community growth, and represent your community's voice at a regional decision-making table.

## 9. Closing Message

Community Futures Yellowhead East is built on collaboration and leadership. By appointing strong, committed representatives, your municipality helps ensure the continued success of this vital regional economic development organization. Together, we can strengthen local businesses, foster economic resilience, and ensure our communities thrive.

14.f

**aboffice@albertabeach.com**

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**From:** Connect Mobility <cs@connectmobility.ca>  
**Sent:** October 3, 2025 11:37 AM  
**To:** aboffice@albertabeach.com  
**Subject:** Alberta Beach, Sunset Point, Val Quentin Update

**Project Timeline & Special Offer**

Construction for the new fiber network is scheduled to begin in 2025. Once the project starts, we will place the fiber equipment order, which has an estimated 60-day delivery timeline. During this period, our crews will be on-site removing the old coaxial network to prepare the poles for the new fiber infrastructure. Following this preparation work, fiber installation to individual homes will begin. Fiber access in the community has already been confirmed, which means we can deliver 1 Gigabit high-speed internet to every home once the network is active.

**Special Founders' Offer**

Residents who sign up before construction begins can lock in the founders' rate of \$59.95/month for five years, with FREE installation. Our goal is to reach 400 pre-registrations before construction starts to maximize community participation and ensure everyone benefits from this early pricing. Please note that **once** construction begins, the monthly service rate will increase to \$89.95, and a **one-time installation fee of \$199** will apply. Pre-registering now guarantees both the lower price and free installation, as well as priority scheduling once the network goes live.

45

14.9

**aboffice@albertabeach.com**

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**From:** Kelly Muir  
**Sent:** September 25, 2025 12:22 PM  
**To:** Village of Alberta Beach  
**Subject:** Fwd: Letter from CUPW | Canada Post Mandate Review  
**Attachments:** 2025-09-09\_Resolution Municipalities\_EN.pdf

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

**From:** Marty Le Gallez <mlegallez@cupw-sttp.org>  
**Date:** Wed, Sep 24, 2025 at 1:40 PM  
**Subject:** Letter from CUPW | Canada Post Mandate Review  
**To:** kellymuir@albertabeach.com <kellymuir@albertabeach.com>

**BY EMAIL AND MAIL**

September 24, 2025

Mayor Kelly Muir

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

kellymuir@albertabeach.com

Dear Mayor Muir,

**Re: Upcoming Mandate Review of Canada Post Could Affect Jobs and Services in Your Community**

I am writing you to let you know that the Federal Government is planning a mandate review of Canada Post from October 2025 to March 2026. At this time, we do not have details regarding the format, process or terms of reference. We are very concerned that there is no guarantee of public or stakeholder consultation (please see enclosure).

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I had written you earlier this year about the Industrial Inquiry Commission (IIC) launched to review negotiations between Canada Post and our union. Unfortunately, it examined issues that were beyond collective bargaining and made some recommendations for drastic service cuts. Notably, these were in the form of post office closures and to resume conversion to community mailboxes – something the first Liberal Government after Harper was elected to stop.

CUPW's recommendations for expanded services, including things like postal banking, seniors check ins, community hubs, the reinstatement of an improved Food Mail Program, were rejected as a means to immediately address the financial challenges faced by Canada Post. This, despite the fact that many individuals, municipalities and organizations have supported our efforts over the years.

Canada Post also used the IIC to set up its demands for regulatory changes that could form the basis of the mandate review. We believe that regulatory changes should only be examined after Canada Post returns to stabilized operations, the full impact of the January 2025 stamp price increase is realized, and when parcel volumes reflect sectoral demand.

Canadians deserve to have their say on a public service they own. Our Federal Government must respect their voice, their needs, their communities, including those in rural, remote and Northern locations, workers and their rights, and safeguard public services and jobs – not try to quietly erode them.

I am asking your municipality to:

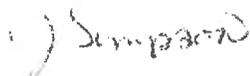
- 1) Pass a resolution asking for a delay on this mandate review,
- 2) Ask the Government to commit to a fully transparent, public process involving input and hearings from all stakeholders in all regions, and;

3) Make a written and/or oral submission to the upcoming mandate review – if you have the capacity and depending upon how the review is structured.

Should you have any questions or concerns, please feel free to reach out to me via Vanessa Murenzi at [vmurenzi@cupw-sttp.org](mailto:vmurenzi@cupw-sttp.org)

Thank you for your attention to this matter.

Sincerely,



Jan Simpson

National President

Canadian Union of Postal Workers

Encl.

PS - We are pleased to see some municipal-level pushback around the unilateral change in delivery practice for the red flags on rural mailboxes. This has raised concerns, in particular for elderly residents and those with mobility issues, who now have to go to their mailbox to check for mail.

C.C.:

National Executive Board

Regional Executive Committees

CUPW Locals

CUPW Specialists

/mlg cope 225

# Appendix A

## Canada Post Corporation Review

*Notionally, public consultations may be undertaken to consider the Canadian Postal Service Charter (2009) and to get a pulse on Canadians' needs and use of the postal service. Should engagement be necessary, the goal would be obtain [sic] views from Canadians and stakeholders to redefine the government's service-oriented vision for Canada Post, in a context where the postal industry landscape has changed, the needs of Canadians have evolved, and the volume of mail and letters has declined significantly to the point where Canada Post's sustainability has been undermined.*

**Source:** Secretariat, Treasury Board of Canada. 2025. "Consulting with Canadians." Canada.ca. <https://www.canada.ca/en/government/system/consultations/consultingcanadians.html>. Accessed September 5, 2025. Search term "Canada Post Corporation Review"

## Federal Government Plan: Canada Post Corporation Review

**WHEREAS** the Federal Government has announced a planned Canada Post Corporation Review from October 1, 2025 to March 31, 2026 as follows:

*Notionally, public consultations may be undertaken to consider the Canadian Postal Service Charter (2009) and to get a pulse on Canadians' needs and use of the postal service. Should engagement be necessary, the goal would be obtain [sic] views from Canadians and stakeholders to redefine the government's service-oriented vision for Canada Post, in a context where the postal industry landscape has changed, the needs of Canadians have evolved, and the volume of mail and letters has declined significantly to the point where Canada Post's sustainability has been undermined.<sup>1</sup>*

**WHEREAS** the current plan does not ensure that there will be any public consultation or engagement with all stakeholders, and the process and terms of reference for the mandate review have yet to be announced.

**WHEREAS** the recent Industrial Inquiry Commission report recommended service cuts in the form of post office closures and the reintroduction of the community mailbox conversion plans of the last Federal Conservative government.

**WHEREAS** it will be crucial for the mandate review to hear the views from municipalities on key issues, including maintaining Canada Post as a public service, the importance of maintaining the moratorium on post office closures, improving the Canadian Postal Service Charter, home mail delivery, parcel delivery, keeping daily delivery, improving postal banking, greening Canada Post, EV charging stations, food delivery, improving delivery to rural, remote and Indigenous communities, and developing services to assist people with disabilities and help older Canadians to remain in their homes for as long as possible – and at the same time, helping to ensure that good jobs stay in their communities and that Canada Post can remain financially self-sustaining.

**THEREFORE, BE IT RESOLVED** that (name of municipality) formally writes the Minister of Government Transformation, Public Works and Procurement, Joël Lightbound, to demand that no mandate review takes place until Canada Post returns to stabilized operations, until the full impact of the stamp price increase is realized, and until parcel volumes reflect sectoral demand.

**THEREFORE, BE IT RESOLVED** that (name of municipality) will include in its letter to Minister Lightbound that any review of Canada Post and the Canadian Postal Service Charter must be done through a full and thorough transparent public review of Canada Post, including public hearings, with all key stakeholders, in every region of Canada.

**THEREFORE, BE IT RESOLVED** that (name of municipality) will make a written submission and/or participate in hearings to provide input in the upcoming mandate review of Canada Post.

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<sup>1</sup> Secretariat, Treasury Board of Canada. 2025. "Consulting with Canadians." Canada.ca. <https://www.canada.ca/en/government/system/consultations/consultingcanadians.html>. Accessed September 5, 2025. Search term "Canada Post Corporation Review"

## MAILING INFORMATION

1) Please send your resolution to the Minister responsible for Canada Post, and your Member of Parliament:

- Joël Lightbound, Federal Minister of Government Transformation, Public Works and Procurement, House of Commons, Ottawa, Ontario, K1A 0A6
- Your Member of Parliament

Note: Mail may be sent postage-free to any member of Parliament. You can get your MP's name, phone number and address by going to the Parliament of Canada website at <https://www.ourcommons.ca/Members/en>

2) Please send copies of your resolution to:

- Jan Simpson, President, Canadian Union of Postal Workers, 377 Bank Street, Ottawa, Ontario, K2P 1Y3
- Rebecca Bligh, President, Federation of Canadian Municipalities, 24 Clarence St, Ottawa, Ontario, K1N 5P3

**aboffice@albertabeach.com**

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**From:** ALSS AHDLIST <alss.ahdlist@gov.ab.ca>  
**Sent:** September 11, 2025 12:31 PM  
**Subject:** Designation of Affordable Housing Accommodations for Property Tax Exemptions  
**Attachments:** MO No. 2025-024.pdf; \_Appendix B TEMPLATE FINAL.xlsx; Fact Sheet - Property Tax Exemptions for Affordable Housing.pdf

Dear CAO,

Affordable housing is a priority for the Government of Alberta. In 2024, section 363 of the *Municipal Government Act* was amended to exempt certain affordable housing units (as defined by the *Alberta Housing Act*) from property taxes. This change took effect on January 1, 2025.

Last year, Assisted Living and Social Services (ALSS) created the first list of housing units exempt from property tax for 2025. No units in your community were included, or the eligibility has since expired. We now need your input to prepare the list of eligible housing in your municipality for the 2026 tax year.

For 2026, the eligibility criteria have been expanded to include:

- Affordable housing units run by housing management bodies that do not have a government agreement, and
- Housing units operated by housing co-operatives under agreement with government.

Municipalities can still remove property tax exemptions through a bylaw, but the education property tax portion will always remain exempt.

To apply for the exemption in 2026, a housing provider must:

- Be a non-profit, housing management body, or housing co-operative whose mission is to serve people in core housing need or identified target groups.
- Have an agreement with a government (unless operated by a housing management body).
- Charge rents at below market rates, deemed to be 10% or more below market.

At this time, no eligible units have been identified in your community. If your municipality has agreements with housing providers that meet the criteria, or if you know of eligible housing units, please complete the attached template (Attachment 2) and send it to [alss.ahdlist@gov.ab.ca](mailto:alss.ahdlist@gov.ab.ca) by **September 19, 2025**. In your email, please indicate in the subject line the name of your Municipality.

ALSS will review all submissions and may follow up for more details. If units are designated, you will receive your finalized community list by September 30, 2025. For more details on the process, see the attached Fact Sheet (Attachment 3).

Thank you for your support in helping ensure low-income Albertans have access to affordable housing.

Housing Division  
Assisted Living and Social Services



Classification: Protected A

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ALBERTA

ASSISTED LIVING AND SOCIAL SERVICES  
Office of the Minister

## Ministerial Order No. 2025-024

WHEREAS, pursuant to section 1(a) of the *Alberta Housing Act* (the Act), “affordable housing accommodation” means a housing accommodation designated by the Minister as an affordable housing accommodation under section 31.1(1);

AND WHEREAS, pursuant to section 31.1(1) of the Act, the Minister may designate a housing accommodation as an affordable housing accommodation if the Minister is of the opinion that in the circumstances the housing accommodation is suitable for designation as an affordable housing accommodation;

AND WHEREAS, pursuant to section 3(3) of the Act, the Minister may delegate to any person any power, authority or obligation conferred or imposed on the Minister under the Act;

AND WHEREAS Ministerial Order No. 2024-011 established the circumstances under which a housing accommodation is suitable for designation as an affordable housing accommodation and delegated to the Assistant Deputy Minister, Housing Division, the authority to designate a housing accommodation as an affordable housing accommodation, and it is desirable to consolidate these provisions into a single ministerial order.

THEREFORE, I, JASON NIXON, Minister of Assisted Living and Social Services, pursuant to section 31.1(1) of the Act, do hereby:

1. Establish the circumstances under which a housing accommodation is suitable for designation as an affordable housing accommodation are that it must:
  - a. be owned or operated by a not-for-profit organization incorporated under the *Societies Act*, *Companies Act* or *Business Corporations Act*, a management body established under the *Alberta Housing Act*, a co-operative housing provider or a similar organization as determined under this Ministerial Order that has a stated mission or mandate to serve those in core housing need (as defined in section 8(2)(a) of the *Social Housing Accommodation Regulation*) or to provide housing to target population groups identified in *Stronger Foundations: Alberta's 10-year strategy to improve and expand affordable housing*;
  - b. be subject to an agreement between the owner or operator of the housing accommodation and the Government of Canada, Province of Alberta or a municipality, except for housing accommodation owned or operated by a management body; and,
  - c. have rental rates which are below market rates.

2. Delegate to the Assistant Deputy Minister, Housing Division, the authority to designate a housing accommodation as an affordable housing accommodation, in accordance with the circumstances set out in clause 1, including the authority to determine a similar organization under clause 1(c).
3. Direct the Assistant Deputy Minister, Housing Division, to create and maintain a list of designated affordable housing accommodations to be reviewed and updated at least annually or upon notification of the transfer of a housing accommodation designated as an affordable housing accommodation under this Ministerial Order.
4. Rescind Ministerial Order No. 2024-011.

DATED this 19 day of AUG, 2025.

  
\_\_\_\_\_  
Jason Nixon  
Minister of Assisted Living and Social Services

14.1

**aboffice@albertabeach.com**

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**From:** Government of Alberta <dfpp@gov.ab.ca>  
**Sent:** October 1, 2025 9:21 AM  
**To:** Kathy Skwarchuk  
**Subject:** Applications are open for the Drought and Flood Protection Program



Good afternoon,

Alberta's Drought and Flood Protection Program is accepting applications from October 1 to December 1, 2025.

The Drought and Flood Protection Program provides funding to help Indigenous communities and municipalities across Alberta design and build projects that protect critical infrastructure from the impacts of flooding and drought.

More details, including application forms and eligibility criteria, are available on the program website.

For questions or support, they can reach out directly to [dfpp@gov.ab.ca](mailto:dfpp@gov.ab.ca).

Sincerely,

The Drought and Flood Protection Program Team

You are subscribed to this email as [aboffice@albertabeach.com](mailto:aboffice@albertabeach.com).  
Click here to modify your [preferences](#) or [unsubscribe](#).

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September 16, 2025

Alberta Beach  
Box 278  
Alberta Beach, AB T0E 1A0

Attn: Kathy Skwarchuk, CAO

Re: Fire Services Mutual Aid Agreement - Addendum for Highway Dual Call Out

Per your email of August 22, 2025, Lac Ste. Anne County Council considered your request to add an Addendum to the proposed Mutual Aid Fire Agreement, specifically to address the "process for highway dual call out response."

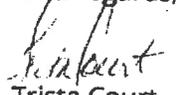
Following their deliberation in closed session (ATIA Section 26, *Disclosure harmful to intergovernmental relations*), Council passed the following resolution:

MOVED BY Councillor George Vaughan that Council direct Administration to advise the Municipal Fire Services Consortium, via Alberta Beach, that Lac Ste. Anne County's intent is for the proposed Fire Services Mutual Aid Agreement to remain a true mutual aid agreement, with departments engaging assistance when deemed required, and in accordance with the request procedures set out in the agreement. Carried.

In short, Council's position is that the agreement as drafted reflects the principles of true mutual aid. When either party requires assistance, that support should be requested and provided strictly within the parameters already outlined within the agreement.

Please feel free to connect with any questions or concerns.

Kind regards,

  
Trista Court

Interim County Manager / General Manager of Community Engagement

c.c. County Council  
Randy Schroeder, County Fire Chief

aboffice@albertabeach.com

---

**From:** Carole Peacock <cpeacock@lsac.ca>  
**Sent:** September 29, 2025 2:11 PM  
**To:** gino@onoway.ca; Jennifer Thompson; Len Kwasny; Karen St. Martin; cpokasamba@mayerthorpe.ca; Janet Jabush; Kathy Skwarchuk; taraelwood@albertabeach.com; Jan.al.christiansen@marlenewalsh ; rjackson@ualberta.ca; Wendy Wildman Birch Cove; Wendy Wildman Silver Sands, Castle Island, South View; Ian Kupchenko; jasonmadge ; Moskalyk Moskalyk; Marge Hanssen; Noel.tomm@rosshaven.ca; Tony Sonnleitner; Ray Hutscal; Bbbrady! Rudolf Liebenberg; Dww0421 ; Bernie Poulin; cprich ; Sandi Benford; diwannamaker ; Jon Ethier; tajekmc ; Matthew Ferris - Summer Village of Sunset Point; Gwen Jones; Marlene Walsh; k.dion@valqhentin.ca; Wendkes.h ; swestcove@outlokk.com; Ren Giesbrecht; Kim Hanlan; Don Bauer; cpotts@onehealth.ca; Alexis Nakota Sioux Nation2; Alexis Nakota Sioux Nation; Debbie Oyarzun; Doug Drozd; b.cornforth@parklandcounty.com; l.swain@parklandcounty.com; Allan Gamble; cmoore@sturgeoncounty.ca; rmccukough@sturgeoncounty.ca; Alanna Hnatiw; abahri@yhcounty.ab.ca; lmercier@yhcounty.ab.ca; wwilliams@yhcounty.ab.ca; Sheldon.Schoepp@woodlands.ab.ca; Gordon.frank@woodlands.ab.ca; John Burrows; Randy Schroeder; Brandy Poliakiwski; Shawn McKerry

**Subject:** RE: Invitation — Multi-Day Emergency Management Functional Exercise (Oct 6–9, 2025)

**Importance:** High

Good afternoon All,

Some of you may have already received an email from me this afternoon, so I apologize for the duplication however, it was important that this information get out to everyone who needs to be made aware. It is with regret that I am sending this email as notification that our planned Emergency Management Functional Exercise for next week must be postponed until February 2026. Please see the email below from our contractor:

Dear Participants,

On behalf of the Lakeland Emergency Training Centre and in coordination with Lac Ste. Anne County to inform you of a necessary change to our upcoming emergency management exercise.

Unfortunately, due to a combination of circumstances, we find ourselves in a position where we must postpone the exercise originally scheduled for next week. We've encountered challenges in securing instructors, as several of our confirmed facilitators have had to step down due to personal and medical reasons. Further to this, with the pending provincial teachers' strike next week, we anticipate that will further impact our staffing and likely affect participation levels.

We have spoken with Lac Ste. Anne County and have agreed that the best course of action is to reschedule the exercise. We are now planning to hold the exercise during the week of February

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23, 2025. We understand that this postponement may be an inconvenience, and we truly appreciate your understanding and flexibility.

Please know that this exercise remains a priority for us, and we are committed to ensuring it is a valuable and well-supported event. We very much look forward to collaborating with all of you in February and are confident that this additional preparation time will allow us to deliver an even more effective and engaging exercise.

Thank you once again for your participation and your patience. We will follow up with further details as we get closer to the new date. If you have any immediate questions or concerns, please don't hesitate to reach out.

All the best,  
Shawn



**Shawn McKerry** B.Sc., MEmergMgt  
Dean  
Emergency Training Centre  
**T** 780.853.5800  
**C** 780.257.8541  
**E** shawn.mckerry@lakelandcollege.ca

5707 College Drive, Vermilion, AB, Canada T9X 1K5



Kind regards,

**Carole Marciszyn-Peacock, RMHSA**

Health & Safety Manager / Deputy Director of Emergency Management  
Lac Ste. Anne County

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

PHONE: 780.785.3411 | TOLL-FREE: 1.866.880.5722 | FAX: 780.785.2985

Visit [CountyConnect.ca](https://www.CountyConnect.ca) to sign up for critical alerts as they happen!

60



October 8, 2025

Attention: Kathy Skwarchuk, CAO  
Alberta Beach  
Box 278  
Alberta Beach, AB T0E 0A0

Re: 2025 Recreation Facility & Program Assistance Grant – \$10,000.00 Boat Launch

I am pleased to advise you that your organization will soon be receiving \$10,000.00 through the 2025 Recreation Facility & Program Assistance Grant. This fund was established to assist with the continued provision for recreational facilities and recreational opportunities in our communities. Eligible expenses must have been incurred directly by your organization between January 1, 2025, and December 31, 2025, and pertain specifically to the facility mentioned above.

As per Lac Ste. Anne County Policy #02-020-004, Recreational Facility & Program Assistance Grant recipients, where Direct Grant Allocation funding level exceeds \$5,000.00, must submit a three (3) year budget prior to the funding release, as well as an annual financial statement.

As the three (3) year budget for the Boat Launch was submitted March 5, 2025, funding has now been released. Because Alberta Beach has a Direct Deposit Enrollment Form on file, you can anticipate receipt of that funding by EFT within three weeks.

Please forward a summary of the income and expenses specific to the above-named facility for the 2025 calendar year, once available. I have established **a due date for that documentation of February 28, 2026**, but please advise if you require additional time to submit. Once that documentation is received and satisfactorily reviewed, the 2025 file would then be closed as complete.

Just a reminder as well, though I know you are aware, that there is also the requirement that Alberta Beach publicly acknowledge the County's contribution to the Boat Launch.

As always, any questions or concerns, please reach out to the undersigned at 780-785-3411 or [dkerr@LSAC.ca](mailto:dkerr@LSAC.ca) at your convenience.

Sincerely,

Donna Kerr  
Community Services Manager

66



October 8, 2025

Attention: Kathy Skwarchuk, CAO  
Alberta Beach  
Box 278  
Alberta Beach, AB T0E 0A0

Re: 2025 Recreation Facility & Program Assistance Grant – \$10,000.00 Main Beach

I am pleased to advise you that your organization will soon be receiving \$10,000.00 through the 2025 Recreation Facility & Program Assistance Grant. This fund was established to assist with the continued provision for recreational facilities and recreational opportunities in our communities. Eligible expenses must have been incurred directly by your organization between January 1, 2025, and December 31, 2025, and pertain specifically to the facility mentioned above.

As per Lac Ste. Anne County Policy #02-020-004, Recreational Facility & Program Assistance Grant recipients, where Direct Grant Allocation funding level exceeds \$5,000.00, must submit a three (3) year budget prior to the funding release, as well as an annual financial statement.

As the three (3) year budget for the Main Beach was submitted March 5, 2025, funding has now been released. Because Alberta Beach has a Direct Deposit Enrollment Form on file, you can anticipate receipt of that funding by EFT within three weeks.

Please forward a summary of the income and expenses specific to the above-named facility for the 2025 calendar year, once available. I have established **a due date for that documentation of February 28, 2026**, but please advise if you require additional time to submit. Once that documentation is received and satisfactorily reviewed, the 2025 file would then be closed as complete.

Just a reminder as well, though I know you are aware, that there is also the requirement that Alberta Beach publicly acknowledge the County's contribution to the Main Beach.

As always, any questions or concerns, please reach out to the undersigned at 780-785-3411 or [dkerr@LSAC.ca](mailto:dkerr@LSAC.ca) at your convenience.

Sincerely,

A handwritten signature in black ink that reads "Donna Kerr".

Donna Kerr  
Community Services Manager

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October 8, 2025

Attention: Kathy Skwarchuk, CAO  
Alberta Beach  
Box 278  
Alberta Beach, AB T0E 0A0

Dear Ms. Skwarchuk,

Re: 2025 Recreation Facility & Program Assistance Grant—\$1,000.00 Ball Diamond Maintenance

I am pleased to advise you that your organization will receive \$1,000.00 through the 2025 Recreation Facility & Program Assistance Grant (Recreation Grant). This fund was established to assist with the continued provision for recreational facilities and recreational program opportunities in our communities. Eligible expenses must have been incurred directly by your organization between **January 1, 2025**, and **December 31, 2025**. As you have a Direct Deposit Enrollment Form on file, funds will be released through direct deposit (EFT) within three weeks.

**Evaluation Required**

Enclosed, you will also find a brief final evaluation form to complete once you have expended the grant funding in full. As per policy, all Recreation Grant allocations less than \$1,001.00 are **not** required to submit any supporting documentation (invoices/receipts) pertaining to those expenses covered through this grant. Although the deadline for submitting this document is no later than February 28, 2026, earlier submissions are appreciated.

**Recognition Required**

All external agencies receiving Lac Ste. Anne County grant funding are required to recognize this funding by way of public service announcements, social media postings and/or any promotional material such as newspaper advertising or posters (i.e. this program is partially funded by Lac Ste. Anne County's Recreation Facility & Program Assistance Grant). A quick post to your organization's Facebook page, if you have one, would be greatly appreciated! To have your program/event promoted as broadly as possible, we ask that you mention us – simply add the text @lsacounty within your messaging, then we'll be notified. Please provide a copy of that recognition along with your completed evaluation documentation.

Have a program or event coming up? Please share it with County residents on our Community Events Calendar! Visit us online and add your details at: <http://www.cometolife.ca/calendar>

Any questions or concerns can be directed to the undersigned at (780) 785-3411 / 1-866-880-5722, or via email to [dkerr@LSAC.ca](mailto:dkerr@LSAC.ca).

Sincerely,

Donna Kerr  
Community Services Manager

63

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**aboffice@albertabeach.com**

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**From:** PSES Police Review Commission <PRC@gov.ab.ca>  
**Sent:** September 16, 2025 8:58 AM  
**To:** PSES Police Review Commission  
**Subject:** Police Review Commission Status Update: September 2 - September 15, 2025  
**Attachments:** 2025-09-15 PRC Status Update.pdf

Hello,

Please see attached PRC Status Update for the period of September 2 to September 15, 2025

Thank you,  
The Police Review Commission Implementation Team

Classification: Protected A

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# Status Report

Key accomplishments this period

Reporting Period: September 2 to September 15, 2025

Key activities planned next period

- Key Personnel Moves**
  - Onboarding of Case Manager, North

### Policy and Regulatory Development

- Ongoing work on policy and procedures for the PRC.
- Commenced formal Regulations drafting.
- Initial discussions around the creation of a dashboard wireframe and public reporting.

### Operational Planning

- Met with vendor to plan the telephone system that will allow inmates in correctional facilities to contact the PRC.
- Met with translation and transcription service providers to explore how their services can be integrated into the PRC.
- Met with Correctional Services Division (CSD) on September 9, to finalize policies and procedures for inmate contact with the PRC.

- Key Personnel Moves**
  - Onboarding of Director, Case Management

### Policy and Regulatory Development

- Continuing work on transition planning with police services and police commissions.
- Continuing work on the regulatory and policy framework to support implementation of the PRC.

### Operational Planning

- Ongoing case management system enhancements expected before and after December 1, 2025.
- Continuing process to acquire licenses for digital evidence management system.
- Continuing processes to secure fleet vehicles.

### Engagement and Training

- On-site information sessions for officers at Camrose Police Service and Lacombe Police Service on September 18.
- Virtual information session for officers at the Grande Prairie Police Service on September 25.
- Learning Management System User Acceptance Testing.
- Coordinating meetings with Elders and Knowledge Keepers across Alberta to support the launch and development of the PRC's initiatives in collaboration with Indigenous communities.

### Other

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

# Police Review Commission

## Goal:

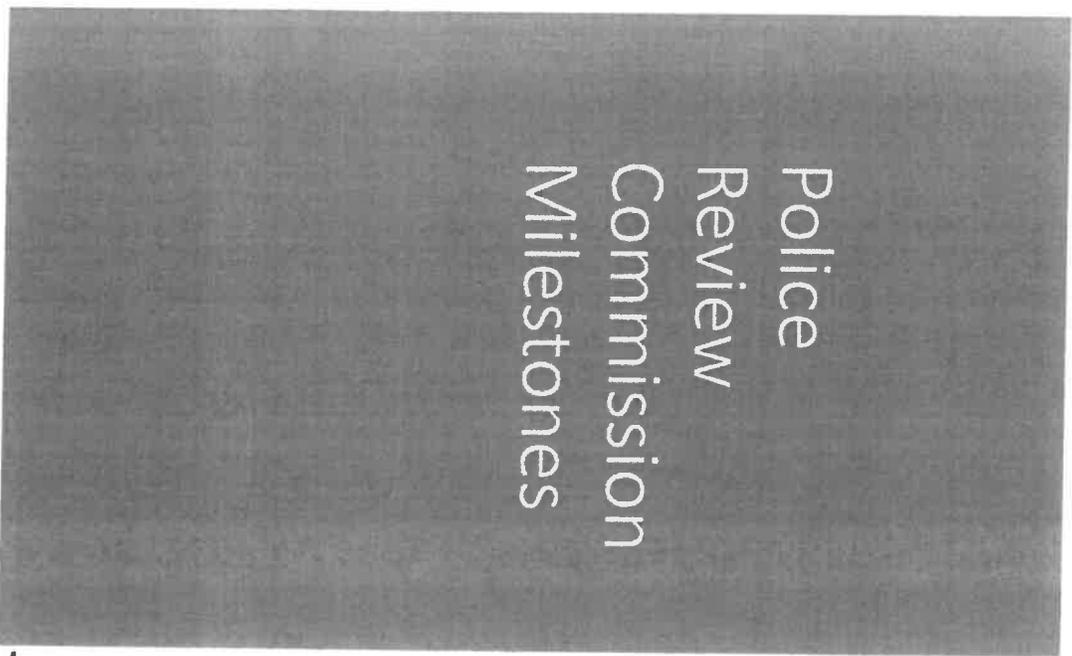
*Establish a new public agency under the Police Act for police complaints, investigations, and coordination of disciplinary hearings.*

**Timeline:** December 2025

Next report due: September 29, 2025

# Key Milestones

Reporting Period: September 2 to September 15, 2025



PRC Milestones	Anticipated Timeline*
Case management system development	Completed
Phase 1-2 recruitment for permanent PRC staff: directors and key support positions.	Completed
Hire executive directors.	September 2025
Updates to Regulations Drafting underway	Fall 2025
Policy manual Engagement, research and analysis is ongoing	Fall 2025
Phase 3 recruitment of PRC staff Recruitment will continue into 2026	Fall 2025
JJ Bowlen Building (Calgary interim office) occupancy	Fall 2025
108 St Building (Edmonton interim office) occupancy	Fall 2025
Labour Building (2nd Edmonton interim office) occupancy	Spring 2026

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

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# Recruitment Ongoing

Reporting Period: September 2 to September 15, 2025



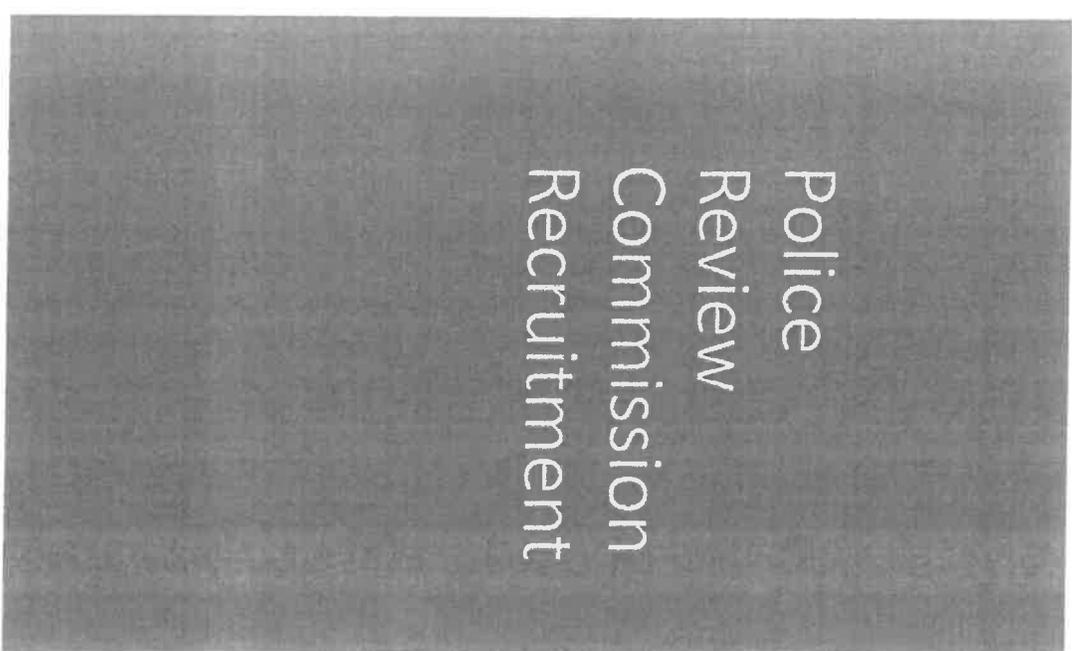
Positions	Stage
Statutory/Level 2 Investigators x 4	Interviews
Manager, Resolution (North)	Hired
Manager, Resolution (South)	Hired
Director, Case Management (Comp. #72649)	Hired
Executive Director, Case Management and Resolution (Comp. #72259)	Interviews
Planning Advisor (Comp. #73562)	Offer Stage
Community and Commission Liaison (Comp. #74406)	Screening
Policy Analyst	Offer Stage

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

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# Recruitment Ongoing

Reporting Period: September 2 to September 15, 2025



Positions	Stage
Director, Code of Conduct Investigations	Interviews
Manager of Investigations (North)	Interviews
Manager of Investigations (South)	Interviews
Senior Investigator (6) /Investigator (6)	Interviews
Senior Resolution Specialist (6) /Resolution Specialist (6)	Interviews Sept 10-19
Resolution Coordinator (2)	Interviews Sept 24-25
Case Coordinator (6)	References

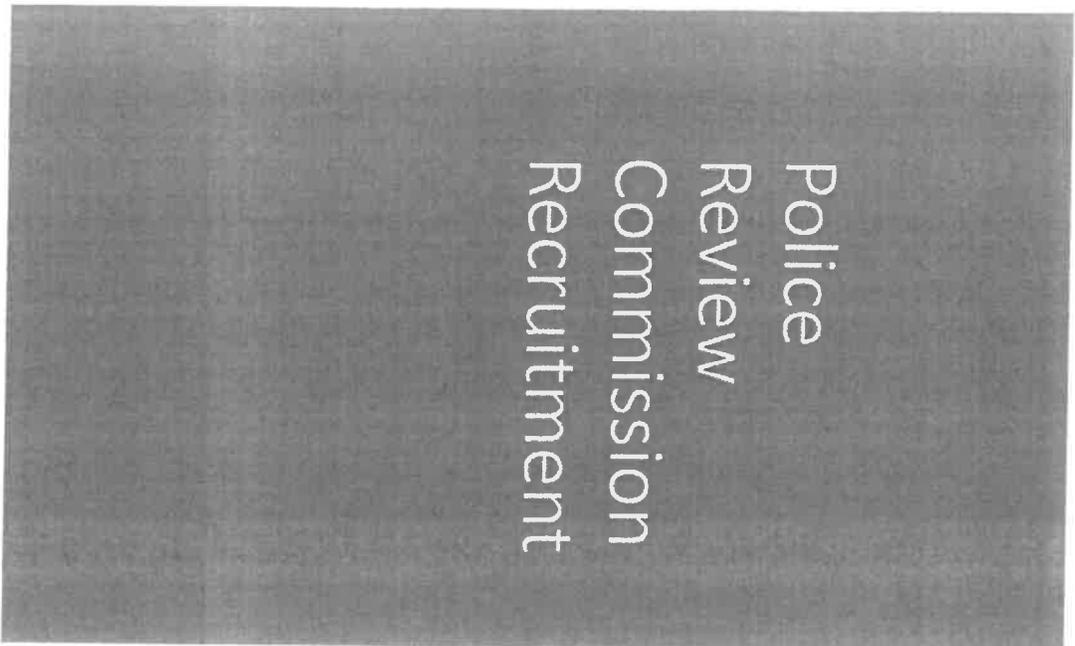
All open competitions are available at <https://jobpostings.alberta.ca>

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# Recruitment Upcoming

Reporting Period: September 2 to September 15, 2025

Upcoming Positions	Status Update
Manager of Evidence	1 week
Evidence Coordinators	1 week
Data & Research Analyst	3-4 weeks
Information & Privacy Coordinator	3-4 weeks
Communications Advisor (2)	3-4 weeks



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

# Police Review Commission Acronym Glossary

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

14.P

**aboffice@albertabeach.com**

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**From:** PSES Police Review Commission <PRC@gov.ab.ca>  
**Sent:** October 15, 2025 9:40 AM  
**To:** PSES Police Review Commission  
**Subject:** Police Review Commission Status Update September 30 - October 14, 2025  
**Attachments:** 2025-10-14 PRC Status Update.pdf

Hello,

Please see attached PRC Status Update for the period of September 30 to October 14, 2025

Thank you,  
The Police Review Commission Implementation Team

Classification: Protected A

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# Status Report

Reporting Period: September 30 to October 14, 2025

## Key accomplishments this period

## Key activities planned next period

- Key Personnel Moves**
- Onboarding of Case Coordinator (Edmonton and Calgary).
- Onboarding of Resolution Coordinator (Edmonton).

- Key Personnel Moves**
- Onboarding Resolution Coordinator (Calgary).
- Onboarding Resolution Specialists (Edmonton and Calgary).
- Onboarding of Managers, Investigation (Calgary and Edmonton).

### Policy and Regulatory Development

### Policy and Regulatory Development

- Ongoing work on policy and procedures for the PRC.
- Continued Regulations drafting.
- Drafting SOPs to ensure culturally-appropriate engagement with Elders and Knowledge Keepers.
- Ongoing drafting of CEO rules.

- Ongoing support and transition planning with police services and police commissions.
- Further development of policies and procedures to support implementation, including case management and resolution.

### Operational Planning

### Operational Planning

- Continued case management system testing and workflow development.
- Digital Evidence Management System demonstration from Sheriffs branch on October 10.

- Continuing process to acquire licenses for digital evidence management system.
- Ongoing case management system testing and finalization before production. Ongoing case management system enhancements after December 1, 2025.

### Engagement and Training

### Engagement and Training

- Indigenous Liaison guided staff participation in the National Day for Truth and Reconciliation on September 30th.
- On-site information session for officers at Lethbridge Police Service on October 1.
- On-site information session for officers at Medicine Hat Police Service on October 2.
- On-site information session for EPS West Division.
- Creative services vendor editing PRC website and performing quality assurance testing.
- Learning Management System is live and operational.
- New hires are officially completing onboarding training
- Reviewed final courses with The Performance Group.

- Work with vendor to develop call center functionality for voicemail complaints.
  - Filming informational video with CPS that will be used in awareness campaign for CPS officers.
  - AACP special purpose committee meeting on October 22.
  - Virtual information session for authorized employers on the expansion of ASIRT's mandate to peace officers to be held on October 28.
- Other**
- PRC recruitment underway. Job advertisements will be posted to <https://jobpostings.alberta.ca/>

# Police Review Commission

## Goal:

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

**Timeline:** December 2025

# Key Milestones

Reporting Period: September 30 to October 14, 2025

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## Police Review Commission Milestones

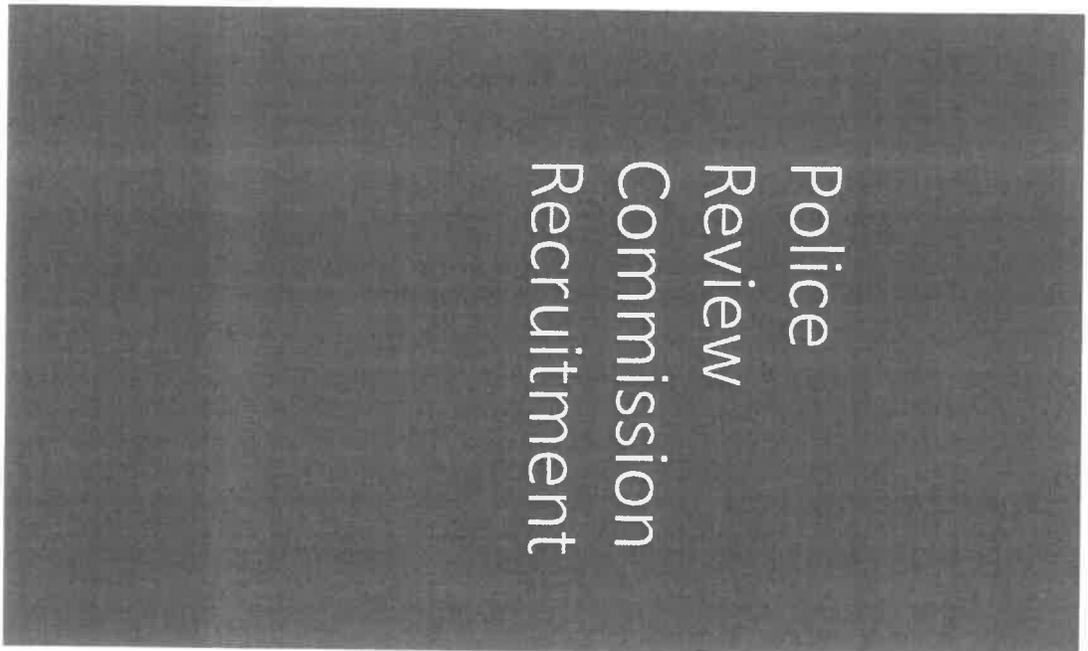
PRC Milestones	Anticipated Timeline*
Case management system development	Completed
Phase 1-2 recruitment for permanent PRC staff: directors and key support positions.	Completed
Hire executive directors	October 2025
Updates to Regulations Drafting underway	Fall 2025
Policy manual Engagement, research and analysis is ongoing	Fall 2025
Phase 3 recruitment of PRC staff Recruitment will continue into 2026	2026
JJ Bowlen Building (Calgary interim office) occupancy	Completed
Labour Building (Case Management and Resolution Branch interim office) occupancy	October 2025
108st Building (Corporate Services Branch interim office) occupancy	Spring 2026

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

# Recruitment Ongoing

Reporting Period: September 30 to October 14, 2025

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Positions	Stage
Statutory/Level 2 Investigators x 4	Offer Stage
Executive Director, Case Management and Resolution	Interviews completed
Planning Advisor	Hired
Community and Commission Liaison (Comp. #74406)	Reposted
Deputy Registrar (Comp. # 76333)	Posted
Manager of Investigations (North)	Hired
Manager of Investigations (South)	Hired

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

# Recruitment Ongoing

Reporting Period September 30 to October 14, 2025

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## Police Review Commission Recruitment

Positions	Stage
Senior Investigator (6) / Investigator (6) (Comp. # 74928)	References / ongoing competition
Senior/Resolution Specialists (6 Calgary, 6 Edmonton)	References / Offer Stage
Resolution Coordinator (1)	Offer Stage
Case Coordinator (6)	Hired

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

# Recruitment Upcoming

Reporting Period: September 30 to October 14, 2025

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Police  
Review  
Commission  
Recruitment

Upcoming Positions	Status Update
Manager of Evidence	1 week
Evidence Coordinators	1 week
Data & Research Analyst	1 week
Information & Privacy Coordinator	1 week
Communications Advisor (2)	1 week

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

# Police Review Commission Acronym Glossary

- AACP- Alberta Association of Chiefs of Police
- AAPG- Alberta Association of Police Governance
- ADM- Assistant Deputy Minister
- ADR- Alternative Dispute Resolution
- AFPA- Alberta Federation of Police Association
- ALERT- Alberta Law Enforcement Response Teams
- ASIRT- Alberta Serious Incident Response Team
- CCRC- Civilian Review and Complaints Commission
- CEO- Chief Executive Officer
- CPS- Calgary Police Service
- ED- Executive Director
- EPS- Edmonton Police Service
- GIS- Geographic Information System mapping
- GOA- Government of Alberta.
- IIO- Independent Investigation Office
- IST- Investigative Services Team (section within LEO)
- LEO- Law Enforcement Oversight Branch (Branch within PSES)
- LERB- Law Enforcement Review Board
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- Level 3: Code of conduct complaints (currently code of conduct complaints as per the *Police Service Regulation*).
- Level 4: Unsatisfactory performance matters (to be logged by the PRC and returned to the police service of jurisdiction to manage).
- Level 5: Complaints regarding policy or services of a police service (to be logged by the PRC and returned to the police service of jurisdiction to manage).
- LMS- Learning management system
- NPF- National Police Federation
- PRC- Police Review Commission
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- PSES- Public Safety and Emergency Services Ministry
- PSIO- Alberta Provincial Security and Intelligence Office
- SME- Subject matter expert
- SSII- Strategy, Support and Integrated Initiatives (Division within PSES)
- SIU- Special Investigations Unit (Ontario)
- T&I- Ministry of Technology and Innovation
- UAT- User acceptance testing

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**aboffice@albertabeach.com**

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**From:** CAO Summer Village <cao.svsandyb@xplornet.ca>  
**Sent:** October 15, 2025 2:31 PM  
**To:** office@svyellowstone.ca; 'Summer Village Office'; 'Summer Village of South View'; 'Trista Court'; 'Jennifer Thompson'; 'aboffice'; 'Wendy Wildman'; 'S. V. of Castle Island'; 'Dwight Moskalyk'; 'Tony Sonnleitner'; 'Marlene Walsh'; 'Summer Village of West Cove'; administration@svsunrisebeach.ca; 'Brian Hartman'; summervillage.remp@gmail.com  
**Cc:** dave.noyes@sandybeach.ca; deb.mayer@sandybeach.ca; nick.pelechytik@sandybeach.ca  
**Subject:** Sandy Beach Organizational Chart  
**Attachments:** Sandy Beach Organizational Chart October 2025.pdf

Good afternoon,

Please see the attached Summer Village of Sandy Beach Council Organizational Chart as of October 15, 2025.

Best Regards,

Louise Kormos  
 Interim CAO  
 Summer Village of Sandy Beach  
 P: 780-967-2873  
 C: 587-588-9012



This communication is solely for the use of the intended recipient and is confidential, privileged and personal information. If you are not the intended recipient, any copying, distribution or use of this information is prohibited and protected by law & please delete this communicate from your system immediately.

Summer Village of Sandy Beach  
Council Organizational Chart

Updated October 15, 2025

	Rep	
	Alternate	

	David Noyes	Deborah Mayer	Nicolas Pelechytik
Name	David Noyes	Deborah Mayer	Nicolas Pelechytik
Position	Mayor	Deputy Mayor	Councillor
Email	<a href="mailto:dave.noyes@sandybeach.ca">dave.noyes@sandybeach.ca</a>	<a href="mailto:deb.mayer@sandybeach.ca">deb.mayer@sandybeach.ca</a>	<a href="mailto:nick.pelechytik@sandybeach.ca">nick.pelechytik@sandybeach.ca</a>
Phone	780-975-0156	780-218-7280	780-807-0398
Darwell Wastewater Commission			
Family and Community Support Services (Sun & Sand Community League)			
Highway 43 East Waste Commission			
Ste. Anne Summer Villages Regional Emergency Management			
Subdivision and Development Appeal Board			
Summer Village of Sandy Beach and Summer Village of Sunrise Beach Lagoon Committee			
Summer Villages of Lac Ste. Anne County East (one vote)			
West Inter Lake District Regional Water Services Commission			
Yellowhead Regional Library			
Director or Emergency Management Brian Brady (DEM)	Phone (780) 915-6539 Email: <a href="mailto:babrady54@gmail.com">babrady54@gmail.com</a>		
Deputy Director or Emergency Management Louise Kormos (DDEM)	Phone (587) 588-9012 Email: <a href="mailto:cao@sandybeach.ca">cao@sandybeach.ca</a>		
<b>ADMINISTRATIVE CONTACTS:</b> Chief Administrative Officer - Louise Kormos Email: <a href="mailto:cao@sandybeach.ca">cao@sandybeach.ca</a> Phone (780) 967 - 2873 Cell (587) 588 - 9012  <b>Summer Village of Sandy Beach</b> RR 1 Site 1 Comp 63 Onoway, AB T0E 1V0			

14.r

**aboffice@albertabeach.com**

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**From:** SV REMP <summervillage.remp@gmail.com>  
**Sent:** September 30, 2025 11:03 AM  
**To:** Alberta Beach Village Office; cao@birchcove.ca; Dwight Moskalyk; ddm@kronprinzconsulting.ca; Tony Sonnleitner; CAO; administration@wildwillowenterprses.com; Summer Village of South View; cao@sunrisebeach.ca; Marlene Walsh; Summer Village of West Cove  
**Subject:** Fwd: FW: Emergency Management Functional Exercise Invitation - SAVE the DATE

Good morning,

Please see the email below advising that the Functional Exercise scheduled for October 6th 2025 has been postponed until February 2027. Please ensure that your Council members have been advised (had requested them to be on standby in the event of needing a SOLE declared)

I will keep you informed on progress as I receive more details

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

Thank you

Janice Christiansen, RDEM  
780-924-3195  
Regional Director of Emergency Management  
Ste. Anne Summer Villages Regional Emergency Partnership

Marlene Walsh, RDDEM  
Regional Deputy Director of Emergency Management  
Ste. Anne Summer Villages Regional Emergency Partnership

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

**From:** Carole Peacock <cpeacock@lsac.ca>  
**Date:** Mon, Sep 29, 2025 at 1:54 PM  
**Subject:** FW: Emergency Management Functional Exercise Invitation - SAVE the DATE  
**To:** SV REMP <summervillage.remp@gmail.com>

Good afternoon,

It is with regret that I am sending this email as notification that our planned Emergency Management Functional Exercise for next week must be postponed until February 2026. Please see the email below from our contractor:

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Dear Participants,

On behalf of the Lakeland Emergency Training Centre and in coordination with Lac Ste. Anne County to inform you of a necessary change to our upcoming emergency management exercise.

Unfortunately, due to a combination of circumstances, we find ourselves in a position where we must postpone the exercise originally scheduled for next week. We've encountered challenges in securing instructors, as several of our confirmed facilitators have had to step down due to personal and medical reasons. Further to this, with the pending provincial teachers' strike next week, we anticipate that will further impact our staffing and likely affect participation levels.

We have spoken with Lac Ste. Anne County and have agreed that the best course of action is to reschedule the exercise. We are now planning to hold the exercise during the week of February 23, 2025. We understand that this postponement may be an inconvenience, and we truly appreciate your understanding and flexibility.

Please know that this exercise remains a priority for us, and we are committed to ensuring it is a valuable and well-supported event. We very much look forward to collaborating with all of you in February and are confident that this additional preparation time will allow us to deliver an even more effective and engaging exercise.

Thank you once again for your participation and your patience. We will follow up with further details as we get closer to the new date. If you have any immediate questions or concerns, please don't hesitate to reach out.

All the best,

Shawn



**Shawn McKerry** B.Sc., MEmergMgt

Dean

Emergency Training Centre

T 780.853.5800

C 780.257.8541

E [shawn.mckerry@lakelandcollege.ca](mailto:shawn.mckerry@lakelandcollege.ca)

5707 College Drive, Vermilion, AB, Canada T9X 1K5



Kind regards,

**Carole Marciszyn-Peacock, RMHSA**

Health & Safety Manager / Deputy Director of Emergency Management

Lac Ste. Anne County

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

PHONE: 780.785.3411 | TOLL-FREE: 1.866.880.5722 | FAX: 780.785.2985

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**From:** Carole Peacock

**Sent:** August 18, 2025 10:02 AM

**To:** [lyndsey.hague@rosolutionsgroup.ca](mailto:lyndsey.hague@rosolutionsgroup.ca)

**Subject:** Emergency Management Functional Exercise Invitation - SAVE the DATE

**Importance:** High

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Good morning Ms. Hague,

Your contact information was provided to me through our Interim CAO, Trista Court, so that we could include you in this opportunity as follows:

Lac Ste. Anne County, in collaboration with the Lakeland College Training Centre, is pleased to invite your organization to participate in a multi-day Emergency Management Functional Exercise that will take place October 6 – 9, 2025, at our Ste. Anne East Facility from 9:00am to 4:00pm daily. It is expected that not everyone who would like to participate can commit to four full days, and you may only want to observe too. While we have expectations of certain County staff to participate in all four days, we encourage dropping in for the time you can give and the role you would like to play, or to observe.

This dynamic, scenario-based exercise will simulate a major rail incident involving hazardous materials, widespread fire, evacuations, and storm impacts. The event is designed to challenge and enhance operational coordination across municipal leaders, emergency responders and regional agency partners, including industry stakeholders.

#### **Exercise Schedule Overview:**

- *October 6 – Training Day. Emergency Management & ICS Refresher Workshop.*
- *October 7 to 9 – Functional Exercise Days. Simulated response to a multi-agency hazardous materials incident and extreme weather impacts, with full ECC activation.*

#### **Executive Summary:**

- *The Exercise will unfold a realistic emergency scenario, beginning with a freight train derailment, triggering hazardous materials release, wildfires, public safety alerts, and community evacuations. The incident escalates over multiple days, complicated by the arrival of a storm system (of course because that's just how real life goes, right?).*
- *Participants will operate in roles as field responders and ECC personnel, actively managing containment, logistics, communications, and recovery planning. The event supports operational readiness, strengthens ICS application, and fosters cross-jurisdictional coordination.*

## Key Learning Objectives:

- *Strengthen ICS knowledge and application in real time scenarios,*
- *Coordinate unified command with multi-agency partners,*
- *Execute evacuations, public information messaging, and ECC support functions,*
- *Manage responder safety, logistics, and public perception, and*
- *Navigate transition to recovery and demobilization under changing conditions.*

We hope you'll join us in this important opportunity to build capacity, test local plans, and reinforce collaborative emergency response systems.

Please RVSP by September 15, 2025, to confirm your participation.

If you have any questions or require additional details, please contact the writer through the contact details below or via email.

Thank you for your commitment to emergency preparedness and community resilience.

## **Carole Marciszyn-Peacock, RMHSA**

Health & Safety Manager / Deputy Director of Emergency Management

Lac Ste. Anne County

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

PHONE: 780.785.3411 | TOLL-FREE: 1.866.880.5722 | FAX: 780.785.2985

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**aboffice@albertabeach.com**

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**From:** WILD Water Commission <wildwatercommission@gmail.com>  
**Sent:** October 9, 2025 9:20 PM  
**To:** cao@lakeview.ca; cao@rosshaven.ca; cao@valquentin.ca; cao@svnakamun.com;  
 Summer Village West Cove; Wendy CAO- Castle Island; Jennifer Thompson; CAO  
 Summer Village; Alberta Beach; lillian.yeung@parklandcounty.com; tcourt@lsac.ca;  
 Sunset Point Office; Yellowstone Office; Samantha Alexis;  
 robin.rainbird@paulfirstnation.com; micheal.rain@paulfirstnation.com;  
 svseba@telusplanet.net; administration@svsunrisebeach.ca;  
 emily@milestonemunicipalservices.ca  
**Subject:** Member Engagement

Subject: WILD Water Commission - Member Engagement on Draft Budget 2026

Dear member CAOs and Administrators,

Concurrent with the adoption of our most recent business plan (the 2025 Business Plan), the WILD Water Commission committed to enhancing our member engagement during the annual budgeting process. As such, the Board of Directors has asked the Commission to share the Draft 2026 Budget, and the presentation on it, for the information of our members. This draft was reviewed during our Sept. 29, 2025 regular meeting.

A copy of the Draft 2026 Budget and presentation can be found on the Commission's website ([www.wildrwsc.com](http://www.wildrwsc.com)), under the "Administration" tab. Please share this opportunity with your council/staff and provide any comments or questions back, by return email, on or before November 7th, 2025. Your comments will be compiled and considered during the Board's next round of budget deliberations later that month.

As always, if you have questions about the material or would like to arrange a presentation/review with your council/staff, we are happy to help.

Thank you,

DDM

Dwight Darren Moskalyk

Commission Manager

WILD Water Commission



TABLE 1  
WILD WATER - PROJECTED WATER PURCHASE AND SALES

	2025 (A)	2025 (B)	2026 (B)	2027 (B)	2028 (B)	2029 (B)	2030 (B)
Sales							
Member Volume	248,543	406,198	424,827	429,471	435,339	438,841	442,491
Member Rate (Cash Rate)	\$ 3.36	\$ 3.36	\$ 3.62	\$ 3.67	\$ 3.71	\$ 4.01	\$ 4.19
Sub-Total Member	\$ 835,103	\$ 1,364,825	\$ 1,537,873	\$ 1,576,159	\$ 1,615,109	\$ 1,759,751	\$ 1,854,039
Sales							
Customer Sales Volume	0	140	140	140	140	140	140
Customer Rate (Cost of Service)	0	4.47	4.62	4.70	4.92	5.15	5.27
Sub-Total Customer	\$ 0	\$ 626	\$ 646.61	\$ 657.95	\$ 688.31	\$ 721.36	\$ 737.90
Sales							
Commercial Volume	109,513	186,618	196,803	201,018	204,262	206,755	209,282
Commercial Rate (Cash Rate)	\$ 5.95	\$ 5.95	\$ 6.20	\$ 6.50	\$ 6.85	\$ 7.00	\$ 7.14
Sub-Total Commercial	\$ 651,605	\$ 1,110,368	\$ 1,220,178	\$ 1,306,617	\$ 1,399,194	\$ 1,447,294	\$ 1,494,272
Sales							
Total Sales	\$ 1,486,708	\$ 2,475,551	\$ 2,758,051	\$ 2,882,777	\$ 3,014,303	\$ 3,207,035	\$ 3,348,310
Interest							
Interest on Outstanding	\$ 2,868	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Penalty Interest	\$ 2,868	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Water Loss							
Estimated System Water Loss	\$ -	\$ 17,789	\$ 18,653	\$ 18,919	\$ 19,192	\$ 19,372	\$ 19,557
Purchase							
CRPWSC Purchase Volume	326,725	610,743	640,423	649,548	658,933	665,108	671,470
CRPWSC Rate	\$ 1.78	\$ 1.78	\$ 1.89	\$ 1.87	\$ 1.86	\$ 1.86	\$ 1.86
Total Purchase	\$ 581,571	\$ 1,087,123	\$ 1,210,399	\$ 1,214,655	\$ 1,225,616	\$ 1,237,100	\$ 1,248,935

TABLE 2  
ADMIN AND GOVERNANCE BUDGET

	2025 (A)	2025 (B)	2026 (B)	2027 (B)	2028(B)	2029 (B)	2030(B)
Expenses							
Management Services Contract	\$ 49,406	\$ 69,525	\$ 71,611	\$ 73,759.07	\$ 75,972	\$ 77,491	\$ 79,041
Administrative Services Contract	\$ 26,178	\$ 44,130	\$ 45,234	\$ 46,364	\$ 47,524	\$ 48,474	\$ 49,444
Membership Fees	\$ 277	\$ 350	\$ 357	\$ 364	\$ 371	\$ 379	\$ 386
Courses and Conventions	\$ 1,270	\$ 1,530	\$ 1,561	\$ 1,592	\$ 1,624	\$ 1,656	\$ 1,689
Business Development (Plan Reviews)	\$ 5,512	\$ -	\$ -	\$ -	\$ -	\$ 16,886	\$ -
Postage/Courier/Advert./Copies	\$ 929	\$ 2,704	\$ 2,785	\$ 2,868	\$ 2,954	\$ 3,014	\$ 3,074
Telephone	\$ -	\$ 1,947	\$ 2,005	\$ 2,065	\$ 2,127	\$ 2,170	\$ 2,213
Legal Fees and Agreements	\$ 5,513	\$ 3,570	\$ 3,641	\$ 3,714	\$ 3,789	\$ 3,864	\$ 3,942
Audit Fees	\$ 12,000	\$ 13,330	\$ 13,663	\$ 14,005	\$ 14,355	\$ 14,642	\$ 14,935
Licenses/Permits/Insurance	\$ 232	\$ 44,588	\$ 47,000	\$ 48,175	\$ 49,379	\$ 50,367	\$ 51,374
Goods/Supplies/Rentals	\$ 3,220	\$ 784	\$ 804	\$ 824	\$ 844	\$ 861	\$ 879
Equipment	\$ -	\$ 541	\$ 557	\$ 574	\$ 591	\$ 615	\$ 639
Bank Changes/Fees/Interest	\$ 205	\$ 255	\$ 261	\$ 268	\$ 275	\$ 280	\$ 286
Sub-Total Admin and Gov. Expenses	\$ 104,742	\$ 183,253	\$ 189,479	\$ 194,573	\$ 199,805	\$ 220,699	\$ 207,902
Expenses							
Board Honorariums	\$ 1,500	\$ 10,400	\$ 10,816	\$ 11,249	\$ 11,699	\$ 11,933	\$ 12,171
Board Expenses	\$ 182	\$ 2,080	\$ 2,163	\$ 2,250	\$ 2,340	\$ 2,387	\$ 2,434
Sub-Total Board Costs	\$ 1,682	\$ 12,480	\$ 12,979	\$ 13,498	\$ 14,038	\$ 14,319	\$ 14,605
Revenue							
Direct Member Contributions	\$ 57,541	\$ 64,139	\$ 66,318	\$ 68,100	\$ 69,932	\$ 61,144	\$ 62,370
Reserve Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,886	\$ -
Board Revenue (through water sales)	\$ 1,682	\$ 12,480	\$ 12,979	\$ 13,498	\$ 14,038	\$ 14,319	\$ 14,605
Admin and Gov. (through water sales)	\$ -	\$ 119,115	\$ 123,161	\$ 126,472	\$ 129,873	\$ 142,669	\$ 145,531

WILD Water - Project Capital Debentures Pl-PV

	2025 (A)	2025 (B)	2026 (B)	2027 (B)	2028(B)	2029 (B)	2030(B)
Payments							
Phase I	\$ 88,787	\$ 88,787	\$ 88,787	\$ 88,787	\$ 88,787	\$ 88,787	\$ 88,787
Phase I (add-on)	\$ 29,540	\$ 29,540	\$ 29,540	\$ 29,540	\$ 29,540	\$ 29,540	\$ 29,540
Phase II	\$ 88,621	\$ 88,621	\$ 88,621	\$ 88,621	\$ 88,621	\$ 88,621	\$ 88,621
Phase III	\$ 123,893	\$ 123,893	\$ 123,893	\$ 123,893	\$ 123,893	\$ 123,893	\$ 123,893
Phase IV	\$ 97,932	\$ 97,932	\$ 97,932	\$ 97,932	\$ 97,932	\$ 97,932	\$ 97,932
Phase V (A)	\$ -	\$ -	\$ 23,908	\$ 47,815	\$ 47,815	\$ 47,815	\$ 47,815
Phase V (B)	\$ -	\$ -	\$ -	\$ -	\$ 75,539	\$ 151,077	\$ 151,077
Phase V (C)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34,845	\$ 69,690
Sub-Total Payments	\$ 428,773	\$ 428,773	\$ 452,680	\$ 476,588	\$ 552,126	\$ 662,510	\$ 697,355
Revenue							
Phase I	\$ 88,787	\$ 88,787	\$ 88,787	\$ 88,787	\$ 88,787	\$ 88,787	\$ 88,787
Phase I (add-on)	\$ 29,540	\$ 29,540	\$ 29,540	\$ 29,540	\$ 29,540	\$ 29,540	\$ 29,540
Phase II	\$ 88,621	\$ 88,621	\$ 88,621	\$ 88,621	\$ 88,621	\$ 88,621	\$ 88,621
Phase III	\$ 123,893	\$ 123,893	\$ 123,893	\$ 123,893	\$ 123,893	\$ 123,893	\$ 123,893
Phase IV	\$ 97,932	\$ 97,932	\$ 97,932	\$ 97,932	\$ 97,932	\$ 97,932	\$ 97,932
Phase V - Member	\$ -	\$ -	\$ 23,908	\$ 47,815	\$ 47,815	\$ 47,815	\$ 47,815
Phase V - Commission	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub-Total Revenue	\$ 428,773	\$ 428,773	\$ 452,680	\$ 476,588	\$ 476,588	\$ 476,588	\$ 476,588
Required from Water Sales	\$ -	\$ -	\$ -	\$ -	\$ 75,539	\$ 185,922	\$ 220,767

TABLE 4  
OPERATIONS AND MAINTENANCE BUDGET

Expenses	OPERATIONS AND MAINTENANCE BUDGET									
	2025 (A)	2025 (B)	2026 (B)	2027 (B)	2028 (B)	2029 (B)	2030 (B)			
Operations:										
Operations Service Contract (Base)	\$ 203,976	\$ 349,673	\$ 384,174	\$ 411,527	\$ 432,350	\$ 445,321	\$ 458,680			
Operations Services Contract (Capped Call-Outs)*	\$ 24,174	\$ 58,401	\$ 62,559	\$ 67,013	\$ 70,404	\$ 72,516	\$ 74,692			
Connection Applications and Reviews	\$ 1,650	\$ 15,300	\$ 15,606	\$ 15,918	\$ 16,236	\$ 16,561	\$ 16,892			
Flowpoint Services Contract	\$ 30,985	\$ 45,000	\$ 48,668	\$ 52,634	\$ 56,924	\$ 59,201	\$ 61,569			
Engineering Support	\$ -	\$ 5,202	\$ 5,306	\$ 5,412	\$ 5,466	\$ 5,576	\$ 5,687			
SCADA Fees	\$ -	\$ 11,025	\$ 12,155	\$ 13,401	\$ 14,775	\$ 15,070	\$ 15,371			
Utilities - Pump and Water Stations	\$ 122,726	\$ 262,500	\$ 269,063	\$ 289,579	\$ 311,659	\$ 324,126	\$ 337,091			
Freight	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Phone and Communications	\$ 12,431	\$ 22,500	\$ 24,570	\$ 26,572	\$ 28,738	\$ 29,888	\$ 31,083			
Testing, Chemicals and Analysis	\$ -	\$ 2,704	\$ 2,981	\$ 3,255	\$ 3,555	\$ 3,697	\$ 3,845			
Repairs and Line Breaks Allowance*	\$ 162,824	\$ 105,000	\$ 110,250	\$ 115,763	\$ 121,551	\$ 127,628	\$ 134,010			
Allowance for Water Waste (3% loss factor)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Sub-Total Operations	\$ 558,766	\$ 877,304	\$ 935,331	\$ 1,001,074	\$ 1,061,658	\$ 1,099,583	\$ 1,138,920			
Maintenance:										
Maintenance Service Contract	\$ 127,485	\$ 191,227	\$ 210,094	\$ 220,599	\$ 231,629	\$ 238,577	\$ 245,735			
Facility Rodent Abatement	\$ 2,640	\$ 2,546	\$ 2,673	\$ 2,807	\$ 2,947	\$ 3,036	\$ 3,127			
Meter Calibration and Verification Testing	\$ 8,711	\$ 10,000	\$ 10,000	\$ 18,900	\$ 19,845	\$ 20,440	\$ 21,054			
Chlorine Analyzer Testing (Cert.)	\$ 4,200	\$ 4,635	\$ 6,000	\$ 6,300	\$ 6,615	\$ 6,813	\$ 7,018			
General Facility Maintenance	\$ 13,587	\$ 19,096	\$ 25,653	\$ 27,743	\$ 30,004	\$ 30,904	\$ 31,832			
Sub-Total Maintenance	\$ 156,623	\$ 227,505	\$ 262,420	\$ 276,349	\$ 291,040	\$ 299,772	\$ 308,765			
Total Operating and Maintenance Budget:	\$ 715,389	\$ 1,104,809	\$ 1,197,751	\$ 1,277,424	\$ 1,352,698	\$ 1,399,354	\$ 1,447,685			
System Capital Projects:										
SCADA Upgrades:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Glory Hills Upgrades (Pumping):	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Inventory (Spare Pumps/Fittings)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Pumps (Phase I, II, III, IV) Ten Year Rotating	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 25,000	\$ 30,000			
Reservoir Inspections and Cleaning (Every five yrs)	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -			
Site Paving/Rehabilitation	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ 50,000	\$ -			
Station Heating/Gas Conversion/Furance Repl.	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -			
Level Course on the Stony Plain Booster Station	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ -			
Asphalt Rehabilitation (Rotating two to three/year)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
HMI Replacements (five to ten year rotating)	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ -			
Other:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Total Capital Projects:	\$ -	\$ 50,000	\$ 70,000	\$ 55,000	\$ 75,000	\$ 80,000	\$ 95,000			
Revenue										
Direct Member Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Operating Revenue (through water sales)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Connection Fee Revenue (Bylaw Fee)	\$ 5,303	\$ 15,000	\$ 15,606	\$ 15,918	\$ 16,236	\$ 16,561	\$ 16,892			
Operating Reserve Transfers:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Capital Reserve Transfers:	\$ -	\$ 50,000	\$ 70,000	\$ 55,000	\$ 75,000	\$ 80,000	\$ 95,000			

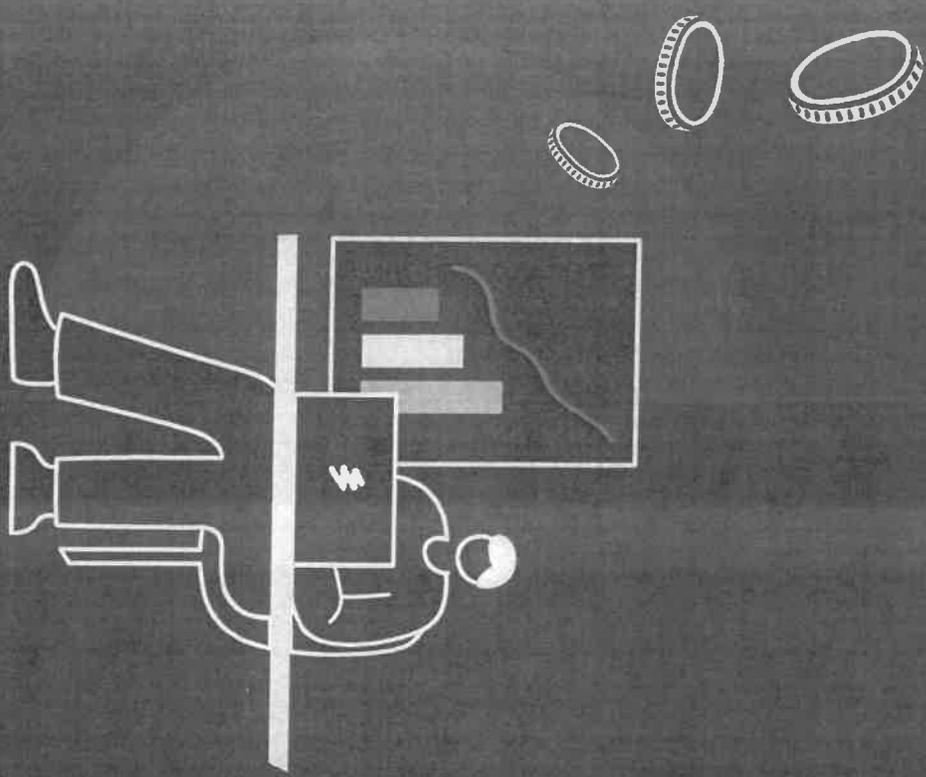
TABLE 5  
WILD WATER - Reserve Contributions

	2025 (A)	2025 (B)	2026 (B)	2027 (B)	2028(B)	2029 (B)	2030(B)
<b>Contributions</b>							
Rate Stabilization	\$ -	\$ 19,043	\$ 25,513	\$ 5,788	\$ 6,078	\$ 6,381	\$ 6,509
O and M, Emergency*	\$ -	\$ 60,000	\$ 61,200	\$ 62,424	\$ 63,672	\$ 64,946	\$ 66,245
Capital Reserve	\$ -	\$ 100,000	\$ 160,000	\$ 165,000	\$ 130,000	\$ 140,000	\$ 185,000
A and G Reserve	\$ -	\$ 55,250	\$ 55,513	\$ 5,788	\$ 6,078	\$ 6,381	\$ 6,509
Debtenture Top-Up Reserve	\$ -	\$ -	\$ -	\$ 50,000	\$ 51,000	\$ 52,020	\$ 53,060
<b>Sub-Total Reserve Contributions</b>	\$ -	\$ 234,293	\$ 302,226	\$ 289,000	\$ 256,828	\$ 269,729	\$ 317,323
<b>Retained Interest on Reserves</b>	\$ 52,333	\$ 17,000	\$ 23,000	\$ 23,000	\$ 26,000	\$ 28,000	\$ 32,000
<b>Total - Reserve Contributions</b>	\$ 52,333	\$ 251,293	\$ 325,226	\$ 312,000	\$ 282,828	\$ 297,729	\$ 349,323
<b>Draws on Reserves</b>							
Rate Stabilization	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
O and M, Emergency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Reserve	\$ -	\$ 50,000	\$ 70,000	\$ 55,000	\$ 75,000	\$ 80,000	\$ 95,000
A and G Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,886	\$ -
Debtenture Top-Up Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Sub-Total Reserve Draws</b>	\$ -	\$ 50,000	\$ 70,000	\$ 55,000	\$ 75,000	\$ 96,886	\$ 95,000
<b>Reserve Levels</b>		<b>End 2025</b>	<b>End 2026</b>	<b>End 2027</b>	<b>End 2028</b>	<b>End 2029</b>	<b>End 2030</b>
Rate Stabilization		\$ 80,534	\$ 107,588	\$ 115,074	\$ 122,896	\$ 131,068	\$ 139,552
O and M, Emergency		\$ 624,402	\$ 697,547	\$ 770,979	\$ 846,343	\$ 923,617	\$ 1,003,783
Capital Reserve		\$ 442,318	\$ 540,780	\$ 659,314	\$ 724,312	\$ 794,862	\$ 896,843
A and G Reserve		\$ 55,000	\$ 111,565	\$ 119,113	\$ 126,997	\$ 118,342	\$ 126,635
Debtenture Top-Up Reserve		\$ -	\$ -	\$ 50,000	\$ 101,758	\$ 155,260	\$ 210,661
<b>Sub-Total Reserve Accounts</b>		\$ 1,202,254	\$ 1,457,480	\$ 1,714,480	\$ 1,922,307	\$ 2,123,150	\$ 2,377,473

# WILD WATER COMMISSION

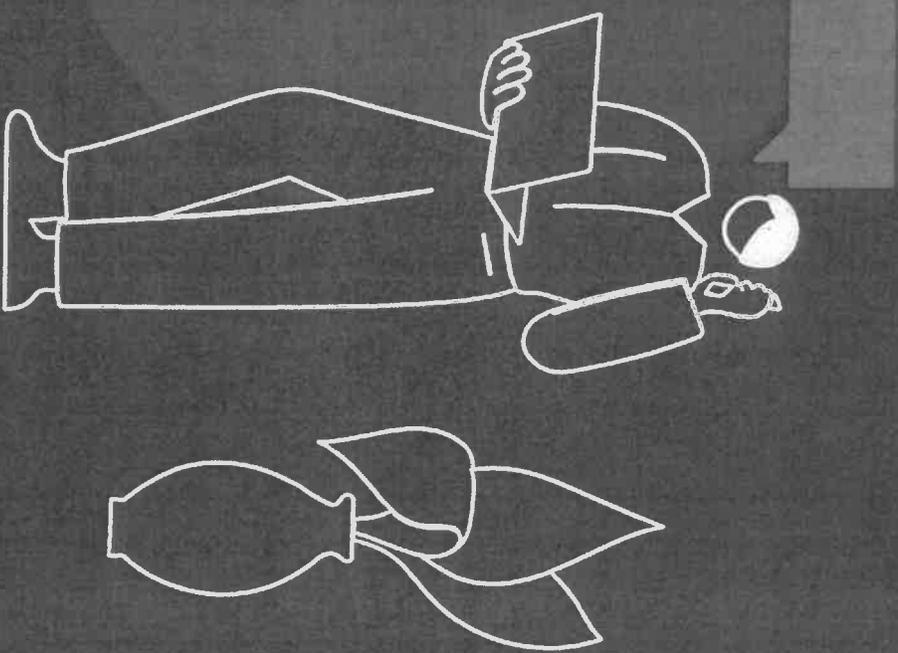
## Budget 2026 (Draft #1)

Presented: Sept. 29, 2025



# Agenda

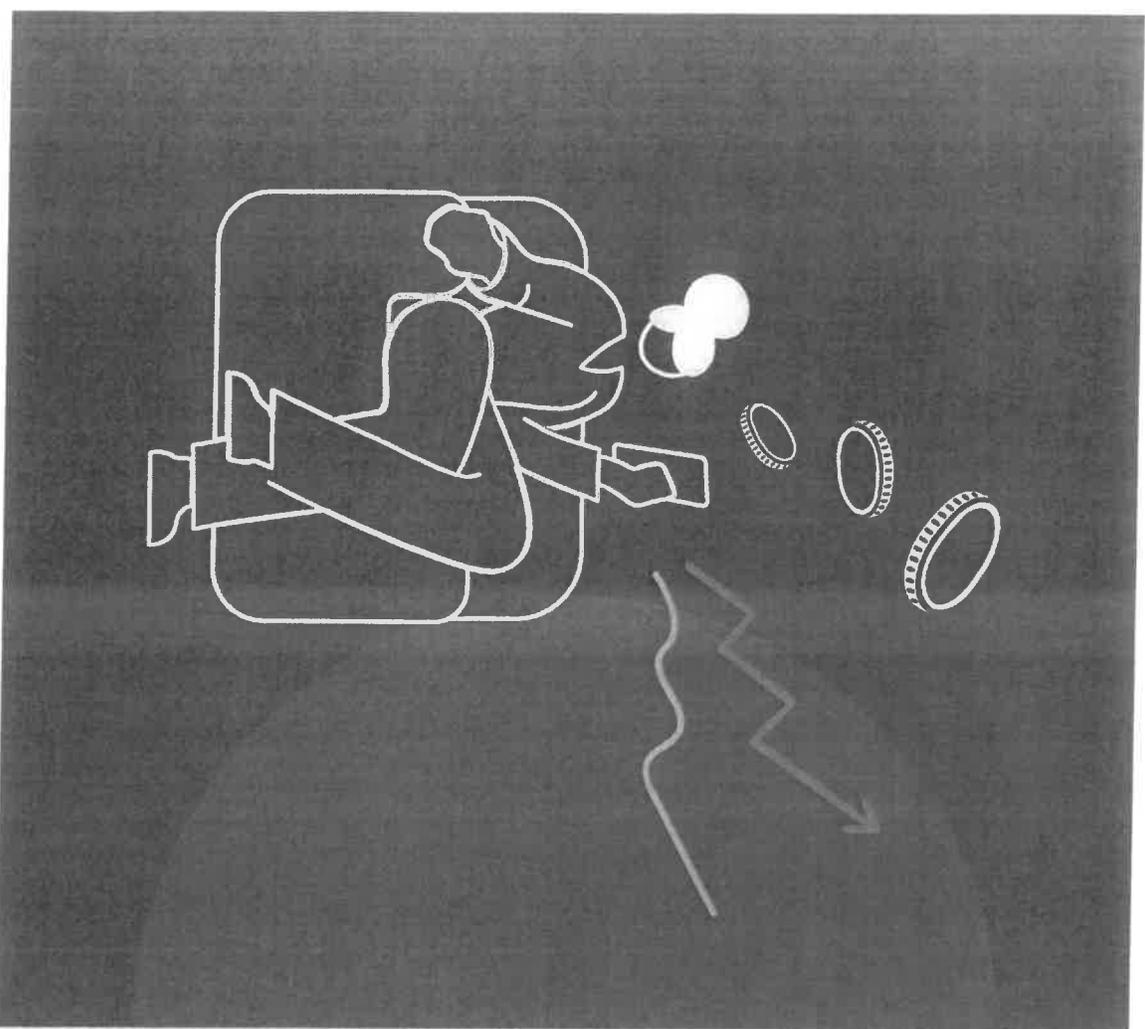
- Overview
- Review of 2025 Budget
- Presentation of 2026 Draft Budget and 2026-2030 Forecast
- Recap of Rate Projections
- Next Steps
- Questions



# Overview

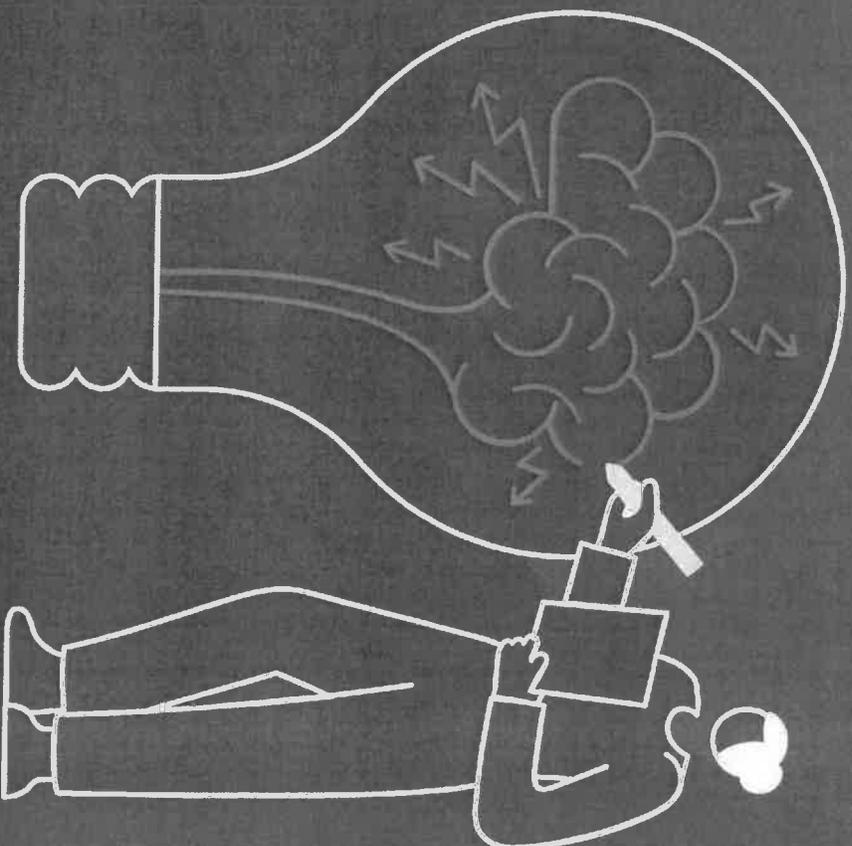
## TODAY'S GOALS:

- Report on Status of Budget 2025 - What Worked and What Needs a Rethink.
- First Presentation of Draft Budget 2026 Documents
- Present Rate Projections Resulting from Draft Budget
- Gather Feedback and Input from the Board
- Address Plans Engage Membership



# Review of Budget 2025

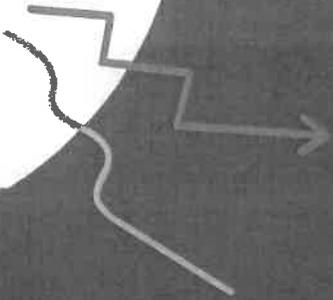
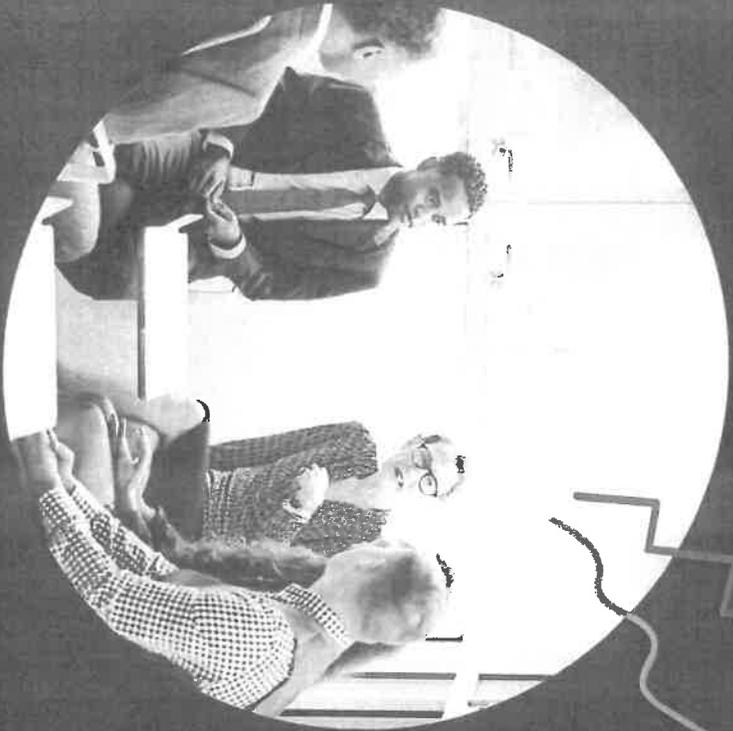
What was Approved and  
Where We Are At ...



# General Comments on Budget 2025

- The "Method" Continues to Work:
  - Projections are generally on target, and any deviations are from unpredictable costs (emergency repairs, etc.).
- Some Areas to Watch:
  - Impact of Adding Phase V(a) to Operations
  - Still a Bit of A Moving Target for Sales Volume
  - Impact of Adding Future Capital Builds (New Debt)

- Reminder: Draft Budget 2026 includes a "2025 Budget and YTD Reference."
  - Also Includes a "Projection for Year End" on the Master Ledger Page
- Overall, We Are Projecting ~ \$185,000 in Operating Surplus.
  - Budgeted to Put ~\$234,000 to Reserves, But...
  - Line Break Added About \$60,000 (Unbudgeted Expense)



# Budget 2026 Draft 1

And 2026-2030 Forecast

## Recall That ...

- Budget Consists of 6 Tables
  - Each Table Has Expense and Revenue Elements
  - Master Ledger is the Summary and Consolidated Budget
- Budget is Generally Based on the Business Plan, But Subject to Changes
- Early Days: Budget is “Mostly Balanced, But Not A Final Version Either.

## Resources and Tips:

- ▶ A Copy of the Budget will be provided in PDF (Easier to read/Zoom In).
- ▶ This Presentation Will Include a Presentation Table by Table, In the Order 2,3,4,5, 1 and Summary (You’ll See Why)
- ▶ If you Have Questions, Please Ask Them. We Can Stop and Focus on Specifics as Needed.
- ▶ In You Note Errors/Edits, Please Make a Note of Them by Table and Line Number to Help.

TABLE 2  
ADMIN AND GOVERNANCE BUDGET

	2025 (A)	2025 (B)	2026 (B)	2027 (B)	2028 (B)	2029 (B)	2030 (B)
<b>Expenses</b>							
Management Services Contract	\$ 49,406	\$ 69,525	\$ 71,611	\$ 73,759.07	\$ 75,972	\$ 77,491	\$ 79,041
Administrative Services Contract	\$ 26,178	\$ 44,130	\$ 45,234	\$ 46,364	\$ 47,524	\$ 48,474	\$ 49,444
Membership Fees	\$ 277	\$ 350	\$ 357	\$ 364	\$ 371	\$ 379	\$ 386
Courses and Conventions	\$ 1,270	\$ 1,530	\$ 1,561	\$ 1,592	\$ 1,624	\$ 1,656	\$ 1,689
Business Development (Plan Reviews)	\$ 5,512	\$ -	\$ -	\$ -	\$ -	\$ 16,886	\$ -
Postage/Courier/Advert./Copies	\$ 929	\$ 2,704	\$ 2,785	\$ 2,868	\$ 2,954	\$ 3,014	\$ 3,074
Telephone	\$ -	\$ 1,947	\$ 2,005	\$ 2,065	\$ 2,127	\$ 2,170	\$ 2,213
Legal Fees and Agreements	\$ 5,513	\$ 3,570	\$ 3,641	\$ 3,714	\$ 3,789	\$ 3,864	\$ 3,942
Audit Fees	\$ 12,000	\$ 13,330	\$ 13,663	\$ 14,005	\$ 14,355	\$ 14,642	\$ 14,935
Licences/Permits/Insurance	\$ 232	\$ 44,588	\$ 47,000	\$ 48,175	\$ 49,379	\$ 50,367	\$ 51,374
Goods/Supplies/Rentals	\$ 3,220	\$ 784	\$ 804	\$ 824	\$ 844	\$ 861	\$ 879
Equipment	\$ -	\$ 541	\$ 557	\$ 574	\$ 591	\$ 615	\$ 639
Bank Changes/Fees/Interest	\$ 205	\$ 255	\$ 261	\$ 268	\$ 275	\$ 280	\$ 286
Sub-Total Admin and Gov. Expenses	\$ 104,742	\$ 183,253	\$ 189,479	\$ 194,573	\$ 199,805	\$ 220,699	\$ 207,902
<b>Expenses</b>							
Board Honorariums	\$ 1,500	\$ 10,400	\$ 10,816	\$ 11,249	\$ 11,699	\$ 11,933	\$ 12,171
Board Expenses	\$ 182	\$ 2,080	\$ 2,163	\$ 2,250	\$ 2,340	\$ 2,387	\$ 2,434
Sub-Total Board Costs	\$ 1,682	\$ 12,480	\$ 12,979	\$ 13,498	\$ 14,038	\$ 14,319	\$ 14,605
<b>Revenue</b>							
Direct Member Contributions	\$ 57,541	\$ 64,139	\$ 66,318	\$ 68,100	\$ 69,932	\$ 71,144	\$ 72,370
Reserve Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,886	\$ -
Board Revenue (through water sales)	\$ 1,682	\$ 12,480	\$ 12,979	\$ 13,498	\$ 14,038	\$ 14,319	\$ 14,605
Admin and Gov. (through water sales)	\$ -	\$ 119,115	\$ 123,161	\$ 126,472	\$ 129,873	\$ 142,669	\$ 145,531
New Member Buy-In Fees	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -
Total	\$ 59,223	\$ 245,734	\$ 252,458	\$ 208,071	\$ 213,843	\$ 235,018	\$ 222,507

Table 2 - Admin and Governance

- Admin and Governance Budget Presented with a 3.4% increase (over 2025)
- Anticipated “New Member Fees” Being Carried Forward into the 2026 Budget
- 35% of the Admin and Gov Budget (Recovered Through Membership)
  - 30% by 2029.
- 100% of Board Budget Recovered through Water Sales
  - Board Budget is Consistently Higher than Actual Expenses? Should We Reduce?
- A Big Unknown: Insurance Costs
  - Working on Renewals Now, Expecting Some Increase and May Need to Adjust

## Table 2 - Admin and Governance Notes

TABLE 3  
WILD Water - Project Capital Debentures PI-PV

	2025 (A)		2025 (B)		2026 (B)	2027 (B)		2028(B)		2029 (B)		2030(B)
Payments												
Phase I	\$ 88,787	\$ 88,787	\$ 88,787	\$ 88,787	\$ 88,787	\$ 88,787	\$ 88,787	\$ 88,787	\$ 88,787	\$ 88,787	\$ 88,787	\$ 88,787
Phase I (add-on)	\$ 29,540	\$ 29,540	\$ 29,540	\$ 29,540	\$ 29,540	\$ 29,540	\$ 29,540	\$ 29,540	\$ 29,540	\$ 29,540	\$ 29,540	\$ 29,540
Phase II	\$ 88,621	\$ 88,621	\$ 88,621	\$ 88,621	\$ 88,621	\$ 88,621	\$ 88,621	\$ 88,621	\$ 88,621	\$ 88,621	\$ 88,621	\$ 88,621
Phase III	\$ 123,893	\$ 123,893	\$ 123,893	\$ 123,893	\$ 123,893	\$ 123,893	\$ 123,893	\$ 123,893	\$ 123,893	\$ 123,893	\$ 123,893	\$ 123,893
Phase IV	\$ 97,932	\$ 97,932	\$ 97,932	\$ 97,932	\$ 97,932	\$ 97,932	\$ 97,932	\$ 97,932	\$ 97,932	\$ 97,932	\$ 97,932	\$ 97,932
Phase V (A)	\$ -	\$ -	\$ -	\$ -	\$ 23,908	\$ 47,815	\$ 47,815	\$ 75,539	\$ 151,077	\$ 151,077	\$ 151,077	\$ 151,077
Phase V (B)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Phase V (C)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub-Total Payments	\$ 428,773	\$ 428,773	\$ 428,773	\$ 428,773	\$ 452,680	\$ 476,588	\$ 552,126	\$ 662,510	\$ 697,355	\$ 697,355	\$ 697,355	\$ 697,355
Revenue												
Phase I	\$ 88,787	\$ 88,787	\$ 88,787	\$ 88,787	\$ 88,787	\$ 88,787	\$ 88,787	\$ 88,787	\$ 88,787	\$ 88,787	\$ 88,787	\$ 88,787
Phase I (add-on)	\$ 29,540	\$ 29,540	\$ 29,540	\$ 29,540	\$ 29,540	\$ 29,540	\$ 29,540	\$ 29,540	\$ 29,540	\$ 29,540	\$ 29,540	\$ 29,540
Phase II	\$ 88,621	\$ 88,621	\$ 88,621	\$ 88,621	\$ 88,621	\$ 88,621	\$ 88,621	\$ 88,621	\$ 88,621	\$ 88,621	\$ 88,621	\$ 88,621
Phase III	\$ 123,893	\$ 123,893	\$ 123,893	\$ 123,893	\$ 123,893	\$ 123,893	\$ 123,893	\$ 123,893	\$ 123,893	\$ 123,893	\$ 123,893	\$ 123,893
Phase IV	\$ 97,932	\$ 97,932	\$ 97,932	\$ 97,932	\$ 97,932	\$ 97,932	\$ 97,932	\$ 97,932	\$ 97,932	\$ 97,932	\$ 97,932	\$ 97,932
Phase V - Member	\$ -	\$ -	\$ -	\$ -	\$ 23,908	\$ 47,815	\$ 47,815	\$ 75,539	\$ 151,077	\$ 151,077	\$ 151,077	\$ 151,077
Phase V - Commission	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub-Total Revenue	\$ 428,773	\$ 428,773	\$ 428,773	\$ 428,773	\$ 452,680	\$ 476,588	\$ 552,126	\$ 662,510	\$ 697,355	\$ 697,355	\$ 697,355	\$ 697,355
Required from Water Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,539	\$ 185,922	\$ 220,767	\$ 220,767	\$ 220,767	\$ 220,767

Table 3 - Debentures and Debt

- Table 3 is “Rigid” in That Debenture Schedules are Set for the Term
- Debenture Costs Are Recovered Through the Members
  - Some Borrowed, Some Paid Upfront - WILD “Harbours” This Debt
- Existing Debentures for Phase I-IV are Set
- New Debenture For Member Share of Phase V Starting in 2026
  - Partial Year in Year 1
- Estimates for Phase V(b) and Phase V(c) “Upgrades and Expansions”
  - Will Be Important As These Will Be Commission Funded (Not Member)
  - Will Have a Rate Impact (They Are Commission Debt Servicing)
  - High Estimates, Will Likely Be Lower Cost and Integrated At Wider Intervals

## Table 3 - Debentures and Debt Notes

**TABLE 4  
OPERATIONS AND MAINTENANCE BUDGET**

	2025 (A)	2025 (B)	2026 (B)	2027 (B)	2028(B)	2029 (B)	2030(B)
<b>Operations:</b>							
Operations Service Contract (Base)	\$ 203,976	\$ 349,673	\$ 384,174	\$ 411,527	\$ 432,350	\$ 445,321	\$ 458,680
Operations Services Contract (Capped Call-Outs) *	\$ 24,174	\$ 58,401	\$ 62,559	\$ 67,013	\$ 70,404	\$ 72,516	\$ 74,692
Connection Applications and Reviews	\$ 1,650	\$ 15,300	\$ 15,606	\$ 15,918	\$ 16,236	\$ 16,561	\$ 16,892
Flowpoint Services Contract	\$ 30,985	\$ 45,000	\$ 48,668	\$ 52,634	\$ 56,924	\$ 59,201	\$ 61,569
Engineering Support	\$ -	\$ 5,202	\$ 5,306	\$ 5,412	\$ 5,466	\$ 5,576	\$ 5,687
SCADA Fees	\$ -	\$ 11,025	\$ 12,155	\$ 13,401	\$ 14,775	\$ 15,070	\$ 15,371
Utilities - Pump and Water Stations	\$ 122,726	\$ 262,500	\$ 269,063	\$ 289,579	\$ 311,659	\$ 324,126	\$ 337,091
Freight	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Phone and Communications	\$ 12,431	\$ 22,500	\$ 24,570	\$ 26,572	\$ 28,738	\$ 29,888	\$ 31,083
Testing, Chemicals and Analysis	\$ -	\$ 2,704	\$ 2,981	\$ 3,255	\$ 3,555	\$ 3,697	\$ 3,845
Repairs and Line Breaks Allowance*	\$ 162,824	\$ 105,000	\$ 110,250	\$ 115,763	\$ 121,551	\$ 127,628	\$ 134,010
Allowance for Water Waste (3% loss factor)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Sub-Total Operations</b>	<b>\$ 558,766</b>	<b>\$ 877,304</b>	<b>\$ 935,331</b>	<b>\$ 1,001,074</b>	<b>\$ 1,061,658</b>	<b>\$ 1,099,583</b>	<b>\$ 1,138,920</b>

<b>Maintenance:</b>							
Maintenance Service Contract	\$ 127,485	\$ 191,227	\$ 210,094	\$ 220,599	\$ 231,629	\$ 238,577	\$ 245,735
Facility Rodent Abatement	\$ 2,640	\$ 2,546	\$ 2,673	\$ 2,807	\$ 2,947	\$ 3,036	\$ 3,127
Meter Calibration and Verification Testing	\$ 8,711	\$ 10,000	\$ 18,000	\$ 18,900	\$ 19,845	\$ 20,440	\$ 21,054
Chlorine Analyzer Testing (Cert.)	\$ 4,200	\$ 4,635	\$ 6,000	\$ 6,300	\$ 6,615	\$ 6,813	\$ 7,018
General Facility Maintenance	\$ 13,587	\$ 19,096	\$ 25,653	\$ 27,743	\$ 30,004	\$ 30,904	\$ 31,832
<b>Sub-Total Maintenance</b>	<b>\$ 156,623</b>	<b>\$ 227,505</b>	<b>\$ 262,420</b>	<b>\$ 276,349</b>	<b>\$ 291,040</b>	<b>\$ 299,772</b>	<b>\$ 308,765</b>
<b>Total Operating and Maintenance Budget:</b>	<b>\$ 715,389</b>	<b>\$ 1,104,809</b>	<b>\$ 1,197,751</b>	<b>\$ 1,277,424</b>	<b>\$ 1,352,698</b>	<b>\$ 1,399,354</b>	<b>\$ 1,447,685</b>

**Table 4 - Operations (Part 1)**

- Table 4 - The Meat and Potatoes, and Pudding, of WILD's Budget
- 2026 Budget is Presenting:
  - 7% Increase in Operating Budget
  - 15% Increase in Maintenance Budget
  - Overall 8% Increase in O&M
- Why? The Partial Year Impact of Commissioning Phase V(a)
  - New Requirements for Operations and Maintenance = Cost Increases
  - Also, Older System and More Use = More Rehab and Testing Requirements
  - Will See Another (Smaller) Above-Inflation Adjustment in 2027 (6%)
- Good News?
  - Utility Costs Are Holding Below Budget for the Year, So Room to Play
  - Extra Call-Out Services Sitting Below Budget, So More Room to Play

Table 4 - Operations (Part 1)

System Capital Projects:										
SCADA Upgrades:										
Glory Hills Upgrades (Pumping):	\$	-	\$	-						
Inventory (Spare Pumps/Fittings)	\$	-	\$	-						
Pumps (Phase I, II, III, IV) Ten Year Rotating	\$	-	\$	-						
Reservoir Inspections and Cleaning (Every five yrs)	\$	-	\$	20,000	\$	20,000	\$	20,000	\$	25,000
Site Paving/Rehabilitation	\$	-	\$	30,000	\$	40,000			\$	50,000
Station Heating/Gas Conversion/Furance Repl.	\$	-	\$	-	\$	5,000	\$	5,000		
Level Course on the Stony Plain Booster Station	\$	-	\$	-						
Asphalt Rehabilitation (Rotating two to three/year)	\$	-	\$	-						
HMI Replacements (five to ten year rotating)	\$	-	\$	-	\$	5,000	\$	5,000	\$	5,000
Other:	\$	-	\$	-						
<b>Total Capital Projects:</b>	\$	-	\$	50,000	\$	70,000	\$	55,000	\$	75,000
									\$	80,000
									\$	95,000

Direct Member Contributions										
Operating Revenue (through water sales)	\$	-	\$	-	\$	-	\$	-	\$	-
Connection Fee Revenue (Bylaw Fee)	\$	-	\$	-	\$	-	\$	-	\$	-
Operating Reserve Transfers:	\$	5,303	\$	15,000	\$	15,606	\$	15,918	\$	16,236
Capital Reserve Transfers:	\$	-	\$	-	\$	-	\$	-	\$	-
<b>Total Non-Rate Revenues:</b>	\$	5,303	\$	50,000	\$	70,000	\$	55,000	\$	75,000
									\$	91,236
									\$	96,561
									\$	95,000
									\$	111,892

Table 4 - Operations (Part 2)

- Table 4 - Also Includes the “System Capital” and Revenue Functions of Operations
- 2026 Capital Projects Total \$70,000:
  - Pump Replacements, Site Paving, Heater Conversions, and HMI Monitor Replacements
- Offsetting the Capital Budget will be a \$70,000 Reserve Transfer
- Offsetting the Operating Budget will be ~\$15,000 in New Connection Fees
  - Cover the Cost of WILD’s Obligation in the Connection Bylaw
  - (i.e. Cost Recovery, Not Revenue Generation)

## Table 4 - Operations (Part 2)

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TABLE 5  
WILD WATER - Reserve Contributions

	2025 (A)	2025 (B)	2026 (B)	2027 (B)	2028(B)	2029 (B)	2030(B)
<b>Contributions</b>							
Rate Stabilization	\$ -	\$ 19,043	\$ 25,513	\$ 5,788	\$ 6,078	\$ 6,381	\$ 6,509
O and M, Emergency*	\$ -	\$ 60,000	\$ 61,200	\$ 62,424	\$ 63,672	\$ 64,946	\$ 66,245
Capital Reserve	\$ -	\$ 100,000	\$ 160,000	\$ 165,000	\$ 130,000	\$ 140,000	\$ 185,000
A and G Reserve	\$ -	\$ 55,250	\$ 55,513	\$ 5,788	\$ 6,078	\$ 6,381	\$ 6,509
Debtenture Top-Up Reserve	\$ -	\$ -	\$ -	\$ 50,000	\$ 51,000	\$ 52,020	\$ 53,060
<b>Sub-Total Reserve Contributions</b>	\$ -	\$ 234,293	\$ 302,226	\$ 289,000	\$ 256,828	\$ 269,729	\$ 317,323
<b>Retained Interest on Reserves</b>	\$ 52,333	\$ 17,000	\$ 23,000	\$ 23,000	\$ 26,000	\$ 28,000	\$ 32,000
<b>Total - Reserve Contributions</b>	\$ 52,333	\$ 251,293	\$ 325,226	\$ 312,000	\$ 282,828	\$ 297,729	\$ 349,323
<b>Draws on Reserves</b>							
Rate Stabilization	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
O and M, Emergency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Reserve	\$ -	\$ 50,000	\$ 70,000	\$ 55,000	\$ 75,000	\$ 80,000	\$ 95,000
A and G Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,886	\$ -
Debtenture Top-Up Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Sub-Total Reserve Draws</b>	\$ -	\$ 50,000	\$ 70,000	\$ 55,000	\$ 75,000	\$ 96,886	\$ 95,000

Reserve Levels	End 2025	End 2026	End 2027	End 2028	End 2029	End 2030
Rate Stabilization	\$ 80,534	\$ 107,588	\$ 115,074	\$ 122,896	\$ 131,068	\$ 139,552
O and M, Emergency	\$ 624,402	\$ 697,547	\$ 770,979	\$ 846,343	\$ 923,617	\$ 1,003,783
Capital Reserve	\$ 442,318	\$ 540,780	\$ 659,314	\$ 724,312	\$ 794,862	\$ 896,843
A and G Reserve	\$ 55,000	\$ 111,565	\$ 119,113	\$ 126,997	\$ 118,342	\$ 126,635
Debtenture Top-Up Reserve	\$ -	\$ -	\$ 50,000	\$ 101,758	\$ 155,260	\$ 210,661
<b>Sub-Total Reserve Accounts</b>	\$ 1,202,254	\$ 1,457,480	\$ 1,714,480	\$ 1,922,307	\$ 2,123,150	\$ 2,377,473

Table 5 - Reserves (and Obligations)

- Significant Effort was Made in the 2025 Business Plan to Restructure
  - Reserves Are Tricky in Rate Modeling
  - What's the Right Goal, Do You Use Rates to Generate Reserves, or Reserves to Stabilize Rates?
- 2026 Launches a Bit of A Reset:
  - Last year of "Aggressive" Rate Stabilization Reserve Funding
  - First year of "Aggressive" - and Malleable - Capital Reserve Funding
  - Carries Forward the Idea that New Member Fees Go to A&G Reserve
  - Adds Savings for the Required "Top-Up" of the Debenture Pre-Pay Account
- End Goal Aligns With Business Plan:
  - ~\$2 Million (+/-) in Reserves by 2030
  - and Rate Management

## Table 5 - Reserves (and Obligations)

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TABLE 1  
WILD WATER - PROJECTED WATER PURCHASE AND SALES

	2025 (A)	2025 (B)	2026 (B)	2027 (B)	2028(B)	2029 (B)	2030(B)
Sales							
Member Volume	248,543	406,198	424,827	429,471	435,339	438,841	442,491
Member Rate (Cash Rate)	\$ 3.36	\$ 3.36	\$ 3.62	\$ 3.67	\$ 3.71	\$ 4.01	\$ 4.19
Sub-Total Member	\$ 835,103	\$ 1,364,825	\$ 1,537,873	\$ 1,576,159	\$ 1,615,109	\$ 1,759,751	\$ 1,854,039
Sales							
Customer Sales Volume	0	140	140	140	140	140	140
Customer Rate (Cost of Service)	4.47	4.47	4.62	4.70	4.92	5.15	5.27
Sub-Total Customer	\$ 0	\$ 626	\$ 646.61	\$ 657.95	\$ 688.31	\$ 721.36	\$ 737.90
Sales							
Commercial Volume	109,513	186,616	196,803	201,018	204,262	206,755	209,282
Commercial Rate (Cash Rate)	\$ 5.95	\$ 5.95	\$ 6.20	\$ 6.50	\$ 6.85	\$ 7.00	\$ 7.14
Sub-total Commercial	\$ 651,605	\$ 1,110,368	\$ 1,220,178	\$ 1,306,617	\$ 1,399,194	\$ 1,447,284	\$ 1,494,272
Sales							
Total Sales	\$ 1,486,708	\$ 2,476,551	\$ 2,758,698	\$ 2,882,777	\$ 3,014,303	\$ 3,207,035	\$ 3,348,310
Interest							
Interest on Outstanding	\$ 2,868	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Penalty Interest	\$ 2,868	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Water Loss							
Estimated System Water Loss	\$ -	\$ 17,789	\$ 18,653	\$ 18,919	\$ 19,192	\$ 19,372	\$ 19,557
Purchase							
CRPWSC Purchase Volume	326,725	610,743	640,423	649,548	658,933	665,108	671,470
CRPWSC Rate	\$ 1.78	\$ 1.78	\$ 1.89	\$ 1.87	\$ 1.86	\$ 1.86	\$ 1.86
Total Purchase	\$ 581,571	\$ 1,087,123	\$ 1,210,399	\$ 1,214,655	\$ 1,225,616	\$ 1,237,100	\$ 1,248,935

Table 1 - Water Sales and Rates

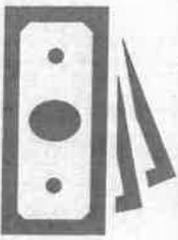
- Water Sales Projections Drawn From the Business Plan
  - A Moving Target, But Our Best Reference
  - Total Volume Expected to Increase by 4.86%, Settling at ~640,500m<sup>3</sup> Purchased
  - CRPWSC Rates are Slightly Higher than Projected (\$1.89 vs \$1.88 in Business Plan)
- Maintain the Three Rate Tiered System:
  - Truck Fills will go to \$6.20/m<sup>3</sup> - ~4.2% Increase
  - Customer Rate will be \$4.62/m<sup>3</sup>
  - Member Rate will be \$3.62/m<sup>3</sup> ~7.7% Increase
- Water Loss Projections Sitting at about 3% of total Water Purchase (Reasonable)

## Table 1 - Water Sales and Rates

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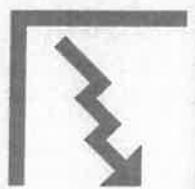
	2026 Budget		2025 Budget		2025 Act. YTD		2025 Estimate		Five Year Estimates					
	Proposed	Table 1.0	Approved	To Aug 31/2025	Year End	Year End	2026	2027	2028	2029	2030			
<b>OPERATING AND CAPITAL REVENUE</b>														
Water Sales														
Member Sales	\$ 1,537,873	Table 1.0	\$ 1,537,873	\$ 835,303	\$ 1,252,655	\$ 1,537,873	\$ 1,576,159	\$ 1,615,109	\$ 1,759,751	\$ 1,854,039				
Commercial Sales	647	Table 1.0	647	-	-	647	658	688	721	738				
Penalty & Int. on Accounts	1,220,178	Table 1.0	1,110,368	651,605	977,408	1,220,178	1,306,617	1,399,194	1,447,294	1,494,272				
<b>Direct Member Contributions</b>														
Governance and Admin.	66,318	Table 2.0	64,139	57,541	64,139	66,318	68,100	69,932	61,144	62,370				
Capital Debtenture (P)	88,787	Table 3.0	88,787	88,787	88,787	88,787	88,787	88,787	88,787	88,787				
Capital Debtenture (PI, Add-on)	29,540	Table 3.0	29,540	29,540	29,540	29,540	29,540	29,540	29,540	29,540				
Capital Debtenture (PII)	88,621	Table 3.0	88,621	88,621	88,621	88,621	88,621	88,621	88,621	88,621				
Capital Debtenture (PIII)	123,893	Table 3.0	123,893	123,893	123,893	123,893	123,893	123,893	123,893	123,893				
Capital Debtenture (PIV)	97,932	Table 3.0	97,932	97,932	97,932	97,932	97,932	97,932	97,932	97,932				
Capital Debtenture (PV Member)	23,908	Table 3.0	-	-	-	23,908	47,815	47,815	47,815	47,815				
Capital Debtenture (PV Commission)	-	Table 3.0	-	-	-	-	-	-	-	-				
<b>Other Revenues</b>														
Connection Fee Revenue	15,606	Table 4.0	15,000	5,303	5,000	15,606	15,918	16,236	16,561	16,892				
Provincial Grants (Operating)	-	Table 4.0	-	-	-	-	-	-	-	-				
Provincial Grants (Capital)	-	Table 4.0	-	-	-	-	-	-	-	-				
Federal Grants (Operating)	-	Table 4.0	-	-	-	-	-	-	-	-				
Federal Grants (Capital)	-	Table 4.0	-	-	-	-	-	-	-	-				
Rate Stabilization Transfers	-	Table 5.0	-	-	-	-	-	-	-	-				
Operating Reserve Transfers	70,000	Table 5.0	50,000	-	50,000	70,000	55,000	75,000	80,000	95,000				
Capital Reserve Transfers	-	Table 5.0	-	-	-	-	-	-	-	-				
Admin and Gov Reserve Transfers	-	Table 5.0	-	-	-	-	-	-	-	-				
Debtenture Top-Up Reserve	50,000	Table 5.0	50,000	-	15,000	50,000	-	-	16,886	-				
New Member Buy-in Fees	23,000	Table 2.0	17,000	52,333	-	23,000	-	-	-	-				
Retained Bank Interest	3,436,301	Table 5.0	3,100,731	2,033,526	2,795,841	3,436,301	3,532,041	3,678,747	3,886,935	4,031,899				
<b>TOTAL REVENUE</b>														
			\$ 1,087,123	\$ 581,571	\$ 872,357	\$ 1,210,399	\$ 1,214,655	\$ 1,225,616	\$ 1,237,100	\$ 1,248,935				
<b>OPERATING AND CAPITAL EXPENSES</b>														
Purchase of Water	1,210,399	Table 1.0	1,210,399	1,682	3,364	1,210,399	1,214,655	1,225,616	1,237,100	1,248,935				
Board Expenses	12,979	Table 2.0	12,480	1,682	3,364	12,979	13,498	14,038	14,319	14,605				
Governance and Administration	189,479	Table 2.0	183,253	104,742	183,253	189,479	194,573	199,805	220,699	207,902				
Bank Interest (short term borrowing)	-	Table 2.0	-	-	-	-	-	-	-	-				
<b>Capital Debtenture Payments</b>														
Capital Debtenture Payments (P)	88,787	Table 3.0	88,787	88,787	88,787	88,787	88,787	88,787	88,787	88,787				
Capital Debtenture Payments (PI add-on)	29,540	Table 3.0	29,540	29,540	29,540	29,540	29,540	29,540	29,540	29,540				
Capital Debtenture Payments (PII)	88,621	Table 3.0	88,621	88,621	88,621	88,621	88,621	88,621	88,621	88,621				
Capital Debtenture Payments (PIII)	123,893	Table 3.0	123,893	123,893	123,893	123,893	123,893	123,893	123,893	123,893				
Capital Debtenture Payments (PIV)	97,932	Table 3.0	97,932	97,932	97,932	97,932	97,932	97,932	97,932	97,932				
Capital Debtenture (PV Member)	23,908	Table 3.0	-	-	-	23,908	47,815	47,815	47,815	47,815				
Capital Debtenture (PV Commission)	-	Table 3.0	-	-	-	-	-	-	-	-				
<b>System Operations</b>														
System Capital Projects	1,197,751	Table 4.0	1,104,809	715,389	1,073,084	1,197,751	1,277,424	1,352,698	1,399,354	1,447,685				
Admin and Oper. Reserve Transfers	70,000	Table 4.0	50,000	-	50,000	70,000	55,000	75,000	80,000	95,000				
Rate Stabilization Reserve	25,513	Table 5.0	19,043	-	-	25,513	5,788	6,078	6,381	6,509				
O and M, Emergency Reserve	61,200	Table 5.0	60,000	-	-	61,200	62,424	63,672	64,946	66,245				
Admin and Governance Reserve	55,513	Table 5.0	55,250	-	-	55,513	5,788	6,078	6,381	6,509				
Debtenture Top-Up Reserve	-	Table 5.0	-	-	-	-	50,000	51,000	52,020	53,050				
<b>Capital Development</b>														
Non-Project Capital Debt Payment	160,000	Table 3.0	100,000	-	-	160,000	-	-	-	-				
Capital Reserve Contributions	3,436,314	Table 5.0	3,100,731	1,832,157	2,610,830	3,435,514	3,520,737	3,676,112	3,883,711	4,028,805				
<b>TOTAL EXPENSES</b>														
			\$ 3,100,731	\$ 1,832,157	\$ 2,610,830	\$ 3,435,514	\$ 3,520,737	\$ 3,676,112	\$ 3,883,711	\$ 4,028,805				
<b>NET OPERATING &amp; CAPITAL BUDGET</b>														
			\$ 787	(1)	\$ 201,369	\$ 185,011	\$ 1,308	\$ 2,635	\$ 3,224	\$ 3,094				

# Master Ledger - Consolidated Budget Table



## Scale of the Budget 2026-2030:

- From \$3.10million to \$3.44million
- 11% Budget Increase For 2026
- But Not an 11% Rate Increase!!!
- \$4.0million by 2030
- Average Increase of 5.9% (2026-2030)



## Scope of Budget 2026-2030

- Service Expansion and Sales Growth
- Integrating New Phases and Service Obligations
- Preparing for Upgrades and Capital Investments
- Preparing for Business Development and Post-Construction Planning

# Rate Projection Recap:



Figure 6.3  
WILD Regional Water System  
/m3 Rates 2025 - 2034

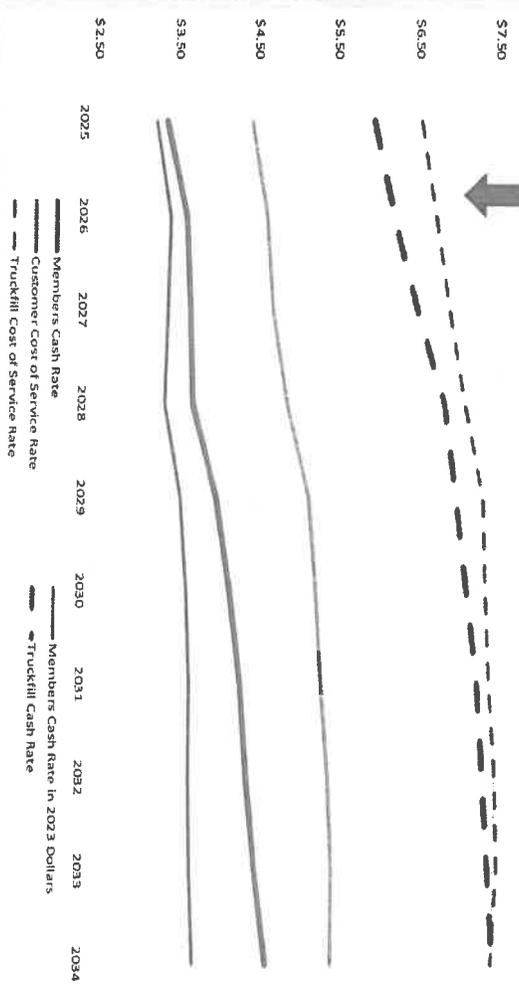


Figure 6.2  
Projected Bulk Water Cash Rate

Year	Rate / m3	% Inc	CPI
2024	\$5.49	10.0%	4.0%
2025	\$5.95	8.4%	2.0%
2026	\$6.20	4.2%	2.0%
2027	\$6.50	4.8%	2.0%
2028	\$6.85	5.4%	2.0%
2029	\$7.00	2.2%	2.0%
2030	\$7.14	2.0%	2.0%
2031	\$7.28	2.0%	2.0%
2032	\$7.36	1.0%	2.0%
2033	\$7.43	1.0%	2.0%
2034	\$7.50	1.0%	2.0%

Figure 6.1  
Projected Member Cash Rate

Year	Rate / m3	% Inc	CPI
2024	\$3.21	8.1%	4.0%
2025	\$3.36	4.7%	2.0%
2026	\$3.62	7.7%	2.0%
2027	\$3.67	1.4%	2.0%
2028	\$3.71	1.1%	2.0%
2029	\$4.01	8.1%	2.0%
2030	\$4.19	4.5%	2.0%
2031	\$4.33	3.3%	2.0%
2032	\$4.41	1.8%	2.0%
2033	\$4.53	2.7%	2.0%
2034	\$4.68	3.3%	2.0%



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Truck Fill Operator	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
<b>WILD</b>	<b>\$5.49</b>	<b>\$5.95</b>	<b>\$6.20</b>	<b>\$6.50</b>	<b>\$6.85</b>	<b>\$7.00</b>	<b>\$7.14</b>	<b>\$7.28</b>	<b>\$7.36</b>	<b>\$7.43</b>	<b>\$7.50</b>
% Increase		8.4%	4.2%	4.8%	5.4%	2.0%	2.0%	2.0%	1.0%	1.0%	1.0%
<b>Edmonton Region</b>											
Minimum	\$1.94	\$1.99	\$2.04	\$2.09	\$2.14	\$2.19	\$2.25	\$2.31	\$2.36	\$2.42	\$2.48
Average	\$4.85	\$4.97	\$5.10	\$5.22	\$5.35	\$5.49	\$5.62	\$5.77	\$5.91	\$6.06	\$6.21
Median	\$4.37	\$4.47	\$4.59	\$4.70	\$4.82	\$4.94	\$5.06	\$5.19	\$5.32	\$5.45	\$5.59
Maximum	\$9.31	\$9.54	\$9.78	\$10.03	\$10.28	\$10.53	\$10.80	\$11.07	\$11.34	\$11.63	\$11.92
<b>WILD Rates Above Average Rate</b>	<b>113%</b>	<b>120%</b>	<b>122%</b>	<b>124%</b>	<b>128%</b>	<b>128%</b>	<b>127%</b>	<b>126%</b>	<b>124%</b>	<b>123%</b>	<b>121%</b>

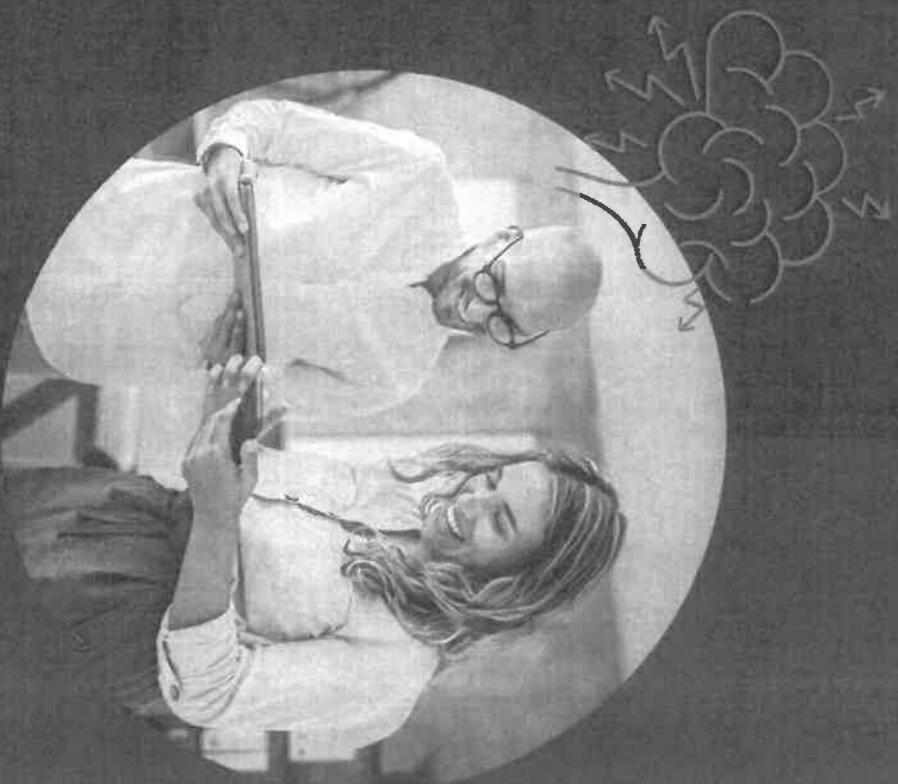
- 15 Sample Services from Edmonton Capital Regional and Central Alberta
- We Expect to Be Higher Costs (More Line = More Cost)
- We Aim to Hold the 120% - 130% Benchmark Over the Sample Group

# How Our Bulk Rate Compares

Municipalities Sampled												
Edmonton - 5 locations	\$4.00	\$4.10	\$4.20	\$4.31	\$4.42	\$4.53	\$4.64	\$4.75	\$4.87	\$5.00	\$5.12	
Sturgeon County - Riviere	\$4.05	\$4.15	\$4.26	\$4.36	\$4.47	\$4.58	\$4.70	\$4.81	\$4.93	\$5.06	\$5.18	
Qui Barre												
Parkland County - Acheson	\$5.52	\$5.66	\$5.80	\$5.94	\$6.09	\$6.25	\$6.40	\$6.56	\$6.73	\$6.89	\$7.07	
City of Spruce Grove	\$4.90	\$5.02	\$5.15	\$5.28	\$5.41	\$5.54	\$5.68	\$5.82	\$5.97	\$6.12	\$6.27	
Fort Saskatchewan	\$4.08	\$4.18	\$4.29	\$4.39	\$4.50	\$4.62	\$4.73	\$4.85	\$4.97	\$5.10	\$5.22	
Leduc County - Nisku	\$4.65	\$4.77	\$4.89	\$5.01	\$5.13	\$5.26	\$5.39	\$5.53	\$5.67	\$5.81	\$5.95	
Town of Devon	\$5.00	\$5.13	\$5.25	\$5.38	\$5.52	\$5.66	\$5.80	\$5.94	\$6.09	\$6.24	\$6.40	
City of St. Albert	\$3.70	\$3.79	\$3.89	\$3.98	\$4.08	\$4.19	\$4.29	\$4.40	\$4.51	\$4.62	\$4.74	
City of Leduc	\$2.82	\$2.89	\$2.96	\$3.04	\$3.11	\$3.19	\$3.27	\$3.35	\$3.44	\$3.52	\$3.61	
Town Rocky Mountain House	\$5.97	\$6.12	\$6.27	\$6.43	\$6.59	\$6.75	\$6.92	\$7.10	\$7.27	\$7.46	\$7.64	
Town of Whitecourt	\$9.31	\$9.54	\$9.78	\$10.03	\$10.28	\$10.53	\$10.80	\$11.07	\$11.34	\$11.63	\$11.92	
Yellowhead County												
Residential	\$2.72	\$2.80	\$2.87	\$2.94	\$3.02	\$3.09	\$3.17	\$3.25	\$3.33	\$3.41	\$3.50	
Commercial	\$9.18	\$9.46	\$9.70	\$9.94	\$10.19	\$10.44	\$10.70	\$10.97	\$11.24	\$11.53	\$11.81	
Town of Edson	\$1.94	\$1.99	\$2.04	\$2.09	\$2.14	\$2.19	\$2.25	\$2.31	\$2.36	\$2.42	\$2.48	

# Reference Services Sampled

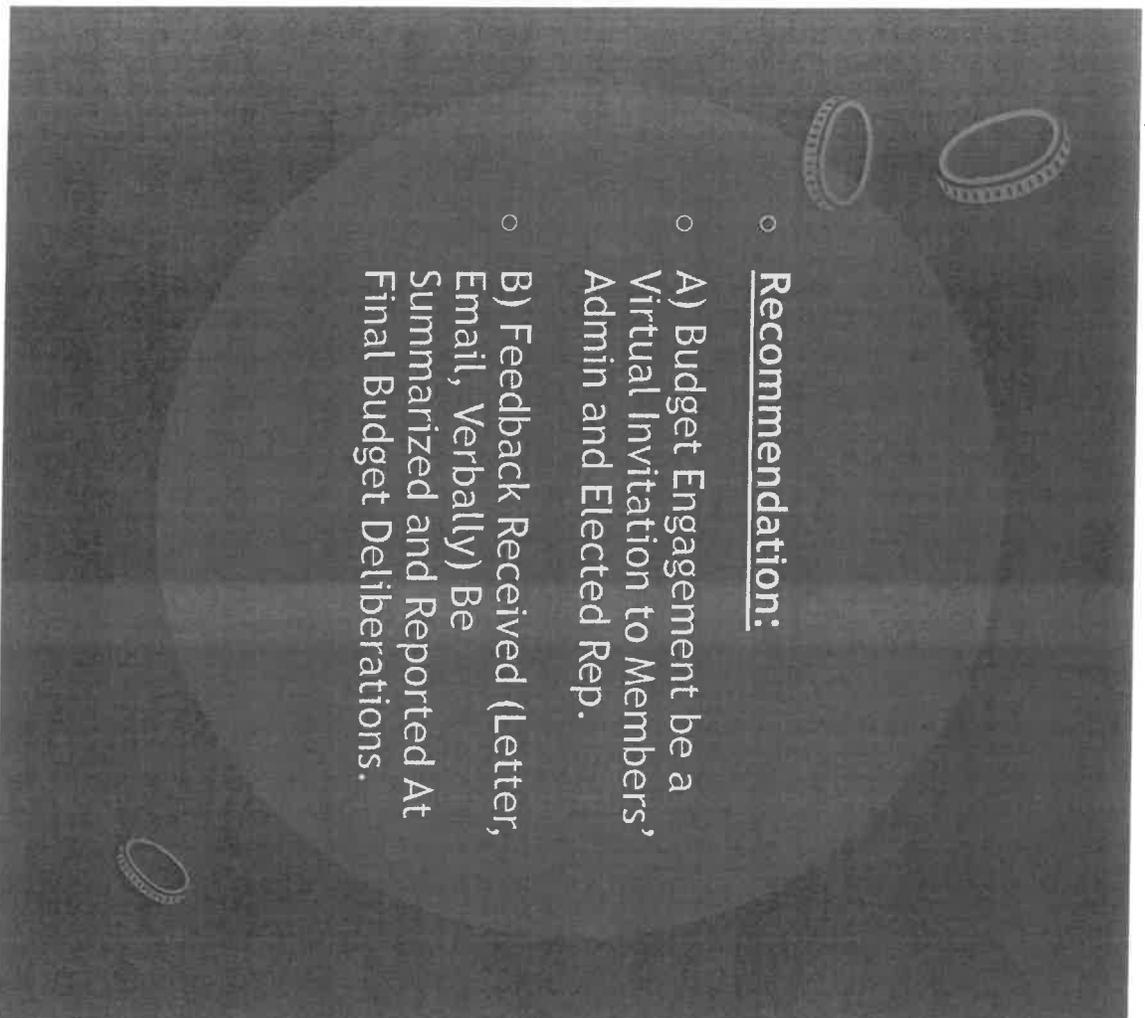
# Next Steps: Member Engagement



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## The Board Adopted:

1. **A Split Budget Process (September and October Meetings)**
2. **Goal For Membership Engagement During the Budget Process**
3. **But Did Not Flesh Out How to Engage, Or Use The Feedback**

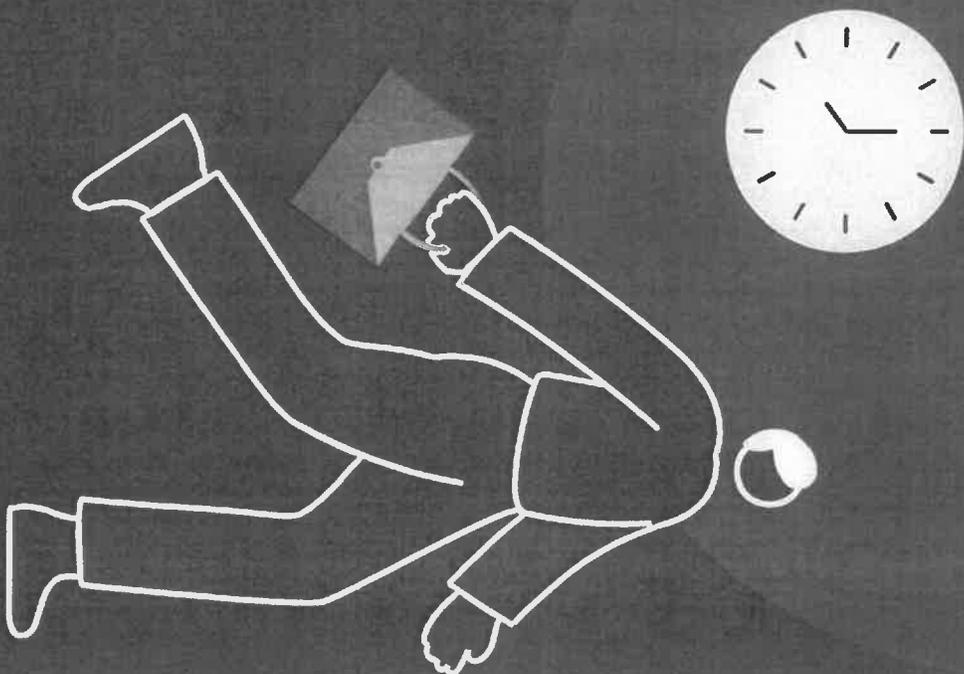


### Recommendation:

- o A) Budget Engagement be a Virtual Invitation to Members' Admin and Elected Rep.
- o B) Feedback Received (Letter, Email, Verbally) Be Summarized and Reported At Final Budget Deliberations.

# Thank you

Questions?



14. +

**aboffice@albertabeach.com**

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**From:** Laurie Haak <LHaak@yrl.ab.ca>  
**Sent:** September 17, 2025 12:21 PM  
**Cc:** Karla Palichuk; Jocie Wilson  
**Subject:** YRL Draft 2026 Budget and Trustee Appointment Information  
**Attachments:** YRL Draft 2026 Budget with Projections for 2027 to 2030.pdf; YRL 2026 Budget Overview.pdf; YRL Board Oversight, Appointments and Meetings - September 2025.pdf; YRL Board Appointment Form.pdf

*Sending on behalf of Karla Palichuk, YRL Director.*

Dear CAOs and Superintendents,

On behalf of the Yellowhead Regional Library (YRL) Board of Trustees, I am pleased to share the **Draft 2026 Budget** with projections for 2027-2030 and an overview.

The Executive Committee passed a motion on August 25 recommending the Board approve the budget; the Board of Trustees will meet Oct. 6 to review the draft budget and will vote on it at the Dec. 1 annual organizational meeting.

When appointing a Trustee and Alternate to the YRL Board, please refer to the attached **Board Oversight, Appointments and Meetings document** and return our **Board Appointments form** following your organizational meeting.

We look forward to working with the Trustees to support YRL’s continued provision of valued programs and services to member public and school libraries.

Please note, this email and the attachments will be sent for information to YRL Trustees and Public Library Managers.

Thank you and we look forward to hearing your feedback!

**Karla Palichuk** MLIS MScOP  
SHE/HER  
Director

E: [kpalichuk@yrl.ab.ca](mailto:kpalichuk@yrl.ab.ca)  
P: 780-962-2003 EXT 226  
[yrl.ab.ca](http://yrl.ab.ca) | Box 4270, Spruce Grove, AB T7X 3B4



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## YRL Board Appointments

<b>Municipality or School Division</b>			
<b>Appointment Date</b>		<b>Term Length in Years</b>	

### TRUSTEE

<b>Name</b>			
<b>Mailing Address</b>			
<b>Home address*</b>			
<b>Email</b>			
<b>Alternate Email</b>			
<b>Cell</b>		<b>Business</b>	
<b>Home</b>		<b>Fax</b>	
Type NO to decline appointing a YRL Board Trustee			

### ALTERNATE

*May attend Board meetings when trustee cannot.*

<b>Name</b>			
<b>Mailing Address</b>			
<b>Home address*</b>			
<b>Email</b>			
<b>Alternate Email</b>			
<b>Cell</b>		<b>Business</b>	
<b>Home</b>		<b>Fax</b>	
Type NO to decline appointing a YRL Board Alternate			

Return to Laurie Haak at [lhaak@yrl.ab.ca](mailto:lhaak@yrl.ab.ca)

\* The Canada Revenue Agency (CRA) requires a home address, complete only if different from mailing address.

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**Yellowhead Regional Library  
Draft 2026 Budget - General Fund**

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	2024	2025	2026	VARIANCE
<b>REVENUE</b>				
R1 Additional Allotment	\$ 150,000	\$ 180,000	\$ 200,000	\$ 20,000
R2 Contract Services	\$ 78,000	\$ 85,904	\$ 85,904	\$ -
R3 Interest	\$ 145,000	\$ 136,000	\$ 180,000	\$ 44,000
R4 Local Appropriations	\$ 1,433,185	\$ 1,430,809	\$ 1,460,920	\$ 30,111
R5 Non-allotment Sales	\$ 200,000	\$ 200,000	\$ 200,000	\$ -
R6 Operating Grant	\$ 1,462,572	\$ 1,465,449	\$ 1,465,449	\$ -
R7 Other Grants	\$ 27,726	\$ 31,926	\$ 27,726	\$ (4,200)
R8 School System Levy	\$ 147,761	\$ 156,595	\$ 165,819	\$ 9,224
R9 Workshop and Conference	\$ 12,000	\$ 12,000	\$ 12,000	\$ -
<b>TOTAL REVENUE</b>	<b>\$ 3,656,244</b>	<b>\$ 3,698,683</b>	<b>\$ 3,797,818</b>	<b>\$ 99,135</b>

	2024	2025	2026	VARIANCE
<b>EXPENSES</b>				
E1 Bank Charges and Miscellaneous	\$ 2,310	\$ 2,780	\$ 3,500	\$ 720
E2 Building Maintenance	\$ 48,300	\$ 45,000	\$ 48,500	\$ 3,500
E3 Membership Support	\$ 2,500	\$ 2,500	\$ 2,500	\$ -
E4 Delivery	\$ 46,856	\$ 50,547	\$ 50,500	\$ (47)
E5 Employee Benefits	\$ 369,170	\$ 381,763	\$ 373,772	\$ (7,991)
E6 Employee Salaries	\$ 1,922,834	\$ 1,931,281	\$ 2,065,292	\$ 134,011
E7 Insurance	\$ 20,000	\$ 20,000	\$ 20,000	\$ -
E8 Leases and Licensing	\$ 135,000	\$ 188,296	\$ 153,700	\$ (34,596)
E9 Library Grant Disbursements	\$ 60,486	\$ 60,486	\$ 60,486	\$ -
E10 Library Supplies and Shipping	\$ 25,000	\$ 48,000	\$ 40,000	\$ (8,000)
E11 Memberships	\$ 20,600	\$ 20,600	\$ 20,600	\$ -
E12 Office Supplies and Equipment	\$ 23,000	\$ 23,000	\$ 20,000	\$ (3,000)

**Yellowhead Regional Library  
Draft 2026 Budget - General Fund**

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E13	On-reserve/On-settlement Grant	\$ 27,726	\$ 27,726	\$ 27,726	\$ 27,726	Offset in Line R7. Other Grants.
E14	Printing and Promotion	\$ 5,500	\$ 5,500	\$ 5,500	\$ -	Printing of stakeholder communications. YRL's share of promotional costs for regional/library participation in trade shows.
E15	Professional Services	\$ 140,500	\$ 189,430	\$ 148,500	\$ (40,930)	Annual audit fee, communications, technical support and incidental legal expenses, majority due to ACSL (IT) managed services.
E16	Purchases - Allotment	\$ 330,000	\$ 350,000	\$ 350,000	\$ -	Allotment maintained at \$0.75 per capita for public libraries and \$1.00 per FTE student for school libraries. Includes additional allotment purchased by member libraries and offset in Line R1: Additional Allotment.
E17	Purchases - HQ Collections	\$ 239,250	\$ 268,000	\$ 243,500	\$ (24,500)	New/current online content, majority negotiated by TAL on behalf of members. decrease due to needs assessment.
E18	Purchases - Non-allotment	\$ 200,000	\$ 200,000	\$ 200,000	\$ -	Offset in line R5: Non-allotment Sales.
E19	Staff Travel Expenses/Recruitment	\$ 10,000	\$ 16,500	\$ 10,000	\$ (6,500)	Non-TT staff travel (fuel, meals and, if required, hotels); decrease due to actual needs.
E20	Staff Professional Development	\$ 33,800	\$ 53,200	\$ 32,300	\$ (20,900)	Includes training, technical training and conference; continuing education; decrease due to actual needs.
E21	Telephone and Utilities	\$ 100,000	\$ 100,175	\$ 96,075	\$ (4,100)	Off-site data service fees; decrease due to actual needs.
E22	TRAC Expenses	\$ 200,000	\$ 244,771	\$ 228,272	\$ (16,559)	YRL's share of TRAC budget; reflects capital hardware purchases; decrease due to actual costs.
E23	Trustee Expenses	\$ 30,000	\$ 33,975	\$ 30,000	\$ (3,975)	Board/Executive Committee meeting costs, advocacy and conference; decrease due to actual costs.
E24	Workshops and Conference	\$ 22,000	\$ 37,050	\$ 20,000	\$ (17,050)	Stronger Together Conference and in-house workshops; decrease due to operational results.
<b>TOTAL EXPENSES</b>		<b>\$ 4,014,832</b>	<b>\$ 4,300,580</b>	<b>\$ 4,260,663</b>	<b>-\$ 22,191</b>	

**General Fund: Surplus (Deficiency)**

**Revenue Over Expenses**

**Cost-benefit Ratio**

\$ (356,588)	\$ (601,897)	\$ (452,845)
109.81%	116.27%	111.92%

**Yellowhead Regional Library  
2025 Fund Reserves**

	General Fund	Equity in Capital Assets	Operational Contingency Fund	Special Projects Fund	Capital Fund	Total
Interfund Transfers	\$ 190,858	\$ 426,302	\$ 2,171,969	\$ 90,931	\$ 588,212	\$ 3,468,272
	\$(190,858)		\$(190,858)			
<b>Balance at 2024 Year End</b>	<b>\$ -</b>	<b>\$ 426,302</b>	<b>\$ 1,981,111</b>	<b>\$ 90,931</b>	<b>\$ 588,212</b>	<b>\$ 3,086,556</b>
<b>Excess to June 30, 2025</b>						
<b>Revenue Over Expenses</b>	-\$ 300,000					
<b>Amortization to June 30, 2025</b>		\$ (247,446)				
<b>Capital Asset Purchases* includes building improvement</b>		\$ 43,637.99			\$ (43,638)	
<b>Capital Asset Disposals</b>		\$ -				
<b>Special Projects</b>		\$ -				
<b>Deferred Contribution</b>		\$ 160,306.34				
<b>Balance at June 30, 2025</b>	<b>-\$ 300,000</b>	<b>\$ 382,800</b>	<b>\$ 1,981,111</b>	<b>\$ 90,931</b>	<b>\$ 544,574</b>	<b>\$ 2,699,416</b>

**Yellowhead Regional Library  
Draft 2026 Budget - All Funds**

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	2023		2024		2025		2026 Budget Projection	
	Budget	Received	Budget	Received	Budget	Received	Budget	Projection
R1 Additional Allotment	\$ 95,000	\$ 166,503	\$ 150,000	\$ 176,767	\$ 180,000	\$ 200,000	\$ 200,000	↑
R2 Contract Services	\$ 78,000	\$ 78,000	\$ 78,000	\$ 85,905	\$ 85,904	\$ 85,904	\$ 85,904	-
Deferred Gov't Contributions		\$ 160,307	\$ 160,306	\$ 160,307	\$ 160,307	\$ 160,307	\$ 160,307	-
R3 Interest	\$ 50,000	\$ 183,989	\$ 145,000	\$ 156,360	\$ 136,000	\$ 180,000	\$ 180,000	↑
R4 Local Appropriations	\$ 1,379,406	\$ 1,379,406	\$ 1,433,185	\$ 1,433,185	\$ 1,430,809	\$ 1,460,920	\$ 1,460,920	↑
R5 Non-allocation Sales	\$ 200,000	\$ 194,697	\$ 200,000	\$ 190,144	\$ 200,000	\$ 200,000	\$ 200,000	-
R6 Operating Grant	\$ 1,390,506	\$ 1,465,450	\$ 1,462,572	\$ 1,465,449	\$ 1,465,449	\$ 1,465,449	\$ 1,465,449	-
R7 Other Grants	\$ 26,432	\$ 27,764	\$ 27,726	\$ 24,668	\$ 31,926	\$ 27,726	\$ 27,726	↓
R8 School System Levy	\$ 147,278	\$ 147,278	\$ 147,761	\$ 147,761	\$ 156,595	\$ 165,819	\$ 165,819	↑
R9 Workshops and Conference	\$ -	\$ 8,966	\$ 12,060	\$ -	\$ 12,000	\$ 12,000	\$ 12,000	-
<b>TOTAL REVENUE</b>	<b>\$ 3,367,122</b>	<b>\$ 3,812,360</b>	<b>\$ 3,816,550</b>	<b>\$ 3,840,546</b>	<b>\$ 3,858,990</b>	<b>\$ 3,958,125</b>	<b>\$ 3,958,125</b>	

	2023		2024		2025		2026 Budget Projection	
	Budget	Received	Budget	Received	Budget	Received	Budget	Projection
Amortization of Capital Assets	\$ -	\$ 263,333	\$ 233,732	\$ 271,719	\$ 271,848	\$ 251,346	\$ 251,346	
E1 Bank Charges and Miscellaneous	\$ 2,200	\$ 2,147	\$ 2,310	\$ 3,524	\$ 2,780	\$ 3,500	\$ 3,500	↑
E2 Building Maintenance	\$ 48,000	\$ 40,062	\$ 48,300	\$ 51,288	\$ 45,000	\$ 48,500	\$ 48,500	↑
E3 Membership Support	\$ 2,500	\$ 1,152	\$ 2,500	\$ 2,674	\$ 2,500	\$ 2,500	\$ 2,500	-
E4 Delivery	\$ 44,625	\$ 48,140	\$ 46,856	\$ 53,134	\$ 50,547	\$ 50,500	\$ 50,500	↑
E5 Employee Benefits	\$ 294,973	\$ 273,700	\$ 369,170	\$ 211,292	\$ 381,763	\$ 373,772	\$ 373,772	↑
E6 Employee Salaries	\$ 1,627,211	\$ 1,542,805	\$ 1,922,834	\$ 1,798,564	\$ 1,931,281	\$ 2,065,292	\$ 2,065,292	↑
E7 Insurance	\$ 20,000	\$ 19,876	\$ 20,000	\$ 17,903	\$ 20,000	\$ 20,000	\$ 20,000	-
E8 Leases and Licensing	\$ 120,000	\$ 132,915	\$ 135,000	\$ 163,683	\$ 188,296	\$ 153,700	\$ 153,700	↓
E9 Library Grant Disbursements	\$ 56,016	\$ 62,042	\$ 60,486	\$ 60,486	\$ 60,486	\$ 60,486	\$ 60,486	-

**Yellowhead Regional Library  
Draft 2026 Budget - All Funds**

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E10	Library Supplies and Shipping	\$ 22,000	\$ 36,646	\$ 25,000	\$ 37,671	\$ 48,000	\$ 40,000	↑
E11	Memberships	\$ 20,600	\$ 17,419	\$ 20,600	\$ 20,748	\$ 20,600	\$ 20,600	-
E12	Office Supplies and Equipment	\$ 23,000	\$ 12,333	\$ 23,000	\$ 20,374	\$ 23,000	\$ 20,000	↑
E13	On-reserve/On-settlement Grant	\$ 26,426	\$ 27,764	\$ 27,726	\$ 27,726	\$ 27,726	\$ 27,726	-
E14	Printing and Promotion	\$ 4,750	\$ 4,196	\$ 5,500	\$ 5,371	\$ 5,500	\$ 5,500	-
E15	Professional Services	\$ 137,500	\$ 111,332	\$ 140,500	\$ 155,937	\$ 189,430	\$ 148,500	↑
E16	Purchases - Allotment	\$ 324,334	\$ 406,157	\$ 330,000	\$ 429,998	\$ 350,000	\$ 350,000	-
E17	Purchases - HQ Collections	\$ 215,000	\$ 207,751	\$ 239,250	\$ 248,755	\$ 268,000	\$ 243,500	↑
E18	Purchases - Non-allotment	\$ 200,000	\$ 192,930	\$ 200,000	\$ 190,052	\$ 200,000	\$ 200,000	-
E19	Staff Travel Expenses/Recruitment	\$ 10,000	\$ 9,669	\$ 10,000	\$ 8,590	\$ 16,500	\$ 10,000	↑
E20	Staff Professional Development	\$ 24,000	\$ 23,781	\$ 33,800	\$ 33,537	\$ 53,200	\$ 32,300	↑
E21	Telephone and Utilities	\$ 96,200	\$ 94,582	\$ 100,000	\$ 93,392	\$ 100,175	\$ 96,075	↑
E22	TRAC Expense	\$ 206,000	\$ 195,410	\$ 200,000	\$ 213,370	\$ 244,771	\$ 228,212	↑
E23	Trustee Expenses	\$ 20,000	\$ 29,875	\$ 30,000	\$ 29,497	\$ 33,975	\$ 30,000	↑
E24	Workshops and Conference	\$ 22,000	\$ 25,197	\$ 22,000	\$ 18,832	\$ 37,050	\$ 20,000	↑
<b>TOTAL EXPENSES</b>		<b>\$ 3,655,335</b>	<b>\$ 3,752,618</b>	<b>\$ 4,282,689</b>	<b>\$ 4,168,118</b>	<b>\$ 4,572,428</b>	<b>\$ 4,502,009</b>	

All Funds: Surplus (Deficiency)  
Revenue Over Expenses  
General Fund: Surplus (Deficiency)  
Revenue Over Expenses

\$ (288,213)
\$ (198,213)

\$ (466,139)
\$ (358,588)

\$ (713,438)	\$ (543,884)
\$ (601,897)	\$ (452,845)

## Yellowhead Regional Library Draft 2026 to 2030 Budget Projections

REVENUE		2026 Budget	2027 Projection	2028 Projection	2029 Projection	2030 Projection
R1	Additional Allotment	\$ 200,000	\$ 210,000	\$ 220,500	\$ 231,525	\$ 243,101
R2	Contract Services	\$ 85,904	\$ 85,904	\$ 85,904	\$ 85,904	\$ 85,904
	<i>Deferred Gov't Contributions</i>	\$ 160,307	\$ 160,307	\$ 160,307	\$ 160,307	\$ 160,307
R3	Interest	\$ 180,000	\$ 189,000	\$ 198,450	\$ 208,373	\$ 218,791
R4	Local Appropriations	\$ 1,460,920	\$ 1,533,966	\$ 1,610,664	\$ 1,691,197	\$ 1,691,197
R5	Non-allotment Sales	\$ 200,000	\$ 210,000	\$ 220,500	\$ 231,525	\$ 243,101
R6	Operating Grant	\$ 1,465,449	\$ 1,465,449	\$ 1,465,449	\$ 1,465,449	\$ 1,465,449
R7	Other Grants	\$ 27,726	\$ 27,726	\$ 27,726	\$ 27,726	\$ 27,726
R8	School System Levy	\$ 165,819	\$ 174,110	\$ 182,816	\$ 191,956	\$ 191,956
R9	Workshops and Conference	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
<b>TOTAL REVENUE</b>		<b>3,958,125</b>	<b>4,068,462</b>	<b>4,184,316</b>	<b>4,305,962</b>	<b>4,339,533</b>

EXPENSES		2026 Budget	2027 Projection	2028 Projection	2029 Projection	2030 Projection
	Amortization of Capital Assets	\$ 251,346	\$ 251,346	\$ 251,346	\$ 251,346	\$ 251,346
E1	Bank Charges and Miscellaneous	\$ 3,500	\$ 3,588	\$ 3,677	\$ 3,769	\$ 3,863
E2	Building Maintenance	\$ 48,500	\$ 49,713	\$ 50,955	\$ 52,229	\$ 53,535
E3	Membership Support	\$ 2,500	\$ 2,501	\$ 2,502	\$ 2,503	\$ 2,504
E4	Delivery	\$ 50,500	\$ 51,763	\$ 53,057	\$ 54,383	\$ 55,743
E5	Employee Benefits	\$ 373,772	\$ 392,461	\$ 412,084	\$ 432,688	\$ 454,323
E6	Employee Salaries	\$ 2,065,292	\$ 2,106,598	\$ 2,148,730	\$ 2,191,704	\$ 2,235,539
E7	Insurance	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
E8	Leases and Licensing	\$ 153,700	\$ 161,385	\$ 169,454	\$ 177,927	\$ 186,823
E9	Library Grant Disbursement	\$ 60,486	\$ 60,486	\$ 60,486	\$ 60,486	\$ 60,486
E10	Library Supplies and Shipping	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
E11	Memberships	\$ 20,600	\$ 20,600	\$ 21,012	\$ 21,432	\$ 21,861
E12	Office Supplies and Equipment	\$ 20,000	\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000
E13	On-Reserve/On-Settlement Grant	\$ 27,726	\$ 27,726	\$ 27,726	\$ 27,726	\$ 27,726
E14	Printing and Promotion	\$ 5,500	\$ 5,501	\$ 5,502	\$ 5,503	\$ 5,504
E15	Professional Services	\$ 148,500	\$ 152,213	\$ 156,018	\$ 159,918	\$ 163,916
E16	Purchases - Allotment	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000
E17	Purchases - HQ Collections	\$ 243,500	\$ 249,588	\$ 255,827	\$ 262,223	\$ 268,778
E18	Purchases - Non-allotment	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
E19	Staff Travel Expenses/Recruitment	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
E20	Staff Professional Development	\$ 32,300	\$ 32,300	\$ 32,300	\$ 32,300	\$ 32,300
E21	Telephone and Utilities	\$ 96,075	\$ 96,075	\$ 96,075	\$ 96,075	\$ 96,075
E22	TRAC Expense	\$ 228,212	\$ 228,212	\$ 228,212	\$ 228,212	\$ 228,212
E23	Trustee Expenses	\$ 30,000	\$ 30,750	\$ 31,519	\$ 32,307	\$ 33,114
E24	Workshops and Conference	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
<b>TOTAL EXPENSES</b>		<b>4,502,009</b>	<b>4,585,803</b>	<b>4,669,482</b>	<b>4,755,732</b>	<b>4,844,648</b>

<b>All Funds: Surplus (Deficiency) Revenue Over Expenses</b>	<b>\$ (543,884)</b>	<b>\$ (517,341)</b>	<b>\$ (485,166)</b>	<b>\$ (449,770)</b>	<b>\$ (505,115)</b>
<b>General Fund: Surplus (Deficiency) Revenue Over Expenses</b>	<b>\$ (452,845)</b>	<b>\$ (426,302)</b>	<b>\$ (394,127)</b>	<b>\$ (358,731)</b>	<b>\$ (414,076)</b>

<b>Reserve Fund Transfer to (from) Operational Contingency Fund</b>	<b>\$ (452,845)</b>	<b>\$ (426,302)</b>	<b>\$ (394,127)</b>	<b>\$ (358,731)</b>	<b>\$ (414,076)</b>
<b>Purchases - Capital Assets</b>		<b>\$ 273,668</b>	<b>\$ 55,759</b>	<b>\$ 70,426</b>	<b>\$ 528,910</b>

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**Yellowhead Regional Library - Draft 2026 Budget**  
**Member Municipal Library Services Grant / Operating Grant / Appropriation / Allotment**

Municipality	2019 Population Estimates	Library Services Grant at \$5.60/Capita (2019 Pop Est)	Operating Grant \$4.75/Capita (2019 Pop Est)	Alberta Municipal Affairs 2024 Official Population as of Jan 2025	2026 Municipal Appropriation at \$4.85/capita (2024 Off Pop)	Allotment at \$0.75/capita (2024 Official Pop)
ALBERTA BEACH	1,018		\$ 4,835.50	864	\$ 4,190.40	\$ 648.00
BARRHEAD	4,579		\$ 21,750.25	4,320	\$ 20,952.00	\$ 3,240.00
BARRHEAD NO. 11, COUNTY OF	6,288		\$ 29,868.00	5,877	\$ 28,503.45	\$ 4,407.75
BEAUMONT	19,236		\$ 91,371.00	20,888	\$ 101,306.80	\$ 15,666.00
BIRCH COVE	45	252	\$ 213.75	67	\$ 324.95	\$ 50.25
BRAZEAU COUNTY	7,771	43,518	\$ 36,912.25	7,179	\$ 34,818.15	\$ 5,384.25
BRETON	574		\$ 2,726.50	567	\$ 2,749.95	\$ 425.25
CALMAR	2,228		\$ 10,583.00	2,183	\$ 10,587.55	\$ 1,637.25
CASTLE ISLAND	10	56	\$ 47.50	15	\$ 72.75	\$ 11.25
CLYDE	430	2,408	\$ 2,042.50	415	\$ 2,012.75	\$ 311.25
CRYSTAL SPRINGS	51	286	\$ 242.25	74	\$ 358.90	\$ 55.50
DEVON	6,578		\$ 31,245.50	6,545	\$ 31,743.25	\$ 4,908.75
DRAYTON VALLEY	7,235		\$ 34,366.25	7,291	\$ 35,361.35	\$ 5,468.25
EDSON	8,414		\$ 39,966.50	8,374	\$ 40,613.90	\$ 6,280.50
GRANDVIEW	114	638	\$ 541.50	143	\$ 693.55	\$ 107.25
HINTON	9,882		\$ 46,939.50	9,817	\$ 47,612.45	\$ 7,362.75
JASPER, MUNICIPALITY OF	4,590		\$ 21,802.50	4,738	\$ 22,979.30	\$ 3,553.50
KAPASIWIN	10	56	\$ 47.50	24	\$ 116.40	\$ 18.00
LAC STE. ANNE COUNTY	10,899		\$ 51,770.25	11,300	\$ 54,805.00	\$ 8,475.00
LAKEVIEW	30	168	\$ 142.50	29	\$ 140.65	\$ 21.75
LEDUC	33,032		\$ 156,902.00	36,060	\$ 174,891.00	\$ 27,045.00
LEDUC COUNTY	13,780		\$ 65,455.00	14,416	\$ 69,917.60	\$ 10,812.00
MA-ME-O BEACH	110	616	\$ 522.50	128	\$ 620.80	\$ 96.00
MAYERTHORPE	1,320		\$ 6,270.00	1,343	\$ 6,513.55	\$ 1,007.25
MILLET	1,945		\$ 9,238.75	1,890	\$ 9,166.50	\$ 1,417.50
NAKAMUN PARK	96	538	\$ 456.00	78	\$ 378.30	\$ 58.50
NORRIS BEACH	38	213	\$ 180.50	71	\$ 344.35	\$ 53.25
ONOWAY	1,029		\$ 4,887.75	966	\$ 4,685.10	\$ 724.50
PARKLAND COUNTY	32,097		\$ 152,460.75	32,205	\$ 156,194.25	\$ 24,153.75
POPLAR BAY	103	577	\$ 489.25	113	\$ 548.05	\$ 84.75
ROSS HAVEN	160	896	\$ 760.00	126	\$ 611.10	\$ 94.50
SANDY BEACH	278	1,543	\$ 1,320.50	278	\$ 1,348.30	\$ 208.50
SEBA BEACH	169		\$ 802.75	229	\$ 1,110.65	\$ 171.75
SILVER BEACH	65	364	\$ 308.75	55	\$ 266.75	\$ 41.25
SILVER SANDS	160	896	\$ 760.00	214	\$ 1,037.90	\$ 160.50
SOUTH VIEW	67	375	\$ 318.25	72	\$ 349.20	\$ 54.00
SPRING LAKE	699	3,914	\$ 3,320.25	711	\$ 3,448.35	\$ 533.25
SPRUCE GROVE	35,766		\$ 169,888.50	38,985	\$ 189,077.25	\$ 29,238.75
STONY PLAIN	17,842		\$ 84,749.50	17,993	\$ 87,266.05	\$ 13,494.75
SUNRISE BEACH	135	756	\$ 641.25	153	\$ 742.05	\$ 114.75
SUNSET POINT	169	946	\$ 802.75	257	\$ 1,246.45	\$ 192.75
SWAN HILLS	1,301		\$ 6,179.75	1,201	\$ 5,824.85	\$ 900.75
THORSBY	1,015		\$ 4,821.25	967	\$ 4,689.95	\$ 725.25
WABAMUN	682		\$ 3,239.50	-	\$ -	\$ -
VAL QUENTIN	252	1,411	\$ 1,197.00	158	\$ 766.30	\$ 118.50
WARBURG	766		\$ 3,638.50	676	\$ 3,278.60	\$ 507.00
WEST COVE	149	834	\$ 707.75	222	\$ 1,076.70	\$ 166.50
WESTLOCK	5,101		\$ 24,229.75	4,921	\$ 23,866.85	\$ 3,690.75
WESTLOCK COUNTY	7,220		\$ 34,295.00	7,186	\$ 34,852.10	\$ 5,389.50
WETASKIWIN	12,655		\$ 60,111.25	12,594	\$ 61,080.90	\$ 9,445.50
WETASKIWIN COUNTY NO. 10	11,181		\$ 53,109.75	11,217	\$ 54,402.45	\$ 8,412.75
WHITECOURT	10,204		\$ 48,469.00	9,927	\$ 48,145.95	\$ 7,445.25
WOODLANDS COUNTY	4,754		\$ 22,581.50	4,558	\$ 22,106.30	\$ 3,418.50
YELLOWHEAD COUNTY	10,995		\$ 52,226.25	10,426	\$ 50,566.10	\$ 7,819.50
YELLOWSTONE	137	767	\$ 650.75	117	\$ 555.75	\$ 87.75
<b>GRAND TOTAL</b>	<b>295,454</b>	<b>62,029</b>	<b>\$ 1,403,406.50</b>	<b>301,223</b>	<b>\$ 1,460,919.85</b>	<b>\$ 225,917.25</b>

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**Yellowhead Regional Library - Draft 2026 Budget  
Member School Division Estimated Levies / Estimated Allotment**

<b>Northern Gateway School Division</b>	<b>Alberta Education FTE as of Sept 2024</b>	<b>2026 Estimated Levy at \$15.71/FTE</b>	<b>Estimated Allotment at \$1.00/FTE</b>
Darwell School Library	140	\$ 2,199.40	\$ 140.00
Elmer Elson Elementary School Library	322	\$ 5,058.62	\$ 322.00
Gateway Academy Onoway	18	\$ 282.78	\$ 18.00
Gateway Academy Whitecourt	101	\$ 1,586.71	\$ 101.00
Grasmere School Library	124	\$ 1,948.04	\$ 124.00
Hilltop Junior/Senior High School Library	509	\$ 7,996.39	\$ 509.00
Mayerthorpe Junior/Senior High School Library	285	\$ 4,477.35	\$ 285.00
Onoway Elementary School Library	435	\$ 6,833.85	\$ 435.00
Onoway Junior/Senior High School Library	490	\$ 7,697.90	\$ 490.00
Pat Hardy Primary School Library	336	\$ 5,278.56	\$ 336.00
Percy Baxter Middle School Library	370	\$ 5,812.70	\$ 370.00
Rich Valley School Library	99	\$ 1,555.29	\$ 99.00
Sangudo Community School Library	124	\$ 1,948.04	\$ 124.00
Whitecourt Central Elementary School Library	339	\$ 5,325.69	\$ 339.00
<b>Subtotals</b>	<b>3692</b>	<b>\$ 58,001.32</b>	<b>\$ 3,692.00</b>

<b>Pembina Hills School Division</b>	<b>Alberta Education FTE as of Sept 2024</b>	<b>2026 Estimated Levy at \$15.71/FTE</b>	<b>Estimated Allotment at \$1.00/FTE</b>
Barrhead Composite High School Library	698	\$ 10,965.58	\$ 698.00
Barrhead Outreach	33	\$ 518.43	\$ 33.00
Busby School Library	134	\$ 2,105.14	\$ 134.00
Dunstable School Library	59	\$ 926.89	\$ 59.00
École Barrhead Elementary School Library	629	\$ 9,881.59	\$ 629.00
École Westlock Elementary School Library	455	\$ 7,148.05	\$ 455.00
Eleanor Hall School Library	181	\$ 2,843.51	\$ 181.00
Fort Assiniboine School Library	81	\$ 1,272.51	\$ 81.00
Neerlandia Public Christian School Library	262	\$ 4,116.02	\$ 262.00
Pembina North Community School Library	165	\$ 2,592.15	\$ 165.00
Pibroch Colony School Library	23	\$ 361.33	\$ 23.00
R.F. Staples Secondary School Library	622	\$ 9,771.62	\$ 622.00
Sunny Bend Colony School Library	21	\$ 329.91	\$ 21.00
Swan Hills School Library	207	\$ 3,251.97	\$ 207.00
Westlock Outreach	24	\$ 377.04	\$ 24.00
<b>Subtotal</b>	<b>3594</b>	<b>\$ 56,461.74</b>	<b>\$ 3,594.00</b>

<b>Wetaskiwin School Division</b>	<b>Alberta Education FTE as of Sept 2024</b>	<b>2026 Estimated Levy at \$15.71/FTE</b>	<b>Estimated Allotment at \$1.00/FTE</b>
Alder Flats Elementary School Library	81	\$ 1,272.51	\$ 81.00
Buck Mountain Central School Library	145	\$ 2,277.95	\$ 145.00
Centennial School Library	111	\$ 1,743.81	\$ 111.00
Clear Vista School Library	425	\$ 6,676.75	\$ 425.00
Falun Elementary School Library	117	\$ 1,838.07	\$ 117.00
Griffiths-Scott School Library	263	\$ 4,131.73	\$ 263.00
Lakedell Elementary School Library	80	\$ 1,256.80	\$ 80.00
Lynn Lauren Early Education School	57	\$ 895.47	\$ 57.00
Norwood School Library	191	\$ 3,000.61	\$ 191.00
Parkdale School Library	195	\$ 3,063.45	\$ 195.00
Pigeon Lake Regional School Library	253	\$ 3,974.63	\$ 253.00
Pine Haven Colony School Library	17	\$ 267.07	\$ 17.00
Pipestone School Library	79	\$ 1,241.09	\$ 79.00
Queen Elizabeth School Library	164	\$ 2,576.44	\$ 164.00
Silver Creek Colony School Library	12	\$ 188.52	\$ 12.00
Wetaskiwin Composite High School Library	849	\$ 13,337.79	\$ 849.00
Wetaskiwin Outreach	156	\$ 2,450.76	\$ 156.00
Winfield School Library	74	\$ 1,162.54	\$ 74.00
<b>Subtotal</b>	<b>3269</b>	<b>\$ 51,355.99</b>	<b>\$ 3,269.00</b>

**GRAND TOTAL      10,555      \$ 165,819.05      \$ 10,555.00**

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## Charting the Course Together: Navigating Ambiguity

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### Introduction

YRL is a member-facing, customer-focused organization. The scope of the support provided by YRL is defined by the Alberta Libraries Act and Regulations, and the YRL Master Membership Agreement and Strategic Plan. This budget supports the first year of our first-ever five-year plan of service. We use an integrated planning process that links mission, vision, values and priorities to coordinate and drive all planning and resource allocation operations.

Determining the cost of YRL's routine expenses (organizational commitments and operations) while balancing strategic planning efforts is a part of the annual budget process.

Not all components of the strategy will need direct funding, as some tasks might need new processes or procedures, as well as a reallocation of resources (staff time).

### Budget Process

- Accounting assessed organizational commitments, projected interest rates and inflationary increases based on the current situation and average actual expenses over the past three years.
- Administration reviewed policies and procedures which impact and influence budget decision or direction.
- Administration reviewed the 2026-2030 Plan of Service to begin planning priorities and contingencies over the next five years.
- Managers confirmed organizational commitments (license agreements, hardware replacement obligations), projected staffing requirements, and assessed projects based on operational commitments and strategic priorities.
- Administration reviewed requests and rationale with the managers, adjusted budget amounts, and evaluated plans with consideration of the ad hoc Finance Committee direction and prior YRL Executive Committee and Board of Trustees discussions.

### Overview

#### Administration

The official population figures for public library services are taken from Alberta Municipal Affairs. The population remains steady, with few changes projected for 2026. The proposed budget includes a continuation of a two per cent (2%) levy rate increase which is consistent with the last three years. As per the ad hoc Finance Committee

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recommendations, Administration is developing a communications plan for 2027-2030 for levy increases that focuses on sustainability of YRL services.

The proposed budget expenditures are aligned to support the 2026-2030 strategic plan focusing on the key priority areas of environments, people and technology. This budget proposal:

- Recognizes the need for YRL managers and staff to operationalize the new strategic plan, including evaluating communications, promotions and training for member libraries.
- Plans for increased training needs for our libraries to support core operational services for patrons such as LEAP access point for Polaris and the new TRACpac+ Discovery layer. Professional development is planned to support YRL staff in building their skills to support these transitions.
- Addresses the development needs of YRL board members and municipal library board members.
- Reflects a salary and benefits review completed in 2025 that supports the YRL Board's vision as an employer, as per the Compensation Philosophy Policy.

Projects for 2026 include a re-visioning of service delivery, particularly TRAC. The start is with the new discovery layer which facilitates future potential changes. The investigation into a fundamental change in service delivery will be assessed in concert with our TRAC partners. As YRL practices are deeply engrained with TRAC, there could be some staff time savings and cost-neutral changes.

Additionally, the change in the privacy legislation requires YRL to review policies and procedures for compliance. This includes providing some support and information to our member libraries as they work through the same issues. As there is power in collaboration, we will work with the other regional libraries in Alberta. This will be a staff time intensive project requiring limited, if any, financial outlay.

## **Collections and Resource Sharing**

This department is responsible for acquisitions of print and electronic resources and maintenance of the data to permit use of content by libraries and members of the public. The core activities include acquisitions, cataloguing, processing, interlibrary loan management, vendor relationships, and delivery. The proposed 2026 budget items will:

- Accommodate increases in costs from increasing library ordering – driven by leadership changes, relocations and external grants awarded to member libraries – while prioritizing financial sustainability.
- Maintenance of staffing hours for materials handling due to the launch of the new TRACpac+ discovery layer.
- Support the new strategic direction for eResources as addressed by the 2025 needs assessment completed by public library patrons and member library staff.

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This includes supporting a suite of focused resources to meet reading, learning and career development support needs.

## Library Development Services

This department is responsible for front-line service and support to member libraries. Core activities include but are not limited to answering questions from public and school library staff on general policy, procedure and process, and plan of service supports for public library boards and staff.

The budget requests for LDS focus on provision of support and fostering professional development for member library staff who are working in increasingly complex and fast-evolving environments. The proposed 2026 budget items will:

- Support the development of measures and impact assessment for services over the next plan of service period for all member libraries.
- Participate in communications strategies that emphasize building trust and the continuous promotion of YRL services to member libraries.
- Support current resource offerings for using community information (Environics Research Data), patron incident reporting and more, which will in turn enhance the overall impact libraries have on their communities.
- Support the move to self-directed library services for On-Reserve and On-Settlement (OROS) communities facilitated through Public Library Services Branch grant funds.
- Continue professional development and skill development to support evolving member library needs and growing demand for consulting and training services in a continuously changing environment.

## Technology Services

This department focuses on the technical support required for libraries to serve their community. This includes but is not limited to servers and network design/support, staff and public access computer support, and wireless access points.

In addition to continued licenses and professional support to maintain network services and address cybersecurity issues, this budget request will:

- Proactively address network vulnerabilities on a quarterly basis supporting ongoing assessment and focusing on safety and security of the YRL network.
- Complete the final phase of the public access computers project, including installation of Cybrarian software and operationalize supporting the public access computers for member libraries.
- Improve professional expertise in service areas we provide to members, including cybersecurity and network support.

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# YRL Board of Trustees

## Oversight, Appointments and Meetings

### September 2025

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**MISSION** YRL provides materials and services to public and school libraries, and other organizations, to assist them in meeting the informational, educational, cultural and recreational needs of their communities.

**VALUES** Collaboration, Inclusion, Responsiveness, and Value for Investment

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#### GOVERNMENT OVERSIGHT

- The Alberta Libraries Act requires library systems be governed by a **Board of Trustees** with an appointed representative from each member Municipality and School Division.
- When there are more than 20 Members, the Alberta Libraries Regulations require library systems to establish an Executive Committee of not more than 10 Trustees.
  - The **YRL Executive Committee** comprises five seats from municipalities with more than 15,000 residents, three seats apportioned by municipality type, one school division seat, and one seat is open for any YRL trustee.

#### TRUSTEE APPOINTMENTS AND TERMS

- Each member Municipality and School Division may appoint a Trustee and an Alternate. The individual(s) selected for the YRL Board should:
  - Be an elected official, a library board trustee, or a community member.
  - Strongly believe in, and be committed to, the importance of libraries.
  - Be knowledgeable and skilled in one or more areas of governance: advocacy, finance, personnel, policy, and/or services.
  - Be prepared to stand for and/or to elect the Executive Committee.
- A continuous three-year term (or three sequential one-year terms) is recommended.

#### MEETINGS

- The **Board of Trustees** meets in March, June, October and December, and they are responsible for the YRL Master Membership Agreement, approving both the annual budget and audited financial statements, and appointing an auditor.
  - **Next Meeting – October 6, 10:00 a.m. to 12:00 p.m.**
  - **Annual Organizational Meeting – December 1, 10:00 a.m. to 12:00 p.m.**
- The **Executive Committee** meetings are in February, April, May, August, September and December, and they are responsible for framing policy, setting priorities, developing goals and objectives, and employing qualified staff to operate the library.
  - **Next Meeting – December 1, 12:00 p.m. to 1:00 p.m.** (following the Board meeting)
- **Orientation for Trustees and Alternates – January 26, 2026, 10:00 a.m. to 1:00 p.m.**

For additional trustee and board information, please refer to the YRL website or contact Laurie Haak, Executive Assistant, at [lhaak@yrl.ab.ca](mailto:lhaak@yrl.ab.ca) or 780-962-2003, ext. 221.

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**aboffice@albertabeach.com**

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**From:** lions AB <lionsab74@gmail.com>  
**Sent:** September 30, 2025 10:52 AM  
**To:** Terry Scheiris; lsac@lsac.ca; aboffice@albertabeach.com; k.dion@valguentim.ca;  
office@sunsetpoint.ca  
**Subject:** snomo assistance  
**Attachments:** snomo assistance.docx

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# Request for Assistance from County & Villages

## Support Needed to Continue the Sno Mo Days Event

Date: 2025-09-25

To Whom It May Concern,

[Name of County Village Council or Representative]

email

Dear Council Members,

I am writing to you on behalf of Alberta Beach & District Lions club- the organizing committee for the annual Sno Mo Days event. This event has become a highlight in our community, celebrating winter activities and fostering camaraderie among residents and visitors alike.

As we plan for the upcoming event, we find ourselves in need of additional support from county, and villages like yours to ensure we can continue to offer the high-quality experience our community has come to expect. We need assistance with committee members from multiple groups.

- Volunteers to assist with event set-up, operations, and clean-up
- Financial contributions or sponsorships to help cover event cost.
- Grant writing assistance.
- Promotion of the event within your local networks to encourage greater participation

Your support would make a significant difference in our ability to host " Sno Mo Days" this year and in the future. Without outside support, this event is in danger of not proceeding after 40+ years. Our volunteer members are aging and resources are scarce. We deeply value the ongoing spirit of collaboration among our Counties and Villages, and we are hopeful that you will consider assisting us in any way possible. We can no longer do this alone. We require some commitments no later than October 15<sup>th</sup> in order to save this event as we are already late in the planning the event.

Please let us know if you require further information or wish to discuss how your County or village can get involved. You can reach us directly at lionsab74@gmail.com We are happy to arrange a meeting at your convenience.

Thank you for considering our request. We look forward to your positive response and hope to partner with you to make this year's event another resounding success.

Sincerely,

Kimberly Scheiris

President

Alberta Beach & District Lions club

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aboffice@albertabeach.com

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**From:** VFIS <vfis@abmunis.ca>  
**Sent:** October 1, 2025 7:49 AM  
**To:** Kathy Skwarchuk  
**Subject:** Summer Village of Alberta Beach 2026 Group Accident Renewal Information  
**Attachments:** Summer Village of Alberta Beach.pdf; Homewood Health MFAP Brochure with Application.pdf

Hello,

As 2026 quickly approaches, we are preparing for our Group Accident renewal process and are providing you with important information that will allow you to make decisions to best suit your coverage needs.

**There are no changes to the rates for 2026.** However, there are some important steps you need to take to ensure your coverage is correct and complete:

- **Beneficiary Designation forms must be filled out for all members.** It is important to keep these current to ensure wishes are carried out in the event of a loss. Please keep the originals as they will be needed in the event of a claim. We do not require a copy of these forms.
- **If you have chosen 24 Hour Coverage and/or Critical Illness Coverage, please have the appropriate Census completed and updated.** Please retain the Census for your records. In the event of a claim, the provider may ask to see the roster to ensure the member was listed, but we do not require a copy.
- **You need to inform us if you wish to make changes to your coverage or if you would like to keep your coverage the same as 2025.** To make changes, simply cross out the coverage information on page 1 and write in the new information. If you wish to not make any changes, please check the "No Changes" box on page 2. The form must be signed and dated to validate the renewal information.
- **Notify us of any contact changes within your division.** Please reply to this email if you need to update the contact information that we have on file for your division so we can ensure communications are sent to the correct contact.

As always, we are pleased to continue offering our Group Accident members the Volunteer Firefighter Member and Family Assistance Program (MFAP) through Homewood Health. If you do not already have MFAP, as a Group Accident member, you are eligible for discounted rates of \$3.00 per member/month for volunteer firefighters and \$4.95 per member/month for council members, and seasonal employees. Interested members can complete the attached MFAP Application and submit it with your 2026 Renewal Letter. If your division is already enrolled in MFAP, you will receive your renewal information directly from Homewood Health.

For more information about Group Accident Insurance, visit the [Group Plan Offerings webpage](#).

To ensure timely administration of your benefits package, **please reply to this email with your completed renewal letter or fax it to 780-409-9472 by November 1, 2025.** If we do not receive a response by this date, your current coverage will automatically terminate on December 31, 2025.

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We look forward to providing you with comprehensive member health and wellness support in 2026!

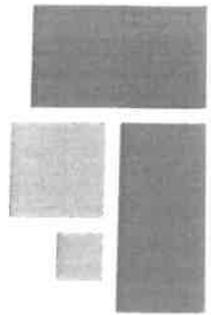
Benefit Services Group Accident Coverage  
**ALBERTA MUNICIPALITIES**

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



This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the sender. This message contains confidential information and is intended only for the individual named. If you are not the named addressee, you should not disseminate, distribute or copy this email.

*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.*



October 1, 2025

Dear Summer Village of Alberta Beach:

**RE: 2026 GROUP ACCIDENT INSURANCE RENEWAL**

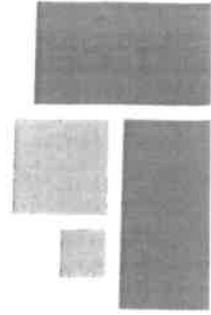
With 2026 fast-approaching we are facilitating your Group Accident Insurance renewal process by providing you with important updates to 2026 coverages, enabling you to make an informed decision on the coverage that best suits your members.

Please find included your 2026 renewal package.

If you wish to renew with the same coverage as 2025 or are not renewing for 2026, simply complete the section on page 2 by checking the appropriate box and email or fax it to **Group Accident Program – Benefits Services Dept** at your earliest opportunity.

The coverage you elected for 2025 is as follows:

<p><b>Councilor Coverage</b>          Number of Members: 5          Plan: B          Option (1= on duty, 2= 24 hrs): 2          Critical Illness: N</p> <p><b>Seasonal Coverage</b>          Number of Members:          Plan:          Option (1=on duty, 2=24 hrs):</p> <p><b>Municipal Volunteers (Yes/No) Y</b></p>	<p><b>Volunteer Firefighter Coverage</b>          Number of Members:          Plan:          Option (1=basic, 2=enhanced):  <b>24hr Coverage</b>          Number of Members:          Plan:          Critical Illness:</p> <p><b>Fulltime Firefighter Coverage</b>          Number of Members:          Plan:          Option (1=basic, 2=enhanced):          Critical Illness:          N  <b>24hr Coverage (Yes/No)</b></p>
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We are happy to continue to offer our Group Accident members the Volunteer Firefighter Member and Family Assistance Program (MFAP) through Homewood Health. As a Group Accident member, you are eligible for discounted rates of \$3.00 per member/month for Volunteer Firefighters and \$4.95 per member/month for Council Members, and Seasonal Employees. Participation is completely optional, however if you would like to offer this benefit to your members, please complete the attached application form and return it with your 2026 renewal. We will arrange for the benefit to be set up on your behalf. You will be invoiced by Homewood Health and payment is to be sent to them. In addition, all inquiries related to the MFAP are to be handled by Homewood Health directly.

- No changes to be made to our Group Accident coverage for 2026.
- Group Accident Insurance coverage is not required for the 2026 policy year.

**Completed by: (Must be completed by a proper Municipal Authority)**

Municipality Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

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

If you wish to make changes to your current coverage for 2026, please update the 2025 coverage information on the first page. We ask that the completed, **signed** application be returned no later than **November 1, 2025**. If you do not respond by this date, your current coverage will terminate on December 31, 2025.

Please email or fax all completed forms Group Accident Program – Benefit Services Dept. **The original forms should be kept in your records.** Email to [VFIS@abmunis.ca](mailto:VFIS@abmunis.ca) or fax at 780-409-9472.

Your assistance in providing the requested information in a timely manner is appreciated.

If you require additional information or have questions regarding the enclosed renewal package, please contact the Group Accident Program at [VFIS@abmunis.ca](mailto:VFIS@abmunis.ca) or Alberta Municipalities toll free 310-2862.

Sincerely,

Theresa Nobis  
Director, Benefits Services

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# Council Volunteer Coverage



This brochure provides an abbreviated description of the benefits available. For a complete description of the coverage, please refer to your municipalities specific copy of your policy.

**Eligible Participants** Any individual of the municipality, including members of council, whom premium has been paid. All other members of the municipality, excluding full-time firefighters and police officers, may be covered if premium has been paid.

**Scope of Coverage On Duty Only** travel to, during and from all business activities of the municipality. 24 Hour (Off Duty) Coverage-if selected, protects the member 24 hours a day.

Alberta Municipalities members have six plan choices. Please refer to the plan specific to your municipality.

	Plan A	Plan B	Plan C	Plan D	Plan E	Plan F
AD&D	\$25,000	\$50,000	\$100,000	\$150,000	\$200,000	\$250,000
Paralysis	\$50,000	\$100,000	\$200,000	\$300,000	\$400,000	\$500,000
Seat Belt	\$2,500	\$5,000	\$10,000	\$15,000	\$20,000	\$25,000
Disability	\$150/wk	\$200/wk	\$250/wk	\$250/wk	\$300/wk	\$350/wk
Premium - On Duty	\$8/member/yr	\$13/member/yr	\$22/member/yr	\$28/member/yr	\$38/member/yr	\$46/member/yr
Premium - Off Duty	\$32/member/yr	\$48/member/yr	\$75/member/yr	100/member/yr	\$135/member/yr	\$165/member/yr

## DEATH BENEFITS

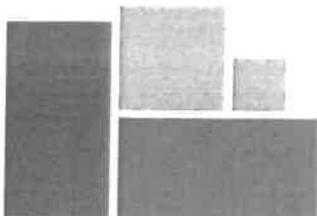
**Loss of Life Accidental Death** benefits are paid when a member dies as a result of an accident.

**Spousal Loss of Life Accidental Death** benefit of \$25,000 is paid when a member's spouse dies as a result of an accident.

**Seat Belt Benefit** If a member dies while wearing a properly fastened seatbelt at the time of a motor vehicle accident, which caused death, 10% of the Principal Sum will be paid to the beneficiary.

**Dependent Child Education Benefit** If a member dies of an accident, the company will pay a dependent per child/ren enrolled as a full-time student in an institute of higher learning for reasonable expenses actually incurred, subject to 5% of the Insured Persons principal sum to a maximum of \$5,000 for each year, not to exceed 4 years.

**Spousal Education Benefit** will pay to the Insured Person's Spouse the actual cost incurred for a professional or trades training program in which such Spouse enrolls for the purpose of obtaining an independent source of support and maintenance provided such cost is incurred within 30days of the loss subject to the maximum of \$15,000.



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# Council Volunteer Coverage



**Day Care Benefit** If a member dies of an accident, the company will pay for each dependent child/ren necessary expenses actually incurred to be enrolled in a legally licensed Day Care centre on the date of death. These expenses are subject to 5% of the Insured Person's principal sum to a maximum of \$5,000 for each year, not to exceed 4 years.

**Funeral Expense Benefit** If a member dies, the company will pay up to \$15,000 for actual expenses incurred for preparing the deceased for burial and funeral expenses subject to a maximum of \$15,000.

**Repatriation Benefit** When loss of life occurs outside 50 kilometers, expenses will be paid for shipment of the body to the city of residence. Expenses not to exceed \$15,000.

**Identification Benefit** If accidental loss of life occurs where the Insured Person's body needs indentified by an immediate family member, we will pay for accommodations and transportation up to \$15,000..

## MEDICAL BENEFITS

**Accident Reimbursement Benefit** Will pay up to \$15,000 for reasonable expenses listed in the policy.

**Dental Expense Benefit** Will pay for whole and sound teeth, if within 30 days of the accident requires dental surgery and is incurred within one year from the date of the accident up to \$5,000.

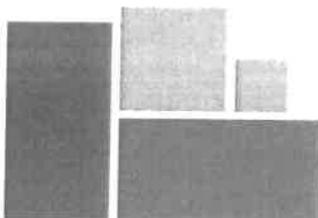
## LUMP SUM LIVING BENEFITS

(all lump sum benefits are paid in addition to medical and disability income benefits)

**Accidental Dismemberment** A lump sum benefit will be provided to the member when a loss incurs which is indicated in the accidental dismemberment table. Hearing loss is also part of this table. See policy for breakdown of percentages. Para, Quadra and Hemi Plegias pay 2 times the principal sum.

**Permanent Total Disability** If an Insured Person suffers Injury causing Permanent and Total Disability, and after 12 months of total and permanent disability cannot perform at least two Activities of Daily Living without assistance from another person, for the remainder of his or her life, the Company shall pay the amount which is 100% of the Principal Sum for the Insured Person less any amounts under the Table of Losses which have been paid or which are payable by the Company for Losses of the Insured Person. The disability must be determined to be total, permanent, and irreversible and certified to be such by a licensed Physician acceptable to the Company. The Insured Person's inability to actually obtain employment is not a criteria to qualify for the Permanent and Total Disability benefit.

**Fracture and Dislocation Benefit** Payable in addition to accident weekly disability. A minimum lump sum paid for fracture or dislocations as a result of an accident. Maximum payable is \$4,200.



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# Council Volunteer Coverage



## WEEKLY INCOME

**Total Disability** The company will pay a weekly disability if an Insured Person becomes totally disabled as a result of an accident provided that: 1) such period of disability commences within 30 days of the accident causing such injury; 2) such disability shall be after a 15 day waiting period commencing on day 16; 3) the maximum period for which, such indemnity shall not exceed 52 weeks.

**Home Alteration & Vehicle Modification** If an insured sustains injuries under the accidental dismemberment and is now required to be wheelchair ambulatory, this benefit will pay for the one-time cost of alterations, up to \$15,000 to the members home or vehicle to make them wheel chair accessible.

**Eyeglasses, Contact Lenses and Hearing Aids Benefit** As a result of an accident the Insured Person receives treatment by a physician which results in the purchase of eyeglasses, contact lenses or hearing aids within 365 days of the accident, when none of which were previously required or worn, the company will pay up to \$2,000 for reasonable expenses.

**Family Transportation Benefit** In the event the Insured Person suffers loss under the table of losses, which occurs outside 100 kms from residence, the company will reimburse up to \$15,000 for the actual cost of transporting one immediate member of the family to be with the Insured Person. Member of Immediate Family means a Spouse, brother-in-law, sister-in-law, son-in-law, daughter-in-law, mother-in-law, father-in-law, parent (includes stepparent), brother or sister (includes stepbrother or stepsister), or child (including legally adopted or stepchild).

**Rehabilitation Benefit** If an insured sustains injuries under the accidental dismemberment section of the policy, the company will pay the reasonable expenses up to \$15,000 for special training provided; 1) such training is required because of injuries sustained prevent him/her to engage in their occupation; 2) expenses be incurred within 2 yrs of accident; 3) no payment shall be made for ordinary living, traveling or clothing expenses.

**Psychological Therapy** If accidental loss occurs under the Table of Losses, other than a Loss of Life, and as a result needs Psychological Therapy within 2 years of such loss, we will pay Reasonable and Customary Expenses up to \$5,000.

## VOLUNTEER COVERAGE

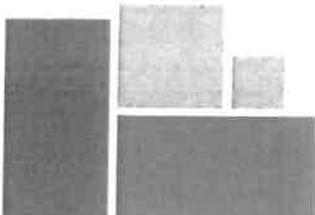
Some municipalities have basic coverage for all volunteers acting on behalf of and in conjunction with the Municipal Office and are under the age of 80. The following benefits are for those municipalities selecting this coverage.

**Accidental Death and Dismemberment** Benefits of \$50,000 including paralysis.

**Total Disability** Will pay \$200/wk Accident Weekly Disability (See above)

**Accident Reimbursement Benefit** Will pay up to \$1,000 for reasonable expenses listed in the policy.

Also included in this coverage are benefits such as **Repatriation, Rehabilitation, Family Transportation and Home Alteration & Vehicle Modification**. Note: please see the above for amounts and benefit description.



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## Volunteer Firefighter Comprehensive Member and Family Assistance Program (MFAP) Solution

*Harness the power of full-scale firefighter support solutions through a comprehensive MFAP arrangement through VFIS of Canada a division of CVIS, Inc.*

Member and Family Assistance Programs (MFAPs) are employer paid benefits that support both the members and the workplace. These services are designed to enable members to resolve personal and work issues so that optimal productivity is maintained. They include health, wellness and other strategic solutions for smaller employers/municipalities.

### MEMBER SUPPORT SERVICES

#### Short-term Counselling

Our unique solution-focused cognitive behavioural therapy approach focuses on teaching individuals, couples, and families the skills necessary to solve their life problems without creating a long-term dependent counselling relationship. Confidential counselling is offered in the local community. Our counselling is delivered by our extensive national network, with the highest ratio of clinical psychologists. Their focus is on specific goal attainment, behaviour change, accurate diagnosis of complex problems, and the best possible outcomes.

### ENHANCED MENTAL HEALTH CARE (EMHC)

Expert clinical programs with longer term support for anxiety, depression, trauma and substance use. Enhanced Mental Health Care offers the most intensive mental health programs on the market.

Homewood Pathfinder's EMHC offers psychotherapy to clients who are self-initiating treatment for support related to issues of:

- Anxiety • Depression • Suicidal ideation • Trauma • Substance use

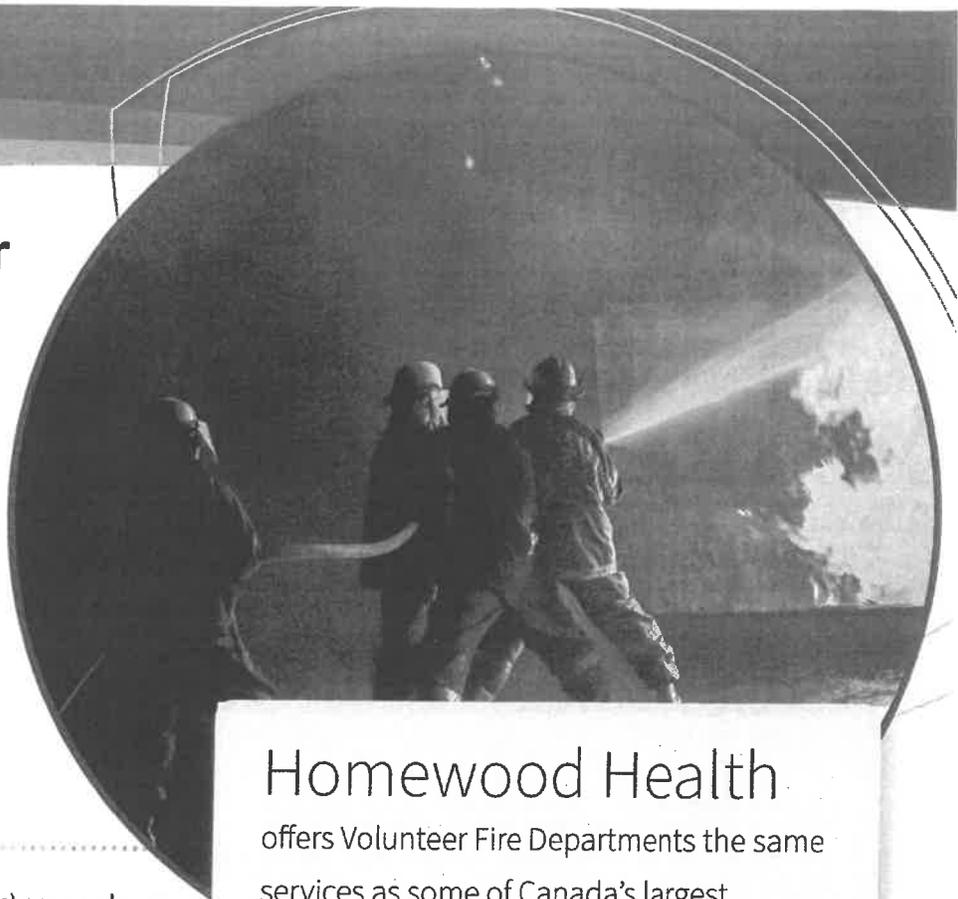
VFIS of Canada

145 Wellington Street West, Suite 209

Toronto, Ontario, M5J1H8

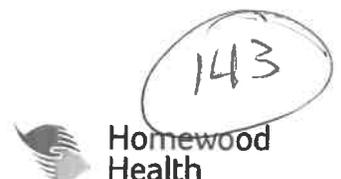
1-800-461-8347 | [canada@vfis.com](mailto:canada@vfis.com)

[vfiscanada.com](http://vfiscanada.com)



## Homewood Health

offers Volunteer Fire Departments the same services as some of Canada's largest employers at a preferred VFIS of Canada member rate of \$3.00 per member per month (non-member rate \$4.00). Coverage for municipal employees is also available at a rate of \$4.95 per employee per month.



# Volunteer Firefighter - Comprehensive | Member and Family Assistance Program (MFAP) Solution

## ENHANCED MENTAL HEALTH CARE (EMHC)

Eligible members can receive up to 20 hours of specialized counselling and are usually completed within 8-12 sessions

The flexibility of the EMHC allows us to treat concurrent issues (e.g. trauma and substance use, depression and suicidal ideation) in a more customized way depending on the employee's specific and unique needs.

The EMHC program includes the use of clinical measures and the principles of measurement-based care in order to effectively:

- Monitor progress
- Provide feedback
- Support the employee's overall motivation to participate in treatment
- Guide treatment planning

Homewood ensures that the therapeutic relationship between employee and therapist is one that fosters psychological safety, understanding, and respect. In fact, 96% of our clients felt heard and understood by their counsellors.

## LIFE SMART COACHING SERVICES

### Life Balance Solutions

- childcare & parenting;
- elder & family care;
- legal advisory service;
- financial coaching;
- relationship solutions;

### Career Smart Coaching Services

- shift worker support;
- pre-retirement planning;
- workplace issues;
- career planning;

### Health Smart Services

- nutritional coaching;
- smoking cessation program;
- jumpstart your wellness;
- lifestyle changes;

### Pathfinder Comprehensive

- Health Challenge Event
- Digital Leadership Mental Health Training (LMS),
- Sentio, Canada's only 3-tier iCBT Program

### Online Resources and Services

- E- Learning Courses;
- Health Risk Assessment;
- Child and Eldercare Locator;
- Health Library;

### Crisis Management Services

- One 3-hour deployment (one counsellor) included per year
- Additional services available as fee-for-service at \$295.00 per hour

## Key Person Advice Line

Designed for key personnel and supervisors, the advice line allows key persons to contact a Homewood Health counsellor at any time for consultation should a situation arise at the workplace which requires a professional opinion. These consultations are designed to be available on an immediate, as-needed basis.

For more information ask for our detailed brochure defining each service. Marketed & Sold by CVIS, Inc.  
Developed by Homewood Health

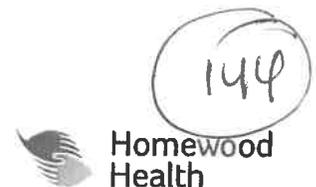
MFAP Solutions—supporting employee/firefighter well-being, capability and effectiveness.

Learn more about other solutions offered through your Member and Family Assistance Program (MFAP).

1-800-461-8347 | [Canada@vfi.com](mailto:Canada@vfi.com)

[vfiscanada.com](http://vfiscanada.com)

© 2024 Homewood Health™ | HH\_VFIS\_Volunteer Firefighter (MFAP)\_Brochure\_May2024





Member Request for Implementation  
Member & Family Assistance Program (MFAP)

(PLEASE PRINT)

Policy Holder/Client:  YES A&S Policy # VFP \_\_\_\_\_  NO

**Applicant Information**

Legal Organization Name: \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone ( ) \_\_\_\_\_ Fax ( ) \_\_\_\_\_

Number of Eligible Members \_\_\_\_\_

All Members must be covered. Describe any employees within the organization that are not eligible for any coverage under the MFAP

MFAP Contact Name \_\_\_\_\_

MFAP Contact Title: \_\_\_\_\_

MFAP Contact Address (if different than above) \_\_\_\_\_

MFAP Contact Phone ( ) \_\_\_\_\_ Fax ( ) \_\_\_\_\_

MFAP Contact Email Address \_\_\_\_\_

**Declaration**

Effective \_\_\_\_\_, 20\_\_ the applicant, \_\_\_\_\_  
(insert full legal organization name)

hereby requests CVIS, Inc. to implement the Homewood Health Member & Family Assistance Program (per a master Agreement between CVIS, Inc. and Homewood Health dated January 1, 2015) on our behalf for an initial one (1) year term. We hereby agree to the monthly cost as presented by CVIS, Inc. (Member: \$3.00 per month, Non-member: \$4.00 per month), and consent to being billed by Homewood Health in advance, on an annual basis. We understand that member eligibility will be based on the same criteria as our group insurance program, unless otherwise contracted with CVIS, Inc. This agreement shall be automatically renewed for consecutive one (1) year terms, at the applicable CVIS, Inc. member/non-member rate, unless the Applicant provides a minimum of thirty (30) days written notice of cancellation to CVIS, Inc. or Homewood Health.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Authorized Signatory

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of VFIS of Canada (CVIS, Inc) Agent

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aboffice@albertabeach.com

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**From:** SV REMP <summervillage.remp@gmail.com>  
**Sent:** October 7, 2025 8:00 AM  
**To:** Kathy Skwarchuk; Louise Kormos; Wendy Wildman; Angela Duncan; Emily House; Wendy Wildman; Tony Sonnleitner; Dwight Moskalyk; Marlene Walsh; Troy Carriere; Nick Pelechytik; Keith Pederson; Dieter Brandt (Ross Haven); Brian Benning; Janice Christiansen; Sandi Benford; Dean Preston; Kent Galusha; Ren Giesbrecht; John Swist; Tara Elwood; Bernie Poulin  
**Subject:** SVREMP Advisory Committee – Meeting Minutes, Proposed 2026 Budget, and SOLE Information  
**Attachments:** SV-SVREMP 26 PROPOSED BUDGET.pdf; SOLE (2) (1).pdf; SVREMP Advisory Committee Minutes- September 27, 2025 (1).pdf

Good Morning

Attached are the following documents for your review and distribution as appropriate:

1. **Minutes of the September 17, 2025, SVREMP Advisory Committee Meeting** – for your information and record.
2. **Proposed 2026 SVREMP Budget** – to be shared with member Councils for review and consideration at their upcoming Council meetings.
3. **State of Local Emergency (SOLE) Reference Document** – for Council awareness and preparedness planning.

Should you have any questions or require additional information, please don't hesitate to contact Janice or I.

Regards

Marlene Walsh, RDDEM  
 Regional Deputy Director of Emergency Management  
 Ste. Anne Summer Villages Regional Emergency Partnership

Janice Christiansen, RDEM  
 Regional Director of Emergency Management  
 Ste. Anne Summer Villages Regional Emergency Partnership

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

**SVREMP ADVISORY COMMITTEE ANNUAL MEETING**  
**Saturday, September 27, 2025**  
**3:00 PM - 3:30 PM**

1. **Call to Order: Chair - Ren Giesbrecht**

2. **Attendance, September 27, 2025 Meeting**

a) **Organizational Meeting**

i) **Executive Appointments**

1) **Nominations for SVREMP Chairperson**

Janice Christiansen declared nominations open and called for nominations for Chairperson

Bernie Poulin nominated Dieter Brandt

Dieter Brandt accepted the nomination

Janice did 2nd call for nominations

Janice did 3rd call for nominations

Janice declared nominations cease.

Dieter Brandt was declared the SVREMP Chairperson for 2025/2026 by acclamation.

ii) **Dieter Brandt assumed the chair and declared nominations open for Vice Chairperson**

Bernie Poulin nominated Sandi Benford

Sandi Benford accepted the nomination

Dieter did 2nd call for nominations

Dieter did 3rd call for nominations

Dieter declared nominations cease - Sandi Benford was declared the SVREMP Vice Chairperson for 2025/2026 by acclamation.

iii) **Administration Services**

1) **Appointment of Financial Services and Administration**

Ren Giesbrecht moved that Janice Christiansen remain in the role as Financial Services and Marlene Walsh continue as Administration until December 2026. **CARRIED**

- 2) **Financial** Tara Elwood moved the GIC due October 28, 2025 be rolled over to the SVREMP Savings Account. Janice Christiansen, along with Chair Dieter Brandt and Vice Chair Sandi Benford will determine an appropriate investment for ratification. These ratified rates will be presented to the Advisory Council for approval. **CARRIED**

3) **Signing Authority**

Janice Christiansen will arrange for Dieter Brandt as the 3rd signing authority - Sandi Benford and Ren Giesbrecht will maintain their signing authority. Cheques will be prepared by Janice Christiansen and will require two signatures.

- iv) **RDEM Selection Committee** - Dieter Brandt, Sandi Benford, Janice Christiansen, and Marlene Walsh will manage the interview process for the RDEM position that will be available on January 1, 2026. Final recommendation for selection of the successful candidate will be shared for confirmation at the upcoming Advisory Committee Meeting.

3. **Regular Business**

b) **Budget**

Bernie Poulin moved SVREMP members be reimbursed for km claims in accordance with the CRA per KM rate and that the annual requisition fee for municipalities participating in the partnership be increased from \$3,900 annually to \$4,000.00 annually per municipality. The budget will be sent to CAO and Advisory Committee members for review and approval of the requisition at upcoming Council Meetings.

**CARRIED**

4. **NEXT MEETING** - at the call of the Advisory Committee Chairperson

**ADJOURNMENT**

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**STE ANNE SUMMER VILLAGES REGIONAL EMERGENCY MANAGEMENT PARTNERSHIP**

2026 BUDGET (PROPOSED AS AT 2025-09-27 )

Subject to RDEM/RDDEM Contract Renewal

<b>REVENUE</b>	<b>**based on 10 Partners**</b>		
	<b>Member Contributions</b>		
Alberta Beach		\$4,000.00	
Birch Cove		\$4,000.00	
Nakamun Park		\$4,000.00	
Ross Haven		\$4,000.00	
Sandy Beach		\$4,000.00	
Silver Sands		\$4,000.00	
South View		\$4,000.00	
Sunrise Beach		\$4,000.00	
Val Quentin		\$4,000.00	
West Cove		\$4,000.00	<b>\$40,000.00</b>
<b>EXPENDITURES:</b>			
Regional DEM		-\$18,000.00	
Regional Deputy DEM		-\$16,000.00	
Administration/Treasury		-\$2,000.00	
Committee Honorarium	Meetings for Chair role and Sub-Committee's outside of regular meetings for all members (13 @ \$75.00/meeting)	-\$1,000.00	
<b>MATERIALS</b>			
Training		-\$1,000.00	
Exercise	Small-Local Partnership (Spring)	-\$750.00	
Other		-\$1,000.00	
Mileage	(@CRA rate of .72)	-\$1,000.00	
Subscriptions	Office Suite/Norton	-\$250.00	
Office Supplies/copies	Paper, toner, photocopy services	\$1,000.00	<b>-\$40,000.00</b>

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## STATE OF LOCAL EMERGENCY (SOLE) based on BEM Training Manual

as at May 1 2020

### WHAT IS A SOLE:

A State Of Local Emergency or "SOLE" is a declaration made under the Emergency Management Act (2018) by a local authority that grants special powers to the local authority in order to adequately address the emergency. According to Section 21 of the Emergency Management Act (2018), a local authority can declare a State Of Local Emergency at any time when there is or may be an emergency in the community, provided that the local authority believes that a significant emergency exists that poses a serious threat to people or property within the community.

### REASONS TO DECLARE A SOLE: (NOTE: local authority will provide compensation for any property that it uses, takes or demolishes)

YES NO

1. Does a serious emergency exist that requires unusual power or resources from the local authority in order to address the emergency that is sufficiently large enough to constitute a disaster
2. Does Municipality need to acquire or use personal property
3. Does Municipality need to Control or Prohibit travel to - from - within community
4. Does Municipality need to Evacuate People, livestock or personal property
5. Does Municipality need to Enter any building or Land without a warrant
6. Does Municipality need to Demolish or remove trees, crops or structures
7. Does Municipality need to ensure Fixed Pricing
8. Does Municipality need to Conscript people to work/assist (if they do not do so willingly)

### A SOLE IS NOT REQUIRED FOR THE FOLLOWING PURPOSES:

1. SOLE is not required to activate your Incident Command Centre (ICP)
2. SOLE is not required for a local authority or citizen to be eligible for financial assistance through a Disaster Recovery Program (DRP)

### HOW LONG IS A SOLE EFFECTIVE FOR:

1. Until lifted/removed by local authority OR maximum of seven (7) days
3. Pandemic SOLE is in effect for 28 days

### WHO HAS AUTHORITY TO DECLARE SOLE:

1. Mayor or in their absence any 2 members of Council (Should consult with their Local DEM)
2. Any two (2) members of the AEMA Advisory Board Council/Committee (Summer Villages Group) (Should consult with R-DEM)

### HOW TO DECLARE:

1. Usually recommended by Director of Emergency Management, Emergency Advisory Committee or other Emergency Management personnel who believe that a serious emergency exists that requires unusual power or resources from community
  2. Complete Declaration of State Of Local Emergency form - present to authorized individuals to review, sign
  3. Submit Declaration to AEMA (Fax: 780-422-1549 or 780-427-1044)
  4. Forward copy of Declaration to applicable Field Officers (John Swist/Mark Pickford)
  5. Send out Alberta Alert to notify citizens of SOLE Declaration
  6. To Remove Declaration - complete applicable form and submit to AEMA (Fax: 780-422-1549 or 780-427-1044) and AEMA Field Officers
- NOTE: Declaration will expire in seven (7) days if not lifted

**NEW BUSINESS:**

**16.a CHRISTMAS LIGHT UP CONTEST:**

MOTION THAT the Village 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 20, 2025 by Councillor \_\_\_\_\_ and two members of the public.

**16.b GRASMERE SCHOOL CHRISTMAS DONATION:**

MOTION THAT Alberta Beach approves a Christmas donation to Grasmere School in the amount of \$600.00 to be used towards the student's Christmas Lunch as well to supply candy canes and Christmas oranges for each student.

**16.c CHRISTMAS OFFICE HOURS:**

MOTION THAT the Village office be closed for Christmas on December 24<sup>th</sup>, 2025 and re-open on January 2<sup>nd</sup>, 2026.

**16.d COUNCIL & STAFF CHRISTMAS LUNCH:**

Administration would like to request authorization to purchase gift cards in lieu of a Council & staff Christmas lunch as done the past 5 years.

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