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cc: council

**aboffice@albertabeach.com**

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**From:** COOPER, Donald <donald.cooper@canadapost.postescanada.ca>  
**Sent:** February 17, 2021 2:08 PM  
**To:** aboffice@albertabeach.com  
**Subject:** Alberta Beach Post Office Update

Good afternoon Your Worship,

We are excited to announce that on March 29<sup>th</sup>, Canada Post will be moving to our new and permanent home located at 4715 47<sup>th</sup> Street in Alberta Beach. The new site more than doubles our original footprint and gives us room to handle both the existing capacity challenges and new growth.

Please don't hesitate to reach out if you have questions or concerns.

Kind regards,

*Don Cooper*

Donald Cooper  
Manager, Government and Community Affairs (Alberta)  
Canada Post Corporation  
1100 – 49<sup>th</sup> Avenue NE, Suite 820  
Calgary, Alberta T2E 9A9  
Tel: 403 703-3465  
Email: [donald.cooper@canadapost.ca](mailto:donald.cooper@canadapost.ca)



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**Alberta Beach Village Office**

**From:** Ellen Maccormac <emaccormac@albertacf.com>  
**Sent:** March 3, 2021 11:22 AM  
**Subject:** Regional Business Items, E-Commerce, and Grants  
**Attachments:** Shopify-Online-Store-DIY-03.08.21.jpg; Shopify-Online-Store-Driving-03.22.21.jpg; Poster-2021-web.jpg



Good morning,

I wanted to share some business items of interest that are on our regional landscape.

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**SHOPIFY TRAINING COURSES**

CFYE along with the Business Support Networks (BSN) of Barrhead, Fox Creek, Mayerthorpe and Whitecourt are presenting two (2) Shopify Training Courses:

**DIY Your Online Store -**  
**MARCH 8 - 12 / 12 -1:30 PM**

It's more important than ever before to ensure your business has the ability to sell online through an eCommerce platform. Join the FREE virtual sessions and walk step-by-step through the website-build of your store, in 5 sessions.

REGISTER HERE: <https://www.eventbrite.ca/e/142739310119>

**Driving Sales + Traffic To Your Online Store**  
**MARCH 22-26 / 12 - 1:30 PM**

For those who have established an eCommerce platform already - enhance your efforts - join the FREE virtual sessions and learn how to steer traffic and generate sales for your store, in 5 sessions.

REGISTER HERE: <https://www.eventbrite.ca/e/142787524329>

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**LEMONADE DAY**

The start of this week kicked off with the opening of registrations for our **youth entrepreneur program - Lemonade Day!**

Event date is **June 19, 2021\***, and CFYE is enthusiastic to engage with Kids, Parents, Mentors, Business Owners and Sponsors as everyone has a part to play in the great initiative.

Kids learn to set goals, develop a business plan, establish a budget, seek investors, provide customer service, save for the future, and give back to the community.

See the **attached graphic** for more details on Training Session dates happening within seven (7) CFYE communities, and our commitment to keeping participants safe.

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## GRANTS, LOANS & SUPPORT OPTIONS

CFYE has received many requests regarding grant listings. Though our office doesn't offer grants, we help direct people to resources. An understanding about grants, to start:

- Grants are often awarded to existing market niches or to encourage and support new market space.
- Grants are non-repayable and intended for long-term sustainability, specific projects, job creation, and are rarely for operating capital.
- The organization's business structure is an important element that determines eligibility.

Items listed below are for non-profit and for-profit organizations, and these are my starting points:

### MUNICIPAL

- FoxCreek - <http://foxcreek.ca/.../business-grants-and-incentives/>
- Mayerthorpe - [mayerthorpe.ca/engage/grants](http://mayerthorpe.ca/engage/grants)
- Whitecourt - [whitecourt.ca/Government/Municipal-Grant-Opportunities](http://whitecourt.ca/Government/Municipal-Grant-Opportunities)

### PROVINCIAL

- [alberta.ca/business-economy.aspx](http://alberta.ca/business-economy.aspx)
- [communityeconomicdevelopment.alberta.ca/grants-funding/](http://communityeconomicdevelopment.alberta.ca/grants-funding/) - this site will ask for organization specifics and provide results for all provincial resources they line up with
- [alberta.ca/sme-relaunch-grant.aspx](http://alberta.ca/sme-relaunch-grant.aspx)
- [alberta.ca/canada-alberta-job-grant.aspx](http://alberta.ca/canada-alberta-job-grant.aspx)
- <http://alberta.ca/faith-based-and-cultural-facility...>

### FEDERAL

- [innovation.ised-isde.canada.ca/s/?language=en](http://innovation.ised-isde.canada.ca/s/?language=en) - this site will ask for organization specifics and provide results for all federal resources they line up with

To off-shoot from there, begin searches for a **specific industry** or **pillar** (women, youth, persons with disability, indigenous, innovation)

- <https://www.canada.ca/en/department-finance/economic-response-plan.html>
- <https://albertainnovates.ca/programs/>

*Additional funding options:*

### CASHFLOW

- Canada Emergency Business Account (CEBA): <https://ceba-cuec.ca/> (\*loan)
- Regional Relief and Recovery Funds (RRRF): <http://yellowheadeast.albertacf.com/rrrf-yellowhead-east>(\*loan)
- CFYE Covid-19 Business Recovery Loans up to \$15,000: <http://yellowheadeast.albertacf.com/new-loan-products-fall-2020-1>(\*loan)
- Small Medium Enterprise Relaunch Grant - up to \$20,000 to help offset a portion of their relaunch costs: <https://www.alberta.ca/sme-relaunch-grant.aspx>
- Highly Affected Sectors Credit Availability Program (HASCAP): <https://www.bdc.ca/en/special-support/hascap?ref=shorturl-hascap> (\*loan) *Tourism and Hospitality highlighted with HASCAP*
- Black Entrepreneur Loan Fund, *details yet to come* (\*loan) Access \$25,000 - \$250,000
- Excel cashflow projections template **attached**; strongly encouraged to complete this forecasting tool

### WAGES/PAYROLL

- Canada Emergency Wage Subsidy (CEWS): <https://www.canada.ca/en/revenue-agency/services/subsidy/emergency-wage-subsidy.html>
- Work-Sharing Program: <https://www.canada.ca/en/employment-social-development/services/work-sharing.html>
- Canada Recovery Benefit (CRB) Support for Self-Employed: <https://www.canada.ca/en/revenue-agency/services/benefits/recovery-benefit.html>

### RENT

- Canada Emergency Rent Subsidy (CERS): <https://www.canada.ca/en/department-finance/news/2020/11/canada-emergency-rent-subsidy.html>

Thank you and please share with your network,  
Ellen

**Community Economic Development (CED) Coordinator**

Community Futures Yellowhead East

[www.yellowheadeast.albertacf.com](http://www.yellowheadeast.albertacf.com)

~~W 780.706.3500~~ C 780.779.8722

*"To help communities thrive economically, by supporting an entrepreneurial culture through training, coaching and lending best practices."*

*If you no longer wish to receive these periodic regional business news updates, please respond with **Unsubscribe.***

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**aboffice@albertabeach.com**

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**From:** CPAA Conference Chair <cpaa@cpaa.biz>  
**Sent:** February 13, 2021 11:15 AM  
**To:** aboffice@albertabeach.com  
**Subject:** CPAA 2021 Conference Notice



13/02/21

Mayor, Jim Benedict  
Alberta Beach

Re: Community Planning Association of Alberta 2021 Annual Conference  
Request for Attendance and Sponsorship Support

The Community Planning Association of Alberta (CPAA) is a non-profit group incorporated in 1977 as an organization dedicated to the promotion of community planning in the Province of Alberta. Through various means, the Association provides a forum for all stakeholders to discuss community planning-related concepts, ideas and issues with a view towards solutions.

- The CPAA has been and remains instrumental at bringing together varying perspectives on community planning related challenges and prides itself on broad based representation and participation from rural and urban environments. Events and outreach coordinated throughout the year and the annual CPAA conference bring together individuals with varying and diverse perspectives from political, administrative, planning and academic backgrounds throughout Alberta.

The 2021 annual conference will be held virtually from May 3<sup>rd</sup> – 5<sup>th</sup>, 2021. Due to COVID-19 we did have to cancel our 2020 conference that was scheduled for April 2020. In response to this we have decided to bring back as many of the great speakers that we had lined up in 2020 for 2021 as possible. This year's conference is themed the **"Take the Initiative! Exploring Innovations & Resiliency in Community Planning"**. This theme was chosen as a means to celebrate those communities and groups that are taking the risk and trying something new. For this year's conference we will be presenting various case studies to inspire attendees and provide learning opportunities. The conference creates a space for planners, administrators and elected officials to explore how planning can help influence, shape and enhance our communities and municipalities.

As part of CPAA's conference planning this year, the conference planning committee is reaching out directly to municipalities and previous conference partners throughout the Province to consider conference attendance for Council members, Chief Administrative Officers, SDAB or MPC members, Planners, Development Officers, Association and Academics who may benefit from conference participation and to consider sponsorship or in kind contributions to support the CPAA conference.

All sponsorship funding received will be used to support conference activities and to support annual scholarships awarded by CPAA to students advancing post secondary education and a career in planning.

To support your consideration of participation in and / or formal contribution to this important annual event, please click the following buttons:

Conference Registration Form

Conference Preliminary Program

Conference Sponsorship Form

Should you have any questions in regards to this request, please do not hesitate to contact the CPAA Secretary, Vicki Hackl, at 780-432-6387 or [cpaa@cpaa.biz](mailto:cpaa@cpaa.biz) or Chair of the 2021 Conference Committee, Candace Banack at 403-851-2578 or [Candace.Banack@cochrane.ca](mailto:Candace.Banack@cochrane.ca).

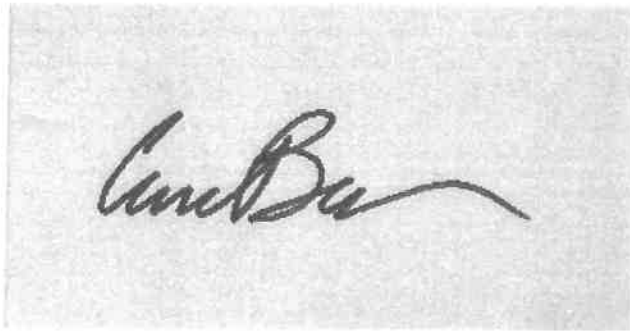
The CPAA will also be requesting nominations for the CPAA Board to be elected at the May 2021 Annual General Meeting (AGM). Nominations are to be submitted a minimum of 15 days prior to the AGM. There are presently 4 positions open for the 2021 – 2024 terms.

The CPAA board is comprised of elected official, planning and administrative representation from throughout Alberta. While we welcome any who are interested to put their name forward, we do have a shortage of elected officials on our current board and would really appreciate adding more elected officials to the board.

If you have any questions regarding board positions available or are interested in becoming a board member of the CPAA please contact Hilary Janzen, CPAA Chair of Membership and Nominations committee at [hjanzen@lethcounty.ca](mailto:hjanzen@lethcounty.ca).

Thank you in advance for your consideration. We look forward to your participation and support in 2021!

Regards,



Candace Banack, RPP, MCIP  
Chair, 2021 CPAA Conference Planning Committee

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265 East 400 South – Box 291 – Raymond – Alberta – T0K 2S0  
Tel: 403 752-4585 – Fax: 403 752-3643 – Website: [www.abfarmsafety.com](http://www.abfarmsafety.com)

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February 12, 2021

Alberta Beach  
P.O. Box 278  
Alberta Beach, AB T0E-0A0

I apologize in advance for the length of this correspondence, but the challenges and changes caused by COVID and other circumstances are many. Acknowledging the burden of budget deliberations and the fact that choices between good, better, and best can be difficult; a certain amount of detail and explanation are needed at this time.

From the beginning of the 2019-2020 school year in September 2019 until school classes in Alberta were suspended in mid-March 2020 - 40,662 rural children in 339 schools had already received our in-class farm safety presentations. Students in an additional 152 schools were booked for Safety Smarts delivery during the remaining months of the school year. A full 2019-2020 year-end report can be accessed on our website: [abfarmsafety.com](http://abfarmsafety.com)

In April 2020 we began working to add content to our website which would allow students to access interactive farm safety learning tools during the COVID disruption in school attendance. By the first week of May two of the game-based teaching activities typically used in-class had been adapted and made available on our website: [abfarmsafety.com](http://abfarmsafety.com)  
Parent feedback has been very positive.

With the return of in-person program delivery uncertain, the following activities were completed between Apr - Oct 2020

- Hundreds of farm safety related still images gathered over time have been tagged, for improved access/use
- Video resources developed previously by the Centre have been reformatted to allow on-line, web-based access
- Re-formatted video resources have all been tagged, for improved access/use in adapted program delivery
- Safety Smarts materials, models, tools etc. have been gathered from regional instructors across the province
- Sorting and cleaning of models, displays and other in-class teaching materials gathered from regional instructors
- Adaptation of some existing personal experience safety videos to make them more virtual delivery friendly
- Gathering of an additional 18 personal experience safety videos – for use virtually and face to face
- Remake of the Welcome to the Farm video with both female and male youth narrators
- Completion of new K/Gr 1 book – for virtual use. Available in hardcopy when in-person delivery resumes
- Development of 65+ new age and topic specific activity sheets – for virtual and in-person use
- Adaptation of Safety Smarts presentations to make them accessible/usable virtually
- Launch of updated website to better support schools, families and organizations looking for farm safety materials
- Procurement of PPE in anticipation of new disease prevention protocols when in-person delivery resumes

We did not begin reaching out to schools in September 2020, as it seemed apparent that COVID had greatly complicated their day-to-day responsibilities in the new 2020-2021 school year. School contacts began in October as we inquired about their interest in continued farm safety learning. Without exception schools suggested we wait until 2021 to attempt any sort of outreach again.

Research into virtual delivery possibilities began in October 2020, with the purchasing of video conferencing equipment for November trials. Extensive training of delivery contractors, for potential video conferenced (Zoom) Safety Smarts delivery began in December 2020 and continued into January 2021.

In late January rural schools were made aware of our intention to attempt virtual delivery of adapted Safety Smarts presentations. Actual Zoom delivery began on February 1, 2021 and by the second week of the month 80+ school had already set up delivery schedules. Over the coming weeks we will get a better idea how virtual engagement is working and what improvements are needed to make the most of the precious classroom time invested by rural schools. We anxiously await the opportunity to again meet with students in-person, but until that is possible, we will continue with the steep learning curve of the virtual COVID world.

A few other items of note:

In October of 2020, the Farm Safety Centre was informed by GOA representatives that ALL their involvement in and support of farm safety learning and extension would end in December 2020. Their departmental staff were laid off and online resources were withdrawn at the end of the year. A portion of the printed materials and learning models they had on-hand were sent to the centre. We intend to make them available to rural Albertans in the coming weeks and months.

In December of 2020, an updated website was launched by the Farm Safety Centre. It is extremely straightforward to navigate and has many new resources available for schools, families, and organizations. Portions are still under constructions, but I would encourage you to spend a few minutes reviewing what is available. We would be happy to promote any of your upcoming happenings in our News & Events section, or on our social media platforms.

In January of 2021, the organization began a strategic assessment of our strengths, weaknesses, opportunities, and risks/threats. We anticipate some findings by mid-April. Results will be available on our website in "About Us" section. Since inception in the early 1990's the FSC has had eye-to-eye learning moments with more than 780,000 rural individuals. What will and should the next 20+ years include, to ensure we continue serving rural Albertans in a meaningful way? This is THE question....

In March of 2021, I will be retiring as Executive Director after 20 wonderful years. I very much appreciate the enriching interactions I have had with exceptional individuals across the province. Jordan Jensen will be stepping in as the new Executive Director. **He can be reached at [j.jensen@abfarmsafety.com](mailto:j.jensen@abfarmsafety.com) or 403 593-8960 (cell) or 403 752-4585 (office).**

And lastly, the Farm Safety Centre is hopeful that in 2021 your organization will consider supporting our extension efforts. **Within the financial realities of an economically challenged province, any financial support supplied in 2021 would be greatly appreciated.**

Exactly how farm safety learning will evolve moving forward, is uncertain at this time but our organization is doing all it can to prepare itself to continue helping things go right for farmers and their families across our amazing province.

Sincerely,



Laura Nelson  
Outgoing Executive Director  
Farm Safety Centre

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cc: council

**aboffice@albertabeach.com**

**From:** Arlene Wright <Arlene.Wright@gov.ab.ca>  
**Sent:** February 18, 2021 1:11 PM  
**To:** Arlene Wright  
**Cc:** Ken Dropko; Joyce Mellott; Tim Weinkauff; Mellissa Kraft; Colleen Burton Ochocki; Judy Macknee; Karen Rosvold; Debbie Wood; Dimitri Dimopoulos; Duane Didow; Evan Woolley; George Glazier; Gordon Thomas; Janet Wilkinson; Judy Smith; lisa.hannaford@greenviewfcss.ca; Lorraine Berry; Michelle McKenzie; Jamaly Murtaza; Randy Ell; Vicki Van Vliet Vaitkunas  
**Subject:** Alberta Critical Worker Benefit - Application Information for Preventive Community Services grant recipients  
**Attachments:** Schedule C - Data and Invoice Template - FCS.xlsx; ACWB Guidelines for Social Services Sector-FCS-Feb16.docx

**Sent on behalf of Ken Dropko.**

Good afternoon CSS partners,

The COVID-19 pandemic has had an extraordinary impact on frontline service providers delivering supports to the most vulnerable Albertans. In appreciation for the continued efforts of frontline workers, the Government of Alberta recently announced the Alberta Critical Worker Benefit Program. Additional information is available at: <https://www.alberta.ca/critical-worker-benefit.aspx>

Along with a number of other essential workers, this program will provide eligible essential workers working in Preventive Community Services (PCS) funded sexual assault centres, family violence prevention agencies and Family and Community Support Services (FCSS) with a one-time payment of \$1,200 in recognition of their hard work providing Albertans with the care and critical services they need.

These essential workers have taken on additional challenges to meet the increased health and personal care needs of the clients they serve and this additional pay is an acknowledgment of the extraordinary efforts they continue to make as they care for others.

Funding will be distributed to service providers in a lump-sum payment using a separate grant agreement issued to each eligible service provider. I have attached information on the eligibility criteria, as well as the Schedule C, which will be used to submit your request for the benefit. Please ensure to read all background information to ensure your understanding of the eligibility criteria.

**Applications (Schedule C) should be forwarded to [CSS.FCSSAdmin@gov.ab.ca](mailto:CSS.FCSSAdmin@gov.ab.ca) by March 5, 2021. Subject line: [Agency Name] Essential Worker Benefit Application**

Once received, your application will be reviewed by department staff and if it meets the eligibility criteria, a grant agreement will be provided to facilitate the transfer of employee benefits to you. It is the responsibility of the employer to ensure the benefit is provided to each identified eligible employee.

The contacts below can help in answering questions regarding the application process:

- Sexual Assault Centres – Janet Pavlic; [Janet.Pavlic@gov.ab.ca](mailto:Janet.Pavlic@gov.ab.ca)
- Family Violence Prevention – Donna Barker; [Donna.Barker@gov.ab.ca](mailto:Donna.Barker@gov.ab.ca)
- FCSS - Nicole Nowakowski; [Nicole.Nowakowski@gov.ab.ca](mailto:Nicole.Nowakowski@gov.ab.ca)

**Ken Dropko, MEd**  
Executive Director, Civil Society and Community Initiatives Branch  
Preventive Community Services Division  
Ministry of Community and Social Services

3<sup>rd</sup> Floor, 44 Capital Blvd.  
10044 108 Street  
Edmonton, Alberta T5J 5E6

Tel 780 644 2485  
Cell 780 903 4712  
[Ken.Dropko@gov.ab.ca](mailto:Ken.Dropko@gov.ab.ca)



Classification: Protected A

# Alberta Critical Worker Benefit – Guidelines for the Preventive Social Services

## About the Alberta Critical Worker Benefit

The Alberta Critical Worker Benefit is intended to recognize the service of select workers identified as critical for the delivery of basic services to Albertans in response to the COVID-19 pandemic. Social and Community Service workers supporting direct, front line services and programs for vulnerable Albertans may be eligible for a one-time lump-sum payment of \$1,200. The Government of Alberta will provide workers' payments to their employers, and employers are responsible for distributing the payments to their workers.

Please ensure that you have read and understand the following Alberta Critical Worker Benefit Guidelines.

## Approval Process, Grant Agreement and Reporting

### Approval Process

- Agency will review the Guidelines document and determine eligibility of their staff.
- Agency will submit to [CSS.FCSSAdmin@gov.ab.ca](mailto:CSS.FCSSAdmin@gov.ab.ca) a listing of all eligible staff with hours worked during the eligibility period. Employee information will be submitted in Schedule C – Data and Invoice Template.
- Department staff will review the submitted employee information and prepare a Grant Funding Agreement with the Agency.

### Grant Funding Agreement and Payments

- This is a legally binding agreement, which outlines the obligations of the Government of Alberta and the employer, and must be digitally signed by an authorized signing official for the employer. The agreement is not in force until it has been approved and signed by the Minister or the Minister's delegate.
- Agency will receive direct payment from the Government of Alberta. Agency will then distribute a one-time lump-sum payment of \$1,200 to each eligible worker. Eligible workers will receive the payment through their employer's existing payroll systems.
- The benefit is taxable income. The payment does not impact eligibility for Employment Insurance (EI). Mandatory employment deductions such as EI, Canada Pension Plan (CPP) will be deducted from the \$1,200 benefit. An eligible worker is subject to the same tax rules as other Canadian residents.

### Reporting

- Once the Agency receives the grant funding, the Agency must certify that each worker received payment within four weeks from the date the grant was received.
- The Agency will be required to submit a signed Schedule B Certification of Funding, which attests the grant was used for the purposes established in the guidelines and agreement.
- A completed Schedule C Data and Invoice Template outlining all payments made to individual employees will also be required to be submitted within four weeks from the date the grant was received.

# Eligibility Criteria

## **Eligibility Period**

Within a 16 week period from October 12, 2020 to January 31, 2021.

## **Employer Eligibility**

An employer must meet all of the following criteria:

- Be located and operating in a community in Alberta.
- Be operating in one of the following workplace settings identified in the Eligible Occupations resource on the next page. These may include:
  - Family violence
  - Sexual violence
  - Home supports
  - Outreach supports
  - Senior supports
  - Social supports

## **Ineligible Employers**

- Operators not in one of the above listed workplace settings.
- Federal, provincial or municipal governments.
- Political parties.
- Provincial or federal Crown agencies, boards and commissions or corporations.

## **Worker Eligibility**

From October 12, 2020 to January 31, 2021:

- Worked in Alberta and legally authorized to work in Canada.
- Worked for an eligible employer in one of the eligible occupations.
- Accumulated 300 paid hours with an eligible employer.
  - Hours accumulated before October 12, 2020 or after January 31, 2021 cannot be counted towards the 300 hours.
  - The 300 hours must be accumulated from a single employer (the same employer applying for the grant on behalf of the worker).
  - The 300 hours may include overtime, paid sick leave and paid vacation during the eligibility period. Overtime and hours worked during statutory holidays will be treated as straight-time.

There is no specific wage requirement for workers in this sector.

Workers that are no longer employed with the employer (e.g. retired or resigned) are eligible for the program should they meet program eligibility requirements.

An eligible worker can receive this funding one-time only and cannot receive it from more than one employer. It is the Agency's responsibility to ensure their employees do not receive more than one benefit payment.

## **Ineligible Workers**

- Management staff ineligible even if they temporarily worked on the front line during the period of eligibility.
- Non-front line staff are ineligible even if they temporarily worked on the front line during the period of eligibility.
- Business owners, contractors, self-employed persons and sole proprietors cannot receive the Critical Worker Benefit for themselves.
- Workers who do not meet the eligibility criteria.

## Eligible Occupations

To be eligible a worker must have worked for an eligible employer in one of the following occupations.

### Eligible Occupations:

#### NOC\* Description

4212 Social and community service workers

4214 Early childhood educators and assistants

4215 Instructors of persons with disabilities

4412 Home support workers, housekeepers and related occupations

6322 Cooks

6711 Food counter attendants, kitchen helpers and related support occupations

6731 Light duty cleaners

6733 Janitors, caretakers and building superintendents

6741 Dry cleaning, laundry and related occupations

7513 Taxis and limousine drivers and chauffeurs (driver for client living in direct operations)

7512 Bus drivers

\*The National Occupation Classification (NOC) is Canada's national system for describing occupations. Each occupation has a 4 digit NOC code to help the employer identify their worker's occupation eligibility. For more information and descriptions of occupations and NOCs, visit the [Government of Canada](#).

## Employer Responsibilities

### Employers that receive the Alberta Critical Worker Benefit must commit to:

- Ensure the funds are accurately and reliably distributed to their eligible workers as soon as they receive them from the provincial government. It is required that workers receive the entire \$1,200 (less any mandatory employment payroll deductions) as a one-time lump-sum payment on a regular pay cheque. The benefit is considered income.
- Confirm with the Government of Alberta that eligible employees received payment of the benefit no later than four weeks, subject to any extension granted by the Minister, from the employer receiving their funding by submitting a signed Schedule B Certification of Funding. Refer to the Reporting section.
- Make best efforts to provide the pay to eligible workers who worked during the eligibility period and are no longer employed with the organization. Employers should ensure they have the ability to distribute the funds to these eligible workers.
- Provide T4 slips to all workers that receive the benefit which identifies that the worker has received this payment as income.
- Make sure funds are not used to reimburse the employer for any regular paid wages, top-up pay that they independently committed to their workers prior to the announcement of the Critical Worker Benefit, or any other forms of COVID-19 related payments to workers, or provide payment to ineligible workers. The Critical Worker Benefit is not a wage subsidy for employers.

Employers will be responsible for resolving any worker issues, such as eligible hours worked to count towards program eligibility. The Critical Worker Benefit does not provide dispute resolution services, including in relation to eligibility disputes, an employer's failure to apply on behalf of a particular worker, or the employer's administration of the Grant. The Critical Worker Benefit does accept complaints, and may

audit employers, to ensure that the Grant is provided in accordance with the Grant agreement, which includes these Guidelines.

Names of employers receiving funding from the program will be published on the Government of Alberta website. Sharing this information publically will ensure that all eligible workers are aware of their employers receiving funding for the Alberta Critical Worker Benefit.

## Audit and Compliance

Grants will be carefully audited by the Government of Alberta, or their authorized representatives, upon reasonable notice to the recipient to ensure accuracy of the information provided and integrity of the program. If the Minister or Minister's delegate is of the opinion that any false or misleading information has been provided or the funds are not paid to the workers, the Minister or Minister's delegate may require the employer to repay any grant funds received. The employer may also be ineligible from applying for future grants.

## Information Collection and Program Evaluation

The Government of Alberta requires the collection of certain information from employers and workers to administer this program and audit its outcomes. By participating in this program, employers and workers agree to provide relevant personal information for the purpose of the program. Employers must comply with relevant privacy legislation and also inform workers of the disclosure of their personal information.

## Freedom of Information and Protection of Privacy Statement

The personal information collected through the Critical Worker Benefit is collected for the purpose of administering the Critical Worker Benefit by Alberta Labour and Immigration. Part of this administration includes conducting an audit, which may be conducted by an external party, after the Critical Worker Benefit has concluded, to ensure applicants met their obligations and the Critical Worker Benefit met its objectives. The personal information collection is authorized by section 33(c) of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection of personal information, you may contact the Director, Employment Programs at 780-427-6496 or by email at [cwb@gov.ab.ca](mailto:cwb@gov.ab.ca).



## Appendix: Definitions for the Critical Worker Benefit

**Basic Services:** Services critical to Albertans while responding to COVID-19 pandemic.

**Contractor:** A person that operates a separate business and who enters into a contract for service. The relationship is temporary and the length of the relationship is often defined in the terms of the contract.

**Critical Workers:** Workers who were essential to the supply of food and medicines, or education services, health services or social services and who had potential high exposure to COVID-19 through work environments with high contact to the general public and surfaces and/or worked in close physical contact to others.

**Regular Paid Wage:** Includes base salary/wage, paid by an employer for a payroll period either at an hourly rate or in a predetermined fixed amount. Commission, tips, bonuses or other wage top-ups for the purpose of this program are not included in an employee's regular wage.

**Self-employed:** An individual that operates their own business and generates revenue through selling products or services instead of working for an employer that pays a salary or a wage. A self-employed individual earns income through conducting profitable operations from a trade or business they operate directly.

**Sole Proprietor:** Sole proprietorship exists when an individual is the sole owner of a business and assumes all debts and obligations incurred by the enterprise. A sole proprietorship is an unincorporated business and has unlimited liability.

**Worker:** An employed person who works at a job or business and who is paid to work in the context of an employer-employee relationship. Under the Critical Worker Benefit, the worker is the paid employee. A worker does not include being a volunteer.

**aboffice@albertabeach.com**

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**From:** Cindy Suter <csuter@lsac.ca>  
**Sent:** February 25, 2021 12:39 PM  
**To:** Wendy Wildman; Village of Wabamun; Village of Alberta Beach; Summer Village of Birch Cove; Summer Village of Castle Island; Summer Village of Nakamun Park; Summer Village of Ross Haven; Summer Village of Sandy Beach; Summer Village of Seba Beach; Summer Village of Silver Sands; Summer Village of Silver Sands; Summer Village of Sunrise Beach; office@sunsetpoint.ca; Summer Village of West Cove; Summer Village of Silver Sands; laura.swain@parklandcounty.com; Rod.Shaigec@parklandcounty.com; County of Barrhead; gordon.frank@woodlands.ab.ca; Yellowhead County; Sturgeon County; jeglinski@yellowheadcounty.ab.ca; ahnatiw@sturgeoncounty.ca; ddrozd@countybarrhead.ab.ca; john.burrows@woodlands.ab.ca  
**Cc:** Mike Primeau; Councillors; Trista Court  
**Subject:** Media Release  
**Attachments:** Media Release - 02252021 - Mayerthorpe ICF Matter V2.pdf

Please see the attached media release.

Thank you.

Cindy Suter, Executive Secretary  
Lac Ste. Anne County



## COUNTY'S ICF DEAL WITH THE TOWN OF MAYERTHORPE PROVES ELUSIVE

**Town remains the sole outlier in the County's good-faith efforts to collaborate with its municipal neighbours.**

**Sangudo, Alberta, Thursday, February 25, 2021** – After two years of earnest efforts to find common ground with the Town of Mayerthorpe – and mere months away from the provincially-mandated deadline for such initiatives – a fundamental rift in fiscal policy threatens to derail the entire process. Simply put, the County finds the Town's arbitrary expectations of financial support unwarranted; unsustainable; irresponsible; and unnecessarily burdensome on the County and its ratepayers.

At risk is the County's final Intermunicipal Collaboration Framework, or ICF for short. ICFs are mandated by the Province as a way for neighbouring municipalities to share knowledge, combine resources and do more with less. All municipalities need to structure ICFs with their bordering neighbours, and the deadline for doing so is April 1, 2021.

Following 19 successful ICF outcomes with all other adjacent municipalities (17 completed and two pending), the sole outlier in the County's good-faith efforts to collaborate with its municipal neighbours is the Town of Mayerthorpe. It should also be noted that **Mayerthorpe is the one and only municipality that has attached a financial stipulation to its ICF negotiations.**

Ratepayers are advised to visit [LSAC.ca/icf](https://www.lacsteanne.ca/icf) to get the facts on this consequential County matter and weigh in with insights of their own. The key points are as follows:

- Mayerthorpe is the County's only remaining municipal neighbour without an ICF at or near completion.
- To satisfy Mayerthorpe's conditions for the ICF, the County would have to pay considerably more for the Town's recreation facilities.
- Failure to enter into an ICF by April 1, 2021 may force the Town and County into binding arbitration, which generally results in a matter being split down the middle to appear equitable.
- Splitting the matter down the middle represents considerable financial gain for Mayerthorpe, and a stark loss to the County.
- The County's loss will mean less funding to more than 150 other local organizations, service reductions, a tax increase for County ratepayers, and a diminished capacity for the County to determine its own future.

It defies logic to suggest that the cost structure for Town facilities like the Aquatic Centre has increased several fold. This is the same swimming pool that existed last year and the year before. Regardless, it is wrong-headed for any municipality to think that the County should adjust its own tax rate to absorb that municipality's shortfalls.

***"The Town expects us to increase OUR taxes during a time of financial hardship so that THEY can benefit from increased funding," stated Lac Ste. Anne County Reeve Joe Blakeman. "Such a complete abdication of responsibility is appalling, and underscores just how differently our two leadership teams view the present realities of Rural Alberta."***

**MEDIA RELEASE: COUNTY'S ICF DEAL WITH THE TOWN OF MAYERTHORPE PROVES ELUSIVE**  
**Town remains the sole outlier in the County's good-faith efforts to collaborate with its municipal neighbours.**

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The County continues to weather a perfect storm of continued economic downturn; provincial cost downloading and assessment model changes; uncollectable linear tax revenue; diminishing funding resources; and the financial impacts of COVID-19. As a result of these events, the County anticipates a total financial impact in excess of \$1,500,000 or approximately 5% of its operating budget.

County Council and administration have worked together to make difficult financial decisions in support of fiscal responsibility. These decisions include no changes to the County's salary structure, and a tax increase for 2021 as close to 0.0% as possible. In parallel to this lean and sustainable business model, **County residents** continue to provide hundreds of thousands of dollars in broad financial support to a spectrum of vital recreational, cultural and social programs and services throughout the region.

"In this time of unprecedented financial strain and austerity, the last thing we would do is further burden our ratepayers," shared Reeve Blakeman. "It is unfortunate that Mayerthorpe is experiencing viability difficulties, but when their solution is to shift its financial challenges onto the County, we're going to have a problem. This is just not right, and it will be to the detriment of everyone in the region...except perhaps Mayerthorpe in the short term."

"Transferring your financial burden onto your next-door neighbour is certainly not the spirit of the ICF," he continued. "From Council's perspective, Mayerthorpe has two options: accept the substantial financial funding provided to the Town and start to manage your affairs responsibly, or we say enough is enough and have a different conversation. If our administrations cannot see eye-to-eye on the fundamentals of sound governance, then perhaps it's time to talk about a single administration."

The Municipal Government Act allows for the amalgamation of two municipalities as a solution for creating long-term sustainable communities. Among other potential benefits, amalgamation could save money, provide more expertise, resolve intractable issues, reduce taxes, and give municipalities a stronger voice.

***"If a municipality wants us to be their bank, then so be it," muses Reeve Blakeman. "But what does the bank do when you can't pay your mortgage? I think we all know the answer to this question."***

Lac Ste. Anne County acknowledges the positive and participatory process it has experienced when working with the vast majority of its neighbours throughout the ICF process. Agreements are already in place, or close to completion, with all bordering municipalities – with the unfortunate exception of the Town of Mayerthorpe.

For more details on this evolving matter, please visit [LSAC.ca/icf](https://www.lacsteanne.ca/icf).

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**From:** MGB Mail <mgbmail@gov.ab.ca>  
**Sent:** March 1, 2021 3:57 PM  
**Subject:** Municipal Government Procedural Rules change effective March 15, 2021  
**Attachments:** Subdivision\_Development\_Rules\_MAR\_2021.pdf

Please see attached a copy of the MGB's draft *MGB Subdivision and Development Appeal Procedure Rules*. These rules will replace the existing *MGB Subdivision Appeal Procedure Rules*, and are anticipated to come into effect March 15, 2021.

The main difference in proposed rules is section 10, which lists material that MGB administration may need to obtain from a Development Authority if the DA's decision is appealed to the MGB. The need for this rule arose since section 685 of the Municipal Government Act was amended Dec 9 2020 to allow appeals of DA decisions to come to the MGB in cases where there is a provincial interest in the land.

The new version also proposes minor amendments to modernize the wording – for example, a reference in section 20 to “videoconference” hearings rather than “telephone or other form of electronic conference”.

If you have any questions or comments about the amended rules, please direct them to [MGBmail@gov.ab.ca](mailto:MGBmail@gov.ab.ca)



Summerside Business Centre  
1229 - 91 Street SW Edmonton AB Canada T6X 1E9

Classification: Protected A

# MGB SUBDIVISION AND DEVELOPMENT APPEAL PROCEDURE RULES

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## PREFACE

These *Subdivision and Development Procedure Rules* are established under section 523 of the *Municipal Government Act*. They apply to all Municipal Government Board subdivision and development appeals and their participants. The Board reviews and amends its rules from time to time to ensure continued relevance and consistency with governing legislation. This version applies as of March 15, 2021.

Informal bulletins explaining MGB subdivision and development hearings and the subject matter they deal with can be found on the Municipal Government Board website:

<http://www.mgb.alberta.ca>

For further enquiries you can also contact the Municipal Government Board office at 780-427-4864 (outside Edmonton call 310-0000 to be connected toll free) or by email [mgbmail@gov.ab.ca](mailto:mgbmail@gov.ab.ca)

### **Purpose of the *Rules***

The **purpose** of the *Subdivision and Development Procedure Rules* is to

- Provide information about the steps required to pursue subdivision and development appeals before the MGB.
- Ensure a fair, open and accessible process in accordance with the principles of natural justice.
- Increase the efficiency and timeliness of appeal proceedings.

### **Operating Principles**

These *Rules* recognize the following principles:

- Parties must have a fair opportunity to be heard and to understand and respond to one another's positions.
- Procedures should be accessible and easy to follow.
- Parties are encouraged to resolve as many issues as possible through informal discussions and case management before the hearing.



## Part A – Interpretation and Application of these Rules

1. *Definitions*
- 1.1 “**Act**” means the Alberta *Municipal Government Act*, RSA 2000, c M-26, as amended from time to time.
- 1.2 “**Applicant**” means the person who filed a subdivision or development application with the planning authority whose decision is under appeal.
- 1.3 “**Board**” means the Municipal Government Board and includes any panel of the Municipal Government Board.
- 1.4 “**Board administration**” means staff engaged to assist the Board and Chair carry out their duties.
- 1.5 “**Board member**” means a member of the Board appointed by the Lieutenant Governor in Council pursuant to section 486 of the Act.
- 1.6 “**Case manager**” means a board member or member of the board administration designated by the Chair as such.
- 1.7 “**Chair**”, for the purposes of these *Rules*, means the Chair of the Municipal Government Board.
- 1.8 “**Days**” means calendar days.
- 1.9 “**Intervenor**” means
- (a) A municipality participating as an intervenor pursuant to section 508 of the Act, or
- (b) A person who has an interest that may be affected by an appeal but is not a party and whom the Board permits to participate in its proceedings to the extent of that interest.
- 1.10 “**Panel**” means a panel selected pursuant to section 487 of the Act.
- 1.11 “**Party**” means a person entitled to notice under section 679 or 686 of the Act.
- 1.12 “**Person**” includes a natural person, government agency, corporate or other legal entity.
- 1.13 “**Regulation**” means the *Subdivision and Development Regulation*, as amended from time to time.

- 1.14 **“Rules”** means these *Subdivision and Development Appeal Procedure Rules*.
- 1.15 **“SDAB”** means the local Subdivision and Development Appeal Board established under Part 17 of the Act.
- 2. Application of These Rules**
- 2.1 Subject to Rules 2.2 and 2.3, these *Rules* apply to subdivision and development appeals filed with the Board in accordance with section 678 and 686 of the Act.
- 2.2 These *Rules* apply only to the extent they are consistent with the Act and regulations made under the Act.
- 2.3 The Board may give specific procedural directions which, to the extent of those directions, waive or modify the *Rules* for any given case.
- 3. Effect of Non-compliance**
- 3.1 If a person fails to comply with the *Rules* or with an order of the Board, a panel may
- (a) Limit or bar the presentation of evidence or argument or give it less weight, where the person has disregarded a Rule or Board decision concerning the exchange of evidence or argument,
  - (b) Order the non-complying person to reimburse another person for costs incurred as a result of the non-compliance, or
  - (c) Take any other action it deems appropriate.

## **Part B – Communication with and Representation Before the Board**

- 4. Communication with the Board**
- 4.1 Unless made during a hearing, preliminary hearing, or case management meeting, communications with the Board about specific ongoing proceedings must be made through the Board administration.
- 4.2 The Board administration may copy correspondence received to other persons in order to facilitate Board proceedings.
- 5. Representation**
- 5.1 Persons entitled to participate in Board proceedings may represent themselves or be represented by another person.

- 5.2 Upon the Board's or the Board administration's request, a person who acts for another person must provide
- (a) Proof of authorization to act for the other person, and
  - (b) An address for service and other contact information

by the date requested by the Board or the Board administration.

### **Part C – Procedures for Filing Appeal**

- 6. Commencement of Appeals**
- 6.1 A notice of appeal on a subdivision or development matter may be filed with the Board using the Notice of Subdivision/Development Authority Appeal Form attached to these *Rules* as Appendix "A".
- 6.2 A notice of appeal can be filed by e-mail, fax, or hard copy, as long as it is received at the Board before the appeal deadline.
- 6.3 If a notice of appeal is filed with the Board and the Board administration determines that it should have been filed with the local SDAB, the Board administration will notify the parties before referring the matter to the SDAB. Parties are responsible for paying any applicable fee to the SDAB.
- 6.4 Any party who disagrees with the proposed referral may request a preliminary hearing to decide the appropriate Board to hear the appeal.
- 7. Late or Incomplete Notices of Appeal**
- 7.1 The Board administration may notify persons who have filed late appeals that their appeals will not be processed, subject to Board direction under Rule 7.3.
- 7.2 The Board administration may direct a person who has filed an incomplete application to
- (a) File a completed *Notice of Subdivision/Development Authority Appeal* form, or
  - (b) Provide any information necessary to complete the appeal form
- within the appeal period prescribed under the Act.
- 7.3 A person who has received a notice or direction under Rules 7.1 or 7.2 may request a preliminary hearing to determine the

question of lateness or incompleteness and its effect on the appeal.

## Part D – Case Management and Preliminary Hearings

### 8. *Case Management*

- 8.1 A case manager may do one or more of the following:
- (a) Direct parties or intervenors to
    - (i) Clarify or focus the issues in dispute,
    - (ii) Identify any relevant agreed facts,
    - (iii) Identify any witnesses to be called and provide a summary of the evidence intended to be introduced through those witnesses,
  - (b) Facilitate discussion between the parties to help them identify and resolve issues in dispute, or direct them to pursue independent discussions, mediation or any other form of alternative dispute resolution and to report progress by specified dates,
  - (c) Provide parties or intervenors with copies of correspondence received, decisions, authorities and other information relevant to an appeal,
  - (d) Direct disclosure of material or information from any party or intervenor to facilitate a fair, orderly and timely process or to promote compliance with these *Rules*,
  - (e) Direct that communication with the Board or disclosure of some or all material or information be made or remade in approved electronic format or in hard copy, or any combination of both,
  - (f) Direct that evidence be submitted to the Board by affidavit by a particular date,
  - (g) Establish or reschedule dates for hearings, disclosure, or exchanges of information,
  - (h) Hold meetings or discussions with parties or intervenors to facilitate any of the above,
  - (i) Refer any matter to a panel for a preliminary hearing.

- 8.2 A party who disagrees with a case manager's directive may request a preliminary hearing.
- 8.3 A Board member who has acted as a case manager in respect of a matter will not participate in any subsequent hearings concerning the same matter unless all affected participants consent.

**9. Preliminary Hearings**

- 9.1 At a preliminary hearing, a panel may do one or more of the following:
  - (a) Direct the parties to pursue discussions on their own, with a case manager, or with another independent facilitator by specified dates and monitor the progress of such discussions,
  - (b) Determine whether further disclosure is required and direct parties or intervenors to provide or expand particulars, evidence summaries, legal analyses, authorities, or any other relevant documents or material,
  - (c) Establish dates for hearings, disclosure,
  - (d) Give directions for disclosure or exchange of material, including the timing for the production of the material, the persons by and to whom the material must be produced, measures to protect confidential information, and any further directions it deems necessary,
  - (e) Determine whether procedures, filing or disclosure requirements established by legislation or the Board have been met and determine the effects of any defects,
  - (f) Determine whether a person may participate in a proceeding and the extent of that participation,
  - (g) Determine what matters are properly before the Board or whether one or more grounds of complaint should be struck out as frivolous or not reasonably supportable,
  - (h) Determine requests for postponements, withdrawals, or joint recommendations,

- (i) Make any order it deems appropriate to establish procedures by which the matter may proceed in a fair and expeditious manner.
- 9.2 Board members who have heard or participated in a panel for a preliminary hearing may also hear or participate in panels for any subsequent hearings concerning the same proceeding if so scheduled by the Chair.

## **Part E - Prehearing Submissions and Disclosure**

### ***10. Subdivision Authority Submissions***

- 10.1 A subdivision authority whose decision has been appealed must provide the Board with the following material no later than 14 days after the date it is requested by the Board or Board administration:
- (a) The subdivision application and all information submitted with it including:
    - (i) a copy of the search for abandoned wells,
    - (ii) The tentative plan of subdivision,
    - (iii) Area map with land use designations,
    - (iv) Current Certificate of Title,
  - (b) Time extension agreements, where applicable,
  - (c) The subdivision authority's letter comprising its decision on the subdivision application, together with
    - (i) Recommendations and reports to the subdivision authority including comments from municipal administrations,
    - (ii) Minutes of the meeting where the subdivision authority considered the application for subdivision,
    - (iii) Any other reports considered by the subdivision authority to make its decision,
  - (d) Possible conditions to be applied upon approval,

- (e) Copies of all letters from referral agencies and area and adjacent landowners,
- (f) List of adjacent landowners and referral agencies and their contact information,
- (g) Relevant excerpts from the Land Use Bylaw, Intermunicipal Development Plan, Municipal Development Plan, Area Structure Plan or any other statutory plan, including all provisions relating to a relevant district - Applicable excerpts include, but are not limited to, purpose provisions, discretionary and permitted uses, standards, and policies,
- (h) Any applicable excerpts of plans under the *Alberta Land Stewardship Act* or other regional plans,
- (i) Any conceptual scheme prepared in support of the application or adopted by bylaw or resolution by the municipality,
- (j) An accurate area map or maps showing land uses, together with aerial and site photographs that give a detailed graphic explanation of the improvements and the physical conditions of the lands that are the subject of the appeal and surrounding lands including easements and rights-of-way registered on the property,
- (k) If any transportation requirements are at issue, any relevant municipal master plan or policy directive addressing
  - (i) Access
  - (ii) Road widening
  - (iii) Service roads
  - (iv) Road alignments
  - (v) Any other relevant issues
- (l) If reserves are at issue, any relevant policy documents concerning environmental, municipal, or other reserves,
- (m) Copy of the Alberta Environment Flood Hazard Map for the titled area,
- (n) Copy of the Alberta Culture Listing of Historical Resource map for the title area,

- (o) Reasons why the appeal is before the MGB instead of the SDAB,
- (p) Any other information requested by a panel, a case manager, or board administration that is necessary to expedite the appeal,

**11. Development  
Authority  
Submissions**

11.1 A development authority whose decision has been appealed must provide the Board with the following material no later than 7 days after the date it is requested by the Board or Board administration:

- (a) The development application and all information submitted with it including:
  - (i) A copy of the search for abandoned wells,
  - (ii) The description of the development,
  - (iii) Area map with land use designations,
  - (iv) Current Certificate of Title
- (b) Time extension agreements, where applicable,
- (c) The development authority's letter comprising its decision on the application, together with
  - (i) Recommendations and reports to the development authority including comments from municipal administrations,
  - (ii) Minutes of the meeting where the development authority considered the application, if applicable,
  - (iii) Any other reports considered by the development authority to make its decision,
- (d) List of potential conditions from the Land Use Bylaw, and if application was refused, recommended conditions,
- (e) Copies of all letters from referral agencies and area and affected landowners
- (f) List of affected landowners and referral agencies and their contact information,
- (g) Relevant excerpts from the Land Use Bylaw, Intermunicipal Development Plan, Municipal Development Plan, Area Structure Plan or any other statutory plan, including all provisions relating to a relevant district - Applicable excerpts include, but are not



limited to, purpose provisions, discretionary and permitted uses, standards, and policies,

- (h) Any applicable excerpts of plans under the *Alberta Land Stewardship Act* or other regional plans,
- (i) Any conceptual scheme prepared in support of the application or adopted by bylaw or resolution by the municipality,
- (j) An accurate area map or maps showing land uses, together with aerial and site photographs that give a detailed graphic explanation of the improvements and the physical conditions of the lands that are the subject of the application and surrounding lands including easements and rights-of-way registered on the property,
- (k) If any transportation requirements are at issue, any relevant municipal master plan or policy directive addressing
  - (i) Access
  - (ii) Road widening
  - (iii) Service roads
  - (iv) Road alignments
  - (v) Any other relevant issues
- (l) Copy of the Alberta Environment Flood Hazard Map for the titled area,
- (m) Copy of the Alberta Culture Listing of Historical Resource map for the titled area,
- (n) Reasons why the appeal is before the MGB instead of the SDAB,
- (o) Any other information requested by a panel, a case manager, or board administration that is necessary to expedite the appeal.

**12. Other  
Submissions**

- 12.1 The Board will allow relevant written material to be filed in addition to that forwarded by the Subdivision/Development Authority under these *Rules* and may, on its own initiative, order the filing of any additional material it deems relevant.

- 12.2 A person intending to file additional material must provide the Board with reasonable notice of its intent. Where the material includes legal briefs, technical reports, or other complex documents, the notice must be sufficient to allow the Board or Board administration to arrange for circulation of the material before the hearing so that the affected parties may review and respond to it. Where material is not complex, the Board may allow it to be filed at the hearing without prior distribution provided it is satisfied that doing so does not have a significant effect on the fairness of the hearing.
- 12.3 If a panel finds that a party has not had a fair opportunity to review and respond to material submitted to the Board, it may grant an adjournment or make any other order it deems appropriate to ensure a fair and expedient resolution of the appeal.
- 12.4 The Board will not consider material filed after it has adjourned a hearing following oral submissions. Notwithstanding this Rule, the Board may provide special permission or directions to file such material in circumstances it deems appropriate.

**13. Form of Documents**

- 13.1 Material filed must be clear and understandable.
- 13.2 All pages must be numbered consecutively, throughout the entire text and graphic content, even if there are dividers or tabs.
- 13.3 Maps where possible should be in colour. Maps should have a north arrow and roads should be labelled.
- 13.4 Documents may be filed electronically in a format directed by Board administration.
- 13.5 If directed by a Board administration, case manager or the Board, parties must file the specified number of hard copies of their material with the Board.
- 13.6 The Cover Page in Appendix "B" may form the first page of each disclosure document filed with the Board.

## Part F – Orders for Further Disclosure or to Protect Confidential Information

### 14. Orders for Disclosure

14.1 A party may request, in writing, an order for further disclosure. Such a request must

- (a) Identify as precisely as possible the information or material required and the issue(s) to which it relates,
- (b) Provide details explaining how the disclosure requested may be relevant to the issue(s) before the Board, and
- (c) Identify the person who will be required to disclose the information.

14.2 When entertaining a request made under this Rule, the Board may consider whether

- (a) The material requested should have been disclosed under these *Rules*, a preliminary hearing decision, or other legal requirement,
- (b) The material requested is
  - (i) Within the control of another person
  - (ii) Not readily available from another source
  - (iii) Potentially relevant to the proceedings before the Board, and
  - (iv) Reasonably required by the person requesting the information to make their own submissions.

14.3 After considering a request under this Rule, a panel may

- (a) Order disclosure within a specific time of all or some of the material requested by the other party, with or without conditions, including conditions to protect any confidential information,
- (b) Refuse to order disclosure of the information requested,
- (c) Give any other direction it deems to be appropriate,

**15. Disclosure of Confidential Information**

- 15.1 Upon request, the Board may make any order it deems appropriate to help protect the confidential nature of information contained in documents filed with it.
- 15.2 An order under Rule 15.1 may include a sealing order to exclude documents or parts thereof from the public record in accordance with section 525.1(5) of the Act.
- 15.3 Where the Board determines that information in documents containing confidential or sensitive material must be disclosed to another party, the Board may, if it deems it appropriate
- (a) Order the first person to make and disclose a non-sensitive summary or extract of the original,
  - (b) Order the material to be provided to the other person subject to a signed undertaking satisfactory to the panel,
  - (c) Order restrictions on the use of information by observers to a hearing where confidential information is presented,
  - (d) Hold a hearing wholly or partially in private in accordance with section 525.1 of the Act,
  - (e) Make any other arrangement it deems suitable to allow parties to access to the information without unnecessarily compromising its sensitive nature.

**Part G - Withdrawals, Recommendations and Postponements**

**16. Withdrawals**

- 16.1 A party may request to withdraw an appeal that it initiated before the Board.
- 16.2 Withdrawal requests are to be submitted to the Board in writing at least 15 days in advance of the scheduled hearing.
- 16.3 The Board may reject a withdrawal or ask for further supporting information.
- 16.4 Subject to waiver from the Board or Board administration, a party who submits a withdrawal less than 15 days in advance of the hearing shall appear on the hearing date scheduled to explain the reason for the late withdrawal.

- 17. Recommendations**
- 17.1 Where two or more parties reach an agreement concerning an issue before the Board, they may provide the Board with a joint recommendation.
- 17.2 Recommendations are to be submitted to the Board in writing.
- 17.3 The Board may accept or reject a recommendation or ask for supporting information.
- 17.4 Subject to waiver from the Board or case manager, parties must be prepared to proceed at the hearing date scheduled to explain the recommendation and to provide other submissions as may be required.

- 18. Postponements**
- 18.1 A request to postpone a scheduled hearing must
- (a) Subject to Rule 18.2, be delivered to the Board and other parties in writing at least 15 days before the hearing is scheduled to begin,
  - (b) Include reasons for the postponement,
  - (c) Suggest suitable replacement dates for the hearing, or in the case of a request for postponement *sine die*, include reasons why a specific date cannot be identified.
- 18.2 If the need for a postponement arises less than 15 days before a scheduled hearing, the person requesting the adjournment must notify the Board as soon as the need arises.
- 18.3 The Board may consider the following factors as relevant to deciding postponement requests:
- (a) Whether the request is based on
    - (i) a serious impediment to the attendance of a party, witness or agent, such as illness, injury or impassable weather conditions, or
    - (ii) a serious issue affecting the fairness of the Board's proceedings.
  - (b) The degree and likelihood of prejudice or cost to other persons, if the request is granted and to the person seeking the postponement, if the request is denied.

- (c) The number of persons affected by the delay and whether they have consented to the postponement.
  - (d) The likelihood of unreasonable disruption to the Board's schedule.
  - (e) Where the request is based on relevant pending Board or Court decisions
    - (i) Whether the decision(s) is expected within 30 days, and
    - (ii) Whether the relevant proceedings have been pursued expeditiously,
  - (f) Legislated timelines for hearings and decisions,
  - (g) Any other factor the Board deems relevant.
- 18.4 The Board may accept or reject a request for a postponement or allow a postponement of a different length.
- 18.5 Subject to waiver from the Board or Board administration, all parties must be prepared to proceed at the hearing date scheduled in case the request is not granted.

## **Part H – Hearing Procedures**

### ***19. Location of Hearings***

- 19.1. In person hearings will be scheduled in Edmonton or Calgary, whichever is closer to the land that is the subject of the appeal.
- 19.2. Notwithstanding Rule 19.1, the Board or Board administration may choose a different location, having consideration for the convenience and cost to those attending the hearing and to the Board.

- 20. Mode of Hearings**
- 20.1 At the discretion of the Board, hearings may be conducted by way of
- (a) Videoconference
  - (b) Teleconference
  - (c) In person hearing
  - (d) Written materials and submissions delivered to the Board
  - (e) Any combination of (a), (b), (c), (d) or any other means a panel or case manager deems appropriate.
- 21. Cost of Participation**
- 21.1 Subject to an award for costs under Part J, persons who participate in Board proceedings do so at their own expense.
- 22. Intervenor**
- 22.1 In addition to persons entitled to notice under either section 679 or 686 of the Act, the Board may also hear from persons who can demonstrate to the Board's satisfaction that they are affected by the application.
- 23. Identification of participants and Notice of Oral Submissions**
- 23.1 A panel or case manager may make any arrangements they deem necessary to identify all participants at a hearing and ensure an orderly and efficient hearing process. Such arrangements may include:
- (a) Limiting time of presentations,
  - (b) Identifying parties with similar positions and requiring them to choose a lead spokesperson,
  - (c) Limiting presentations to avoid repetition of matters already covered by previous submissions,
  - (d) Limiting presentations to relevant matters.
- 23.2 Subject to waiver from the panel, persons intending to make oral submissions at a hearing must notify the case manager of their intent within a reasonable time before the hearing begins.

- 24. Consolidation**
- 24.1 The Board may order that separate proceedings be consolidated either on its own initiative or upon request.
- 24.2 When two or more matters are consolidated
- (a) Findings and final determination of the issues before the Board may be applied to all the participants in the consolidated hearing,
  - (b) Parties and intervenors to each of the original separate proceedings are parties and intervenors to the consolidated proceeding, and
  - (c) Evidence presented in each of the separate proceedings is evidence in the consolidated proceeding.
- 25. Matters Heard at the Same Time or One After Another**
- 25.1 The Board may order that two or more matters be heard at the same time or one after the other either on its own initiative or upon request.
- 25.2 Where two or more matters are heard at the same time or one after the other, the Board may order that the same evidence be admitted for more than one proceeding.
- 26. Severance**
- 26.1 The Board may sever a single proceeding into two or more separate hearings dealing with separate participants or separate issues.
- 26.2 Where a proceeding is severed, evidence and submissions already made may be applied to the separate hearings that ensue, unless otherwise ordered by a panel.
- 27. Admission of Evidence from Other Proceedings**
- 27.1 The Board may admit evidence that was previously heard by a tribunal, Court or another panel of the Board if the Board finds that doing so does not significantly affect the fairness of the proceeding.
- 27.2 When making an order under this Rule, the Board may consider, without limitation, whether the matters, parties, and counsel involved in the other proceeding are the same, and whether testimony given in the other proceeding was subject to cross examination.
- 28. Recording of Proceedings**
- 28.1 No person shall make an audio, video, photographic or other electronic record of Board proceedings or a verbatim record without obtaining permission from the Board before the hearing.



- 28.2 If the Board permits a party to make a verbatim record of the proceedings, the Board is to receive paper and electronic copies of the record, as applicable, at no cost to itself and the Board may apply one or more of the following conditions:
- (a) The costs of recording and transcription, including expedited transcription, if requested by the Board, and copies for the Board are to be borne by the person who requested the record, unless others agree to share the costs,
  - (b) Other persons specified by the Board are to receive additional copies of any transcription or recording, provided they cover the cost of the copies they receive,
  - (c) The process of recording or transcription will not interrupt the orderly conduct of Board proceedings,
  - (d) The recording or transcription proposed will be, in the view of the panel, of sufficient accuracy,
  - (e) Any other condition the Board finds appropriate.
- 28.3 The Board may provide for the recording of its own proceedings where the Board otherwise deems it necessary to do so.
- 28.4 The Board will not provide access to recordings or transcripts made under Rule 28.3 except as necessary to fulfill its responsibility under section 688 of the Act or other legal requirement including freedom of information and protection of privacy legislation.

## **Part I - Recusal of Panel Members**

### ***29. Withdrawal of Panel Members owing to Apprehension of Bias***

- 29.1 Where a panel member becomes aware of circumstances that he or she believes may raise a reasonable apprehension of bias, that member will
- (a) Disclose the circumstances and withdraw from the panel, or
  - (b) Disclose the circumstances and give the affected parties an opportunity to:

- (i) Waive any objection to the member sitting on the panel, or
  - (ii) Give reasons as to why the panel member should or should not withdraw.
- 29.2 A party may ask a panel member to withdraw because of a reasonable apprehension of bias. A party who makes such a request must do so as soon as the circumstances giving rise to it become known and must provide reasons for the request.
- 29.3 Where a member has been asked to withdraw, the panel will give an opportunity to the parties to address the question of whether the circumstances raise a reasonable apprehension of bias.
- 29.4 The decision to grant or dismiss a request to withdraw must be made by the member in question.
- 29.5 A Board member may confer with other panel members before deciding whether or not to withdraw.
- 29.6 A panel from which one or more members has withdrawn may
- (a) Proceed to hear the matters before it, subject to quorum requirements, or
  - (b) Make arrangements to reschedule a matter so that it may be heard by a full panel.

## **Part J – Post Hearing Procedures**

### ***30. Costs***

- 30.1 When determining whether to award costs, the Board may consider whether the person(s) against whom they are to be awarded
- (a) Has abused the Board's process,
  - (b) Has acted contrary to an agreed-upon or Board-directed process,
  - (c) Has caused unreasonable delays, postponements or expense,

- (d) Has acted unreasonably or engaged in conduct worthy of an order to reimburse another person for costs and expenses incurred as a result of that conduct.

30.2 Where the Board does not otherwise direct, a request for costs must

- (a) Be filed with the Board no later than 30 days after the date of the Board's decision,
- (b) Specify the total sum sought for costs together with a description of how the amount is calculated and an itemized list of any expenses sought to be recovered,
- (c) Specify the reasons why an award of costs is appropriate in the circumstances.

**31. Rehearings/  
Reviews**

31.1 A party may request the Board to rehear, review, vary or rescind any matter or decision under the discretionary power granted by section 504 of the Act.

31.2 A request under this Rule must include

- (a) A detailed statement explaining how the request meets the grounds for a rehearing or review listed under this Rule, and
- (b) The following background information:
  - (i) Name of the applicant
  - (ii) Name of municipality in which the property is located.
  - (iii) Names and contact information of parties and intervenors to the appeal, if known,
  - (iv) Board decision number
  - (v) Proof that a copy of the request has been sent to the other parties.

31.3 Requests must be made no later than 30 days following the date of the decision.

31.4 After a request is filed pursuant to this Rule, the Chair may:

- (a) Dismiss the request, determine that the matter should be reheard, or give directions for further submissions,
- (b) Refer the matter to a case manager for case management,
- (c) Refer the request to the panel that originally heard the matter for further directions or final determination of the matter,
- (d) Refer the request to a new panel for further directions, or final determination of the matter.

31.5 The Board may exercise its power under section 504 of the *Act* in the following circumstances:

- (a) New facts, evidence or case-law that was not reasonably available at the time of the hearing, and that could reasonably have affected the decision's outcome had it been available,
- (b) A procedural defect during the hearing which caused prejudice to one or more of the parties,
- (c) Other material errors that could reasonably have changed the outcome of the decision, or
- (d) Any other circumstance the Board considers reasonable.

31.6 The following are generally not sufficient grounds to grant a rehearing or review:

- (a) Disagreement with a decision,
- (b) A party's failure to provide evidence or related authorities that were reasonably available at the time of the hearing.

- 32. Endorsement of Subdivision Plans where the SA Falls or Refuses to Endorse**
- 32.1 The Presiding Officer of the panel that heard the appeal is the member of the Board authorized to endorse the instrument pursuant to subsection 682(2) if the Subdivision Authority fails or refuses to endorse it.
- 32.2 Where it is not convenient or practical for the presiding officer of the panel who heard the appeal to endorse the instrument, the Chair may designate another Board member as the authorized member.
- 32.3 Before endorsing an instrument, the authorized member may request submissions about whether it is appropriate to endorse the instrument from any person(s) he or she deems sufficiently affected.
- 32.4 The Chair may designate additional members to sit with the authorized member as a panel to consider any submissions made under this rule.
- 33. Access to Board Decisions**
- 33.1 The Board may publish its decisions or have them published in any form, including posting them on the Internet.
- 34. Access to other Board Records**
- 34.1 Records filed with the Board will be made available for public viewing upon appointment at the Board's offices in Edmonton during the Board's regular office hours subject to
- (a) Restrictions imposed by Board orders, freedom of information and protection of privacy legislation or other legal requirements, and
  - (b) Payment of any prescribed fee if copies are required following viewing.

**APPENDIX "A" - COVER PAGE**

<b>RECEIVED</b>	EXHIBIT NO. _____
	FOR MGB USE ONLY

<b>MGB FILE NO.</b>	
<b>IN THE MATTER OF</b>	
<b>APPELLANT</b>	
<b>SUBDIVISION or DEVELOPMENT AUTHORITY</b>	
<b>DOCUMENT</b>	
<b>NAME (ORGANIZATION)</b> <b>ADDRESS FOR SERVICE</b> <b>EMAIL</b> <b>TELEPHONE</b> <b>(FOR PERSON FILING THIS DOCUMENT)</b>	

**APPENDIX "B" - Subdivision and Development Appeal Form**





Telephone: 780-427-4864  
 Fax: 780-427-0986  
 Email: mgbmail@gov.ab.ca

Website: www.mgb.alberta.ca

INTERNAL USE ONLY

## SUBDIVISION/ DEVELOPMENT AUTHORITY APPEAL FORM

Municipal Government Board  
 1229-91 Street SW  
 Edmonton AB T6X 1E9

A notice of appeal for a subdivision matter must be filed within 14 days after receipt of the subdivision authority's written decision.  
 A notice of appeal for a development matter must be filed within 21 days of the development authority's written decision is given.

This is an appeal of:  Subdivision Authority Decision  Development Authority Decision

### Part 1 - Contact Information

#### PROPERTY UNDER APPEAL

Name of Municipality	Subdivision/Development Authority (if applicable)	Subdivision/Development Authority File or Permit Number
Does the land that is subject of the appeal contain, or is it adjacent to, or near, any of the following? (Check ALL that apply)		
<input type="checkbox"/> Highway (# _____ )	<input type="checkbox"/> Body of Water (Name: _____ )	<input type="checkbox"/> Landfill
<input type="checkbox"/> Green Area	<input type="checkbox"/> Wastewater Treatment Facility	<input type="checkbox"/> Waste Management Facility
<input type="checkbox"/> Historical Site/Resource		
<input type="checkbox"/> Provincial License/Permit/Approval/Other Authorization		
Land Description	Section	Township
	Range	Meridian
Municipal Address or Lot Block Plan		

#### APPELLANT (e.g. Landowner, Applicant, Affected Party or Government Department filing the Appeal)

Name(Organization)	(Last)	(First)	Telephone Number
Address (Street, PO Box, RR)	(Suite, Apartment)	(Municipality)	(Province) (Postal Code)
E-mail address (By providing an e-mail address I consent to receive documents by e-mail):			

#### LANDOWNER INFORMATION (If different from Appellant)

Name	(Last)	(First)	Telephone Number
Address (Street, PO Box, RR)	(Suite, Apartment)	(Municipality)	(Province) (Postal Code)
E-mail address (By providing an e-mail address I consent to receive documents by e-mail):			

**REPRESENTATIVE INFORMATION AND AUTHORIZATION (if Appellant is Represented by an Agent)**

Name of Organization			Telephone Number	
Address (Street, PO Box, RR)	(Suite, Apartment)	(Municipality)	(Province)	(Postal Code)
E-mail address (By providing an e-mail address I consent to receive documents by e-mail):				
I (We) hereby authorize _____ to act on my (our) behalf to this application.				
_____	_____	_____	_____	_____
Signature of Applicant(s)	Date	Signature of Applicant(s)	Date	

**Part 2- Decision of the Subdivision/Development Authority**

Date of Decision:

Copy of Subdivision/Development Authority Decision included?  Yes  No

**Part 3- Reasons for Appeal**

All appeals must contain reasons. Attach additional pages if required.

- Approval - Why do you oppose the approval or what conditions of approval do you disagree with and why?
- Refusal - Why do you think the application should be approved?

\_\_\_\_\_  
Signature of Appellant OR Authorized Person

\_\_\_\_\_  
Date

This information is being collected for the purpose of conducting Board proceedings and in accordance with section 33(c) of the *Freedom of Information and Protection of Privacy Act*. It will be provided to those who may be affected by your application and may be used to send you a follow up survey designed to measure satisfaction with Board proceedings. Questions about the collection of this information can be directed to the Municipal Government Board, 1229 - 91 Street SW, Edmonton, Alberta T6X 1E9, 780-427-4864. (Outside of Edmonton call 310-0000 to be connected toll free).

**aboffice@albertabeach.com**

---

**From:** Bonnie Kawasaki <bonnie.kawasaki@crowstpass.com>  
**Sent:** March 1, 2021 12:01 PM  
**To:** aboffice@albertabeach.com; acrofts@mdtaber.ab.ca; admin@edgerton.ca;  
 admin@ghostlake.ca; admin@id4waterton.ca; admin@mdwainwright.ca;  
 admin@myrnam.ca; admin@parklandbeachsv.ca; admin@sexsmith.ca;  
 admin@summervillageofgulllake.com; admin@waiparous.ca; admin@wembley.ca;  
 administration@villageofduchess.com; administration@villageofheisler.ca;  
 administration@wildwillowenterprises.com; ahoggan@rockyview.ca;  
 allan@clearhillscounty.ab.ca; amartens@brooks.ca; amiskvil@telusplanet.net;  
 amitchell@lethcounty.ca; andre.corbould@edmonton.ca; bancroftkim@hotmail.com;  
 barb.miller@mdlsr.ca; barons@xplornet.com; bbeck@beaver.ab.ca;  
 bberlinguette@valleyview.ca; beiseker@beiseker.com; bgiven@town.jasper.ab.ca;  
 bjohnson@mdpeace.com; bmorton@chestermere.ca;  
 Brian.Henderson@wheatlandcounty.ca; brogers@town.bonnyville.ab.ca; burnstick8  
 @gmail.com; busselman.czar@mcsnet.ca; Bwilliams@minburncounty.ab.ca;  
 candice.greig@stavelly.ca; cao.arrowwood@gmail.com; cao.marwayne@mcsnet.ca;  
 cao@acme.ca; cao@athabascacounty.com; cao@bassano.ca; cao@bawlf.com;  
 cao@berwyn.ca; cao@betulabeach.ca; cao@birchhillscounty.com; CAO@bonaccord.ca;  
 cao@bowden.ca; cao@breton.ca; cao@consort.ca; cao@countyofnorthernlights.com;  
 cao@cremona.ca; cao@delia.ca; cao@donnelly.ca; cao@drumheller.ca;  
 cao@elkpoint.ca; cao@fairview.ca; cao@falher.ca; cao@forestburg.ca;  
 cao@grimshaw.ca; cao@highlevel.ca; cao@highprairie.ca; cao@hinescreek.com;  
 cao@hythe.ca; cao@innisfree.ca; cao@irma.ca; cao@irricana.com; cao@itaska.ca;  
 cao@kneehillcounty.com; cao@lakeview.ca; cao@linden.ca; cao@lougheed.ca;  
 cao@mackenziecounty.com; cao@manning.ca; cao@mannville.com;  
 cao@mayerthorpe.ca; cao@mclennan.ca; cao@mdopportunity.ab.ca;  
 CAO@mdpincercreek.ab.ca; cao@milkriver.ca; cao@mundare.ca; cao@nampa.ca;  
 cao@nanton.ca; cao@nobleford.ca; cao@onoway.ca; cao@pinchercreek.ca;  
 cao@ranchland66.com; cao@rdcounty.ca; cao@redwater.ca; cao@rockyford.ca;  
 cao@rosshaven.ca; cao@rycroft.ca; cao@ryley.ca; cao@sedgewick.ca;  
 cao@silverbeach.ca; cao@slavelake.ca; cao@smokylake.ca;  
 cao@smokylakecounty.ab.ca; cao@stirling.ca; cao@sundancebeach.ca; cao@taber.ca;  
 cao@thorhildcounty.com; cao@threehills.ca; cao@town.killam.ab.ca;  
 cao@townofbashaw.com; cao@townofoyen.com; cao@townofprovost.ca;  
 cao@townofspiritriver.ca; cao@townofswanhills.com; cao@townoftrochu.ca;  
 cao@townoftwohills.com; cao@village.donalda.ab.ca; cao@village.longview.ab.ca;  
 CAO@villageofalix.ca; cao@villageofalliance.ca; cao@villageofbigvalley.ca;  
 cao@villageofbitternlake.ca; cao@villageofcarbon.com; cao@villageofcarma.com;  
 cao@villageofchampion.ca; cao@villageofclyde.ca; cao@villageofelnora.com;  
 cao@villageofempress.com; cao@villageofmilo.ca; cao@villageofstandard.ca;  
 cao@vokitscoty.ca; cao@vulcancounty.ab.ca; cao@warburg.ca; cao@warner.ca; CAO;  
 cao@whitesandsab.ca; carla@clive.ca; carlm@carstairs.ca; carrie.kinahan@glenwood.ca;  
 cburns@town.vauxhall.ab.ca; craig@vegreville.com; ccurtis@villageofcaroline.com;  
 charliecutforth@ponokacounty.com; chipmanab@mcsnet.ca; christine.b@lamont.ca;  
 christopher@townofcastor.ca; city.manager@airdrie.ca; city.manager@leduc.ca;  
 city.manager@reddeer.ca; cmerritt@saddlehills.ab.ca; cmillar@northernsunrise.net;  
 cneufeld@tofieldalberta.ca; community@draytonvalley.ca; cparker@peaceriver.ca;  
 cprosser@highriver.ca; craig.dalton@lethbridge.ca; d.evans@xplornet.com;  
 d.evans@xplornet.com; daniellemorine@improvementdistrict9.ca;  
 Darcy.Ferguson@specialareas.ab.ca; darrell.reid@strathcona.ca; dave@bowisland.com;



March 1, 2021

Honourable Kaycee Madu  
Minister of Justice and Solicitor General  
424 Legislature Building  
10800 – 97 Avenue  
Edmonton, AB  
T5K 2B6

Dear Minister,

**Re: President's Summit on Policing**

---

On behalf of the Council of the Municipality of Crowsnest Pass, I am writing concerning the recent President's Summit on Policing. Our Council does not support The Province of Alberta's initiative to replace the RCMP with an Alberta Provincial Police force.

We do not understand why the Province would forge ahead with this process when the Fair Deal Panel survey results clearly showed that 65% of respondents did not support this idea. These are tangible results from a provincial survey which need to be recognized by the Province as a negative response, and a clear indicator by the people of this Province that the majority is not in favor of a Provincial Police Force.

The staggering costs to implement an initiative of this nature, should be enough of a deterrent to even consider proceeding. Municipalities across this Province are struggling to determine how they will absorb the costs for the existing Police Funding Model and should not be expected to consider facing additional expenses for an initiative that is unwanted and appears to have no ceiling where potential costs are concerned.

- Finally, we would like to reiterate that the Municipality of Crowsnest Pass is pleased with the level of service provided through our local RCMP. We cannot presume to speak for other communities in Alberta, however we find that the unique circumstances due to our location has fostered highly collaborative relationships between the detachments serving southeastern British Columbia and those serving our neighboring communities in southwestern Alberta. We cannot foresee that the dollars invested would result in an increased level of policing over and above the service we receive now.

We respectfully request that you reconsider replacing the RCMP with an Alberta Provincial Police Force and consider working with the RCMP to improve the service where required.

Sincerely,



Mayor Blair Painter  
Municipality of Crowsnest Pass  
403-563-0700  
[blair.painter@crowsnestpass.com](mailto:blair.painter@crowsnestpass.com)

cc: RMA Membership  
AUMA Membership

**aboffice@albertabeach.com**

cc: Council

**From:** NSWA <water@nswa.ab.ca>  
**Sent:** February 18, 2021 3:29 PM  
**To:** Jim  
**Subject:** CLEAN WATER - OUR VALUABLE RESOURCE



**NSWA**  
NORTH SASKATCHEWAN  
WATERSHED ALLIANCE



**IN STREAM Newsletter**

**February 2021**

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**CLEAN WATER IS A VALUABLE RESOURCE**



Water is one of our most precious resources. Did you know that Canada has 20% of the world's fresh water? That makes all of us important stewards of global water resources.

At NSWA, we strive to improve our knowledge and understanding of the water resources in the North Saskatchewan River watershed. We work with many partners on watershed management plans, compiling land cover and water data and developing watershed health strategies and tools.

This month we begin our **Watershed Wednesdays** webinars (last Wednesday of the months of February, March and April), and have social media posts for **#WatershedWednesdays**. Register for these workshops and follow us on social media to keep up to date on information in your watershed. As well, share this information with others, so they too can learn more about our watershed.

We look forward to your input and comments as we work together to keep our watershed healthy.

---

**REGISTER FOR WATERSHED WEDNESDAYS WEBINARS**



Join NSWA for a new **Watershed Wednesdays Speaker Series** to be held on the fourth Wednesday of each of the following months:

- February 24
- March 24
- April 28

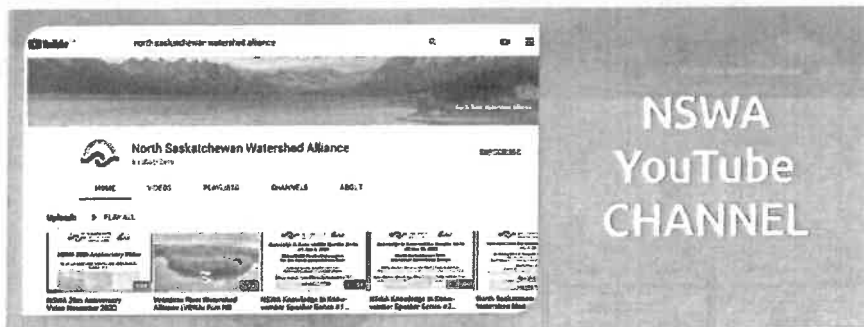
Each lunchtime webinar (12-1pm) will showcase speakers working on watershed planning projects in the watershed.

On February 24th, NSWA will highlight the **Sturgeon River Watershed Management Plan**. The **Sturgeon River Watershed Alliance** completed over eight technical studies in the last five years to inform the Watershed Management Plan.

The March 24th webinar will feature the **Wabamun Lake Watershed Management Plan**. Learn more about the Plan, as well as information on other lake watershed work. Watch our social media and website for more information.

[REGISTER NOW](#)

## NSWA has a YouTube CHANNEL!



Discover our 20th Anniversary video, the *Knowledge in Know-vemember* speaker presentations, an introduction to the restoration work in the Vermilion River watershed and



more! Subscribe to our channel to receive notices of new recordings.

NSWA on YouTube

## VERMILION RIVER WATERSHED ALLIANCE

Are you a local landowner, concerned citizen or nature lover?

Check out the Vermilion River Watershed Alliance's monthly blog which features stories and projects relating to healthy water and landscapes.



**FEBRUARY'S BLOG:**  
*Partner Series: Get to Know Cows & Fish's Riparian Specialist, Tonya Lwiwski*

To learn more, go to:  
<https://vrwa.ca/blog/>



Both the NSWA and VRWA appreciate the work of our many partner organizations. This month the VRWA blog features the work of Tonya Lwiwski, a Riparian Specialist from **Cows and Fish**.

The full article can be viewed on the [VRWA website](#).

## GET TO KNOW THE NSWA BOARD



John  
Thompson



**John Thompson** is our featured Board member this month. He has served on the NSWA Board since 2013.

**Work:** John is semi-retired, having spent 45 years working as an environmental economist, but still takes on projects of interest, including quantifying the benefits of natural capital (including wetlands) and

**Favorite place in the watershed:** Anywhere on the river! John remembers his father taking him on an overnight trip from Devon in the late 1950s. "We knew we were getting close to Edmonton when we saw a big white house in the middle of the forest overlooking the river - the community of Riverbend now surrounds that house."

- reviewing the socio-economic effects of existing and proposed coal mines.

**Favorite NSWA memory:** Headwaters Voyager Canoe Tour in 2016 (see photo) with municipal and other government leaders, to learn more about issues affecting the North Saskatchewan River.

**Interesting Hobby:** Building and restoring old canoes for the past 40 years. He is referred to as the "Canoe Doctor".

**Quote:** " It's amazing to be part of a Board whose members have such a passion for the river and its watershed and who are working to educate watershed residents about its importance and the need to take actions to maintain or improve the quality of water features in the 'shed."

---

## OTHER WATERSHED RESOURCES

Looking for information on the Alberta Coal Policy? The **Oldman Watershed Council** has an informative set of blog posts on the topic. The most recent post is: [\*\*Coal Announcement – Your Questions Answered\*\*](#)

Several **Working Well** workshops are scheduled over the next few months. For more information check out the [Working Well](#) website.

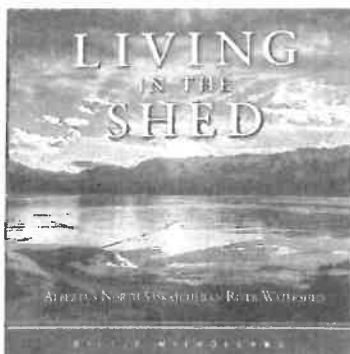
**Cows and Fish** will be hosting a **Speaker Series** exploring riparian stewardship and regulations. More information and registration is on [Eventbrite](#).

**Alberta Water Council** has released its [\*\*Guide to Building Resiliency to Multi-Year Drought in Alberta\*\*](#) and other related information.

**Ducks Unlimited** has several webinars coming up in the [Wetland Knowledge Exchange](#) series. In February, the presentation will be on Conservation Begins at Home: Understanding personal, commercial and conservation values of landowner stewardship on the family farm.

The **Land Stewardship Center** has opportunities for acreage owners to apply to fund eligible cost-shared stewardship initiatives on their properties. For more information check their [website](#).

Check out the NSWA [DISCOVER](#) section on our website with watershed resources and activities for adults and children. There are many activities to encourage watershed learning for your family.



## SUPPORT THE WORK OF NSWA

**Living in the Shed** is a great gift for all of the nature lovers on your list. Priced at \$20 per copy they can be ordered at our [SHOP](#).

NSWA is a registered charity. For information on supporting our watershed projects go to our [DONATE](#) webpage.



[Facebook](#)



[Twitter](#)



[Instagram](#)



[Website](#)



[Email](#)



[LinkedIn](#)

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**Our mailing address is:**

202 9440 49 Street Edmonton, Alberta

Email [water@nswa.ab.ca](mailto:water@nswa.ab.ca)

Want to change how you receive these emails?  
You can [update your preferences](#) or [unsubscribe from this list](#).

This email was sent to [aboffice@albertabeach.com](mailto:aboffice@albertabeach.com)

[why did I get this?](#) [unsubscribe from this list](#) [update subscription preferences](#)

North Saskatchewan Watershed Alliance · Unit 202 9440 49 street · Edmonton, AB T6B2M9 · Canada



# Sturgeon River Watershed Alliance

AnnLisa Jensen, Chair  
Sturgeon River Watershed Alliance  
202-9440 49 Street  
Edmonton, AB T6B 2M9

February 19, 2021

**To our valued Steering and Technical Advisory Committee members,**

RE: *Sturgeon River Watershed Management Plan*

On behalf of the Sturgeon River Watershed Alliance (SRWA), I am very pleased to provide you with a copy of the recently released *Sturgeon River Watershed Management Plan*. As you know, this document is the successful culmination of several years' work by a collaboration of municipalities and other interested stakeholders in the Sturgeon River watershed.

The Sturgeon River watershed, from its headwaters above Lake Isle and Lac Ste. Anne to where it joins the North Saskatchewan River near Fort Saskatchewan, drains an area of 3,301 square kilometres and includes a number of tributaries, lakes and wetlands. The watershed falls within Treaty 6 Territory and Region 4 of the Métis Nation of Alberta. This area has a rich history and today supports a large agricultural community, as well as a growing urban presence, with a population of about 140,000 people.

Over time, the conversion of about 80% of the basin's natural land cover to other land uses has affected the health of the Sturgeon River, which flows through, or is affected by, more than a dozen different jurisdictions. Concerns for the river led to the formation of the SRWA in 2014. The SRWA is a unique collaboration between a number of municipalities and other interested stakeholders, working to protect the cultural, social, economic and environmental values important to residents of the Sturgeon watershed. This work has been strongly supported and facilitated by the North Saskatchewan Watershed Alliance (the Government of Alberta designated watershed planning and advisory council for the North Saskatchewan watershed), which was able to obtain over \$800,000 in federal and provincial grants to support SRWA work.

As well as working collaboratively, the SRWA recognizes that land and water managers need to work together to maintain the quality of the Sturgeon River and its surrounding uplands. The Sturgeon River Watershed Management Plan is intended to provide this direction. Additionally, the plan:

- Provides a watershed approach to water management, as promoted by the Government of Alberta's *Water for Life* strategy;
- Initiates an iterative and adaptive management process for the watershed with clear goals and performance measures and ongoing monitoring and assessment to ensure goals are met;
- Work towards the alignment of provincial, regional and municipal policies and plans as they affect water and watershed health;
- Coordinates intermunicipal collaboration and stakeholder involvement to ensure successful implementation of strategies and actions within the watershed;
- Promotes stewardship projects to be carried out alongside implementation of the plan; and
- Continues to identify and address knowledge gaps as they become known.

It should be noted, however, that watershed management plans are advisory only, and successful implementation will depend on the continued support and collaboration of the SRWA members and other partners, as time and resources allow. SRWA members also recognize the need to understand and align this body of work within their own municipal policies and plans, as well as with current water management initiatives and priorities of the Provincial Government. Fortunately, to date, the plan has garnered significant support, as seen by the list of endorsements attached to this letter.

We also would like to acknowledge our financial supporters including the Government of Alberta (Watershed Restoration and Resiliency Fund, Alberta Community Partnership) and the Government of Canada (Environmental Damages Fund). And most importantly, thank you! We could not have achieved this milestone without the strong support of our SRWA members and we look forward to continuing this journey with you.

If you have any questions about this document, or the SRWA in general, or would be interested in hearing a presentation on this topic, please feel free to contact me to discuss.

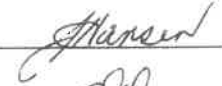







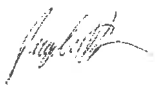
Best Regards,

AnnLisa Jensen, Chair  
Sturgeon River Watershed Alliance

## Endorsements for the Sturgeon River Watershed Management Plan

The following municipalities accept the *Sturgeon River Watershed Management Plan (2020)* as information and resolve to:

1. *continue to work collaboratively with other municipalities and the Sturgeon River Watershed Alliance to implement the plan; and*
2. *to consider plan recommendations in the decision-making of the municipality including the development of new or updated statutory and other documents.*

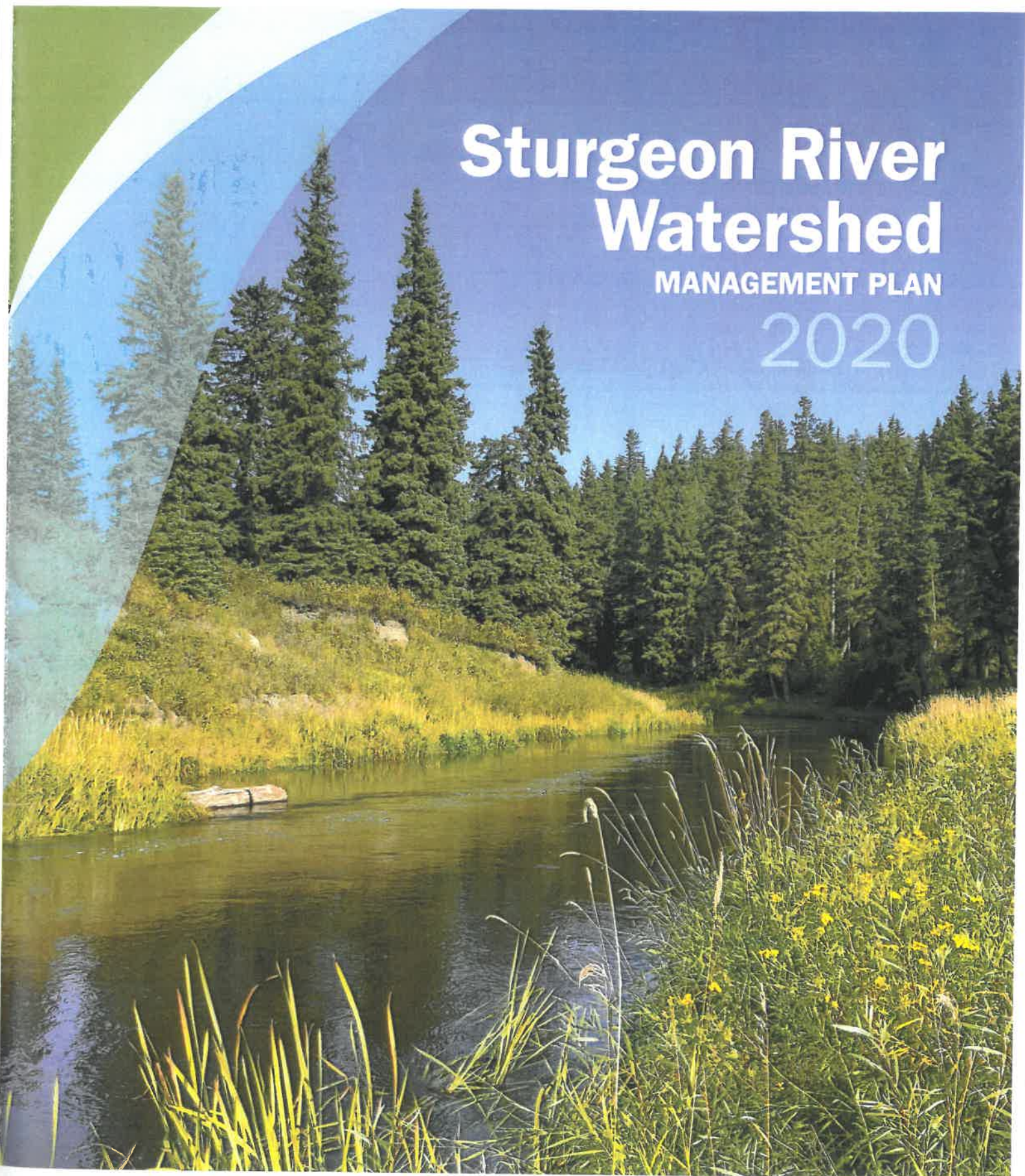
<b>Municipality</b>	<b>Motion and/or Signature, Position</b>	
City of Edmonton	Accepted by administration summer 2020.	
City of Spruce Grove	Motion approved by Council July 20, 2020.	
City of St. Albert	Motion (CB-20-012) approved by Council January 20, 2020.	 Jacquie Hansen, Councillor
Lac Ste. Anne County	Motion # 174-2020 approved by Council April 23, 2020.	 Nick Gelych, Deputy Reeve
Parkland County	Amended motion approved September 8, 2020.	
Sturgeon County	Motions #245-6/20 approved by Council May 26, 2020.	 Alanna Hnatiw, Mayor
Summer Village of Silver Sands	Motion #54-20 approved by Council April 24, 2020.	 J.B. Poulin, Chair
Summer Village of South View	Motion #67-20 approved by Council April 15, 2020.	 Sandra Benford, Mayor
Summer Village of Sunset Point	Motion approved by Council. May 7, 2020.	 Richard Martin, Mayor
Summer Village of West Cove	Motion #20-50 approved by Council April 30, 2020.	
Summer Village of Yellowstone	Motion #37-20 approved by Council April 17, 2020.	
Town of Gibbons	Motion #20.150 made by Council. June 10, 2020.	
Town of Morinville	Motion #050-20 made by Council. March 17, 2020.	
Town of Onoway	Motion #107/20 approved by Council April 16, 2020.	 Judy Tracy, Mayor
Town of Stony Plain	Endorsed April 14, 2020.	 William Choy, Mayor
Village of Alberta Beach	Motion #050-20 approved by Council March 17, 2020	 Angela Duncan, Deputy Mayor

Additionally, the *Sturgeon River Watershed Management Plan (2020)* has been endorsed by the following organizations:

- Big Lake Environmental Support Society
- Lake Isle & Lac Ste. Anne Water Quality Management Society
- North Saskatchewan Watershed Alliance
- Sturgeon River Watershed Alliance
- Wagner Natural Area Society

# Sturgeon River Watershed

MANAGEMENT PLAN  
2020





aboffice@albertabeach.com

cc: Council

**From:** Town CAO <cao@mayerthorpe.ca>  
**Sent:** February 26, 2021 10:37 PM  
**To:** Joe Blakeman, Reeve; Nick Gelych, Deputy Reeve; George Vaughan, Councillor; Lloyd Giebelhaus; Lorne Olsvik, Councillor; Ross Bohnet, Councillor; Steve Hoyda, Councillor  
**Cc:** Mike Primeau (mprimeau@lsac.ca); Trista Court; cao@onoway.ca; admin@wabamun.ca; Kathy Skwarchuk; d.evans@xplor.net; svcastle@telus.net; cao@svnakamun.com; cao@rosshaven.ca; svsandyb@xplor.net; svseba@telusplanet.net; administration@wildwillowenterprises.com; administration@wildwillowenterprises.com; svsunrisebeach@wildwillowenterprises.com; office@sunsetpoint.ca; svwestcove@outlook.com; administration@wildwillowenterprises.com; laura.swain@parklandcounty.com; Rod.Shaigec@parklandcounty.com; doyarzun@countybarrhead.ab.ca; gordon.frank@woodlands.ab.ca; jramme@yellowheadcounty.ab.ca; rmccullough@sturgeoncounty.ca; jeglinski@yellowheadcounty.ab.ca; ahnatiw@sturgeoncounty.ca; ddrozd@countybarrhead.ab.ca; john.burrows@woodlands.ab.ca; Shane.Getson@assembly.ab.ca; Anna Greenwood; Bernie Jogola; Clay Davidson; Janet Jabush; Pat Burns; Pat Hagman; Sandy Morton  
**Subject:** Press Release - ICF Mediation - February 26, 2021  
**Attachments:** ICF Mediation\_Feb 26, 2021.pdf

**Flag Status:** Flagged

Good evening,

Please see the attached Press Release approved by Council this evening.

Thank you,

Karen St. Martin, CAO, CPM, CLGM  
 Town of Mayerthorpe  
 Box 420  
 Mayerthorpe, Alberta, T0E 1N0  
 Phone: 780-786-2416 (Ext. 222)  
 Fax: 780-786-4590  
[cao@mayerthorpe.ca](mailto:cao@mayerthorpe.ca)



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*"Success isn't magic or hocus-pocus; it's simply learning how to focus."*



**Mayerthorpe**

**TOWN OF MAYERTHORPE**  
P.O. Box 420  
Mayerthorpe, Alberta  
Canada T0E 1N0

## **PRESS RELEASE**

### **COUNTY ABANDONS TALKS ON CRITICAL ICF NEGOTIATIONS WITH TOWN**

- ✓ Government of Alberta mandated process
- ✓ Town ratepayers bear the burden
- ✓ County's fundamental responsibility

Mayerthorpe, Alberta, February 26, 2021 – The Government of Alberta mandated Intermunicipal Collaboration Frameworks (ICFs) on October 26, 2017 for the purpose of fostering cooperation between neighboring municipalities. The key areas of focus are transportation, water/wastewater, solid waste, emergency services, recreation and any other services that benefit residents in more than one of the municipalities who are party to the ICF.

The legislation specifically mentions cost-sharing to ensure municipalities contribute adequately to facilities and services that benefit their residents, including those supplied by another municipality. Although not rooted in finances, out of necessity, these ICF negotiations must include discussions about the dollars and cents.

In addition, the legislation states that efficiencies must be sought through integrated strategic planning and delivery of services and that thoughtful stewardship of scarce resources be at the forefront of the conversations.

'I'm disappointed in this turn of events. The Town's ICF Committee members were determined to remain optimistic during often tense talks with the County. In an effort to foster a productive relationship with our County colleagues, we embraced the process, even though we knew it wasn't going to be easy.' – Mayor Janet Jabush

Users from around the region enjoy the services and facilities available in the Town of Mayerthorpe. The burden of funding these public services has long been disproportionately borne by the Town's ratepayers. Securing a more equitable arrangement was the goal of the Town's ICF Committee members, current Council, and previous Councils.

From the outset, the Town of Mayerthorpe has provided consistent, factual data to Lac Ste. Anne County in support of its position. Using modelling developed by Stantec and vetted by both the Alberta Urban Municipalities Association (AUMA) and the Rural Municipalities of Alberta (RMA), the Town has proposed that the County fairly contribute to the facilities and services their ratepayers enjoy in the Town of Mayerthorpe.

ADMINISTRATION  
TEL: 780.786-2416  
FAX: 780.786-4590

FIRE DEPARTMENT  
TEL: 780.786.2422  
FAX: 780.786-2422

The distinct differences between the Town of Mayerthorpe and other municipalities within the County's borders must be recognized. Not all municipalities offer the same access to facilities and services nor do they bear the cost of operating those amenities.

Mayor Jabush states, "After years of enjoying services and facilities within the Town, the County is being asked to contribute proportionally to its usership. This is all about responsibility. We need a more equitable arrangement."

The Town of Mayerthorpe will continue to act professionally and in the best interests of its citizens. It is unfortunate the mediation process failed. It leaves the parties with no choice but a costly arbitration process.

Relying on processes established by the Government of Alberta, the Town will participate in good faith throughout the arbitration process in pursuit of a fair and equitable arrangement for the citizens of our community.

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aboffice@albertabeach.com

**From:** Adrienne Finnegan <afinnegan@westlockcounty.com>  
**Sent:** February 25, 2021 1:36 PM  
**To:** aboffice@albertabeach.com; acrofts@mdtaber.ab.ca; admin@edgerton.ca; admin@ghostlake.ca; admin@id4waterton.ca; admin@mdwainwright.ca; admin@myrnam.ca; admin@parklandbeachsv.ca; admin@sexsmith.ca; admin@summervillageofgulllake.com; admin@waiparous.ca; admin@wembley.ca; administration@villageofduchess.com; administration@villageofheisler.ca; administration@wildwillowenterprises.com; ahoggan@rockyview.ca; allan@clearhillscounty.ab.ca; amartens@brooks.ca; amiskvil@telusplanet.net; amitchell@lethcounty.ca; andre.corbould@edmonton.ca; bancroftkim@hotmail.com; barb.miller@mdlsr.ca; barons@xplornet.com; bbeck@beaver.ab.ca; bberlinguette@valleyview.ca; beiseker@beiseker.com; bgiven@town.jasper.ab.ca; bjohnson@mdpeace.com; bmorton@chestermere.ca; Brian.Henderson@wheatlandcounty.ca; brogers@town.bonnyville.ab.ca; burnstick8@gmail.com; busselman.czar@mcsnet.ca; Bwilliams@minburncounty.ab.ca; candice.greig@stavely.ca; cao.arrowwood@gmail.com; cao.marwayne@mcsnet.ca; cao@acme.ca; cao@athabascacounty.com; cao@bassano.ca; cao@bawlf.com; cao@berwyn.ca; cao@betulabeach.ca; cao@birchhillscounty.com; CAO@bonaccord.ca; cao@bowden.ca; cao@breton.ca; cao@consort.ca; cao@countyofnorthernlights.com; cao@cremona.ca; cao@delia.ca; cao@donnelly.ca; cao@drumheller.ca; cao@elkpoint.ca; cao@fairview.ca; cao@falher.ca; cao@forestburg.ca; cao@grimshaw.ca; cao@highlevel.ca; cao@highprairie.ca; cao@hinescreek.com; cao@hythe.ca; cao@innisfree.ca; cao@irma.ca; cao@irricana.com; cao@itaska.ca; cao@kneehillcounty.com; cao@lakeview.ca; cao@linden.ca; cao@lougheed.ca; cao@mackenziecounty.com; cao@manning.ca; cao@mannville.com; cao@mayerthorpe.ca; cao@mclennan.ca; cao@mdopportunity.ab.ca; CAO@mdpincercreek.ab.ca; cao@milkriver.ca; cao@mundare.ca; cao@nampa.ca; cao@nanton.ca; cao@nobleford.ca; cao@onoway.ca; cao@pinchercreek.ca; cao@ranchland66.com; cao@rdcounty.ca; cao@redwater.ca; cao@rockyford.ca; cao@rosshaven.ca; cao@rycroft.ca; cao@ryley.ca; cao@sedgewick.ca; cao@silverbeach.ca; cao@slavelake.ca; cao@smokylake.ca; cao@smokylakecounty.ab.ca; cao@stirling.ca; cao@sundancebeach.ca; cao@taber.ca; cao@thorhildcounty.com; cao@threehills.ca; cao@town.killam.ab.ca; cao@townofbashaw.com; cao@townofoyen.com; cao@townofprovost.ca; cao@townofspiritriver.ca; cao@townofswanhills.com; cao@townoftrochu.ca; cao@townoftwohills.com; cao@village.donalda.ab.ca; cao@village.longview.ab.ca; CAO@villageofalix.ca; cao@villageofalliance.ca; cao@villageofbigvalley.ca; cao@villageofbitternlake.ca; cao@villageofcarbon.com; cao@villageofcarma.com; cao@villageofchampion.ca; cao@villageofclyde.ca; cao@villageofelnora.com; cao@villageofempress.com; cao@villageofmilo.ca; cao@villageofstandard.ca; cao@vokitscoty.ca; cao@vulcancounty.ab.ca; cao@warburg.ca; cao@warner.ca; CAO; cao@whitesandsab.ca; carla@clive.ca; carlm@carstairs.ca; carrie.kinahan@glenwood.ca; cburns@town.vauxhall.ab.ca; ccraig@vegreville.com; ccurtis@villageofcaroline.com; charliecutforth@ponokacounty.com; chipmanab@mcsnet.ca; christine.b@lamont.ca; christopher@townofcastor.ca; city.manager@airdrie.ca; city.manager@leduc.ca; city.manager@reddeer.ca; cmerritt@saddlehills.ab.ca; cmillar@northemsunrise.net; cneufeld@tofieldalberta.ca; community@draytonvalley.ca; cparker@peacriver.ca; cprosser@highriver.ca; craig.dalton@lethbridge.ca; d.evans@xplornet.com; d.evans@xplornet.com; daniellemorine@improvementdistrict9.ca; Darcy.Ferguson@specialareas.ab.ca; darrell.reid@strathcona.ca; dave@bowisland.com;

**To:** villageoflmond@gmail.com; villageofveteran@gmail.com; vilna@mcsnet.ca; vilocow@shaw.ca; viviandriver@mcsnet.ca; vledberg@syban.net; vlg4most@telusplanet.net; waskvillage@mcsnet.ca; webinfo@viking.ca; wferris@sylvanlake.ca; ycassidy@stettlercounty.ca; ytown@netago.ca  
**Subject:** Westlock County Concerns Regarding Proposed Changes to AER Directive 067  
**Attachments:** AER Direction 067 ltr 2021-02-23.pdf

Good afternoon,

Please see attached letter to be shared with your elected officials with regards to Westlock County's concern with the proposed Directive 067 changes.

Thank you.

Adrienne Finnegan  
Westlock County  
Communications Specialist/Special Assistant to the CAO  
Direct Line: 780-349-3346 ext 240  
[www.westlockcounty.com](http://www.westlockcounty.com)  
[www.facebook.com/westlockcounty/](https://www.facebook.com/westlockcounty/)





February 23, 2021

Alberta Energy Regulator (AER) – Directive 067 Feedback  
Suite 1000, 250 – 5<sup>th</sup> Street SW  
Calgary, AB  
T2P 0R4

Dear Regulator,

**RE: Westlock County Concerns Regarding Proposed Changes to AER Directive 067**

At the County Council Meeting of February 23, 2021 Westlock Council passed a resolution to forward a letter of concern to the AER. Westlock County has significant concerns regarding proposed changes to Directive 067 which fails to address non-payment of levied municipal taxes by Licence Holders of provincially regulated oil and gas properties.

Westlock County (for the tax years 2015 – 2019) has written off \$ 2,377,848 with an additional \$702,000 anticipated for 2020 for a total of \$3,079,848. The annual levy is approximately \$ 11,000,000.

These write-offs represent an average of 7% of our annual levy over the past four years.

Included in these write-offs is \$137,082 in uncollected School Tax and DIP Requisitions, which have been recovered through the PERC and DIRC Grant program. In addition, \$20,320 of uncollected Senior's Housing requisitions are included in the write offs and to date are not recoverable.

In principle Westlock County Council supports changes to this Directive which better protects the interests of all Alberta residents. The proposed changes to the AER that protect the required funding of the province's Orphan Well Fund and ensure the payment of all provincial fees and royalties is encouraging. It is disappointing though to see that the AER has elected to ignore calls (for more than three years now) from over eighty (80) rural municipalities seeking to ensure that the AER (and the Province of Alberta) act to protect municipal taxation and security powers relating to insolvent Licence Holders (or those continuing operations under bankruptcy protection).

Many operators are defaulting on municipal taxes owed (including School and Seniors Foundation levies) which are assessed by (and ultimately owed to) the Province of Alberta. It is disappointing that the AER has ignored these municipal calls and decided not to address these well documented and often communicated concerns.

Westlock County requests that the AER include the following three (3) necessary amendments in conjunction with the current update of Direction 067:

1. "Section 5 – Maintaining Eligibility" the AER should immediately revoke the licenses of continuing viable Licence Holders choosing not to pay all (or any) of their municipal tax obligations.
2. "Section 4.5) -Unreasonable Risk (Obtaining General Licence Eligibility)" the AER should not authorize or permit the purchase or transfer of any licences involving an existing oil or gas licence holder (or operator) currently in default of any municipal tax obligation anywhere in Alberta and
3. "Section 4.5) – Unreasonable Risk (Obtaining General License Eligibility)" the AER should initiate steps with the assistance of the Alberta Government (Municipal Affairs) to ensure that municipalities are recognized as secured creditors (through any bankruptcy involving Licence Holders) to secure and collect that municipality's (and the province's) taxes levied and owed.

Alberta's rural communities are the municipalities that own and are expected to safely maintain the important infrastructure necessary for the oil and gas industry to succeed. As a partner in this success the fair assessment and collection of municipal taxes (including provincial taxes levied for school and seniors) is foundational to the support and maintenance of this infrastructure by our municipality.

Sincerely,



Jared Stitsen  
Reeve

cc: Glenn van Dijken, MLA  
Shane Getson, MLA  
Provincial Caucus  
Member Communities – RMA  
Member Communities - AUMA

**aboffice@albertabeach.com**

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**From:** Michelle Smith <Michelle.Smith@gov.ab.ca>  
**Sent:** February 25, 2021 6:25 PM  
**To:** ! ABOffice  
**Cc:** Shelly Currie  
**Subject:** DLO 740690 - Boat Launch  
**Attachments:** DLO740690-Lease-Document-2013-to-2038-2021-02-24.pdf

Afternoon Kathy, in response to your inquiry regarding amending the disposition to allow for collecting of fees. Your disposition's current conditions do not indicate you cannot collect fees to ensure the maintenance of this disposition. Therefore the disposition does not need to be amended if you desire to collect fees for maintenance purposes.

Attached is a copy of your current Lease document for your ease of reference.

Thank you

*Michelle Smith*  
Continuations  
Land Policy and Programs Branch  
Public Lands Disposition Management Section  
Alberta Environment and Parks  
Ph: (780) 691-2479  
[michelle.smith@gov.ab.ca](mailto:michelle.smith@gov.ab.ca)

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Classification: Protected A





LICENSEE: SUMMER VILLAGE OF ALBERTA BEACH



LICENCE NUMBER: LOC 740690
ISSUE DATE: July 16, 2013
TERM: 25 years
EXPIRY DATE: July 15, 2038
ANNUAL RENTAL: \$50.00
PURPOSE: Boat Launch

Pursuant to the Public Lands Act (hereinafter called the "Act") and the Public Lands Administration Regulation (hereinafter called the "Regulation"), the above named licensee is hereby granted a licence to enter upon, possess and occupy the land more particularly described in the attached Appendix A (hereinafter called the "land") for the purpose described above.

THE DEPARTMENT OF Environment and Sustainable Resource Development as represented herein by the "director" duly designated under the Act, (hereinafter called the "director") AND THE LICENSEE AGREE EACH WITH THE OTHER:

- 1. This licence shall be in effect for the term described above, unless terminated earlier by the director or the Licensee in accordance with the Act or Regulation.
2. The Licensee shall at all times during the subsistence of this licence perform, observe and comply with all the provisions, obligations and requirements which the Licensee is required to perform, observe and comply with by this licence, and by the Act or by any acts hereafter enacted in substitution therefore, and by the Regulation made under the authority of any such act, and the terms, conditions and provisions of all such acts and regulations shall be deemed to form part of this licence, which shall be read and construed as if the same had been set out and incorporated herein.
3. The Licensee shall pay to the Government of Alberta, the first year's charge listed above prior to, or upon execution of this agreement and the annual rental listed above on or before each and every anniversary date of this licence. The annual rental shall remain in effect for a period of five years from the commencement of the term of this licence and thereafter the director may change the annual rental for each five-year period.
4. The Licensee shall pay and discharge all rates, assessments and taxes that are a proper charge on the land.
5. The Licensee may enter upon, possess and occupy the land only for the purpose described above.
6. The Licensee shall not sublet, transfer or assign the land or any part thereof without the written consent of the director.
7. The Licensee shall observe and comply with the terms and conditions set out in the attached Schedule "A" which Schedule is part of this licence.

IN WITNESS WHEREOF the parties have executed this licence.

Witness to the signature of the director

The director, Public Lands Act

Witness to the signature of the Licensee

Licensee's signature

Appendix A  
Legal Description  
for  
LOC 740690

EP Plan No: 5550 TL  
LTO Plan No:  
Purpose: BOAT LAUNCH  
Pier site, Boat launch, Beach Development

Affected Lands (Meridian-Range-Township-Section-1/4Section-Legal Subdivision-Quadrant-Quarter-Quadrant)

LAND	HECTARES	ACRES	DETAILS
W5-03-054-22-SE	2.170	5.36	Bed and shore of Lac. Ste. Anne only

AREA SUMMARY

The total lands herein described contain 2.170 HA (5.36 ACRES) more or less.

SUBJECT TO

The authorizations and dispositions listed on the attached "Schedule B", if any, have been issued on the quarter sections of land on which your disposition has been issued and may be prior and subsisting authorizations and dispositions to your disposition and may relate to and affect your disposition and the land on which your disposition has been issued.

**\*Supplementary Information\***

(LTO) - Land Titles Office  
(AE) - Alberta Environment/Land Administration Division  
(ATS) - Alberta Township System  
(HA) - Hectares  
1 Hectare = 2.471054 Acres

2013/07/16 10:12:25 AM  
Submitted by: JMURRAY

## **DISCLAIMER**

**THIS STANDING REPORT IS PROVIDED SUBJECT TO THE CONDITION THAT HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF ALBERTA AND HER EMPLOYEES:**

**(1) HEREBY DISCLAIM AND ARE RELEASED FROM ANY AND ALL RESPONSIBILITY FOR THE INFORMATION IN, AND ANY OMISSION OF THE INFORMATION FROM, THIS REPORT;  
(2) SHALL NOT BEAR ANY RESPONSIBILITY FOR ANY LOSS OR DAMAGE OF ANY KIND ARISING FROM OR IN RESPECT OF ANY ABSENCE OF INFORMATION OR ANY ERRORS OR OMISSIONS (WHETHER THE AFORESAID OCCASIONED BY NEGLIGENCE OR OTHERWISE) IN OR AFFECTING THIS REPORT OR THE INFORMATION THEREIN.**

**THIS REPORT DOES NOT SHOW CAVEATS, BUILDERS' LIENS, OR OTHER INSTRUMENTS, IF ANY, REGISTERED AT LAND TITLES OFFICE IN RESPECT OF ANY LANDS OR INTERESTS THEREIN. PERSONS ARE ADVISED TO ALSO EXAMINE RECORDS AT LAND TITLES OFFICE TO ASCERTAIN WHETHER OTHER INSTRUMENTS THAT MAY CONCERN THE LANDS OR INTERESTS THEREIN HAVE BEEN REGISTERED.**

**\*\*\* END OF REPORT \*\*\***

### SCHEDULE "A"

1. 008 IN THIS DOCUMENT, unless the context indicates otherwise:

**"approval (of a departmental officer)"** whenever required, must be in writing.

**"authority"** means: this document or the right to occupy public land granted by this document.

**"department"** means: Environment and Sustainable Resource Development  
Petroleum Plaza, South Tower  
9915 - 108 Street  
Edmonton, Alberta T5K 2G8  
Telephone: 780-427-3570

**"departmental officer"** means: an employee of Environment and Sustainable Resource Development, responsible for the management of surface activity on the land.

**"holder"** means: the recipient of the right to occupy public land granted by this document.

**"land(s)"** means: the specific land which the holder is authorized to occupy by this document.

**"director"** means: the "director" duly designated under the *Public Lands Act*.

**"minister"** means: the Minister of Environment and Sustainable Resource Development.

payments required by this document are to be made payable to the **"Government of Alberta"** and may be delivered to the nearest departmental field office, or mailed to:

Environment and Sustainable Resource Development  
Main Floor, Petroleum Plaza, South Tower  
9915 - 108 Street  
Edmonton, Alberta T5K 2G8

- a) The holder shall comply with all relevant laws in the Province of Alberta.
- b) A copy of this authority shall be retained on the job site during all phases of your activity, including, if applicable, preparation, construction, development, maintenance and abandonment.

- c) Schedule "B", attached, lists any prior and subsisting authorizations and dispositions (prior rights) issued on the quarter sections included in this authority. The holder shall not conduct any activity on the land where prior rights have been issued without the consent of the holder of these prior rights.
- Surface rights plot sheets showing active dispositions, and individual activity plans can be purchased from IHS, Main Floor, Petroleum Plaza, South Tower, 9915-108 Street, Edmonton, Alberta, T5K 2G8, Telephone: 780-413-3380, Fax: 780-413-3383 or Website: <http://www.petrosurveys.ca>.
- d) If a trapping area (TPA) is listed in Schedule "B", the holder shall contact the registered trapper at least TEN DAYS PRIOR TO COMMENCING ANY ACTIVITY. This must be done by registered mail and we recommend personal communication follow-up. The trapper's name and address may be obtained from Alberta Energy, Crown Land Data Support (Telephone: 780-422-1395). For other information concerning registered traplines, contact the Client and Licensing Service, Environment and Sustainable Resource Development, Edmonton, Alberta (Telephone: 780-427-5185) upon receipt of this approval. The holder may be responsible for any damage to traps, snares or other improvements.
- e) The holder is responsible for obtaining any necessary federal, municipal and other permits and approvals with respect to this activity.
- f) The holder agrees to hold harmless the Department from any and all third party claims, demands, or actions for which the holder is legally responsible, including those arising out of negligence or willful acts by the holder or the holder's employees or agents. This hold harmless shall survive this Agreement.
- g) The holder shall indemnify and save harmless the Department from any and all claims, actions, suits, or similar proceedings commenced by any competent regulatory body against the holder or the Department in connection with the activity or holder's use of the land, including without limitation the local municipality, any other department or agency of the Government of Alberta or the Government of Canada.
- h) The holder shall, at its own expense and without limiting its liabilities herein, insure its operations under a contract of General Liability Insurance, in accordance with the *Alberta Insurance Act*, insuring against bodily injury, personal injury and property damage including loss of use thereof. The holder shall provide the Department with a certified true copy of the policy, upon request.
- i) This authorization is granted subject to further amendment by the Minister of Environment and Sustainable Resource Development, or his designate, in his sole discretion.

- j) The holder shall not restrict public access along the crown owned bed and shore.
2. 098 The holder shall contact and advise the departmental officer of its intentions:
    - prior to entry upon the lands for a stated purpose,
    - prior to any additional construction during the term of this authority,
    - at the completion of operations, and
    - upon abandonment of this activity.
 Sherwood Park, Alberta, Telephone: (780) 464-7955.
  3. 105 Any activity on the land during adverse ground conditions must be suspended if the activity is likely to cause unacceptable damage to vegetation or soil, as may be determined by the holder or the Department.
  4. 128 Final surface reclamation must meet the requirements for the specific activity in place at the time of abandonment.
  5. 129 Upon cancellation and abandonment, the holder shall contour the disturbed land to an acceptable land form using subsoil. The holder shall replace topsoil and restore the natural drainage by removing any culverts and fills. In addition, the holder shall take all required measures to prevent soil erosion and watercourse/water body sedimentation occurring.
  6. 131 The holder shall cut, keep down and destroy all noxious weeds and restricted weeds as per the *Public Lands Act*.
  7. 135 The holder shall remove all garbage and waste material from this site to the satisfaction of the Department, in its sole discretion.
  8. 136 In addition to complying with Federal, provincial and local laws and regulations respecting the environment, including release of substances, the holder shall, to the Department's satisfaction, take necessary precautions to prevent contamination of land, water bodies and the air with particulate and gaseous matter, which, in the opinion of the Department in its sole discretion, is or may be harmful.
  9. 148 The holder shall not deposit or push debris, soil or other deleterious materials into or through any watercourse or water body or on the ice of any watercourse/water body.
  10. 158 The holder shall take all precautions and safeguards necessary to prevent soil and surface erosion to the satisfaction of the Department in its sole discretion.
  11. 160 Unless otherwise approved by a departmental officer, the holder shall not cut, clear or damage the vegetative cover (trees, shrubs, grasses, etc.) on the land.
  12. 200 The holder shall carry out reclamation work concurrently with operations.



All licences, authorizations and approvals issued under the *Alberta Environmental Protection and Enhancement Act*, *Water Act* or *Public Lands Act* should not be taken to mean the proponent (applicant) has complied with federal legislation. Proponents should contact Habitat Management, Prairies Area, Fisheries and Oceans, at the appropriate local office as listed below, in relation to the application of federal laws relating to the *Fisheries Act* (Canada).

- Southern Alberta District - Calgary (403) 292-5160
- Northern Alberta District - Edmonton (780) 495-4220
- Southern Alberta District - Lethbridge (403) 394-2920
- Northern Alberta District - Peace River (780) 618-3220

Proponents should also contact the Navigation Protection Program, Canadian Coast Guard, 4253-97 Street, Edmonton, Alberta, T6E 5Y7, Telephone: 780-495-4220, relating to the *Navigable Waters Protection Act*.

/jm

**Selection Criteria**

**Grouping/Rollup**

Group By: Activity

Rollup: Y

**Selected Sections**

Geo-Administrative Area: Y

Requested Lands: Y

Title Information: NA

Activity Details: Y

Subdivisions: NA

Client List: N

**Selected Activities**

Surface Dispositions Y Status: All  
Types: All

Geophysical N Status: None  
Types: None

Reservations Y Status: All  
Types: All

Encumbrances Y Status: All  
Types: All

Land Postings Y Status: All  
Types: All

**Activity Numbers**

LOC 740690

**SCHEDULE "B"**



**Requested Land**

Requested Land	Ownership Status	Administered By	Titled Status	Survey Status	Area in Hectares		Area in Acres		Water
					Land	Title	Land	Title	
W5-03-054-22-SE	Mixed	FLW-MLT	Titled	Surveyed	17.159	16.875	42.40	41.70	Partly Covered
Remarks: FRHOLD 41.70 FR QTR PT LS 1,7,8 NISUB FLW 0.70 FR QTR PT LS 1 SSUB SUB BALANCE PLAN 21S LAKE ST. ANN SETTLEMENT									
<b>TOTAL</b>					17.159	16.875	42.40	41.70	

**Geo Administrative Areas**

COAL DEVELOPMENT REGION	SETTLED								Code: CDR-1
W5-03-054									
ENVIRONMENT CORPORATE REGION	CENTRAL								Code: ENV-2
W5-03-054									
ENVIRONMENT CONS. & RECL. DISTRICT	NO. 4								Code: ERD-004
W5-03-054									
FOREST MANAGEMENT UNIT	SOUTHWEST			WOODLANDS	WO2				Code: FMU-W-52
W5-03-054									
FISH & WILDLIFE ADMIN REGION	NORTHEAST REGION			BARRHEAD					Code: FWA-4-03
W5-03-054-22									
FISH AND WILDLIFE DISTRICT	NORTHEAST REGION			BARRHEAD					Code: FWD-5-02
W5-03-054-22									
FISH & WILDLIFE REFERRAL LANDS									Code: FWR
W5-03-054-22									
GENERAL LANDS CLASSIFICATION	WHITE								Code: GLC-W
W5-03-054									
GRAZING ZONE	C								Code: GRZ-C
W5-03-054									
LAND USE AREA	NORTHEAST 1			SHERWOOD PARK					Code: LUA-NE1-5

Geographic Land Information Management and Planning System

Req: 0000301424

Activity Standing Search

LSRC580D

Report Date: 2013/07/16

Time: 10:12:50

Requested by: JMURRAY

Page 3 of 7

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LAND USE AREA	NORTHEAST 1	SHERWOOD PARK	Code: LUA-NE1-5
WS-03-054			
MUNICIPAL DISTRICT	LAC STE. ANNE COUNTY		Code: MD-028
WS-03-054-22-SE			
RANGELAND DISTRICT	SOUTHWEST	BARRHEAD	Code: RLD-SW-8
WS-03-054			
URBAN MUNICIPALITY	SUMMER VILLAGE	ALBERTA BEACH	Code: UBM-SV-001
WS-03-054-22-SE			

---

End of Geo Administrative Areas

---

Activities and Titles

Activity Land	Status/Type	Date	Expiry	Client	Notes and Remarks	Acres	Total Area Hectares
LOC 1151	Cancelled - Outstanding Obligation		2999/12/31			1.84	0.745

ALBERTA BEACH, SUMMER VILLAGE OF

ACTIVITY DETAIL INFORMATION

OPTION TO PURCHASE (Y/N): N

WITHIN 100M OF WATERBODY (Y/N):

PURPOSE:

DIMENSION:

CLIENT FILE NO:

PLAN NO

LTO PLAN NO

ITEM

VERSION DATE(S)

1447 TEM

1900/01/01

W5-03-054-22-SE

BED & SHORE/LK

(1.84)

(0.745)

LOC 740690

Land Amendment Application

2013/03/20

2999/12/31

536

2.170

ALBERTA BEACH, SUMMER VILLAGE OF

ACTIVITY DETAIL INFORMATION

OPTION TO PURCHASE (Y/N): N

WITHIN 100M OF WATERBODY (Y/N): Y

PURPOSE: BOAT LAUNCH

DIMENSION: irregular

CLIENT FILE NO:

PLAN NO

LTO PLAN NO

ITEM

VERSION DATE(S)

5550 TL

2013/03/20

W5-03-054-22-SE

Bed and shore of Lac. Ste. Anne only

(5.36)

(2.170)

TFA 112858

Active/Disposed

2011/05/17

2011/09/30

ALBERTA BEACH, SUMMER VILLAGE OF

ACTIVITY DETAIL INFORMATION

OPTION TO PURCHASE (Y/N):

WITHIN 100M OF WATERBODY (Y/N):

PURPOSE: TEMPORARY ACCESS

DIMENSION:

CLIENT FILE NO:

NO PLANS

W5-03-054-22-SE

(0.00)

(0.000)

Activities and Titles

Activity Land	Status/Type	Date	Expiry	Client Name and Bounds Remarks	Total Area Acres	Hectares
TFA 112978	Active/Disposed	2011/05/27	2011/06/16			

ALBERTA BEACH, SUMMER VILLAGE OF

ACTIVITY DETAIL INFORMATION

OPTION TO PURCHASE (Y/N):  
DIMENSION:

WITHIN 100M OF WATERBODY (Y/N):  
CLIENT FILE NO:

PURPOSE: TEMPORARY ACCESS

NO PLANS

W5-03-054-22-SE

(0.00)

(0.000)

TFA 123185	Active/Disposed	2012/05/17	2012/09/30			
------------	-----------------	------------	------------	--	--	--

ALBERTA BEACH, SUMMER VILLAGE OF

ACTIVITY DETAIL INFORMATION

OPTION TO PURCHASE (Y/N):  
DIMENSION:

WITHIN 100M OF WATERBODY (Y/N):  
CLIENT FILE NO:

PURPOSE: TEMPORARY ACCESS

NO PLANS

W5-03-054-22-SE

(0.00)

(0.000)

TFA 125612	Active/Disposed	2012/10/01	2012/10/26			
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ALBERTA BEACH, SUMMER VILLAGE OF

ACTIVITY DETAIL INFORMATION

OPTION TO PURCHASE (Y/N):  
DIMENSION:

WITHIN 100M OF WATERBODY (Y/N):  
CLIENT FILE NO:

PURPOSE: TEMPORARY ACCESS

NO PLANS

W5-03-054-22-SE

(0.00)

(0.000)

Activities and Titles

Activity Land	Status/Type	Date	Expiry	Client	Metric and Bounds Remarks	Acres	Total Area Hectares
TPA 131566	Active/Disposed	2013/01/23	2013/01/31		ALBERTA BEACH, SUMMER VILLAGE OF		

ACTIVITY DETAIL INFORMATION

OPTION TO PURCHASE (Y/N):  
DIMENSION:

WITHIN 100M OF WATERBODY (Y/N):  
CLIENT FILE NO:

PURPOSE: TEMPORARY ACCESS

NO PLANS

W5-03-054-22-SE

(0.00)

(0.000)

**DISCLAIMER**

THIS STANDING REPORT IS PROVIDED SUBJECT TO THE CONDITION THAT HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF ALBERTA AND HER EMPLOYEES:

- (1) HEREBY DISCLAIM AND ARE RELEASED FROM ANY AND ALL RESPONSIBILITY FOR THE INFORMATION IN, AND ANY OMISSION OF THE INFORMATION FROM, THIS REPORT;
- (2) SHALL NOT BEAR ANY RESPONSIBILITY FOR ANY LOSS OR DAMAGE OF ANY KIND ARISING FROM OR IN RESPECT OF ANY ABSENCE OF INFORMATION OR ANY ERRORS OR OMISSIONS (WHETHER THE AFORESAID OCCASIONED BY NEGLIGENCE OR OTHERWISE) IN OR AFFECTING THIS REPORT OR THE INFORMATION THEREIN.

THIS REPORT DOES NOT SHOW CAVEATS, BUILDERS' LIENS, OR OTHER INSTRUMENTS, IF ANY, REGISTERED AT LAND TITLES OFFICE IN RESPECT OF ANY LANDS OR INTERESTS THEREIN. PERSONS ARE ADVISED TO ALSO EXAMINE RECORDS AT LAND TITLES OFFICE TO ASCERTAIN WHETHER OTHER INSTRUMENTS THAT MAY CONCERN THE LANDS OR INTERESTS THEREIN HAVE BEEN REGISTERED.

\*\*\* END OF REPORT \*\*\*

**TECHNICAL SERVICES STAMP**

**ABBREVIATIONS:**

A	10th April
B	1st July
C	1st August
D	1st September
E	1st October
F	1st November
G	1st December
H	1st January
I	1st February
J	1st March
K	1st April
L	1st May
M	1st June
N	1st July
O	1st August
P	1st September
Q	1st October
R	1st November
S	1st December
T	1st January
U	1st February
V	1st March
W	1st April
X	1st May
Y	1st June
Z	1st July

**LEGEND:**

○ (1) Approved Plans

○ (2) Plans on file and not to proceed with construction

○ (3) Plans on file and not to proceed with construction and not included in the schedule of work and not to proceed with construction

○ (4) Plans on file and not to proceed with construction and not included in the schedule of work and not to proceed with construction and not included in the schedule of work

○ (5) Plans on file and not to proceed with construction and not included in the schedule of work and not to proceed with construction and not included in the schedule of work

**NOTES:**

1. The proposed work is to be carried out in accordance with the provisions of the Municipal Act and the provisions of the Municipal Bylaws.

2. The proposed work is to be carried out in accordance with the provisions of the Municipal Act and the provisions of the Municipal Bylaws.

3. The proposed work is to be carried out in accordance with the provisions of the Municipal Act and the provisions of the Municipal Bylaws.

4. The proposed work is to be carried out in accordance with the provisions of the Municipal Act and the provisions of the Municipal Bylaws.

5. The proposed work is to be carried out in accordance with the provisions of the Municipal Act and the provisions of the Municipal Bylaws.

ISSUE	DATE	REVISION	BY	CHK
1	2015-05-05	APPROVED	VE	DL
0	2015-12-15	ORIGINAL SUBMISSION	VE	DL

**VILLAGE OF ALBERTA BEACH**

**PLAN SHOWING PROPOSED LICENCES OF OCCUPATION FOR PIER SITE, BOAT LAUNCH, AND BEACH DEVELOPMENT WITHIN BED AND SHORE OF LAC STE. ANNE (THEORETICAL SE 1/4 SEC 22 TWP 54, R0E 3, W 5th MER)**

**VILLAGE OF ALBERTA BEACH ALBERTA**

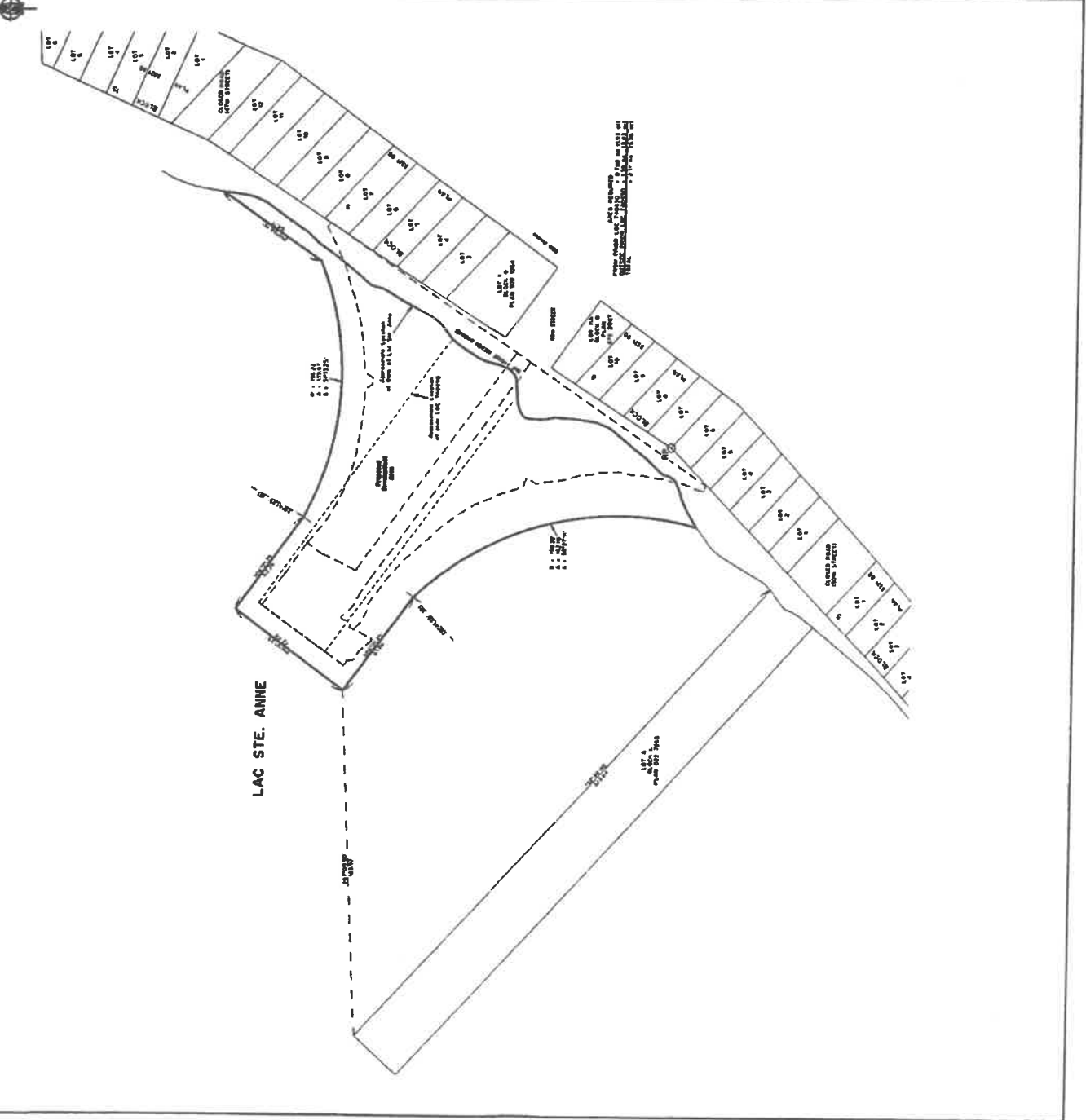
SCALE 1:1000

DATE OF ISSUE: 2015-05-05

PROJECT NO.: 2015-05-05

ISSUED BY: VE

CHECKED BY: DL



**LEGEND:**

○ (1) Approved Plans

○ (2) Plans on file and not to proceed with construction

○ (3) Plans on file and not to proceed with construction and not included in the schedule of work and not to proceed with construction

○ (4) Plans on file and not to proceed with construction and not included in the schedule of work and not to proceed with construction and not included in the schedule of work

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ISSUE	DATE	REVISION	BY	CHK
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0	2015-12-15	ORIGINAL SUBMISSION	VE	DL

**VILLAGE OF ALBERTA BEACH**

**PLAN SHOWING PROPOSED LICENCES OF OCCUPATION FOR PIER SITE, BOAT LAUNCH, AND BEACH DEVELOPMENT WITHIN BED AND SHORE OF LAC STE. ANNE (THEORETICAL SE 1/4 SEC 22 TWP 54, R0E 3, W 5th MER)**

**VILLAGE OF ALBERTA BEACH ALBERTA**

SCALE 1:1000

DATE OF ISSUE: 2015-05-05

PROJECT NO.: 2015-05-05

ISSUED BY: VE

CHECKED BY: DL







# Alberta Beach

Box 278 • Alberta Beach • Alberta • T0E 0A0  
Telephone: 780-924-3181 • Fax: 780-924-3313

August 20, 2020

Alberta Environment and Parks  
Attention: Corinne Kristensen, Director of Provincial Approvals  
9915 108 Street  
Edmonton, AB  
T5K 2G6  
Sent via email: [corinne.kristensen@gov.ab.ca](mailto:corinne.kristensen@gov.ab.ca)

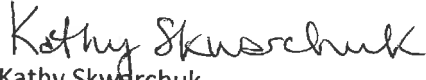
Dear Ms. Kristensen:

**Re: Alberta Beach Boat Launch LOC #740690**

Alberta Beach Council is requesting an amendment to the Alberta Beach Boat Launch LOC # 740690. Council is specifically requesting that the disposition be amended to allow for collecting fees.

Please do not hesitate to the undersigned if you require any further information, I can be reached at 780-924-3181.

Yours truly,

  
Kathy Skwarchuk,  
C.A.O.

Cc: Alberta Beach Council

**aboffice@albertabeach.com**

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**From:** Jennifer Espanol <jespanol@auma.ca>  
**Sent:** March 10, 2021 9:03 AM  
**To:** Kathy Skwarchuk; Energy Support  
**Cc:** Andrew Riley  
**Subject:** Follow-up - Natural Gas Aggregation Opportunity 2022 to 2026 from AUMA  
**Attachments:** 2021 Natural Gas Aggregation Package.pdf

Good morning Kathy!

As discussed, I am resending the **2021 Gas Aggregation package** as requested. There is a gas contract in place for the **Village of Alberta Beach** until **31-DEC-2022** with a **Gas Block rate of \$ 2.305/GJ**.

If you have any questions, please let us know and we'll be more than happy to help.

Regards,

**Jennifer Espanol** | Customer Care Representative  
**ALBERTA URBAN MUNICIPALITIES ASSOCIATION**

---

D: 780.643.5637 | E: [jespanol@auma.ca](mailto:jespanol@auma.ca)

Alberta Municipal Place | 300-8616 51 Ave Edmonton, AB T6E 6E6

Toll Free: 310-AUMA | 877-421-6644 | [www.auma.ca](http://www.auma.ca)



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**From:** Andrew Riley  
**Sent:** Thursday, February 4, 2021 6:47 PM  
**Subject:** Natural Gas Aggregation Opportunity 2022 to 2026 from AUMA

### **Take advantage of AUMA's Natural Gas Aggregation Program and save on your natural gas costs**

The current state of forward wholesale market prices is providing an advantageous opportunity to purchase natural gas for future years. We invite you to participate in our upcoming Aggregation procurement for your natural gas needs.

#### **WHAT WE DO**

We understand the fiscal pressures municipalities are facing and are happy to be taking proactive steps to help you receive exceptional value for your money. AUMA's unique program aggregates (or pools) natural gas requirements of hundreds of municipalities and community related organizations, and then purchases from the wholesale market on their behalf through a trade-compliant, publicly posted procurement process. Accessing the

WHOLESALE market results in lower pricing than can be achieved through standard retailer offerings and/or traditional procurements providing you with the best possible price for your unique needs

**YOUR NEXT STEPS**

Participants can choose from 1, 2, 3, 4 - or 5-year terms for natural gas from 2022 to 2026. Choose any or all years. **This valuable, third-party monitored procurement service is complimentary to all participants of the aggregation, saving municipalities thousands of dollars when compared to hiring an external energy consulting firm.**

If you wish to take advantage of this buying opportunity, please complete the one page form at the back of the attached document and return it to us at [energy@auma.ca](mailto:energy@auma.ca) by **March 12, 2021**.

If you have any questions or wish to request a custom offering, please contact me directly at [ariley@auma.ca](mailto:ariley@auma.ca) or 780.431.4541.

Sincerely,

Andrew

**Andrew Riley** Director, Client Development  
**ALBERTA URBAN MUNICIPALITIES ASSOCIATION**

---

D: 780.431.4541 | C: 780.975.3765 | E: [ariley@auma.ca](mailto:ariley@auma.ca)  
Alberta Municipal Place | 300-8616 51 Ave Edmonton, AB T6E 6E6

Toll Free: 310-AUMA | 877-421-6644 | [www.auma.ca](http://www.auma.ca)



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**AMMP**  
ALBERTA  
MUNICIPAL  
PURCHASE

# AMSC Energy Program 2021 Aggregation: Natural Gas

Date: February 3, 2021



Please return the completed Sign-up Form to  
[energy@auma.ca](mailto:energy@auma.ca) by March 12, 2021 to participate.

## 2021 Aggregation Opportunity

At AUMA, we know that our members value budget stability and lower energy costs which is why we are once again offering municipalities the opportunity to participate in our upcoming aggregation procurement; a proven process that ensures municipalities get the best price available for their energy needs.

### Alberta’s natural gas market

Natural gas prices experienced a small resurgence in 2020, and the outlook for the natural gas industry is more favourable than in recent years. The Alberta government is keen on supporting the sector and industry players are hopeful that the natural gas market is experiencing a turning point. While this is positive news for the industry and the province, higher prices mean higher billing costs for consumers.

In late 2020, the Government of Alberta unveiled its Natural Gas Vision and Strategy, a plan to support the natural gas industry’s long-term growth and strength. The plan focuses on expanding and diversifying Alberta’s natural gas sector by enabling investment and competitiveness in the industry and promoting natural gas for industrial purposes. This includes supporting the transition from coal to natural gas-fired generation and developing Liquefied Natural Gas (LNG) projects.

The Government of Alberta’s natural gas strategy comes at a time when Canadian gas producers are cautiously optimistic about the outlook for the natural gas industry. Some industry players believe the improvement in natural gas prices is due to structural changes rather than a cyclical commodity price upturn. New agreements for transferring natural gas from Western Canada to Eastern Canada and the US may alleviate some of Alberta’s market access challenges. The province is set to retire coal power by 2023, much sooner than the 2030 provincial deadline, and natural gas demand is expected to increase as a result. Nonetheless, the domestic and global response to COVID-19 has also affected oil and gas market dynamics and benefited natural gas prices.

### How to participate in the 2021 opportunity

We recommend participating in our aggregation round for terms up to 5 years, covering the period of January 2022 - December 2026. However, as with previous aggregations we will be offering alternative options to serve unique requirements.

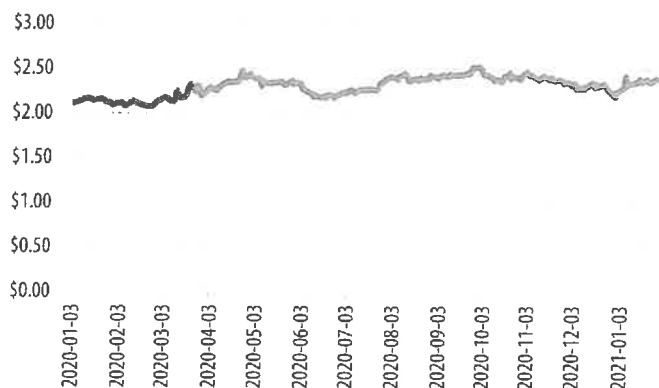
If you are interested in participating in this exciting opportunity, please complete the enclosed sign-up form, and return it to us at [energy@auma.ca](mailto:energy@auma.ca). Do not hesitate to contact us if you have any questions.

#### Andrew Riley

Director, Client Development | 780.431.4541 | [ariley@auma.ca](mailto:ariley@auma.ca)

**Despite this recent activity, future natural gas prices have remained relatively low and stable over the past 12 months. Current wholesale futures prices for a 5-year term are averaging in the \$2.30 per GJ range, which is slightly lower than the average for all of 2020 and 11% below its highest point in October, signaling that now is a good time to procure. Though Natural Gas market price volatility has been somewhat subdued in recent years, gas prices at these low levels provide municipalities with an excellent opportunity to secure budget certainty at favourable pricing.**

**Figure 1. Average Wholesale Price for Calendar Years 2022-26 over the past 12 Months – Adjusted for Seasonal Load of an Average Municipality (\$/GJ)**



## What is aggregation?

A collective approach to access competitive pricing.

In Alberta, most consumers procure energy commodities through retailers; though very large consumers have the option to buy their energy cheaper from wholesalers. Retailers sell products directly to customers in frequent and smaller transactions, adding premiums to cover the costs they incur to acquire supply and then market to the end-consumer. Wholesalers on the other hand sell in bulk volumes to various outlets or retailers and are able to sell their products for a lower unit price as their handling time and costs are lower. Our aggregation program is designed to utilize the collective buying power of municipalities to access lower pricing at the wholesale market, taking advantage of opportunities municipalities wouldn't have acting on their own.

The AMSC program conducts a public Request for Proposal (RFP) that attracts a variety of generators, energy suppliers, and financial institutions who deal in trading commodities. The result is a highly competitive process that drives down energy prices for your municipality.

### Our Energy aggregation process is designed for our members.

#### Unlocked access to the wholesale market



Our process attracts bids from the wholesale market, ensuring access to the best market prices available at the time of transaction.

#### No consulting fees



Energy procurement is part of our program and is available at no additional cost. Depending on the size of the municipality, outsourcing this service could cost a municipality an additional \$10,000/year to \$25,000/year.

#### Trade agreement compliant



We ensure compliance with relevant trade agreements including CFTA, NWPTA, and CETA. We even go the extra mile by engaging an auditing firm as our third-party monitor.

#### A product designed for you



We do the work to ensure you get the right product at the best price. We analyze your load profile, structure the most optimal product, manage the procurement process, and monitor the market for favourable times to transact.

## What is the process for aggregation and how do I join?

Joining is easy, simply fill out the *Sign-up Form* in this package and we'll do the rest.

### JOIN THE AGGREGATION

Complete the *Sign-up Form* found in this package and return to [energy@auma.ca](mailto:energy@auma.ca) by March 12, 2021.

*New clients may be contacted if additional information is required.*

### TECHNICAL ANALYSIS

We will perform a technical analysis of your unique energy profile that includes consideration of any future needs you identify and will provide you with a *Product Recommendation*.

### AUTHORIZATION

Once you approve your *Product Recommendation* you will sign a *Variable Market Rate Pricing Schedule* authorizing us to procure the recommended product at the Wholesale market on your behalf.

### VENDOR QUALIFICATION

We will develop and post RFP documents to the Alberta Purchasing Connection (APC), ensuring a fair, open, and transparent opportunity to all vendors.

Vendors will be pre-qualified based on their responses.

### ACQUIRING COMPETITIVE PRICING

We will monitor the Alberta Natural Gas market daily to identify favourable pricing conditions. When these conditions arise, we will notify pre-qualified vendors to submit their competitive bids. We will transact with the vendor that offers the best price.

### SIGN THE CONTRACT

We will coordinate signing of the new contract and price with you.

## Frequently Asked Questions

### How do I know I am receiving the best price?

Our Energy Program has many qualities that provide municipalities comfort in knowing they are getting the best price for their natural gas needs.

First, our process encourages maximum competition. Our Energy Program doesn't just ask for quotes from select vendors; it publicly posts the competition to ensure broad participation from the industry. Our process is proven effective and compliant with trade agreements. Additionally, we involve a third-party to audit ourselves to ensure that we satisfy our clients' procurement standards.

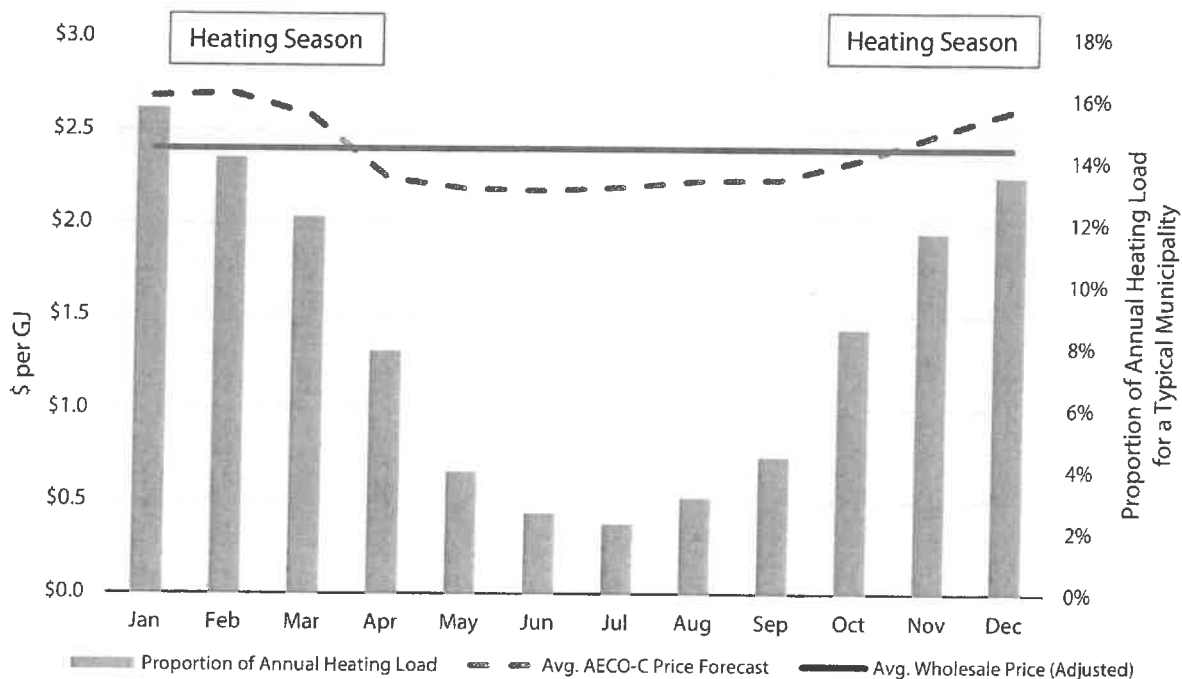
Second, our Energy Program further reduces costs by going straight to the wholesale market. On the wholesale market, large quantities of energy commodities are traded in real-time by large energy suppliers and financial institutions, and the mark-up costs of "intermediaries" (e.g. retailers or re-sellers of energy) have not been added yet. Our Energy Program does not have a profit mark-up on the wholesale prices it receives from this competition.

Third, timing is important as commodity prices in the wholesale markets are constantly changing. We pre-qualify vendors allowing us to monitor market trends and transact at short notice to take advantage of favourable market conditions.

Finally, wholesale trades are recorded in the ICE NGX and posted daily. Since we are transacting at the wholesale markets, we can compare bids received with what is taking place at the wholesale market and use that information to benchmark results. If we receive bids that are out of line with the market, we won't transact. We are committed to transparency with our members and can share market analytics and forecasts on request.

### Current market forecasts

**Figure 2. Current Avg. of 2022-26 Wholesale Prices (adjusted for the seasonal load) versus Avg. of 2022-26 AECO-C Price Forecasts (\$/GJ)**





## How does the AMSC Energy Program help municipalities manage risk?

We provide expertise to help you navigate the complex and changing Alberta markets. Prices constantly fluctuate as a result of supply and demand and external forces such as government regulation. Announcements of program and regulatory changes introduce volatility in the natural gas market, and consumers who can act quickly may be able to take advantage of favourable pricing shifts. Signing up for our aggregation process allows our energy experts to monitor the energy and political landscapes for you and helps you manage these risks.

## Why should we choose the AMSC Energy Program?

Our Energy Program offers numerous benefits to municipalities and not-for-profit organizations that independent procurement does not.

Advantages of our Program include:

- aggregation (i.e. economies of scale),
- access to wholesale markets,
- municipally focused customer care,
- the flexibility of products and terms,
- transparency of fees, and
- support from the political advocacy of AUMA.

When your municipality signs up to participate in our Program, Community-Related Organizations (CROs) within your municipality can also enjoy our Energy Program's many benefits.

## What is a Community-Related Organization and how can they benefit by joining the AMSC Energy Program under our municipality?

A Community-Related Organization is a municipally-related organization that is eligible to receive the benefits offered through our Energy Program. Examples of CROs include curling rinks, community centres, youth clubs, service clubs, and exhibition/rodeo grounds. CROs are only qualified to participate if their municipality is committed to the program and guarantees their contract on the AMSC Energy Member Master Agreement or upon meeting credit requirements.

## When will the AMSC Energy Program be procuring natural gas on behalf of my municipality?

We will review market opportunities daily and buying strategies will be based upon market conditions and forward pricing analysis. Depending upon the formation of aggregated pools and products, procurement will be executed to the participants' maximum benefit. The aggregation process is designed to be responsive to the market and provide transparent, competitive prices to our Energy Program participants. This procurement process is targeting mid-April / early-May to be ready to procure if market conditions are favourable.

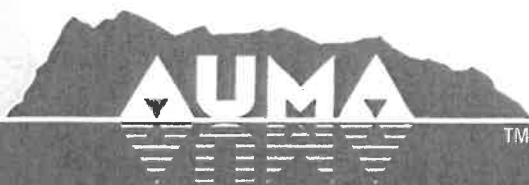
Still have questions? Contact us at [energy@auma.ca](mailto:energy@auma.ca).

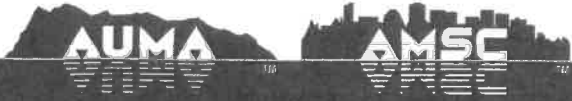
We're here to serve you.

AUMA

300, 8616 51 Avenue  
Edmonton, AB T6E 6E6  
780.433.4431 | 310.AUMA

[auma.ca](http://auma.ca)





# Natural Gas Aggregation: Sign-up Form

## 1. Organization/contact information

Municipality/ Organization		Customer number (if applicable)	
Contact name		Job title	
Address			
City/Prov		Postal code	
Telephone		Email	

## 2. Natural Gas procurement

Select each year AMSC is to procure on your behalf:

<input type="checkbox"/> 2022	<input type="checkbox"/> 2023	<input type="checkbox"/> 2024	<input type="checkbox"/> 2025	<input type="checkbox"/> 2026
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## 3. Signature

*By signing below, you confirm that AMSC should include your municipality/organization in the upcoming AMSC Natural Gas Aggregation Procurement for each year indicated above.*

Signature	X	Date (MM/DD/YYYY)	
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## Submission instructions

Email completed Sign-up Form by March 12, 2021 to: [energy@auma.ca](mailto:energy@auma.ca)

## Notes

Additional authorization may be required under the AMSC Energy Member Master Agreement. AMSC Energy will contact you if required.



March 08, 2021  
File: 003REDST2020

ALBERTA BEACH  
PO BOX 278  
ALBERTA BEACH, AB T0E 0A0

Dear Landowner:

**NOTICE OF PUBLIC HEARING PROPOSED AMENDMENTS TO:**

**LAC STE. ANNE COUNTY BYLAW 22-2017, for proposed amendments by Land Use Bylaw 22-2017-02-21.**

You are receiving this letter because our records show that you own land(s) zoned as Agricultural 1 (AG1) and/or Agricultural 2 (AG2) land use districts.

A formal public hearing as required under the provisions of Part 17 of the Municipal Government Act (Sections 230, 606, 639, 640, and 692) will be held to hear formal presentations on the following proposal:

1. The Lac Ste. Anne County Land Use Bylaw (LUB) 22-2017 is hereby amended in accordance with Bylaw #22-2017-02-21:

**Purpose:**

The purpose of Bylaw #22-2017-02-21 is directed at allowing cannabis production as discretionary use on Agricultural 1 (AG1) and Agricultural 2 (AG2) land use districts. Along with a cultivation surface area of not more than 200 square meters.

First reading was already given to Bylaw #22-2017-02-21 on March 03, 2021. Public Hearing is scheduled below.

**Place:** Council Chambers, Lac Ste. Anne County Office  
56521 Range Road 65

**Date:** April 8, 2021

**Time:** 10:30 a.m.

Should you have any comments regarding these proposals, please submit them to Lac Ste. Anne County prior to 4:30 p.m. on April 07, 2021. A copy of the proposed amendments may be viewed at the County Office during Office Hours. Enclosed is a copy of the amending Bylaw.

Use the details below or to the right to attend the public hearing via zoom:

<https://us02web.zoom.us/j/89460770525>

Meeting ID: 89460770525  
Dial by your location  
+1 587 328 1099 Canada

**Contact:**

**Matthew Ferris, Manager of Planning & Development**  
Lac Ste. Anne County  
[mferris@LSAC.ca](mailto:mferris@LSAC.ca)

RECEIVED MAR 11 2021

**LAC STE. ANNE COUNTY  
PROVINCE OF ALBERTA  
BYLAW 22-2017-02-21**

**A BYLAW TO CONTROL LAND USE AND AMEND BYLAW 22-2017,  
THE LAC STE. ANNE COUNTY BY LAND USE BYLAW**

**WHEREAS** Section 639 of the *Municipal Government Act*, RSA 2000, c M-26, requires that a municipality adopt a land use bylaw.

**AND WHEREAS** on April 11, 2019 the Council of Lac Ste. Anne County passed Bylaw #22-2017, the Lac Ste. Anne County Land Use Bylaw.

**AND WHEREAS** the Council of Lac Ste. Anne County has determined the Lac Ste. Anne County Land Use Bylaw #22-2017 should be amended to establish zoning regulations relating to Micro Cannabis production within the County's Agricultural land use districts.

**NOW THEREFORE** after due compliance with the relevant provisions of the *Municipal Government Act* and Bylaw # 22-2017, the Council duly assembled hereby enacts as follows:

1. The Lac Ste. Anne County Land Use Bylaw #22-2017 is hereby amended by:
  - a. Allow Cannabis Production on Agricultural 1 (AG1) and Agricultural 2 (AG2) land use districts as a discretionary principal use and update Table 9.1.1 and Table 9.2.1 to reflect these new changes.
  - b. Allow Cannabis Production on Agricultural 1 (AG1) and Agricultural 2 (AG2) land use districts as a discretionary accessory use and update Table 9.1.2 and Table 9.2.2 to reflect these new changes.
  - c. Add the following sections under subsection **11.5.12** Cannabis Production, to read as follows:

**11.5.13** Development permits issued for cannabis production shall be valid for up to five (5) years and may be renewed at the discretion of the Development Authority. Additional conditions may be imposed either as ongoing or after the end term.

**11.5.14** Cannabis production in AG1 and AG2 shall have a maximum cultivation area of 200m<sup>2</sup> (including multiple surfaces) and no more than one (1) cannabis production per parcel.

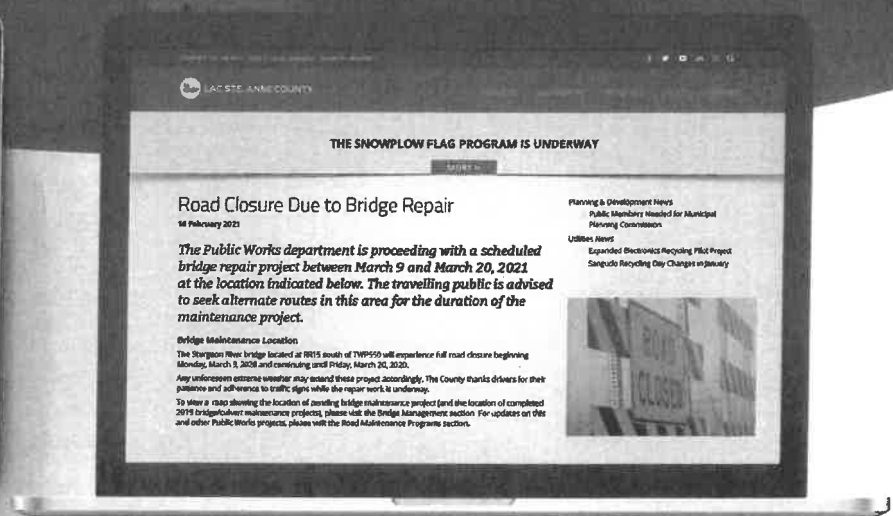
- d. Add the following section under subsection **15.1.106** to define Micro Cannabis Production as follows:

**15.1.107 “Micro Cannabis Production”** means the use of land, buildings, or structures for cultivating, processing, testing, destruction, packaging, and shipping of cannabis. The maximum plant cultivation surface area cannot exceed 200 m<sup>2</sup> (Including multiple surfaces such as surfaces vertically arranged).



# STAY CONNECTED Stay Safe

We're proud to announce the launch of **County Connect** — our brand new multi-channel community alert system. You can use this new system to get important County news alerts like road closures, fire bans and other regional updates.



Once registered, you can configure how you prefer to receive alerts. Options include:



Voice Call



Text Message



Email



Social Media

LAC STE. ANNE COUNTY



Visit **CountyConnect.ca** to sign up for critical alerts as they happen!

The personal information you provide will be used to register you for County Connect and is collected under the authority of Section 33(c) of the *Freedom of Information and Protection of Privacy (FOIP) Act*. For questions about the collection and use of this information, please contact the County's FOIP Coordinator.

**Alberta Beach Village Office**

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**From:** Amy Cornelius <amy@rmainsurance.com>  
**Sent:** March 5, 2021 2:24 PM  
**Cc:** Duane Gladden; Craig Pettigrew; Miranda Andersen  
**Subject:** Notice of Genesis 2021 AGM  
**Attachments:** Genesis Reciprocal Insurance Exchange AGM Proxy 2021.pdf; GRIE AGM Official Meeting Notice Letter 2021.pdf

**ATTN: Genesis Subscriber**

Please note that this is the official notice of the AGM for Genesis Reciprocal Insurance Exchange. The meeting will take place on **April 8, 2021, from 9:00 a.m. – 11:00 a.m. virtually**. It will be administered by Zoom, further details to follow.

Please find the proxy document attached. The proxy allows for a member to choose an individual other than an elected or administrative official to vote on their behalf. An option exists to defer the proxy vote to Genesis' Principal Attorney. The Agenda, 2020 Audited Financials and 2020 Actuarial Report will be sent out 7 days prior to the AGM.

For any questions regarding this meeting please contact Miranda Andersen at [miranda@rmalberta.com](mailto:miranda@rmalberta.com) or at 780-955-4093 or Amy Cornelius at [amy@rmainsurance.com](mailto:amy@rmainsurance.com) or at 780-955-8409

Sincerely,

Duane Gladden  
Genesis Principal Attorney

**Amy Cornelius, BComm**

*Administrative Coordinator*



Office: 780.955.8409  
Mobile: 780.916-1666  
[RMAAlberta.com](http://RMAAlberta.com)

2510 Sparrow Drive, Nisku, Alberta T9E 8N5 780.955.3639



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March 5, 2021

**RE: Genesis Annual General Meeting**

**ATTN: Genesis Subscriber**

Please note that this is the official notice of the AGM for Genesis Reciprocal Insurance Exchange. The meeting will take place on **April 8, 2021, from 9:00 a.m. – 11:00 a.m. virtually**. It will be administered by Zoom, further details to follow.

Please find the proxy document attached. The proxy allows for a member to choose an individual other than an elected or administrative official to vote on their behalf. An option exists to defer the proxy vote to Genesis' Principal Attorney. The Agenda, 2020 Audited Financials and 2020 Actuarial Report will be sent out 7 days prior to the AGM.

For any questions regarding this meeting please contact Miranda Andersen at [miranda@rmaalberta.com](mailto:miranda@rmaalberta.com) or at 780-955-4093 or Amy Cornelius at [amy@rmainsurance.com](mailto:amy@rmainsurance.com) or at 780-955-8409

Sincerely,

A handwritten signature in black ink, appearing to read "Duane Gladden".

Duane Gladden  
Genesis Principal Attorney



**ANNUAL GENERAL MEETING OF  
THE GENESIS RECIPROCAL INSURANCE EXCHANGE  
PROXY**

**The Undersigned Subscriber to the Genesis Reciprocal Insurance Exchange ("Genesis") hereby appoints: (choose one)**

\_\_\_\_\_

**OR**

Duane Gladden, Director of Business Services of the RMA and Genesis Principal Attorney

to act as proxy at the Annual General Meeting of Genesis to be held on April 8, 2021.

My proxy shall have full authority to vote on behalf of the Undersigned.

Dated \_\_\_\_\_, 2021.

\_\_\_\_\_  
Subscribing Member

\_\_\_\_\_  
Signing Officer

**\*Note that no proxy is required if a member is represented at the meeting by its most senior elected or most senior administrative personnel.**

**aboffice@albertabeach.com**

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**From:** K & T Scheiris <tkscheiris@gmail.com>  
**Sent:** March 9, 2021 9:44 AM  
**To:** Village of Alberta Beach; Jim Benedict; Angela Duncan; Alberta Beach Ag Society  
**Subject:** Beachwave Park  
**Attachments:** Beachwave Park - Ag Society.docx

Good Morning,  
Please present the attached to Village Council for consideration.

Thanks,  
Terry Scheiris  
President  
Alberta Beach & District Agricultural Society



March 09, 2021

**Village of Alberta Beach**

**RE: BEACHWAVE PARK**

Dear Council Members,

During a recent virtual board meeting with The Directors for the Alberta Beach & District Agricultural Society, the topic of the Agricultural Society managing this important community project was discussed after which a motion and vote was passed to provide this letter to the Council expressing our interest in pursuing this further as a project for the Ag Society. The vote was unanimously in favor of proceeding if the Village is interested in doing the same.

The Ag Society would strike a committee to manage this project and meet with stakeholders on a regular basis. This would of course include progress and financial accounting.

Please consider our interest and feel free to contact me further if you wish to proceed.

Sincerely,

Terry Scheiris

780-995-7619

Terry Scheiris – President

Alberta Beach & District Agricultural Society

780-995-7619

[abagsociety@gmail.com](mailto:abagsociety@gmail.com)

Box 330 Alberta Beach, Alberta T0E 0A0

**aboffice@albertabeach.com**

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**From:** Archie Grover <archie.r.grover@gmail.com> on behalf of archie.grover@crasc.ca  
**Sent:** February 24, 2021 6:10 PM  
**To:** 'Gizele St. Jean'; info@sprucegrove.org; stephen.h@lamontcounty.caa; burnsticklakedmin@parklandbeachsv.c; lanaspencer@mldsr.com; pdodds@countybarrhaed.ab.ca; aboffice@albertabeach.com; 'Dennis Evans'; 'Therese Kleeberger'; joeswagner@lsac.ca; bancroftkim@hotmail.com; 'Summer Village Office'; 'Christine Beveridge'  
**Cc:** richard.barham@crasc.ca  
**Subject:** Appointment of ARB Officials

Good Afternoon All,  
An other year is upon us and it is time for all municipalities to appoint by resolutions the following as your ARB officials for 2021. This year we only have 5 panelists to appoint at this time, Judy Bennet has retired.

ARB Chairman – Raymond Ralph

Certified ARB Clerk – Richard Barham

Certified Panelists – Darlene Chartrand  
Tina Groszko  
Stewart Hennig  
Richard Knowles  
Raymond Ralph

If you have any questions concerning this request please do not hesitate to contact me. I am aware that some of you have already been given this information, if you are one of those lucky people please disregard this copy I have another list of people to contact but first I must get their email addresses.

Thank you.

Archie

Archie Grover, Manager  
Capital Region Assessment Services Commission  
11810 Kingsway Avenue NW  
Edmonton AB T5G 0X5  
Archie.Grover@crasc.ca(780) 438-2052