

**ALBERTA BEACH  
REGULAR COUNCIL MEETING  
BEING HELD IN THE ALBERTA BEACH COUNCIL CHAMBERS  
AND BEING HELD ELECTRONICALLY VIA ZOOM MEETING  
AUGUST 16, 2022 AT 7:00 P.M.**

**AGENDA**

1. CALL TO ORDER
2. AGENDA ADDITIONS
3. ADOPTION OF AGENDA
4. CONFIDENTIAL – CLOSED MEETING SESSION
5. ADOPTION OF PREVIOUS MINUTES
  - a. Regular Council Meeting of July 19, 2022
6. DELEGATIONS
7. PUBLIC HEARINGS
8. MUNICIPAL PLANNING COMMISSION
9. OLD BUSINESS & CAO REPORT ACTION LIST
10. FINANCIAL REPORTS
11. BYLAWS & POLICIES
12. COUNCIL, COMMITTEES & STAFF REPORTS
13. CORRESPONDENCE – INFORMATION ITEMS
  - a. Alberta Health Services – Provincial Health Tour Summer 2022
  - b. Alberta Justice & Solicitor General – New Website on the Future of Provincial Policing
  - c. Alberta Justice & Solicitor General – The Future of Alberta Policing Webinar
  - d. Alberta Lung – Walk to Breathe Launches Virtually for 2022
  - e. Alberta Municipalities – Alberta Culture & Status of Women Municipal Funding to Celebrate Alberta Day
  - f. Fortis Alberta – Alberta Utilities Commission Decision Regarding Streetlight Investment Refund
  - g. Honourable Ric McIver, Minister of Municipal Affairs – Response to LSA Pilgrimage Costs
  - h. Honourable Tyler Shandro, Minister of Justice & Solicitor General – Response to LSA Pilgrimage Costs
  - i. Lake Isle & Lac Ste. Anne Water Quality Society – LILSA AGM & Membership Drive
  - j. Ukrainian Canadian Congress, Alberta Provincial Council – Ukrainian Independence Day 2022
  - k. Yellowhead Regional Library – 2021 Annual Report / 2023-2025 Strategic Plan
  - l. Alberta Justice & Solicitor General – Article on Policing from the former Attorney General of B.C.
  - m. Alberta Municipalities – Villages West Update
14. CORRESPONDENCE – ACTION ITEMS
  - a. Julie Lee (Tax Roll #309/#309TC, Lot 1&2, Block 3, Plan 68HW) – Request for Removal of Tax Penalties
  - b. Niels Kat (Tax Roll #528, Lot 1, Block 7, Plan 6604AO) – Request for Removal of Tax Penalties
  - c. Summer Village of Yellowstone – 2022 Lac Ste. Anne Pilgrimage – Donation towards Extra Expenses
15. NEW BUSINESS
  - a. Notice of Motion – Asset Management (Submitted by Mayor Duncan)
  - b. Notice of Motion – Alberta Municipalities Vice President Nomination (Submitted by Mayor Duncan)
16. QUESTION PERIOD
17. ADJOURNMENT

**MINUTES OF THE REGULAR MEETING OF COUNCIL OF ALBERTA BEACH IN THE PROVINCE OF ALBERTA HELD IN THE ALBERTA BEACH COUNCIL CHAMBERS AND HELD ELECTRONICALLY VIA ZOOM MEETING JULY 19, 2022 AT 7:00 P.M.**

**PRESENT:**

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

**CALL TO ORDER:**

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

**AGENDA ADDITIONS:** None.

**ADOPTION OF AGENDA:**

#118-22 MOVED BY Deputy Mayor Durocher that the agenda be adopted as presented.  
CARRIED UNANIMOUSLY

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

**ADOPTION OF PREVIOUS MINUTES:**

#119-22 REGULAR COUNCIL MEETING OF JUNE 21, 2022:  
MOVED BY Councillor Muir that the minutes of the Regular Council Meeting of June 21, 2022 be adopted as presented.  
CARRIED UNANIMOUSLY

**DELEGATIONS:**

**MICHAEL WELLER – DRAINAGE CONCERNS (AGENDA ITEM #14.B):**  
Michael Weller met with Council to discuss drainage concerns in the alley between 46-47 Street & 50-47A Avenue, he reviewed the list of concerns outlined in his correspondence. A number of area property owners also signed on to his letter and a number of the property owners attended the meeting with Mr. Weller. The alley was realigned last fall and public works was planning to return to install culverts or a swale. The drainage has been a problem for 20 years and they would like a permanent fix to the problem, they are asking Council for a drainage plan and timeline. Mayor Duncan summarized their concerns and advised that Council hears their concerns and will contact our engineer regarding a drainage plan. Mr. Weller and the local property owners were thanked for attending the meeting.

**PUBLIC HEARINGS:** None.

**MUNICIPAL PLANNING COMMISSION MEETING:** None.

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

#120-22 The CAO reviewed the CAO Report Action List.  
MOVED BY Councillor Weber that the CAO Report Action List be accepted for information.  
CARRIED UNANIMOUSLY

**FINANCIAL REPORTS:**

#121-22 FINANCIAL REPORT OF JUNE 30, 2022:  
MOVED BY Deputy Mayor Durocher that the Financial Report of June 30, 2022 be accepted as presented.  
CARRIED UNANIMOUSLY

**BYLAWS & POLICIES:** None.

**COUNCIL, COMMITTEES & STAFF REPORTS:**

**COUNCILLOR ELWOOD:**  
No meetings to report.

**DEPUTY MAYOR DUROCHER:**  
No meetings to report.

**COUNCILLOR MUIR:**  
No meetings to report.

**COUNCILLOR WEBER:**  
Councillor Weber reviewed and submitted reports on the following meetings:  
Alberta Beach Ag Society Agliplex Operations Committee meeting of June 23, 2022.

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Lac Ste. Anne Foundation meeting of June 22, 2022.  
Alberta Beach in Bloom meetings of June 24 & July 8, 2022.

**MAYOR DUNCAN:**

Mayor Duncan reviewed and submitted reports on the following meetings:  
Mayor's Report of July 19, 2022.  
Municipal Leaders Caucus of June 22, 2022.  
Summer Villages of Lac Ste. Anne East meeting of June 25, 2022.  
Joint Tri-Village meeting of July 5, 2022.  
West Inter-lake District (WILD) Water Commission meeting of July 11, 2022.  
Summer Village of Sunset Point RV Development Public Hearing of July 11, 2022.  
Trivillage Regional Sewer Services Commission meeting of July 14, 2022.  
Pilgrimage meetings of June 27, July 7, 12 & 19, 2022.

The CAO reported that further to Mayor Duncan's letters to various provincial and federal government agencies to request assistance with the additional costs due to this years' Pilgrimage, we have heard a response from the Premier of Alberta through Alberta Municipal Affairs that there may be funding available through the Strategic Initiatives component of the Alberta Community Partnership program. Administration has submitted an estimate of potential additional costs and these costs were reviewed with Council.

**DEVELOPMENT PERMIT REPORT:**

The administration department submitted a report for information on the 2022 Development Permits issued to date.

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

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

#122 -22

**MEETING RECESS:**

Mayor Duncan called for a five minutes recess at 8:37 P.M.

**MEETING RECONVENED:**

Mayor Duncan reconvened the meeting at 8:46 P.M.

**CORRESPONDENCE – INFORMATION ITEMS:**

**ALBERTA BEACH & DISTRICT 50 PLUS CLUB – 2022 ALBERTA BEACH SHOW & SHINE:**  
Correspondence was received from the Alberta Beach & District 50 Plus Club advising on the 2022 Alberta Beach Show & Shine being held on August 20, 2022.

**ALBERTA LUNG – WALK TO BREATHE 2022 MEDIA RELEASE:**  
Correspondence was received from Alberta Lung regarding the 2022 Walk to Breathe which has changed its focus to a province wide virtual walk starting September 1 to 10, 2022.

**ALBERTA MUNICIPAL AFFAIRS – MUNICIPAL AFFAIRS 2021-2022 ANNUAL REPORT:**  
Alberta Municipal Affairs forwarded their 2021-2022 annual report, the correspondence also included highlights of the ministry's accomplishments, opportunities and challenges throughout the year.

**ALBERTA MUNICIPALITIES – IMPORTANT NOTICE FROM SERVICE ALBERTA:**  
Alberta Municipalities forwarded an important notice from Service Alberta regarding the property tax late penalty reimbursement due to current processing times at Land Titles Office.

**ALBERTA SENIORS & HOUSING – AFFORDABLE HOUSING NEEDS ASSESSMENT:**  
A letter was received from the Minister of Alberta Seniors & Housing regarding affordable housing; the correspondence also included an affordable housing needs assessment and guide.

**ALBERTA TREASURY BOARD & FINANCE – BORROWING NOTICE:**  
A borrowing notice was received from the Alberta Treasury Board & Finance outlining the current loan application dates and requirements.

**CALGARY COUNSELLING – COUNSELLING ALBERTA:**  
Correspondence was received from Calgary Counselling announcing the launch of Counselling Alberta which marks the expansion of their mental health services throughout the entire province.

**LAC STE. ANNE COUNTY – 2022 RECREATION FACILITY PROGRAM GRANT – BALL DIAMOND MAINTENANCE:**

A letter was received from Lac Ste. Anne County advising on the approval of a 2022 Recreation Facility Program Grant in the amount of \$1,000.00 for the ball diamond maintenance.

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**MINUTES OF THE REGULAR MEETING OF COUNCIL  
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LAC STE. ANNE COUNTY – 2022 RECREATION FACILITY PROGRAM GRANTS – BOAT LAUNCH & MAIN BEACH:

A letter was received from Lac Ste. Anne County advising on the approval of the 2022 Recreation Facility Program Grants in the amount of \$10,000.00 each for the boat launch & main beach.  
Mayor Duncan publically recognized and thanked Lac Ste. Anne County for their funding.

LAC STE. ANNE COUNTY – MPE ENGINEERING PROPOSAL FOR CAPITAL PLAN FOR A WATER UTILITY:

Lac Ste. Anne County forwarded MPE Engineering proposal for a capital plan for a water utility within the Tri-Village area.

NATIONAL POLICE FEDERATION – CALL TO ACTION TO THE GOVERNMENT OF ALBERTA:  
The National Police Federation forwarded correspondence regarding their Call to Action to the Government of Alberta to reconsider the proposal of a provincial police service.

NATIONAL POLICE FEDERATION – INVITATION TO JOIN CALL TO ACTION TO THE GOVERNMENT OF ALBERTA:

The National Police Federation forwarded an invitation to join their Call to Action to the Government of Alberta to reconsider the proposal of a provincial police service.

ACCEPTANCE OF CORRESPONDENCE INFORMATION ITEMS:

#12 3-22 MOVED BY Councillor Elwood that the correspondence information items be accepted for information.  
CARRIED UNANIMOUSLY

**CORRESPONDENCE – ACTION ITEMS:**

ALBERTA MUNICIPALITIES – 2022 AB MUNICIPALITIES CONVENTION:

Correspondence was received regarding the 2022 Alberta Municipalities Convention being held in Calgary on September 21-23, 2022, Council members confirmed their attendance as follows:  
Mayor Duncan will be attending through Alberta Municipalities, Deputy Mayor Durocher, Councillor Elwood and Councillor Weber will be attending in person and Councillor Muir will be attending virtually.

DRAINAGE PLAN UPDATE & DESIGN:

#12 4-22 MOVED BY Deputy Mayor Durocher that Council approve that Bolson Engineering provide a drainage plan update & design to include an update of all inventory, engineering design drawing for areas where required as well as a maintenance plan to a maximum of \$40,000.00 to be funded by reserves and/or MSI funding.

CARRIED UNANIMOUSLY

MICHAEL WELLER – DRAINAGE CONCERNS (Alley between 46-47 Street & 50-47A Avenue):

#12 5-22 MOVED BY Councillor Muir that Michael Weller and the area residents be advised that their drainage concerns in the alley between 46-47 Street & 50-47A Avenue will be forwarded to the engineer for further review and comments as well as a drainage plan and engineered drawings.

CARRIED UNANIMOUSLY

STEPHEN LIVINIUK – DRAINAGE CONCERNS (46B STREET):

#12 6-22 MOVED BY Deputy Mayor Durocher that Stephen Liviniuk be advised that Council has received his correspondence regarding his drainage concerns along 46B Street and further he be advised that the drainage in the area has previously been discussed with the engineer and we are waiting on further information for a drainage design and that he also be advised that any further abusive behavior through correspondence or phone calls will not be tolerated.

CARRIED UNANIMOUSLY

COMPLAINTS POLICY:

#127-22 MOVED BY Councillor Weber that administration draft a complaints policy to outline a policy on dealing with abusive, harassing, vexatious and frivolous complaints received by members of Council and staff.

CARRIED UNANIMOUSLY

**NEW BUSINESS:**

FORTIS ALBERTA – FRANCHISE AGREEMENT RENEWAL:

#128-22 MOVED BY Councillor Weber that the Fortis Alberta Franchise Agreement renewal be approved for a further period of five (5) years from October 1, 2023 to September 30, 2028.

CARRIED UNANIMOUSLY

REQUEST FOR DECISION – PAID PARKING LOTS DURING PILGRIMAGE:

#129-22 MOVED BY Councillor Elwood that further to the Alberta Beach Traffic Bylaw #208-07 Council authorizes the temporary use by the Alberta Beach Community Groups to set up paid public parking lots specific to this years' Pilgrimage event between July 25-29, 2022 in the Village controlled lots and properties and further that they be permitted to fund raise and to charge a parking fee of \$20.00 per day.

CARRIED UNANIMOUSLY



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#130-22

**POLY DAYS PARADE FLOAT:**

MOVED BY Councillor Weber that Council approve a budget of \$500.00 for decorations for a Council parade float for Poly Days.

CARRIED UNANIMOUSLY

**QUESTION PERIOD:**

A brief discussion was held on the following topics: drainage issues along 51 Avenue, dust control along 51 Avenue, the stop sign on Grade Road and RR 33, Pilgrimage park and rides, village insurance, grant for electric vehicle charging stations, parking fees during Pilgrimage as well as an emergency response plan. A brief discussion was also held regarding the potential additional costs due to this years' Pilgrimage.

**ADJOURNMENT:**

The meeting adjourned at 9:51 P.M.

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Mayor – Angela Duncan

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C.A.O. – Kathy Skwarchuk

**CAO REPORT – ACTION LIST** **JULY 2022**

**COUNCIL:**

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

**ALBERTA BEACH AGRICULTURAL SOCIETY – PURCHASE OF ALBERTA BEACH AGLIPIX:**

May 18/21 MOVED BY Mayor Benedict that the letter from the Alberta Beach & District Agricultural Society regarding their interest in the purchase of the Alberta Beach Agliplex be accepted for further review and development of a potential purchase agreement on the condition that the land remain the property of Alberta Beach and further that Council authorize a meeting between the Mayor and Ag Society President to review details of the proposal.

June 15/21 Letter was sent to Ag Society to advise on Council’s motion.

**LAC STE. ANNE PILGRIMAGE – LETTERS TO REQUEST ASSISTANCE:**

June 21/22 MOVED BY Councillor Weber that letters be forwarded to the Archbishop, the Minister of Municipal Affairs, the Minister of Tourism, the Premier of Alberta and the Prime Minister of Canada to request that the provincial government, the federal government and the Catholic Church provide funding to assist Alberta Beach with the impacts and costs in our community incurred from the Lac Ste. Anne Pilgrimage and further the letters be copied to the MLA, the MP, the Minister of Public Safety and the Minister of Crown-Indigenous Relations.

July 19/22 Letters were sent. AEMA & AB Municipal Affairs has responded to follow up from the letter to the Premier, funding may be available through the Strategic Initiatives component of the Alberta Community Partnership program, an estimate of potential costs has been submitted.

**PILGRIMAGE COMMITTEE:**

June 21/22 MOVED BY Councillor Weber that Council forms an ad-hoc Pilgrimage Committee, consisting of Mayor Duncan, Councillor Elwood and CAO Skwarchuk to develop traffic, emergency management and communication plans for Alberta Beach and the upcoming Pilgrimage and Papal visit. Further that this committee be delegated decision-making authority for issues that are time sensitive. (Meetings are on-going)

**ADMINISTRATION:**

**TVRSSC – REQUEST ROAD & SIDEWALK REPAIR:**

Aug.17/21 MOVED BY Councillor Love that a letter be forwarded to the TVRSSC to request that they repair the road and sidewalk along 50<sup>th</sup> Avenue between 47 Street and 46 Street, further advising that due to a previous sewer break the water is pooling on the road & the sidewalk is cracking & sinking.

Sept. 21/21 Letter was sent to TVRSSC.

Oct.19/21 Sidewalk repair has been completed.

Nov.16/21 Road has been repaired, however TVRSSC has been made aware of the deficiency that the water is now pooling in the centre of the road which they will have the contractor finish the asphalt compaction in the spring. It was also brought to TVRSSC attention that there is a gap next to the sidewalk which they will work to repair.

June 21/22 TVRSSC Maintenance Manager advised that the 50 Ave road deficiencies will be completed this month.

**PARKING OF OVERWEIGHT VEHICLES IN RESIDENTIAL:**

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

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

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

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

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

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

**PROFESSIONAL DEVELOPMENT POLICY:**

Feb.15/22 MOVED BY Councillor Weber that administration draft a Professional Development Policy.

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**LETTER TO LAC STE. ANNE COUNTY – WATER DISTRIBUTION:**

May 17/22 MOVED BY Mayor Duncan that Alberta Beach send a letter to Lac Ste. Anne County Reeve Blakeman indicating our interest in working together on potential options for water distribution in the Alberta Beach area and FURTHER that we request Alberta Beach and Lac Ste. Anne County administrations discuss the project including what work has been done so far, what expectations and costs may be involved, and any other relevant information, and report back to Council. FURTHER that the Mayors of Sunset Point and Val Quentin, as well as Alberta Beach, Lac Ste. Anne County Council, and Lac Ste. Anne County CAO be copied on the letter.

June 21/22 Letters were sent to Lac Ste. Anne County and the S.V. of Sunset Point & Val Quentin.

July 19/22 Lac Ste. Anne County forwarded MPE Engineering proposal for a capital plan for a water utility within the Tri-Village area.

**DRAINAGE PLAN UPDATE & DESIGN:**

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

**MICHAEL WELLER – DRAINAGE CONCERNS (Alley between 46-47 Street & 50-47A Avenue):**

July 19/22 MOVED BY Councillor Muir that Michael Weller and the area residents be advised that their drainage concerns in the alley between 46-47 Street & 50-47A Avenue will be forwarded to the engineer for further review and comments as well as a drainage plan and engineered drawings.

**STEPHEN LIVINIUK – DRAINAGE CONCERNS (46B STREET):**

July 19/00 MOVED BY Deputy Mayor Durocher that Stephen Liviniuk be advised that Council has received his correspondence regarding his drainage concerns along 46B Street and further he be advised that the drainage in the area has previously been discussed with the engineer and we are waiting on further information for a drainage design and that he also be advised that any further abusive behavior through correspondence or phone calls will not be tolerated.

**COMPLAINTS POLICY:**

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**FORTIS ALBERTA – FRANCHISE AGREEMENT RENEWAL:**

July 19/22 MOVED BY Councillor Weber that the Fortis Alberta Franchise Agreement renewal be approved for a further period of five (5) years from October 1, 2023 to September 30, 2028.

**REQUEST FOR DECISION – PAID PARKING LOTS DURING PILGRIMAGE:**

July 19/22 MOVED BY Councillor Elwood that further to the Alberta Beach Traffic Bylaw #208-07 Council authorizes the temporary use by the Alberta Beach Community Groups to set up paid public parking lots specific to this years' Pilgrimage event between July 25-29, 2022 in the Village controlled lots and properties and further that they be permitted to fund raise and to charge a parking fee of \$20.00 per day.

**PUBLIC WORKS:****2022 CAPITAL PROJECTS – ROAD & SIDEWALK QUOTES:**

June 21/22 MOVED BY Deputy Mayor Durocher that the 2022 Capital projects for roadwork and sidewalks be approved as recommended by the Public Works Advisory Committee as follows; 48 Avenue Asphalt Paving from 51 Street to 53 Street; 47 Street Asphalt Paving patching; Sidewalk & curb in front of Lion's Park; Sidewalk along west side of 50<sup>th</sup> Avenue between 49 Street to Lion's Park; and further that the projects be funded through MSI and CCBF funds.

July 19/22 Road paving & sidewalks has been completed.

**WASTE COLLECTION:**

June 21/22 MOVED BY Mayor Duncan that the Public Works Advisory Committee review the proposals for waste collection and collect further information and options for Council's review.

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

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

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**CAO REPORT – ACTION LIST**

**JULY 2022**

Sept.18/18 Sidewalks/ramp was completed/admin will invoice or deduct from deposit.(Invoice was deducted from deposit)  
June 18/19 Development Agreement has been forwarded to D.O. (Development is ongoing)  
Dec. 15/20 Development Officer is following up on the development.  
Feb.16/21 Development Officer provided an update on outstanding items scheduled for completion by Aug. 2021.  
Sept.21/21 Development Officer has advised that the property owner has requested more time to complete outstanding items which include: parking stalls & identification of parking stalls; garbage containers; and landscaping.  
Apr.19/22 CAO to follow-up with Development Officer.

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**Alberta Beach Village Office**

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**From:** Community Engagement <Community.Engagement@albertahealthservices.ca>  
**Sent:** July 29, 2022 9:40 AM  
**To:** Community Engagement  
**Subject:** Thank you for attending – Conversation about Healthcare in Alberta  
**Attachments:** Provincial Health Tour - Whitecourt.pdf

Good Morning,

On behalf of the Minister of Health, the Honorable Jason Copping and the AHS Board and Executive Leaderships, we would like to thank everyone who was able to take part in the Conversation about Healthcare in Alberta in Whitecourt on July 28, 2022. For those who were unable to attend, we missed you!

We appreciate your time and to have the opportunity to share information with you. We have attached the presentation from the session and in the coming weeks will share out the What We Heard report. We believe it is important to work in partnership with community leaders to identify and find solutions to challenges related to health care in our communities. Thank you again for your time.

If you have not already done so, we invite you to subscribe to AHS' weekly e-newsletter **Together4Health Headlines** by emailing [Community.Engagement@ahs.ca](mailto:Community.Engagement@ahs.ca).

On behalf of

Dr. Brian Muir, Zone Medical Director, Alberta Health Services  
Stacy Greening, Chief Zone Officer, North Zone, Alberta Health Services



**Alberta Health Services**

Healthy Albertans.  
Healthy Communities  
Together.



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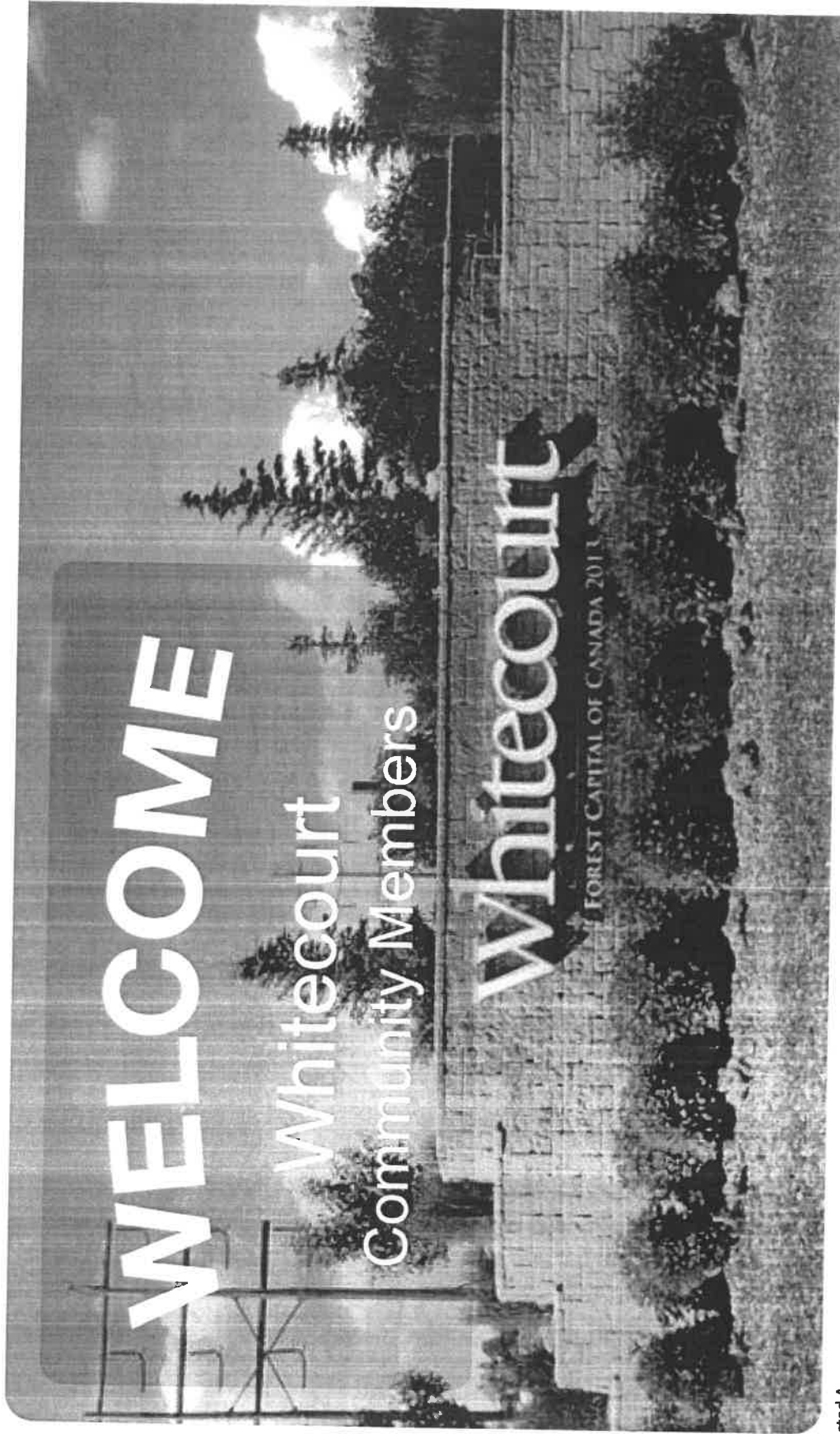


# Provincial Health Tour Summer 2022

Whitecourt

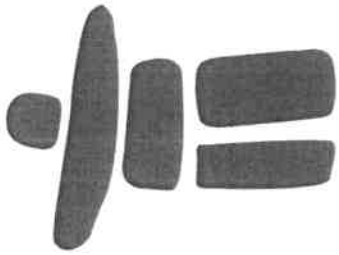
July 28, 2022

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Classification: Protected A

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# Agenda

- Welcome & Introductions
- Setting the Stage
- World Café – Discussion
- Debrief and Wrap-Up
- Next steps

# Goals

- Engage partners and stakeholders
- Share current approach and priorities
- Discussion on current state and future opportunities
- Identify additional solutions
- Celebrate successes

# Health Commitments

Our 2022-25 Health Business Plan includes three main outcomes:

- An effective, accessible and coordinated health care system built around the needs of individuals, families, caregivers and communities, and supported by competent, accountable health professionals and secure digital information systems.
- A modernized, safe, person-centred, high quality and resilient health system that provides the most effective care now and in the future for each tax dollar spent.
- The health and well-being of all Albertans is protected, supported and improved, and health inequities among population groups are reduced.

# Successes

COVID has put a strain on our health-care system, but we are recovering.

- We have moved forward with virtual care options.
- Expanded the use of chartered surgical facilities.
  - Surgery is back at near-normal levels, and the waiting list is about 70,000, just 2,000 higher than before COVID.
- Cancer screening dropped in 2020 but last year the levels were almost back to normal, along with access to cancer treatment.
- The wait for a continuing care bed for patients waiting in hospital is shorter than before the pandemic.

The pressure on the system is beginning to drop as the current wave of COVID recedes, and we'll keep catching up on the care deficits from the past two years.



# Budget 2022

This year's Health budget is \$22 billion – and anticipated to increase by \$600 million a year for the next 3 years.

Some areas of investment include:

- \$64 million increase to EMS budget
- \$60 million in new funding over three years, to expand recovery-oriented support for people experiencing addiction and mental health issues
- \$3.7 billion for continuing care, community care and home care programs.
- \$3.5 billion over three years in capital funding for health facilities, equipment and IT systems across the province.

The Health Capital plan also includes \$45 million over three years for the Rural Health Facilities Revitalization Program.

# Capital Plan

Budget 2022 includes \$3.5 billion over three years in capital funding to ensure Albertans have access to modern health facilities, equipment and IT systems.

We are investing:

- \$2.2 billion for new and ongoing health care projects and programs;
- \$474 million for capital maintenance and renewal of existing health care facilities;
- \$87 million for health department IT projects; and
- \$758 million for AHS self-financed capital, for parkades, equipment and other capital requirements.

# System Pressures

The demand for emergency care has been increasing.

The additional pressure put on the health-care system through the pandemic, in Alberta and Canada-wide, has added to the challenge of wait times as COVID-related cases utilized many available hospital beds and resources.

This increase relates to such factors as deferred primary, urgent and preventative care from early in the pandemic.

At the same time, emergency departments are facing staff shortages due to illness and burnout.

# Emergency

Emergency department wait times are a systemic issue related to capacity.

- There were more than 1.5 million visits to Alberta emergency departments in 2020-21.
- In the first nine months of 2021-22, the number of visits had already hit more than 1.5 million.

Addressing emergency department flow takes a whole-of-system approach. We're tackling this in a number of ways, including:

- Increasing funding for home care;
- Providing more care outside of emergency departments through innovative approaches such as community paramedicine programs;
- Working with stakeholders to find longer-term solutions.



# EMS

We know response times are too long, staff are experiencing fatigue and burnout, and hospitals are strained and pushing capacity.

We have been taking steps forward to address these systemic issues:

- We have guaranteed funding for helicopter air ambulance operators including STARS, HALO and HERO.
- AHS and Alberta Health continue to work with staff and community partners on the EMS 10-point plan and the larger EMS service plan.
- The Alberta EMS Provincial Advisory Committee is developing recommendations to address EMS system pressures.
- An independent review of the dispatch system is expected to be completed this fall.

# Continuing Care

Recent data projects a 62 per cent increase in the need for continuing care over the next 10 years.

To meet the rising needs of an aging population, we are investing capital funding to modernize and increase continuing care capacity, including:

- \$204 million over three years to modernize existing continuing care facilities and create additional continuing care spaces.
- \$91 million over three years to complete the Bridgeland-Riverside Continuing Care Centre in Calgary that will accommodate about 200 residents and deliver day programs and services.
- \$142 million over two years for the Gene Zwozdesky Centre in Edmonton to add 145 new spaces and renovate 205 existing spaces to accommodate 350 continuing care residents with complex needs.

# Continuing Care

Some of our actions to-date include:

- Adding 1,500 new continuing care spaces for people waiting in hospital.
- Adding a million more hours of home care, to keep patients out of hospital and living in their own homes.
- Working on a new, modern legislative framework.
- Delivering on a \$20 million over four years for palliative and end-of-life care, including \$5 million for 2022-23.

Government also conducted a review of continuing care homes and publicly released the Facility Based Continuing Care (FBCC) review final report in Spring 2021 that included 42 recommendations for system-wide change.

We continue to look at innovative ways to provide Albertans with more choices of continuing care services, with a focus on increasing home and community care services and supports.



# Alberta Surgical Initiative

Alberta is moving forward with a rapid action plan to transform Alberta's surgical system by putting patients first.

We're funding more surgeries, including 8,000 more cataract removals and 6,000 more hip and knee replacements, which are our two longest wait lists, and spending \$130 million to add more operating rooms in hospitals across the province.

We have also hired a new independent surgical recovery lead to help transform and strengthen surgical services.

We promised Albertans that every scheduled surgery would be done in a clinically acceptable time by 2023 – It may take longer to get there, but we will get there.

# ICU and Acute Care Capacity

Alberta is adding 50 new permanent fully staffed ICU beds to expand health-care capacity in order to prevent the system from becoming overwhelmed. The first 19 opened in May.

Alberta now has 195 adult general ICU beds across the province, up from 173 before the pandemic. Over three years, AHS will boost its ICU capacity to 223 beds across all AHS zones.

AHS had filled 250 positions to support the new beds, including nurses, allied health professionals and pharmacists, as well as clinical support service positions such as diagnostic imaging and service workers and plans to recruit to fill another 425 clinical and support service positions.

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# MRI & CT

- Alberta Health has invested \$33 million for Alberta Health Services (AHS) to improve access to CT and MRI diagnostic imaging healthcare services.
- In 2021, AH and AHS developed an aggressive three-year action plan to reduce wait times, and AHS has taken immediate steps to implement it, ensuring Albertans have more timely access to CT and MRI services.
- Initial progress was made with improved CT and MRI wait times and decreased the number of patients waiting, however we are seeing impacts to imaging wait times due to the COVID-19 pandemic and associated increased demand in emergency and inpatients.
- AHS performed additional 45,000 CT and 30,000 MR exams in 2021/22 which resulted in an overall reduction in provincial wait times in accordance with our CT and MR Implementation Plan.

# Mental Health and Addiction Supports

We are building a comprehensive recovery-oriented system of care by:

- Exploring and expanding treatment and recovery supports for opioid use disorder.
- Establishing new publicly funded addiction and mental health treatment spaces, including the introduction of recovery communities.
- Eliminating user fees for publicly funded residential addiction treatment services.
- Enhancing youth mental health hubs so youth in Alberta have ready access to prevention, early intervention and clinical treatment supports.

We have now funded over 8,000 annual treatment spaces and provided access to the Digital Overdose Response System.

# Physician Recruitment

Approximately \$90 million is being spent in 2021-22 including

- Rural Remote Northern Program: ~ \$57 million
- Rural Medical Education: ~ \$6 million
- Rural Integrated Community Clerkship program: ~ \$4 million
- Rural Health Professions Action Plan (RhPAP): ~ \$9 million
- Locum Program: ~ \$3 million
- Rural Physician On-Call program: ~ \$12 million

Alberta Health is working with the RhPAP on its Rural Education Supplement and Integrated Doctor Experience (RESIDE) program to help address challenges in rural and remote areas.





# Other Health Rural Recruitment

There are many initiatives currently underway to assist with rural recruitment efforts including:

- New legislation, the *Fair Registration Practices Act*, has improved the process of assessing out-of-country professional education and credentials;
- The AHS Integrated Workforce Action Plan work is decreasing workforce attrition and increasing talent attraction to rural Alberta;
- UNA and AHS have committed to fund \$7.5 million for recruitment and retention programs through the Rural Capacity Investment Fund;
- Post-secondary institutions are piloting ways to educate students living and learning in rural areas (U of C online rural baccalaureate program);
- Advanced Education funded an additional 689 RN education seats; over 400 of these students will be educated and trained in institutions that typically supply rural areas of the province.



# Workforce Increases

In May 2022, AHS had 112,195 employees with 73,627 FTE.

Staffing has grown since March 2020 due to the pandemic response – primarily in temporary and casual roles:

- The highest staff count of AHS employees are with the Alberta Union of Public Employees (AUPE) – General Support Services (GSS), which has grown 13.1% since March 2019.
- AUPE-Auxiliary Nursing staff count has grown 14.6% since March 2019
- UNA has grown 6.3% over the same period – AHS has hired more than 1,800 RNs since the beginning of the pandemic.

Employees with AHS have an average length of service of 10.1 years.

# Collective Agreements

AHS has ratified new collective agreements for the term of April 1, 2020 to March 31, 2024 with UNA and AUPE-Auxiliary Nursing

- The new collective agreements includes modest increases over four years and a 1% COVID recognition lump sum for 2021.

In addition, AHS has agreed to work together with both unions in an effort to address recruitment and retention of nurses to remote and rural communities.

AHS continues to negotiate collective agreements with Health Sciences Association of Alberta (HSAA) and AUPE-General Support Services, moving into voluntary mediation.

# Service Disruptions in Small Sites

- We are experiencing more temporary service disruptions at some of our rural healthcare sites. This is to be expected, given the impact the pandemic has had, and continues to have, on our workforce.
- We acknowledge that any service disruption or temporary closure causes concern in those communities that are impacted.
- AHS makes every effort to secure staff and physician coverage before reducing services and/or beds. Temporary reductions are a last resort.
- Temporary reductions may occur due to staff/physician vacations, illness, or scheduled upgrades and construction projects.
- AHS ensures that we have engaged with local stakeholders so that they are aware of any service disruptions in their community, and understand mitigation plans in place.

# System Recovery

- Over each of the next three years, AHS will perform between 20% and 23% additional surgeries compared to 2018-19 to reduce surgical wait lists.
- AHS will return to pre-pandemic surgery wait list status by the end of 2022-23.
- AHS is resuming many regular public health activities in 2022-23.
- AHS will add 50 permanent, fully staffed ICU by the second quarter of 2022-23.
- Government is providing funding for more ground ambulances and additional EMS staff.
- In each of the next three years, AHS will add approximately 1,000 new continuing care spaces and increase the number of unique home care clients by four per cent.

# Looking Forward

We need to reinvest in family medicine and develop a new strategy for primary care overall.

We will continue to find ways to support system recovery so we can get back to providing normal volumes of surgeries and other care.

And we will work with stakeholders to make meaningful change to build a stronger system, with more capacity and better access than before COVID.

Your input here today, is part of this work.

Alberta Health Services (AHS) is entering a new era of transformation and innovation.

Health Plan 2022-25 is the roadmap for this exciting journey.

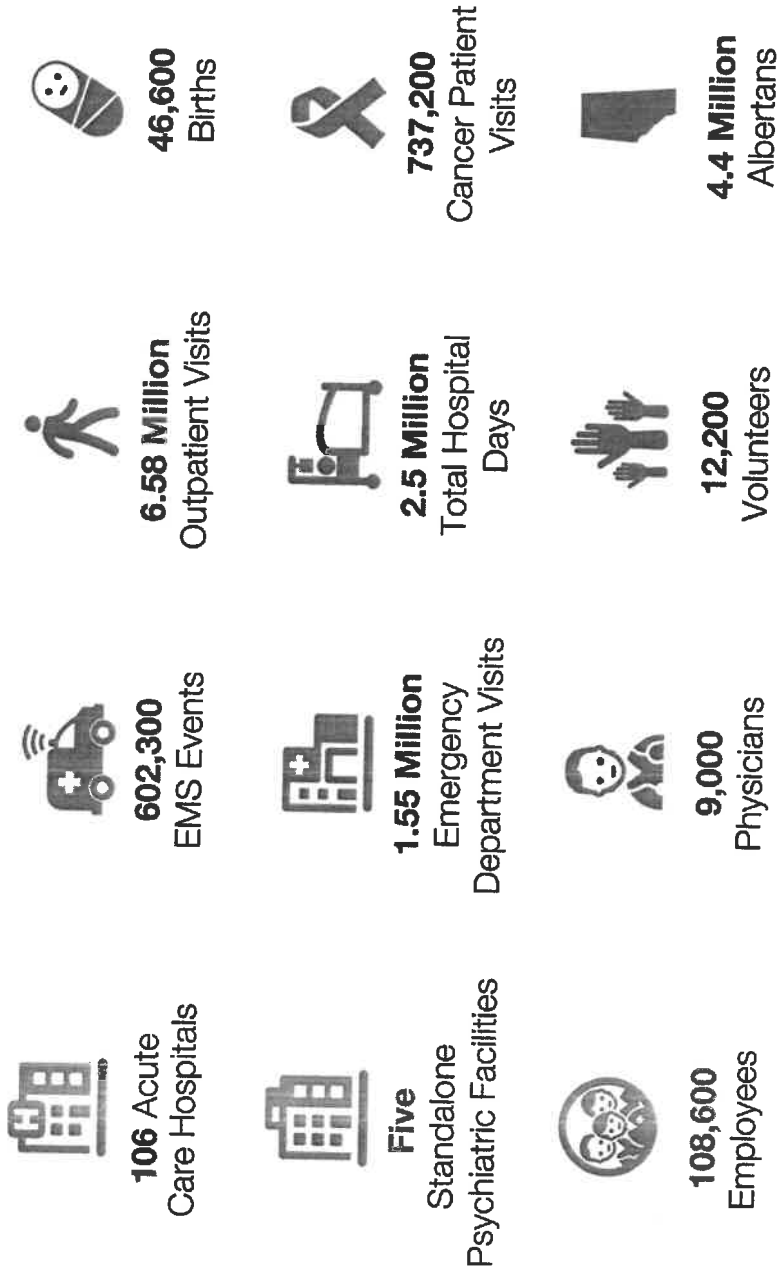
At the heart of this health plan are **10 priorities** that align with direction from the Minister of Health, and reflect feedback from patients, clients and families who have received care from AHS.



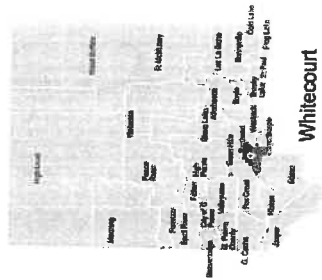
# AHS' 10 Priorities

- Alberta Surgical Initiative
- EMS 10-Point Plan
- Mental Health and Substance Use Recovery
- Public Health and Pandemic Response and Recovery
- Digital Health Evolution and Innovation
- Rural Initiatives and Engagement
- Continuing Care
- Workforce Recruitment and Retention
- Quality and Patient Outcomes
- Sustainability

# AHS by the Numbers



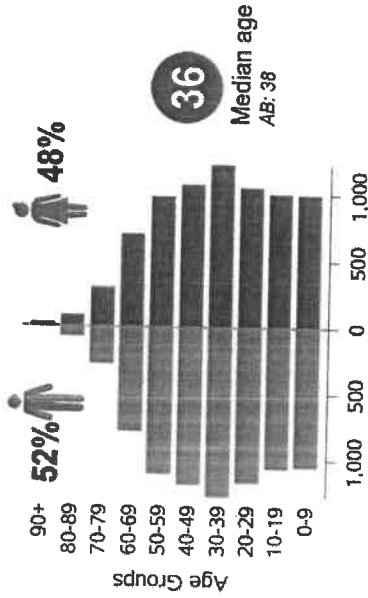
# Local Stats - Whitecourt



**15,456** residents in 2020 **▲14%** since 2010



**3%** of the Zone's population lived here **By 2030**, the population is expected to **increase by 10%**



**30-39 year olds** were the largest age group, **24%** children or youth 17 years and under  
AB: 22%



**9%** of residents were **65+** up **92%** since 2010  
AB: 14%

By **2030**, **13%** of the population will be **65+**  
AB: 18%

**Diverse Populations, 2016**

**12%** of our population identified as **Indigenous**  
AB: 7%

- First Nations, **33%**
- Métis, **67%**
- Inuit, **0%**



**6%** of our population were **immigrants** (4% in 2011)  
AB: 21%



**37%** recent immigrants (2011-2016) compared to **1%** from 2006 to 2011  
AB: 25%



**4%** of our population **know English & French**  
AB: 7%

English only: **95%**  
French only: **0%**  
Neither English nor French: **0%**

# Challenges and Opportunities

## COVID-19 pandemic

- Demands of ongoing pandemic could affect inpatient/workforce capacity

## Potential workforce shortages

- Mitigating through Integrated Workforce Action Plan; alternate models of care; recruitment, retention and employee wellness strategies.

## Community/stakeholder engagement

- Ten priorities require collaboration with communities and stakeholders, and AHS must engage effectively to secure their partnerships.



### 1. Alberta Surgical Initiative

Implementation of the Alberta Surgical Initiative, ensuring that, by 2025, all Albertans receive their scheduled surgeries within clinically appropriate wait times.



### 2. EMS 10-Point Plan

Implementation of the EMS 10-Point Plan, designed to improve EMS services and availability, especially in rural and remote communities.



### 3. Mental Health and Substance Use Recovery

Mental health and substance use recovery, which includes adding AHS-managed treatment spaces, and expanding in-person and virtual recovery-oriented programs and services.



### 4. Public Health and Pandemic Response and Recovery

Public health and pandemic response and recovery, which involves adding acute care spaces (ICU beds), supporting continued access to vaccines and treatments for COVID-19, and establishing specialty clinics to support Albertans with ongoing COVID-19 symptoms.



### 5. Digital Health Evolution and Innovation

Digital health evolution and innovation, including the ongoing rollout of Connect Care and continued expansion of virtual health to support more community- and home-based care, programs and services.





## 6. Rural Initiatives and Engagement

Rural engagement and rural initiatives, to strengthen partnerships with rural communities, to better support the rural healthcare workforce and to better meet the unique needs of Albertans living in non-urban communities.



## 7. Continuing Care

Continuing care, increasing the number of continuing care spaces and living options, expanding home care hours, and shifting reliance from facility- to home-based care when appropriate.



## 8. Workforce Recruitment and Retention

Workforce recruitment and retention, which involves supporting our current workforce following more than two years of pandemic response, as well as recruiting and retaining needed healthcare workers.



## 9. Quality and Patient Outcomes

Quality and Patient Outcomes, ensuring patient safety and high-quality care are maintained and enhanced during a period of transformative change in the organization.



## 10. Sustainability

Financial sustainability, ensuring AHS is run efficiently, with Albertans getting full value for every health dollar.

# THANK YOU

For follow up, please contact  
[community.engagement@ahs.ca](mailto:community.engagement@ahs.ca)

**aboffice@albertabeach.com**

---

**From:** Ministry of Justice <ministryofjustice@gov.ab.ca>  
**Sent:** August 4, 2022 2:28 PM  
**To:** Stacey.Wabick@mdgreenview.ab.ca; ! Office Kneehillcounty; ! Lsac Lsac; info@lacombecounty.com; info@lamontcounty.ca; ! Duanec; info@mdlsr.ca; mailbox@lethcounty.ca; info@minburncounty.ab.ca; info@mvcounty.com; ! Admin Newell; countyofnorthernlights@countyofnorthernlights.com; general@northernsunrise.net; info@mdopportunity.ab.ca; ! Msimpson; ! Inquiry Parklandcounty; info@mdpeace.com; info@mdpincercreek.ab.ca; ponokacounty@ponokacounty.com; mdprovost@mdprovost.ca; admin@ranchland66.com; info@rdcounty.ca; questions@rockyview.ca; admin@saddlehills.ab.ca; county@smokylakecounty.ab.ca; admin@mismokyriver.com; mdsr133@mdspiritrivier.ab.ca; countyssp@county.stpaul.ab.ca; info@starlandcounty.com; ! Info Stettlercounty; ! Sturgeon Mail; ! Admin Mdtaber; ! Thorhild County CAO; ! Sdary; county24@telusplanet.net; reception@vulcancounty.ab.ca; info@mdwainwright.ca; admin@warnercounty.ca; info@westlockcounty.com; ! Admin Wheatlandcounty; ! MD26 Wollowcreek; gordon.frank@woodlands.ab.ca; info@yellowheadcounty.ab.ca; town@athabasca.ca; comments@banff.ca; town@barrhead.ca; admin@townofbashaw.com; town@bassano.ca; town@beaverlodge.ca; info@townofbentley.ca; ! Town of Black Diamond Info; info@blackfalds.com; info@bonaccord.ca; ! Admin Bonnyville; ! Dave; info@bowden.ca; info@bruderheim.ca; ! Info Calmar; communications@canmore.ca; info@cardston.ca; rickb@carstairs.ca; ! Christopher; info@claresholm.ca; ! Admin Coaldale; ! Main Coalhurst; cochrane@cochrane.ca; ! Town of Coronation Admin; ! Town CrossfieldAB; info@daysland.ca; information@devon.ca; inquiries@didsbury.ca; info@draytonvalley.ca; ! CAO Drumheller; info@eckville.com; civiccentre@edson.ca; town@elkpoint.ca; reception@fairview.ca; admin@falher.ca; admin@fortmacleod.com; communications@foxcreek.ca; gov@gibbons.ca; ! Town of Grimshaw CAO; admin@hanna.ca; town.office@hardisty.ca; town@highlevel.ca; reception@highprairie.ca; legislativeservices@highriver.ca; phanlan@hinton.ca; reception@innisfail.ca; irricana@irricana.com; tkillam@telusplanet.net; dawn.n@lamont.ca; main@legal.ca; james@magrath.ca; info@manning.ca; admin@mayerthorpe.ca; ! CAO; main@milkriver.ca; millet@millet.ca; info@morinville.ca; info@mundare.ca; ! Town of Nanton CAO; ! ADMIN; communications@okotoks.ca; admin@olds.ca; ! Town of Onoway Info; communications@oyen.ca; ! Info Peaceriver; info@townofpenhold.ca; info@picturebutte.ca; reception@pinchercreek.ca; town@ponoka.ca; ! CAO; ! Admin Rainbowlake; ! Town of Raymond; ! Redcliff Redcliff; redwater@redwater.ca; ! Info Rimbey; town@rockymtnhouse.com; ! CAO; reception@sexsmith.ca; town@slavelake.ca; town@smokylake.ca; clerk@townofspiritrivier.ca; ! John Trefanenko; info@stavely.ca; townoffice@stettler.net; info@stonyplain.com; webadmin@strathmore.ca; townmail@sundre.com; info@townofswanhills.com; tsl@sylvanlake.ca; ! Town Taber; info@threehills.ca; adminclerk@tofieldalberta.ca; utilities@townoftrochu.ca; admin@turnervalley.ca; info@townoftwohills.com; info@valleyview.ca; ! Town of Vauxhaul CAO; ! Vegtown Vegreville; info@vermillion.ca; info.account@viking.ca; ! Admin Townofvulcan; receptionist@wainwright.ca; ! ADMIN; ! Info Westlock; ! Admin Whitecourt; clerk@acme.ca; ! ABOffice; ! Village of Alix CAO; ! Village of Alliance CAO; village@amisk.ca; andrew@mcsnet.ca; cao.arrowwood@gmail.com; ! Village of Barnwell; barons@xplornet.com; cao@bawlf.com; ! BEISEKER; clerk@berwyn.ca; ! INFO; ! CAO; admin@boylealberta.com; admin@breton.ca; ! Village of Carbon CAO; ! ADMIN; info@villageofcaroline.com; ! CAO; info@villageofchauvin.ca; ! CHIPMANAB;



**To:**

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**Subject:**

45

Dear Mayor/Reeve and Council,

Over the past months I have been meeting with municipal leaders regarding the provincial government exploration of an Alberta police service. I heard loud and clear that Albertans want to be provided with more information on this topic. To meet this need, we have launched a website [www.futureofABpolicing.ca](http://www.futureofABpolicing.ca).

I encourage all municipal leaders to visit the website and learn more about how Alberta is part of a growing national conversation on the future of RCMP contract policing, (see <https://www.futureofABpolicing.ca/canadian-context> for the details).

No decisions have been made on whether Alberta will transition to an Alberta provincial police, and Alberta's government is continuing to listen to a wide variety of viewpoints on this topic.

Warm Regards,

**On behalf of Honourable Tyler Shandro  
Minister of Justice and Solicitor General**

204 Legislature Building  
10800 - 97 Avenue, Edmonton AB T5K 2B6  
Phone (780)-427-2339  
[ministryofjustice@gov.ab.ca](mailto:ministryofjustice@gov.ab.ca)

 Justice and  
Solicitor General

Classification: Protected A

**Alberta Beach Village Office**

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**From:** The Future of Alberta Policing <info@futureofabpolicing.ca>  
**Sent:** August 5, 2022 4:03 PM  
**To:** aboffice@albertabeach.com  
**Subject:** Your invitation to join The Future of Contract Policing–The National Perspective



**The Future of Alberta Policing: A Webinar Series**

We are pleased to announce a webinar series featuring prominent Canadian experts from various backgrounds in public safety, policing, and national security to discuss policing.

**Register today to save your spot at the first of our webinar series:**

**The National Perspective**

featuring speakers Garry W.G. Clement, CAMS, CFE, CFCS, FIS, CCI, Wally Oppal, Q.C. ; and Richard Fadden, Q.C.

**PLEASE JOIN US: Monday, August 22 at 9:30 - 11:00 MST for, "The National Perspective"**



In this presentation, experts will explore the existing RCMP contract and policing model and how jurisdictions across Canada are reconsidering this 100 year old approach, as well as engage in a Q&A session with participants. If you can't make this date, we will post a recording of the webinar on the website at a later date.

We hope to see you there.

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**Alberta Beach Village Office**

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**From:** Chris Sadleir <sads.chris@gmail.com>  
**Sent:** August 8, 2022 9:12 PM  
**To:** Chris Sadleir  
**Subject:** 2022 WALK TO BREATHE is OFFICIALLY UNDERWAY!  
**Attachments:** 2022 - LAUNCH - MEDIA RELEASE - 'Walk to Breathe'.pdf

Good afternoon, Friends -

As alluded to in previous Media Release, my 2022 Walk To Breathe was unfortunately delayed due to health concerns, but I'm not giving up! I'm going virtual, and I truly need help from ALL Albertans!

Attached is the OFFICIAL LAUNCH of the 2022 (Virtual) WALK TO BREATHE, with details on how we can make a difference together, by spreading the word, building awareness, and ultimately helping Albertans to breathe!

Please view the attached, reach out with any questions, and feel free to contact me for interviews . . . your help is truly a breath of fresh air!

Sincerely,

Chris Sadleir  
Founder/Participant  
WALK TO BREATHE  
780-233-9941  
[sads.chris@gmail.com](mailto:sads.chris@gmail.com)



**alberta lung**  
for every breath

**MEDIA RELEASE**

**WALK TO BREATHE 2022**

**FOR IMMEDIATE RELEASE**

August 5, 2022 [www.ablung.ca](http://www.ablung.ca)

**WALK TO BREATHE LAUNCHES VIRTUALLY FOR 2022**

*The focus has changed, but the determination to make a difference never has*

As a follow up from previous Media Release, Edmonton's Chris Sadleir has taken his vision to a VIRTUAL level in 2022! Over the past 2 years, Sadleir has walked over 840km and raised over \$90k with the WALK TO BREATHE, in honour of his Father, and in support of Alberta Lung and nearly 1-million Albertans who struggle to breathe every single day. Although Sadleir's Walk has, unfortunately, been delayed due to health concerns, we are excited to OFFICIALLY LAUNCH the 2022 (Virtual) WALK TO BREATHE!

"I'm NOT GIVING UP this year! I need to heal, but I'm going VIRTUAL in 2022 . . . and BOY, do I need your help!" said Sadleir!"

- Join us Sept 7-17, 2022, as we hope to get 840 people to commit to walk 10 kilometres over a 10-day period, and raise a minimum \$100 each . . . That's only \$10 a day to help save lives across Alberta!
- All funds raised will go to support Breathing Space, and other programs that support Albertans with lung disease and respiratory ailments.

**Register as an INDIVIDUAL or a TEAM below, to do something positive for yourself and others!**

[https://secure3.convio.net/ablung/site/TR?fr\\_id=1060&pg=entry](https://secure3.convio.net/ablung/site/TR?fr_id=1060&pg=entry)

Sept 7<sup>th</sup> is the day for stretching and encouragement to all, as that is the final day before the 10-day push . . . but for anyone with questions before then, Chris Sadleir can be reached at the number below, or follow on SOCIAL:

**FB:** Ck Sadleir

**IG:** Sads216

**Twitter:** @SadleirChris

**ONLINE:** <https://www.ablung.ca/how-you-can-help/fundraising-events>

-30-

For Interviews and further event details, contact:

Chris Sadleir

780-233-9941

[Sads.chris@gmail.com](mailto:Sads.chris@gmail.com)

PO Box 4500, Station South, Edmonton, AB T6E 6K2 | 1.888.774.5864 [ablung.ca](http://ablung.ca)  
Charitable #13031 8041 RR0001

50

**aboffice@albertabeach.com**

---

**From:** Exec. Assistant on behalf of Dan Rude <EA\_DRude@abmunis.ca>  
**Sent:** August 3, 2022 2:36 PM  
**To:** Kathy Skwarchuk  
**Subject:** Alberta Day 2022  
**Attachments:** Revised EOI.Guidelines.pdf; Festival In A Box.pdf; EOI.Application.pdf

Good afternoon Mayors, Reeves and CAOs,

**I am sending this out on behalf of Alberta Culture and Status of Women.**

The Government of Alberta recently established September 1 as Alberta Day in perpetuity. Alberta Day is a chance to celebrate who we are as Albertans and what we can achieve together.

To create a province-wide celebration of our heritage and cultural identity, Alberta's Government is providing funding through Alberta Municipalities to eligible Alberta communities to host local Alberta Day events on **Saturday, September 3, 2022.**

Funding will be distributed across three categories based on a per capita model as follows:

- - Municipalities with populations greater than 10,000 will be eligible for up to \$10,000;
  - Municipalities with populations between 1,000 and 10,000 will be eligible for up to \$5,000; and
  - Municipalities with populations less than 1,000 will be eligible for \$1,500.

Municipalities are encouraged to submit a completed Expressions of Interest Application to [csw.event@gov.ab.ca](mailto:csw.event@gov.ab.ca), with details about the activities they are planning, by **August 12, 2022.**

Should you be interested in this opportunity, the Expression of Interest Application Form and Guidelines, as well as "Festival in a Box" guideline document are attached.

Alberta Day will be a chance for communities across Alberta to come together and celebrate everything that makes this province special.

For more information, please visit [alberta.ca/AlbertaDay](http://alberta.ca/AlbertaDay) or contact [CSW.Event@gov.ab.ca](mailto:CSW.Event@gov.ab.ca).

**Dan Rude** | Chief Executive Officer

**ALBERTA MUNICIPALITIES**

**D: 780.431.4535 | C: 780.951.3344 | E: [dan@abmunis.ca](mailto:dan@abmunis.ca)**  
**300, 8616 51 Ave NW Edmonton, AB T6E 6E6**

**Toll Free: 310-MUNI | 877-421-6644 | [www.abmunis.ca](http://www.abmunis.ca)**



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Alberta Municipalities is working to protect the health of its members, partners, & employees. Fully vaccinated & masked visitors are welcome at Alberta Municipalities' office and events. Please contact us to make alternative arrangements if you are unable to meet these requirements.

**Dan Rude | Chief Executive Officer**

**ALBERTA URBAN MUNICIPALITIES ASSOCIATION**

**D: 780.431.4535 | C: 780.951.3344 | E: [drude@auma.ca](mailto:drude@auma.ca)**

**300-8616 51 Ave Edmonton, AB T6E 6E6**

**Toll-Free: 310-MUNI | 877-421-6644 | [www.abmunis.ca](http://www.abmunis.ca)**



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# ALBERTA DAY 2022 EXPRESSION OF INTEREST GUIDELINES

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*Alberta*

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## OVERVIEW

The Province of Alberta was established by federal legislation on September 1, 1905. To recognize this important date, Alberta's Government will be establishing September 1 as Alberta Day in perpetuity. Alberta Day will provide municipalities an opportunity to celebrate the history, heritage and cultural identity of our Province.

The Alberta government is inviting municipalities to take part in this celebration. This document has been created to assist municipalities in organizing a local Alberta Day event. Alberta's Government believes that all municipalities within the Province of Alberta should be given an opportunity to apply for funding to host an Alberta Day celebratory event showcasing Alberta's cultural identity.

Funding will be distributed across three categories based on a per capita model as follows:

- Municipalities with populations greater than 10,000 will be eligible for up to \$10,000.
- Municipalities with populations between 1,000 and 10,000 will be eligible for up to \$5,000.
- Municipalities with populations less than 1,000 will be eligible for \$1,500.

## PROCEDURE FOR SELECTING MUNICIPALITIES

### Selection Process

Staff within the Alberta Municipalities and Culture and Status of Women will assess municipalities that qualify.

### Selection Criteria

The following criteria will be considered in the selection of a municipality:

1. Population of Municipality
2. Financial Resources
3. Proposed Programming

## SUBMISSION TIMELINES

### 1. Expression of Interest Invitation

- An "Expression of Interest" document is sent to Alberta Municipalities in **August 2022**.

### 2. Expression of Interest Preparation and Submission

- Complete and submit the Expression of Interest document which includes a Budget Worksheet.
- Assistance in the preparation of the Expression of Interest document is available by contacting [csw.event@gov.ab.ca](mailto:csw.event@gov.ab.ca).
- Expression of Interest is forwarded to [csw.event@gov.ab.ca](mailto:csw.event@gov.ab.ca) **August 12, 2022**

### 3. Expression of Interest Selection

- Alberta Municipalities and Culture and Status of Women staff, will review the submissions, and recommend successful municipalities based on the Selection Criteria.

### 4. Awarding of Funding

- The successful municipalities will be officially announced **August 2022**.

**Completed bids must be received by 4:30 pm on August 12, 2022**

Please email bid submission to: [csw.event@gov.ab.ca](mailto:csw.event@gov.ab.ca)

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# Alberta Day Festival Planning Guide



# Table of Contents

- Overview of Alberta Day
- Key Components for Festival in a Box
- Communications Expectations
- Suggested Site Layout
- Sample Festival Schedule
- Sample Entertainment Schedule
- Local Action Plan
- Extra Details to Consider
- Checklist

# Overview

The Province of Alberta was established by federal legislation on September 1, 1905. To recognize this important date, Alberta's Government will be establishing September 1 as Alberta Day in perpetuity. Alberta Day will provide municipalities an opportunity to celebrate the history, heritage and cultural identity of our Province.

Celebrating Alberta Day will give Albertans the chance to come together, build community and celebrate everything that makes Alberta special

The Alberta government is inviting communities to take part in this celebration. We have created this document to assist municipalities in organizing a local Alberta Day event.

This document contains suggested components of the celebration, including but not exclusive to the following: Alberta artist concert; Market Place; Multicultural programming; Youth programming; Indigenous components; Alberta Showcase display; and Fireworks.

# Key Components Your Alberta Day Event Might Include

## **Main Stage**

- Speeches
- Indigenous ceremony
- Performing artists

## **Cultural Stage**

- Indigenous Showcases
- Cultural Showcases
  - Various multicultural/Francophone groups

## **Family Programming**

- Arts and Crafts, Games, Inspiration Wall, Face Painting
- Workshops (i.e. Dream Catchers, Ukrainian Easter Egg colouring, jam making...)
- Games and Activities

## **Indigenous Programming**

- Story telling, Tipi demonstration, Round dances

## **Alberta History Showcase**

- Regional historical artifacts and photographs
- Municipal government display of programs
- Indigenous history

## **Market Place/Showcase of Alberta Products**

- Alberta products
- Indigenous products
- Local food vendors and/or food trucks

## **Fireworks**

- Concluding your event

# Communications guidelines and expectations

## Alberta Day

The following guidelines will help you promote your events and align with Alberta Day messaging.

## Messaging

This high-level messaging will help you draft descriptions of your events and make sure that your promotions align with the spirit of Alberta Day:

- Alberta Day is a chance to celebrate who we are as Albertans, and what we can achieve together.
- Since Alberta became a province on September 1, 1905, it has been defined by the innovation, bravery and community spirit of its people.
- Establishing Alberta Day gives us the chance to take pride in this province and celebrate our heritage and cultural identity.

# Communications guidelines and expectations, cont'd..

## Promotions

Alberta's government will be promoting Alberta Day event on the [Alberta Day web page](#), on social media, with paid advertising, and at a media kickoff event. To help us promote your event, please submit a description of your event to [csw.event@gov.ab.ca](mailto:csw.event@gov.ab.ca) before August 19, 2022.

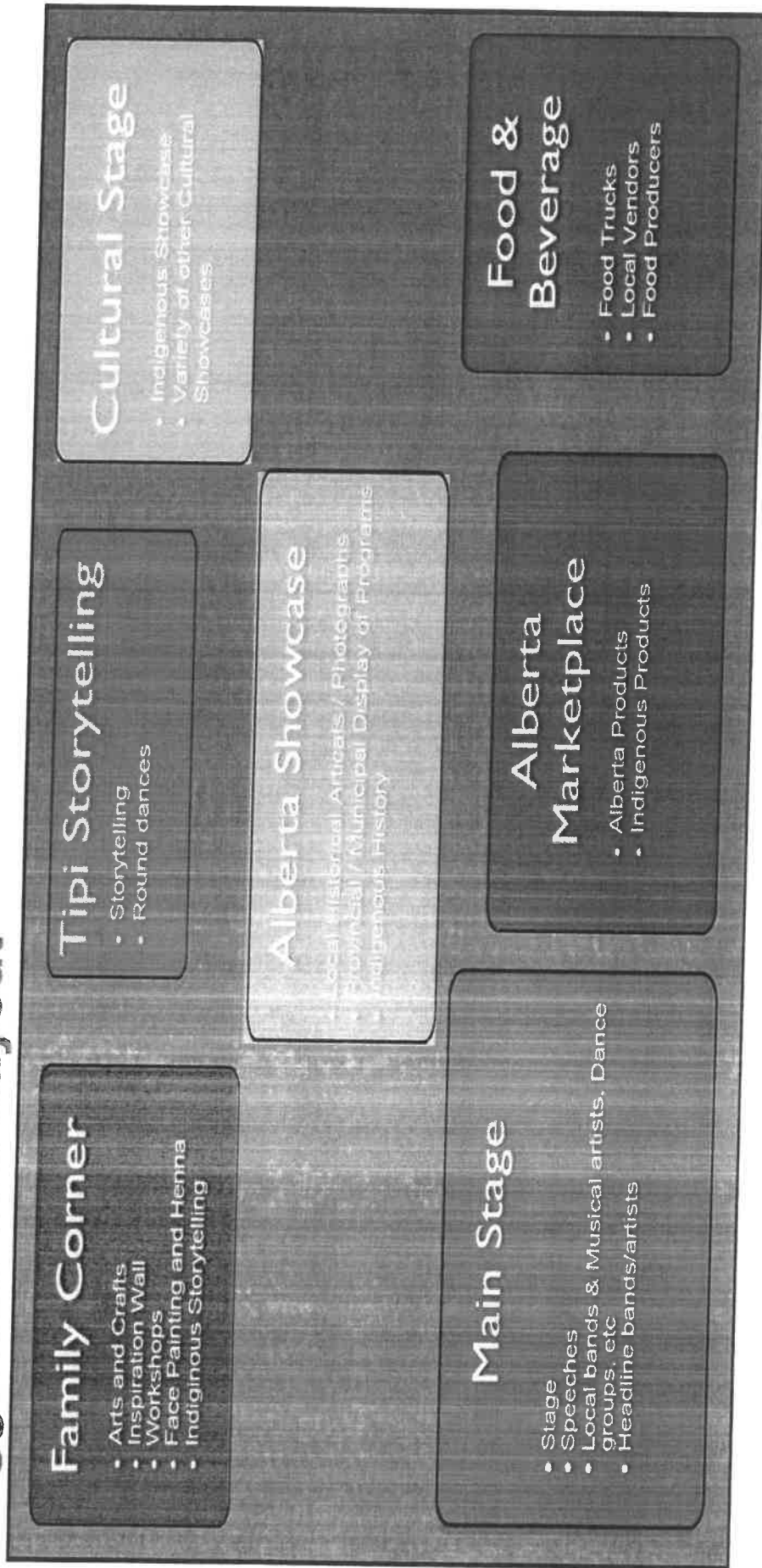
Please include the hashtag #AlbertaDay in all social media posts about the event, and encourage attendees to do the same on their social media accounts.

## Branding

Social media graphics and other branded assets will be provided closer to September 1 to ensure a standard look and feel for Alberta Day events across the province.



# Suggested Site Layout



# Sample Festival Schedule

The following sample schedule will help organize your event.

| Location               | Start Time | End Time | Activities   |
|------------------------|------------|----------|--|
| Main Stage*            | 12:00      | 9:00 pm  | Speeches, Local Performers, Headliner  |
| Cultural Stage*        | 2:00       | 8:00 pm  | Variety of Cultural Showcase Performances  |
| Family Corner          | 12:00      | 6:00 pm  | Tent of Arts and Crafts, Workshops (i.e. Dream Catchers, Ukrainian Easter Egg colouring, Jam Making, etc...) |
| Indigenous Programming | 12:00      | 6:00 pm  | Storytelling, Round Dance, Crafts, Bannock Making  |
| Alberta Showcase       | 12:00      | 9:00 pm  | Local and Provincial Government Display Programs, Historical Artifacts, Photographs, Indigenous history      |
| Alberta Marketplace    | 12:00      | 9:00 pm  | Marketplace of Alberta Products  |
| Food & Beverage        | 12:00      | 9:00 pm  | Local Vendors/Concessions and Food Trucks  |
| Fireworks              | 9:30       | 9:50 pm  | Pyrotechnic Display that concludes your event  |

\*Main Stage and Cultural Stage alternate performance times – see Entertainment Schedule

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# Sample Entertainment Schedule

| Location       | Start Time | End Time | Entertainment                |
|----------------|------------|----------|------------------------------|
| Main Stage     | 12:00      | 12:05 pm | MC Opens the event           |
|                | 12:05      | 12:25 pm | Indigenous ceremony          |
|                | 12:15      | 1:00 pm  | Speeches                     |
|                | 1:00       | 2:00 pm  | First local artist performs  |
| Cultural Stage | 2:00       | 2:30 pm  | Indigenous Showcase          |
|                | 2:30       | 3:00 pm  | Cultural Showcase TBD        |
| Main Stage     | 3:00       | 4:00 pm  | Second local artist performs |
|                | 4:00       | 5:00 pm  | Third local artist performs  |
| Cultural Stage | 5:00       | 5:30 pm  | Cultural Showcase TBD        |
|                | 5:30       | 6:00 pm  | Cultural Showcase TBD        |
| Main Stage     | 6:00       | 7:00 pm  | Fourth local artist performs |
| Cultural Stage | 7:00       | 7:30 pm  | Cultural Showcase TBD        |
|                | 7:30       | 8:00 pm  | Final Cultural Showcase      |
| Main Stage     | 8:00       | 9:00 pm  | Headliner performs           |

# Local Action Plan

## Government Involvement

Invite local MLA and MP.  
Mayor and Council Members could participate and speak.

## Indigenous Components

Invite a local elder to perform a blessing at start of event.  
Invite local Indigenous artists and groups to participate in showcase, storytelling, round dance, drumming, and other performance elements throughout the day.  
Invite local Indigenous crafters and artisans to participate in the Marketplace.  
Work with local Indigenous groups to ensure that their history and artifacts are included in Showcase displays.  
Run Indigenous games/activities/crafts in Family Programming area.

## Displays and Activities

Work with local museum or historical sites to contribute to Alberta Showcase displays.  
Work with local libraries, agricultural societies, cultural organizations, dance schools, and/or churches to presents a variety of cultural showcase performances on the Cultural Stage.  
Work with local crafting or artist guilds, invite them to present and sell their work.

## Alberta Culinary Promotions

Connect with local agricultural producers and farmers markets to sell and promote their products.  
Invite local food trucks and restaurants to participate in the food and beverage area. Encourage local restaurants to feature Alberta recipes and cuisine September 1-3.

## Media Partner Promotions

Submit an event listing to local media organizations.  
Connect with local radio stations and newspapers. Invite them to cover your Alberta Day event.  
Invite local radio station on site to MC event and set up promotional table or booth.  
Encourage local radio stations to play Alberta based and/or local artists September 1 - 3 .  
Encourage local paper to run an Alberta themed essay or colouring contest before event.

# Extra Details to Consider

## Vendors and Merchants

Confirm that all vendors have their own insurance.  
Make sure all food vendors are inspected and/or approved by Alberta Health Services. Make sure all food vendors follow safe food-handling practices.  
If vendors are providing their own tents and tables make sure that they are properly and safely secured

## Artists and Performers

Confirm that artists and performers have their own insurance.  
Sign contracts in advance with artists and presenters.  
Make arrangements to sell performer merchandise or provide a location for them to sell their own merchandise.

## Site Logistic

Create your own individual site map in advance of event.  
Make sure that all cords and cables are safely covered.  
Obtain appropriate number of Port-a-Potties for your site.  
Obtain appropriate number of wash stations for your site.

## Miscellaneous

Provide a variety of parking and transportation options for attendees.  
Have a contingency plan in case of bad weather.  
Have a first aid station.  
Have a lost and found location.

# Checklist

Please use this checklist as a guideline for planning and organizing your event:

- Create an Organizing Committee;
- Create a budget;
- Select your event site;
- Identify community organizations to work with;
- Recruit volunteers;
- Identify local businesses to partner with;
- Contract artists and vendors;
- Promote your event.

**Applicant Information**

Name of Municipality (Please use incorporated/legal name)

Address of Municipal Office

City/Town/Postal Code

Mailing / Delivery Address (If different from above)

**Project Contact (This is the person we will call for project information)**

Name

Title

Daytime Telephone

Evening Telephone

Email Address

**Project Overview**

Eligible funding is based on a per capita model as follows:

- Municipalities with populations greater than 10,000 will be eligible for up to \$10,000.
- Municipalities with populations between 1,000 and 10,000 will be eligible for up to \$5,000.
- Municipalities with populations less than 1,000 will be eligible for \$1,500.

Amount Applying For (based on population size)

Name of Event Venue/Facility/Site

Project Website/Facebook Link

Instagram

Twitter

Please give us an overview of the activities you plan on organizing for Alberta Day 2022.

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Please provide an overview of your advertising and marketing plan for this event.

|  |
|--|
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**Signing Authority Contact (This is the legal/financial authority for the municipality)**

|                   |                   |               |
|-------------------|-------------------|---------------|
| Name              |                   | Title         |
| Daytime Telephone | Evening Telephone | Email Address |

**Attachment Checklist**

Please use this checklist to ensure all items are included within your expression of interest package.

- COMPLETED EXPRESSION OF INTEREST FORM** - Please include a completed expression of interest form.
- PROGRAMMING** - An outline of what events and activities the organizing committee intends to offer. Events and activities must be held on September 3, 2022.
- BUDGET** - Please use the budget template to provide a brief budget outlining revenues and expenses.
- MARKETING** - An outline of your advertising and marketing plan for this event.

Your expression of interest package must be received by: **August 12, 2022 at 4:30 p.m.**

**The Applicant represents and warrants that the person signing is duly authorized to make the Application and is legally sufficient to bind the Applicant to the Agreement.**

**I agree to/with all the statements above.**

\_\_\_\_\_  
Date (yyyy-mm-dd)

\_\_\_\_\_  
Name

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## Expression of Interest Agreement Section 1 of 2

### ***Incorporated (Legal) Name of Municipality:***

The Municipality declares that the information contained in this application and supporting documents ("Application") is true and accurate and endorsed by the Municipality.

The Municipality understands and agrees that should this Application be approved, any funding awarded is subject to the Municipality complying with the terms and conditions of this Agreement.

The Municipality agrees to the following terms and conditions:

1. The program Guidelines ("Guidelines") and Application form part of this Agreement and the Municipality agrees to be bound by the requirements set out in them.
2. The Municipality will use all funding awarded for the stated purpose(s) identified in the Project Overview ("Purpose") within its Application. If the Municipality wishes to vary the Purpose, it agrees to be bound by the requirements set out in the program Guidelines.
3. The Municipality must comply with all applicable laws. The Municipality agrees that it is and will be bound by the provisions of the Community Development Grants Regulation.
4. This Agreement commences the date of the application and binds both parties upon deposit of the funding until the date the funding reporting has been approved by the ministry or the funding has been repaid.
5. Any part of the funding not spent as set out in the Guidelines or upon termination of this Agreement must be repaid to the Government of Alberta. The funding may be terminated upon:
  - a. Mutual consent;
  - b. 30 days written notice by either party;
  - c. Demand by the ministry for immediate repayment in the event of a breach of any term or condition of the agreement; or
  - d. If the Municipality becomes insolvent.
6. The Municipality acknowledges that it will be liable for the full amount of the funding and will be bound to the terms of this Agreement, even if the Municipality has paid all or part of the funding to a third party who has spent the money.
7. The Municipality agrees to give the ministry, and/or its authorized agents, access to examine the Municipality's operation and/or premises to verify the funding has been used for the Purpose and will provide access to all financial statements and records having any connection with the funding or the Purpose during the Term of this Agreement and for seven (7) years after the termination of this Agreement.
8. The Municipality acknowledges that the *Freedom of Information and Protection of Privacy ("FOIP Act")* applies to records submitted by the Municipality to the ministry in relation to the Expression of Interest application, including the Application and this Agreement. These records may be disclosed in response to an access to information request under the FOIP Act, subject to any applicable exceptions to disclosure under the Act.
9. The Municipality agrees that any information relating to the funding and the Municipality's compliance with the obligations set out in this Agreement may be disclosed to other ministries within the Government of Alberta.
10. The Municipality agrees to indemnify and hold harmless the Government of Alberta, including the Minister, Government of Alberta employees, and agents from any and all claims, demands, actions, and costs (including legal costs on a solicitor-client basis) for which the Municipality is legally responsible, including those arising out of negligence or willful acts by the Municipality or its employees or agents. Such indemnification shall survive the termination of this Agreement.
11. This Agreement shall be governed and interpreted in accordance with the laws enforced in the Province of Alberta.
12. This Agreement is not intended to and does not make either part the agent or partner of the other for any purpose or create a joint venture.
13. This Agreement may not be assigned by the Municipality.
14. The Municipality will recognize the source of the funding as required by the Guidelines.
15. The Municipality represents and warrants that the person signing is duly authorized to make the Application and is legally sufficient to bind the Municipality to this Agreement.

Expression of Interest Agreement Section 2 of 2

I hereby acknowledge that:

- The information contained in this Expression of Interest and the accompanying documents is true, accurate, and complete.
- I am a representative with designated signing authority/decision-making authority in our Municipality.
- I have read the Alberta Day Expression of Interest Agreement Section 1 of 2 which outlines the terms and conditions of the agreement and by signing the Alberta Day Expression of Interest Agreement Section 2 of 2, I am agreeing to all of the terms and conditions outlined in Section 1 of 2.

Mr.                       Mrs.                       Ms.                       Other:

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*Signature of Authorized Representative                      Date                      Daytime Phone*

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*Authorized Representative Name (printed)                      Position Title                      Email*

**Optional:**

- I agree to allow Alberta Culture and Status of Women, on occasion, to contact the applicant as identified on this application form to provide information about ministry initiatives or announcements related to the following topics:
  - Program changes, funding announcements, and opportunities to provide input/opinion on programs; and
  - Awareness of ministry resources available to the nonprofit sector, including ministry sector events.

**Completed expressions of interest can be emailed to:**  
[csw.event@gov.ab.ca](mailto:csw.event@gov.ab.ca)

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## Alberta Day 2022: Budget Template

|                           |
|---------------------------|
| <b>Municipality Name:</b> |
|---------------------------|

### Revenue

| FUNDING                                     | \$ VALUE | SOURCE/COMPANY |
|---|----------|----------------|
| Requested Funding Amount                    |          |                |
| Funding from other partners (if applicable) |          |                |
|   |          |                |
|   |          |                |
|   |          |                |
| <b>Total Revenue</b>                        |          |                |

### Expenditures

| ITEM DESCRIPTION ALBERTA DAY FUNDING | AMOUNT | POTENTIAL VENDOR |
|--------------------------------------|--------|------------------|
|                                      |        |                  |
|                                      |        |                  |
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|                                      |        |                  |
|                                      |        |                  |
| <b>Total Other Costs</b>             |        |                  |
| <b>BALANCE</b>                       |        |                  |

13.f

**aboffice@albertabeach.com**

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**From:** Kelsey Nixon <kelsey.nixon@fortisalberta.com> on behalf of Stakeholder Relations Team <stakeholderrelations@fortisalberta.com>

**Sent:** July 26, 2022 7:11 AM

**Cc:** Dora LHeureux; Nicole Smith; Chris Burt; Kayla Law; Cody Webster; Sunny Parmar; Dave Hunka

**Subject:** Alberta Utilities Commission (AUC or Commission) Decision 27067-D01-2022, Application Respecting the Refund of the FortisAlberta Streetlight Investment

**Attachments:** AUC Decision 27067-D01-2022 Final.pdf; 27067\_X[]\_27067-D01-2022 Fortis Application Respecting the Refund of the Fortis Street Light Investment\_000054.pdf

Good morning,

Attached please find a letter regarding the Alberta Utilities Commission (AUC or Commission) Decision 27067-D01-2022, Application Respecting the Refund of the FortisAlberta Streetlight Investment.

Please feel free to contact your Stakeholder Relations Manager should you have any additional questions or require additional information.

Thank you,



**We are FortisAlberta.** We deliver the electricity that empowers Albertans to succeed. We keep the power on, not just because it's our job, but because we care about the people we serve. We are reliable, honest and dedicated to our work because our employees, customers and communities matter to us.

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July 25<sup>th</sup>, 2022

**RE: Alberta Utilities Commission (AUC or Commission) Decision 27067-D01-2022, Application  
Respecting the Refund of the FortisAlberta Streetlight Investment**

On July 11<sup>th</sup>, 2022, the AUC issued Decision 27067-D01-2022 regarding which party (either the municipality or the developer) should receive the FortisAlberta streetlight investment if the parties are unable to agree on where to direct the streetlight investment. The AUC has determined that the refund of the FortisAlberta streetlight investment is to be paid to the municipalities (or as directed by the municipalities), in those cases where the developer and municipality are currently in dispute.

The AUC has also directed FortisAlberta to revise its current process and relevant documents and to file a proposal to modify its Customer Terms and Conditions of Electric Distribution Service (T&Cs) so that the T&Cs clearly (i) set out the street light investment refund entitlement; (ii) set out the form of agreement required when the refund is to be assigned to a party other than the municipality; and (iii) revise the Underground Electrical Distribution System Services (UEDS) Agreement, the Quotation Letter and the Municipal Approval Form to ensure consistency with the revised T&Cs. In accordance with the Commission's directions, FortisAlberta will consult with parties regarding the proposed amendments to its T&Cs and will amend the language in the UEDS Agreement, the Quotation Letter, and the Municipal Approval Form, as necessary, to ensure these documents are consistent with the T&Cs. FortisAlberta will file a proposal to modify its T&Cs before October 1, 2022.

Until revised T&Cs are approved by the AUC, the Commission has directed that the streetlight investment refund in similarly impacted developments should continue to be paid to municipalities where the developer and municipality are in dispute.

FortisAlberta will proceed to issue the streetlight investment refund in accordance with the Commission's determinations in Decision 27067-D01-2022. Included with this letter is a copy of the decision for your review.

If you have any questions or concerns, please feel free to contact me or your Stakeholder Relations Manager at your convenience.

Sincerely,



Dave Hunka  
Manager, Municipalities

Enclosures *AUC Decision 27067-D01-2022*



**FortisAlberta Inc.**

**Application Respecting the Refund of the Fortis Street Light  
Investment**

**July 11, 2022**

**Alberta Utilities Commission**

Decision 27067-D01-2022

FortisAlberta Inc.

Application Respecting the Refund of the Fortis Street Light Investment  
Proceeding 27067

July 11, 2022

Published by the:

Alberta Utilities Commission  
Eau Claire Tower  
1400, 600 Third Avenue S.W.  
Calgary, Alberta T2P 0G5

Telephone: 310-4AUC (310-4282 in Alberta)  
1-833-511-4AUC (1-833-511-4282 outside Alberta)

Email: [info@auc.ab.ca](mailto:info@auc.ab.ca)

Website: [www.auc.ab.ca](http://www.auc.ab.ca)

The Commission may, within 60 days of the date of this decision and without notice, correct typographical, spelling and calculation errors and other similar types of errors and post the corrected decision on its website.

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## **1 Decision summary**

1. In this decision, the Alberta Utilities Commission determines that the refund of the FortisAlberta Inc. street light investment is to be paid to the municipalities (or as directed by the municipalities), in those cases where the developer and municipality are currently in dispute in the Fortis service territory, for the following reasons: (i) Fortis's Customer Terms and Conditions of Electric Distribution Service<sup>1</sup> (T&Cs) and the relevant documents identified in Section 3 are consistent in their contemplation of the municipalities as the more typical recipient of the street light investment refund; and (ii) continuing to direct the refund to municipalities at this time will likely minimize disruptions to the present business practice.

2. The Commission directs Fortis to revise its current process and relevant documents and to file a proposal to modify its T&Cs so that the T&Cs clearly (i) set out the street light investment refund entitlement; (ii) set out the form of agreement required when the refund is to be assigned to a party other than the municipality; and (iii) revise the Underground Electrical Distribution System Services (UEDS) Agreement, the Quotation Letter and the Municipal Approval Form to ensure consistency with the revised T&Cs.

## **2 Introduction and procedural background**

3. In new residential developments in Fortis's service area the developer is responsible for managing the design, construction and installation of electrical facilities within the boundaries of the subdivision and in accordance with Fortis standards. This includes the installation of street lights. Fortis invests in or refunds the costs of new street lights as per its Customer Contribution Schedules<sup>2</sup> referenced by its T&Cs, which are approved by the Commission.<sup>3</sup> The T&Cs state the investment amount/refund is either paid to the subdivision developer or to the applicable municipality, if so directed by an agreement between the developer and the municipality, on an annual basis for those street lights that are energized. The investment amount is included in Fortis's rate base and recovered over time through Commission-approved rates.

4. As part of the process to initiate the provision of electric service for new developments, Fortis requires residential developers to sign a UEDS Agreement<sup>4</sup> (the UEDS Agreement) and accept in writing the proposal as set out in the Quotation Letter<sup>5</sup> provided by Fortis describing,

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<sup>1</sup> Exhibit 27067-X0035, Appendix G - FortisAlberta Inc. Customer Terms and Conditions of Electric Distribution Service, effective January 1, 2022.

<sup>2</sup> Section 2.5 of the T&Cs.

<sup>3</sup> Decision 26817-D01-2021: FortisAlberta Inc., 2022 Annual Performance-Based Regulation Rate Adjustment, Proceeding 26817, December 15, 2021, Appendix 4 - 2022 Customer terms and conditions, effective January 1, 2022.

<sup>4</sup> Exhibit 27067-X0003, Appendix A - UEDS Agreement.

<sup>5</sup> Exhibit 27067-X0004, Appendix B - UEDS Quote Letter.

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among other things, the customer contribution, of which a portion would be refundable. The UEDS Agreement references the T&Cs, and advises Fortis shall pay to the applicable municipal authority a portion of the investment amount for each street light fixture, unless otherwise directed by the municipality. Later on in the process, the municipality completes the Municipal Approval for Electric Facilities Installation form<sup>6</sup> (Municipal Approval Form), which requires the municipality to confirm to whom Fortis should direct the street light investment.

5. On December 17, 2021, Fortis filed an application with the Commission seeking the Commission's advice and direction on the issue of to whom the street light investment should be paid in the event of a dispute between a developer and a municipality regarding whether an agreement has been reached as to entitlement to the payment. The Commission had before it two related complaints from developers contesting the payment of the street light investment refund to municipalities.<sup>7</sup> On February 16, 2022, the Commission advised parties to the complaints that this proceeding would address the street light investment issue.<sup>8</sup>

6. Statements of intent to participate (SIPs) were received from the Building Industry and Land Development Association Alberta (BILD Alberta);<sup>9</sup> a group of developers referred to as the "Additional Developers";<sup>10</sup> the City of Airdrie; the City of St. Albert; the Rural Municipalities of Alberta; and the Alberta Municipalities. The Additional Developers and St. Albert did not file further submissions.

7. The process for this proceeding included Commission information requests (IRs) to, and responses from, Fortis, as well as written argument and reply argument. Airdrie and the Alberta Municipalities filed a joint argument and reply argument.

### 3 Discussion of issues and Commission findings

8. The applicable sections of the T&Cs have been in effect since 2007.

9. Fortis submitted that since June 2021, it began receiving requests from developers for refund of street light investments where it was asserted that no agreement was reached between the developer and the municipality regarding the street light investment and as such, the T&Cs require the street light investment to be paid to the developers. In contrast, municipalities have directed Fortis to provide the street light investment to the municipality. As a result, Fortis sought guidance from the Commission concerning these disputes,<sup>11</sup> and has not issued any street light investment refunds for the contested developments since June 2021.<sup>12</sup>

10. Section 2.2 of the T&Cs state that "If there is any conflict between a provision in the Terms and Conditions, and a provision in a Commitment Agreement, Electric Service

<sup>6</sup> Exhibit 27067-X0004, Appendix C.

<sup>7</sup> Proceeding 27147 and Proceeding 27155.

<sup>8</sup> Proceeding 27155, Exhibit 27155-X0008, paragraph 9.

<sup>9</sup> BILD Alberta represented Melcor Developments Ltd., Anthem United, and Qualico Communities, who had earlier filed a SIP, collectively as "The Developers."

<sup>10</sup> Madlee Developments Ltd. as owner of an interest in Willows West Limited Partnership, GDM Developments Ltd. and West Sylvan Investments Ltd. are collectively referred to as the "Additional Developers" in this proceeding.

<sup>11</sup> Exhibit 27067-X0002, application, paragraph 3.

<sup>12</sup> Exhibit 27067-X0002, application, paragraph 21.

Agreement, Interconnection Agreement, Retail Service Agreement, Underground Electrical Distribution System Services Agreement [UEDS Agreement] or any other existing or future agreement between FortisAlberta and a Responsible Party, the provision in the Terms and Conditions shall govern.” As noted below, the applicable sections of the T&Cs are somewhat ambiguous, giving rise to the disputes in the present proceeding.

11. In argument, the Commission requested parties to provide submissions on the provisions in the Fortis T&Cs that are applicable to street light investment and how the provisions in the T&Cs flow through to the UEDS Agreement, the Quotation Letter and the Municipal Approval Form. Templates of these documents formed part of Fortis’s application.<sup>13</sup>

12. The Commission reviewed the entire record in coming to this decision; lack of reference to a matter addressed in evidence or argument does not mean that it was not considered.

13. Sections 7.2.1 and 7.2.3 of the T&Cs are the relevant sections related to the street light investment and to whom the refund should be paid:

#### **7.2.1 Customer Distribution Contribution**

...

In a new residential subdivision, since some Points of Service may not be occupied and connected immediately, the Subdivision Developer is initially responsible for the full Customer Extension Costs and Customer Shared Costs for each Point of Service. The FortisAlberta Investment is paid to the Developer, or in the case of street lights, the Municipality, as each Point of Service is connected, as described in Section 7.2.3.

#### **7.2.3 Refunds of Customer Contributions**

...

(c) in a residential subdivision, where the developer initially paid the total cost of the Facilities within the subdivision, applicable refunds are reviewed annually and made in accordance with the amounts set out in Table 1 of the Customer Contributions Schedules, for each residence that is connected and taking service within 10 years following the date of payment, to the current developer (or in the case of street lights, to the Municipality if so directed by an agreement between the developer and the Municipality, provided also that such agreement is communicated to FortisAlberta prior to any payment by FortisAlberta), without interest.

14. Section 10.3 of the UEDS Agreement addresses the payment of the street light refund, stating that the payment is to be made to the municipal authority unless the municipal authority directs otherwise:

10.3 Where applicable, FortisAlberta shall, in accordance with the Terms and Conditions, during the Investment Payment Period, pay to the applicable municipal authority a portion of the Investment Amount for each streetlight fixture that is connected to and taking service from the Distribution System, unless the applicable municipal authority directs otherwise, in which case the streetlight portion of the Investment Amount shall be paid as directed by the applicable municipal authority.<sup>14</sup>

<sup>13</sup> Exhibit 27067-X0003, Appendix A - UEDS Agreement; Exhibit 27067-X0004, Appendix B - UEDS Quote Letter; Exhibit 27067-X0005, Appendix C - Municipal Approval Form.

<sup>14</sup> Exhibit 27067-X0003, Appendix A - UEDS Agreement, PDF page 16.

15. Similarly, the Quotation Letter also states that the street light investment is to be paid as directed by the municipal authority:

... The residential lot investment will be paid to \_\_\_\_\_ for a period of 10 years from the date indicated in the UEDS Agreement, and reviewed annually to determine the number of lots that are connected and taking service. The streetlight investment will be payable as directed by the applicable municipal authority.<sup>15</sup>

16. Fortis's Municipal Approval Form is signed by the municipality and Section 4 of the form specifies whether the street light investment is to be directed to the municipality or to the developer. While the form is signed only by the municipality, Fortis believes that when it receives this form it is evidence that an agreement has been reached between the municipality and the developer. According to Fortis, the municipality and the developer consult in completing the form, and it is the developer or its consultant who then submits the form to Fortis.<sup>16</sup> Fortis noted that Melcor Developments Ltd. and La Vita Land Inc., two developers that are currently in dispute with municipalities, submitted Municipal Approval forms to Fortis confirming that the street light investment refund was to be provided to the municipality.<sup>17</sup>

17. Parties expressed different interpretations of the T&Cs. Fortis stated that its T&Cs provide developers and municipalities the flexibility to determine between themselves which party will be entitled to the street light investment refund.<sup>18</sup> The municipalities placed emphasis on Section 7.2.1 of the T&Cs, since it appears first. They submitted that Section 7.2.3(c) is only intended to provide additional details on how the Fortis investments are payable depending on the specific service they relate to.<sup>19</sup> Contrary to the municipalities, the developers placed more weight on Section 7.2.3(c). The developers submitted that at first instance the developer is entitled to the Fortis investment for new facilities, including street lights, and only where there is an agreement between the municipality and the developer could an exception be made to direct the street light refund to the municipality.<sup>20</sup>

### Commission findings

18. The Commission acknowledges Fortis's submission that the intention of its T&Cs is to distinguish the street light investment from other rate class investment payments, and to facilitate an election of the entitlement to the street light investment refund, subject to agreement between developer and municipality.<sup>21</sup> As discussed above, the T&Cs, the UEDS Agreement, the Quotation Letter and the Municipal Approval Form all contemplate the municipality as the more typical recipient of the street light investment refund. The Commission has also considered that with the street light investment refund being primarily directed to municipalities for nearly a decade, maintaining this pattern of practice at this time should minimize the disruptions to the established procedure.<sup>22</sup> Accordingly, the Commission will maintain the status quo in this

<sup>15</sup> Exhibit 27067-X0004, Appendix B - UEDS Quote Letter, PDF page 2.

<sup>16</sup> Exhibit 27067-X0042, Fortis argument, paragraph 10.

<sup>17</sup> Exhibit 27067-X0042, Fortis argument, paragraph 11.

<sup>18</sup> Exhibit 27067-X0042, Fortis argument, paragraph 8.

<sup>19</sup> Exhibit 27067-X0040, Airdrie and Alberta Municipalities argument, paragraphs 60-62.

<sup>20</sup> Exhibit 27067-X0041, BILD Alberta argument, paragraph 12.

<sup>21</sup> Exhibit 27067-X0042, Fortis argument, paragraph 2.

<sup>22</sup> Exhibit 27067-X0045, Fortis reply argument, paragraph 8.

instance and directs that the street light investment refund be paid to the municipalities where the developer and municipality are in dispute.

19. The Commission also finds that, given the T&Cs' failure to definitively address a party's entitlement to the street light investment refunds and the required documentation to record the entitlement, and until such time that revised T&Cs from Fortis addressing this ambiguity have been approved by the Commission, the street light investment refund in similarly impacted developments should continue to be paid to municipalities where the developer and municipality are in dispute.

20. With reference to Section 7.2.3 of the T&Cs, the Commission observes that neither the UEDS Agreement, the Quotation Letter approval nor the Municipal Approval Form provide an opportunity or signatory lines for the developer or the municipality to indicate that there is an agreement as to where Fortis is to pay the street light investment. The Commission is not persuaded that signing and submitting these forms under the present practice fully and formally communicates the existence of an agreement being reached between the developer and the municipality with respect to the payment of the street light investment.

21. In order to provide necessary clarification on this matter, the Commission directs Fortis to file a proposal to modify its T&Cs as soon as practicable but no later than October 1, 2022, either by way of a stand-alone application or by including these changes in some other proceeding dealing with Fortis's T&Cs. The proposed modifications must clarify entitlement to the street light investment refund, and provide clear direction on the form of agreement required for the street light investment refund to be paid to a party. The Commission expects that Fortis will consult with parties, and amend the language in the UEDS Agreement, the Quotation Letter and the Municipal Approval Form, as necessary, to ensure these documents are consistent with the T&Cs.

#### 4 Cost recovery for municipalities and developers

22. Both the municipalities and the developers have sought recovery of their costs of participating in this proceeding.<sup>23</sup> The Commission reminds the parties that both the developers and the municipalities are ineligible to claim costs pursuant to Section 4 of Rule 022: *Rules on Costs in Utility Rate Proceedings*. Although the Commission does have broad discretion to make cost orders under Section 21 of the *Alberta Utilities Commission Act*, it is not persuaded to exercise such discretion in this proceeding. Accordingly, the parties are not entitled to cost recovery in this proceeding.

#### 5 Order

23. It is hereby ordered that:

- (1) FortisAlberta Inc. shall pay any outstanding and future street light investment refunds to the applicable municipality in instances where the developer and

<sup>23</sup> Exhibit 27067-X0040, Airdrie and Alberta Municipalities argument, paragraph 74; Exhibit 27067-X0041, BILD Alberta argument, paragraph 53.

municipality are in dispute, until such time as its Customer Terms and Conditions of Electric Distribution Service are modified and approved by the Commission.

- (2) FortisAlberta Inc. shall file a proposal to modify its Customer Terms and Conditions of Electric Distribution Service as soon as practicable but no later than October 1, 2022, either by way of a stand-alone application or by including these changes in some other proceeding dealing with Fortis's T&Cs, to address the issue noted in this decision respecting the payment of the street light investment refund in new residential subdivisions.

Dated on July 11, 2022.

**Alberta Utilities Commission**

*(original signed by)*

Carolyn Dahl Rees  
Chair

*(original signed by)*

Matthew Oliver, CD  
Commission Member

*(original signed by)*

John McCarthy  
Acting Commission Member

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### Appendix 1 – Proceeding participants

| Name of organization (abbreviation)<br>Company name of counsel or representative                                    |
|---|
| FortisAlberta Inc. (Fortis)   |
| Building Industry and Land Development Association Alberta (BILD Alberta)<br>Reynolds, Mirth, Richards & Farmer LLP |
| City of Airdrie (Airdrie)<br>MLT Aikins LLP   |
| Rural Municipalities of Alberta   |
| City of St. Albert  |

|  |
|--|
| Alberta Utilities Commission   |
| Commission panel<br>C. Dahl Rees, Chair<br>M. Oliver, CD, Commission Member<br>J. McCarthy, Acting Commission Member |
| Commission staff<br>N. Sawkiw (Commission counsel)<br>A. Corsi   |

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**Appendix 2 – Summary of Commission directions**

This section is provided for the convenience of readers. In the event of any difference between the directions in this section and those in the main body of the decision, the wording in the main body of the decision shall prevail.

1. The Commission directs Fortis to revise its current process and relevant documents and to file a proposal to modify its T&Cs so that the T&Cs clearly (i) set out the street light investment refund entitlement; (ii) set out the form of agreement required when the refund is to be assigned to a party other than the municipality; and (iii) revise the UEDS Agreement, the Quotation Letter and the Municipal Approval Form to ensure consistency with the revised T&Cs. .... paragraph 2
2. The Commission acknowledges Fortis’s submission that the intention of its T&Cs is to distinguish the street light investment from other rate class investment payments, and to facilitate an election of the entitlement to the street light investment refund, subject to agreement between developer and municipality. As discussed above, the T&Cs, the UEDS Agreement, the Quotation Letter and the Municipal Approval Form all contemplate the municipality as the more typical recipient of the street light investment refund. The Commission has also considered that with the street light investment refund being primarily directed to municipalities for nearly a decade, maintaining this pattern of practice at this time should minimize the disruptions to the established procedure . Accordingly, the Commission will maintain the status quo in this instance and directs that the street light investment refund be paid to the municipalities where the developer and municipality are in dispute..... paragraph 18
3. In order to provide necessary clarification on this matter, the Commission directs Fortis to file a proposal to modify its T&Cs as soon as practicable but no later than October 1, 2022, either by way of a stand-alone application or by including these changes in some other proceeding dealing with Fortis’s T&Cs. The proposed modifications must clarify entitlement to the street light investment refund, and provide clear direction on the form of agreement required for the street light investment refund to be paid to a party. The Commission expects that Fortis will consult with parties, and amend the language in the UEDS Agreement, the Quotation Letter and the Municipal Approval Form, as necessary, to ensure these documents are consistent with the T&Cs..... paragraph 21

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ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Calgary-Hays*

AR109236

July 21, 2022

Her Worship Angela Duncan  
Mayor  
Alberta Beach  
PO Box 278  
Alberta Beach AB T0E 0A0

Dear Mayor Duncan:

Premier Jason Kenney shared your letter of June 7, 2022, regarding the upcoming visit to Alberta of His Holiness Pope Francis. As Minister of Municipal Affairs, I am pleased to respond on behalf of the Government of Alberta.

Our government is honoured to welcome Pope Francis to the province for this important and historic visit to advance reconciliation with Alberta's Indigenous peoples. The Vatican has confirmed travel plans will include a brief visit to the Lac Ste. Anne Pilgrimage site on the evening of July 26, 2022, to formally begin the pilgrimage and offer a liturgy.

I understand planning, coordination, and site improvements are underway to support the event, and include considerations for transportation, health, and security. Public access to the site will be managed through security screenings and park and rides. Additional supports for visitors will be offered before and after the visit.

The Government of Alberta is working closely with the Canadian Conference of Catholic Bishops and the federal government to support a safe, secure, and successful visit. I consulted with my colleague, the Honourable Prasad Panda, Minister of Transportation, about your letter, and note that there are a number of paving projects underway in preparation for the visit.

Our government recognizes the tremendous work and support of local communities and event hosts to safely and successfully receive Pope Francis and the public for this event. Staff from Municipal Affairs' Alberta Emergency Management Agency (AEMA) recently contacted Alberta Beach's Director of Emergency Management to better understand the supports and resources the community may need. Please continue to work with AEMA to identify the resources required so we can determine what supports the Government of Alberta may be able to provide.

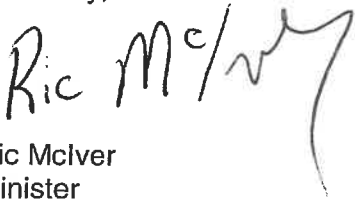
.../2

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Funding to support the municipal costs associated with the papal visit may be available through the Strategic Initiatives component of the Alberta Community Partnership program. I understand a department representative has already discussed funding opportunities with the Chief Administrative Officer. I encourage you to contact Ryan Barber, Manager of Regional Grant Programs, toll-free by first dialing 310-0000, then 780-422-8755, or at [ryan.barber@gov.ab.ca](mailto:ryan.barber@gov.ab.ca), for further assistance about potential funding and program eligibility criteria.

Thank you again for writing and for your advocacy on behalf of Alberta Beach. I wish the village and area residents all the best during this historic visit.

Sincerely,



Ric McIver  
Minister

cc: Honourable Jason Kenney, Premier of Alberta  
Honourable Prasad Panda, Minister of Transportation  
Shane Getson, MLA, Lac Ste. Anne-Parkland  
Rae-Ann Lajeunesse, Deputy Minister of Transportation  
Shane Schreiber, Assistant Deputy Minister, Environment and Parks,  
Parks Operations Division  
Ryan Barber, Manager of Regional Grant Programs, Municipal Services Division,  
Municipal Affairs

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ALBERTA  
JUSTICE AND SOLICITOR GENERAL

*Office of the Minister  
MLA, Calgary-Acadia*

AR 51264

**JUL 19 2022**

Her Worship Angela Duncan  
Mayor  
Village of Alberta Beach  
Box 278  
Alberta Beach AB T0E 0A0

Dear Mayor Duncan:

Thank you for your June 7, 2022, letter to the Honourable Ric McIver, ECA, Minister of Municipal Affairs, requesting assistance to cover any costs incurred during the upcoming papal visit. I appreciate the opportunity to provide the following information.

I agree with your sentiments that the upcoming visit to the Lac Ste. Anne Pilgrimage by His Holiness Pope Francis brings both excitement and concern. A visit by Pope Francis will not only bring an influx of visitors and tourists, but worldwide media recognition to your community.

This is a multi-jurisdictional event involving various municipalities, the federal government, and the Catholic Church. The Alberta Royal Canadian Mounted Police (RCMP) have informed my ministry they are fully engaged in coordinating plans to ensure the safety of His Holiness Pope Francis, maintain law and order, keep the peace, and protect the safety of persons, property, and communities.

The Ministry of Justice and Solicitor General does not have funding available to assist the Village of Alberta Beach before, during, or after the papal visit. I would request that you continue to liaise with the officer in charge of Parkland Detachment as they will lead any safety plans for the papal visit or any operational plans specific to the Lac Ste. Anne pilgrimage. My staff have informed me that a complement of RCMP members will be assigned to work out of Alberta Beach leading up to the papal visit, which should assist you with your safety concerns.

Thank you for writing to share your concerns. I hope this information will be of assistance to you.

Sincerely,

Honourable Tyler Shandro, QC, ECA  
Minister

cc: Honourable Ric McIver, ECA  
Minister of Municipal Affairs

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**aboffice@albertabeach.com**

---

**From:** LILSA Water Quality <lilsawaterquality@gmail.com>  
**Sent:** August 3, 2022 12:12 PM  
**To:** LILSA Water Quality  
**Subject:** LILSA AGM and membership drive  
**Attachments:** LILSA AGM 2022.docx; 2022\_AGM poster.jpg

Good afternoon members,

I would like to thank each and everyone of you for your continued support of LILSA. Your contributions helps LILSA work to ensure and improve the sustainability of our lakes. We will be accepting membership renewals along with selling new memberships at our upcoming AGM.

Please remember that you will need to purchase a membership in order to vote at our AGM.

I am formally inviting you to our 2022 AGM which will take place at the Agliplex in Alberta Beach on August 20, 2022 at 9:30 am.

I have attached our AGM poster along with the agenda for the meeting. If you cannot make our AGM, memberships can also be purchased by:

E-transfer \$20 to [lilsawaterquality@gmail.com](mailto:lilsawaterquality@gmail.com)

(Please add your name, address, e-mail address, and phone number).

LILSA relies on the income from our membership purchases to fund our lake initiatives. Please consider purchasing a 2022 membership.

Sincerely,

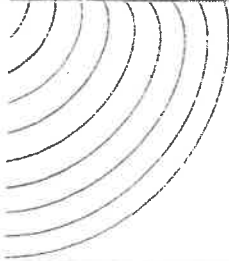
LILSA team

<https://www.lisawaterquality.com/>

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LILSA AGM AGENDA  
9:30 AM August 20, 2022  
Aglipex  
Alberta Beach

1. Memberships
2. Approval of the Agenda
3. Approval of Minutes - Last AGM August 21/21
4. President's Report
5. Financials
6. Election of Two Directors - 4 year term
7. Flowering Rush Update
8. Bylaw Amendment Notice of motion 6.6.4The Lac Ste Anne MetisCommunity  
Association may nominate a member at large to be a voting director of the So-  
ciety
9. Questions
10. Adjournment
11. Draw
12. Sturgeon River Watershed Report - Kelsie Norton
13. ALMS Bradley Peter
14. Invasive Species Nicole Kimmel



# Annual General Meeting

**Location: Alberta Beach Agliplex - 4811 46a Ave**

**Date: August 20, 2022**

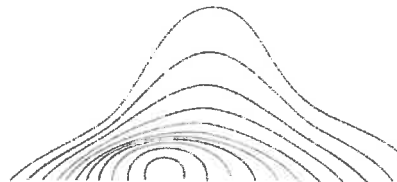
**Time: 9:30 AM - 12:00 PM**

Join us whether your a recreational lake user, elected official, producer, lakefront or backlot property owner - community involvement is important in sustaining and improving our lakes health.

Our AGM will showcase LILSA's projects and our areas of focus.

In addition, hear some environmental focused presentations and gather some educational resources to elevate land stewardship and beneficial management practices in our watershed!

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



13.j

**aboffice@albertabeach.com**

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**From:** Provincial Coordinator <ab.coordinator@uccab.ca>  
**Sent:** August 3, 2022 11:42 AM  
**To:** undisclosed-recipients:  
**Subject:** RE: Ukrainian Independence Day 2022 (Aug 24) & Alberta Ukrainian Canadian Heritage Day 2022 (Sept 7)  
**Attachments:** Ukrainian Independence & Heritage Municipality Memo Aug 2022 (2) (1).docx

Dear Mayors, Reeves, & Councillors of Alberta :

On behalf of the Ukrainian Canadian Congress - Alberta Provincial Council, please see the Memorandum attached for the commemoration of Ukrainian Independence Day 2022 (August 24) & Alberta Ukrainian Canadian Heritage Day 2022 (September 7).

--  
***Oksana Vasurchak***  
***Provincial Coordinator Administrator***

**Ukrainian Canadian Congress Alberta Provincial Council**

#AlbertaStandswithUkraine  
Unit 8, 8103 127 Ave  
Edmonton, AB T5C 1R9  
T. (780) 414-1624  
[email](#) | [Facebook](#) | [website](#)

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UKRAINIAN CANADIAN CONGRESS  
ALBERTA PROVINCIAL COUNCIL

КОНГРЕС УКРАЇНЦІВ КАНАДИ  
ПРОВІНЦІЙНА РАДА АЛЬБЕРТИ

Date: August 2, 2022

To: Alberta Municipalities

From: Orysia Boychuk, President, Ukrainian Canadian Congress – Alberta Provincial Council

RE: Ukrainian Independence Day 2022 (August 24) & Alberta Ukrainian Canadian Heritage Day 2022 (September 7)

Ukraine's 31st Independence Day is approaching on August 24th, 2022, as well as Ukrainian Heritage Day on September 7, 2022. We would like to thank all the municipalities in Alberta that have acknowledged these important dates by lifting a Ukrainian flag or displaying a banner. This year more than ever it is important to acknowledge these dates and display Alberta's solidarity with Ukraine, those who have newly arrived fleeing the war and the diaspora that has worked tirelessly to assist the Ukrainian Nationals. The war was caused by Russian military aggression and has accounted for many lost lives, damaged infrastructure and displaced Ukrainians.

The Ukrainian Canadian Congress – Alberta Provincial Council (UCC-APC) is inviting all municipalities to raise the Ukrainian Flag, display a banner, or light up significant structures with blue and yellow colors on these 2 important dates. We appreciate all the support so many communities have provided to assist Ukrainians in their home country and on arrival to Alberta.

UCC-APC also encourages short ceremonies where possible and including all ethnic and refugee groups as appropriate. We would also appreciate receiving any photos or short notes about these events. UCC-APC will proudly display these photos on our social media pages and share with our national organization the Ukrainian Canadian Congress to showcase Alberta's commitment to this important cause and that we remain the cradle of Ukrainian settlement in Canada.

Orysia Boychuk, President

UCC-APC

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July 13, 2022

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

Dear Kathy,

As a valued partner and member of the Yellowhead Regional Library (YRL), I am happy to share with you our 2021 Annual Report and 2023-2025 Strategic Plan, along with the 2021 Return on Investment (ROI) statement for the Alberta Beach Municipal Library.

Last year presented both opportunities and challenges for YRL. As we celebrated our 50th anniversary, we took the opportunity to reimagine our brand. The result is a bright, colourful brand that is reflective of the vitality and vibrancy of YRL and its member libraries. We are weaving this energy into our documents, signs and materials as we look forward to our next 50 years and beyond.

We are proud of our work to support our member libraries during 2021 as the impacts of COVID-19 continued to be felt. We offered more online consultations and training, for example, as just one way to maintain connections through these challenging times. Our online catalogue saw more than 1.8 million visits, underscoring the importance of technology to libraries and their patrons.

For our member municipalities and school divisions, we know that return on your investment with us is critical. The YRL Annual Report demonstrates several key indicators of our value to the people of the Village of Alberta Beach. Here are two examples from the residents in the YRL region, including your community:

- 13,383 patrons accessing LinkedIn Learning
- 225,552 checkouts through OverDrive

The power of regional collaboration opens a world of resources to every person living in the YRL region. The power of our collective purchasing and distribution delivers a catalogue of materials beyond what any individual library could maintain on its own. And, the power of our continuous improvement brings the latest technology and best practices to each member library. I hope you find the Annual Report informative and reflective of a remarkable year.

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Moving forward, we have outlined our ambitious goals in the 2023-2025 Strategic Plan. We aim to continue our history of excellence in seven key areas:

- Provide and expand services to member public and school libraries
- Advocacy support for member libraries
- Advocate on issues affecting the library community
- Support to help member libraries to keep pace with technology
- Strengthened relationships
- Library staff and trustee professional development opportunities
- Commitment to diversity, equity and inclusion

I invite you to read more about these areas in the Strategic Plan. You will see that we have outlined a comprehensive approach to stay at the forefront of library services as we help our members meet the emerging expectations of the people we serve together. Along the way, we will keep you informed of our progress in delivering on these goals for your library and residents.

The ROI statement includes the direct financial return to the Alberta Beach Municipal Library from the YRL materials allotment as well as the total cost avoidance for technology and resource sharing. Also included is the numbers of hours your library staff participated in formal professional development opportunities through YRL. We hope you find this information useful.

I am happy to discuss these documents or answer any questions you may have. Please contact me as noted below.

Yours truly,



Karla Palichuk, Director  
Yellowhead Regional Library

E: kpalichuk@yrl.ab.ca

P: 780-962-2003, ext. 226

Enclosures

Copies: Councillor Tara Elwood, YRL Executive Committee  
Cathy Brennan, Alberta Beach Public Library

RECEIVED JUL 28 2022

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## Alberta Beach Municipal Library 2021 Return on Investment

### Your Membership

**Total Financial Benefits**

**\$178,333.33**

**Return on Investment**

**\$1.00 = \$39.28**

**Membership levy**

On behalf of Alberta Beach Municipal Library in 2021 **\$4,540.28**

**Direct financial return**

2021 Materials allotment from YRL \$763.50

YRL Allotment from County population \$1,804.25

**Total funds** **\$2,567.75**

**Benefits of YRL services**

**Total savings** **\$175,765.58**

**Technology cost avoidance** **\$12,927.12**

Website \$325.24

Software and licensing \$1,383.15

SuperNet and hardware \$11,218.73

**Resource sharing cost avoidance** **\$162,838.46**

Items borrowed from other libraries: **8,878** \$102,718.46

Digital items borrowed through YRL: **1,336** \$60,120.00

**Training and workshops**

Participation (in hours) 0

*May not reflect all training provided, such as informal sessions*

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With YRL membership, **municipal residents** gain:

- Access to more than three million items in the TRAC<sup>1</sup> collection.
- Free province-wide resource sharing of physical collections, including interlibrary lending and onsite borrowing.
- Free access to digital content, including more than 600,000 eBooks, 110,000 eAudiobooks, 21,000 eComics, 4,000 eMagazine subscriptions, 13,000 movies and 300,000 music albums, as well as additional shared eBooks with Parkland Regional Library System in Lacombe.
- Free access to 30 subscription online resources, including:
  - Ancestry Library Edition, a popular genealogical research resource.
  - Consumer Reports, for thorough consumer product information.
  - Grant Connect, linking Canadian charities with funding programs.
  - LinkedIn Learning, a preeminent source for video courses in business, computer technology, software and creative skills.
  - PressReader, offering access to local and international newspapers and magazines.
  - Solaro, a study and exam prep resource based on the Alberta curriculum for grades 3-12.
- Access to library collections across Canada.

And **Alberta Beach Municipal Library** has access to:

- Free broadband Internet connection via SuperNet paid for by the Government of Alberta and WiFi.
- The library software that manages circulation, borrowers and materials.
- The online catalogue—and TRACpac mobile app—that provides public access to library resources and personal account management.
- Self-checkout and curbside pickup services via the TRACpac app.
- Physical library cards at no cost.
- Free delivery and pick up of materials at least once every week.
- A bulk discount of 37% on library books purchased through YRL.
- Cataloguing and shelf-ready processing of purchased and donated materials.
- Digital content, including eBooks, eAudiobooks, comics, magazines, movies, music, newspapers, and subscription databases.
- Shared regional specialty kit collections, including Indigenous, Makerspace, Read Alberta, Storytime, StoryWalk, xBox, and six World Languages.
- Access to a national library collection for the blind and print-disabled.
- Hosted and managed website with technical support.
- Computer and network support and services, including a password manager license for library managers.
- Professional library expertise and access to regional knowledge sharing.
- Training for library staff and board members.

---

<sup>1</sup> Originally formed in 2001, The **R**egional **L**ibraries **C**omputer **A**utomation **S**ystems **C**onsortium **S**ociety (TRAC) is comprised of Marigold Library System in Strathmore, Northern Lights Library System in Elk Point, Peace Library System in Grande Prairie, and YRL in Spruce Grove.

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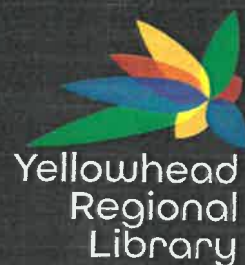
**Celebrating**



**Years**

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**2021 Annual  
Report**





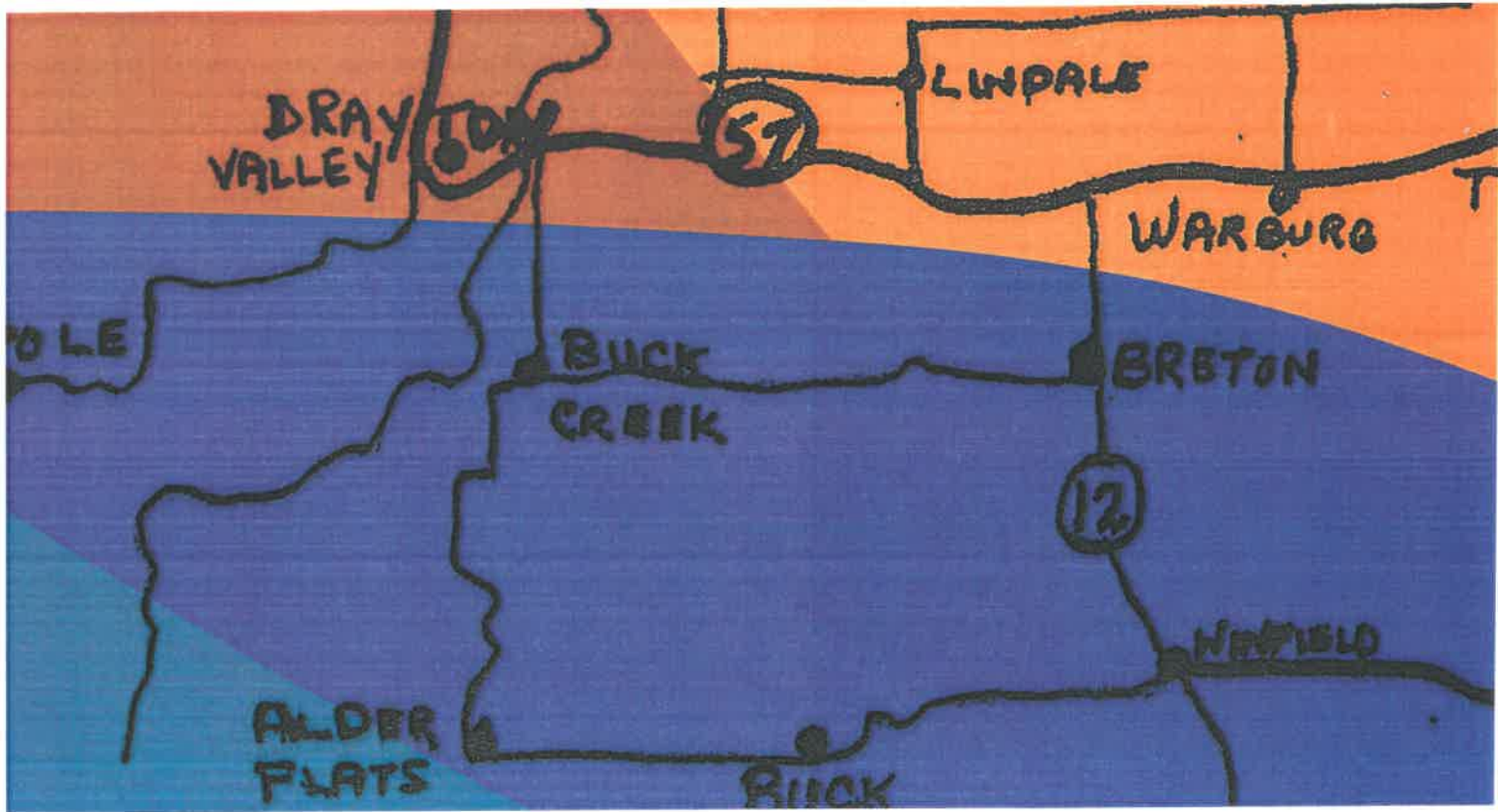
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## Message from the Board Chair

Since 1971, Yellowhead Regional Library has been serving the people of this area. Although it now has 53 municipal and three school division members, YRL started out with just five: the counties of Barrhead, Lac Ste. Anne, Leduc, Parkland and Wetaskiwin.

In this time we've seen many changes in library expectations and demands, technology and resources. Through it all, YRL has been at the forefront of emerging opportunities, strongly supporting its member libraries to keep pace with the times.

YRL's 50th anniversary reminded us of our humble beginnings and demonstrated the strength of the regional library system in supporting rural communities over the years. Yes, we still facilitate interlibrary loans, transporting materials from place to place. But we have also opened the world to Yellowhead region residents via a staggering number of online and digital resources.

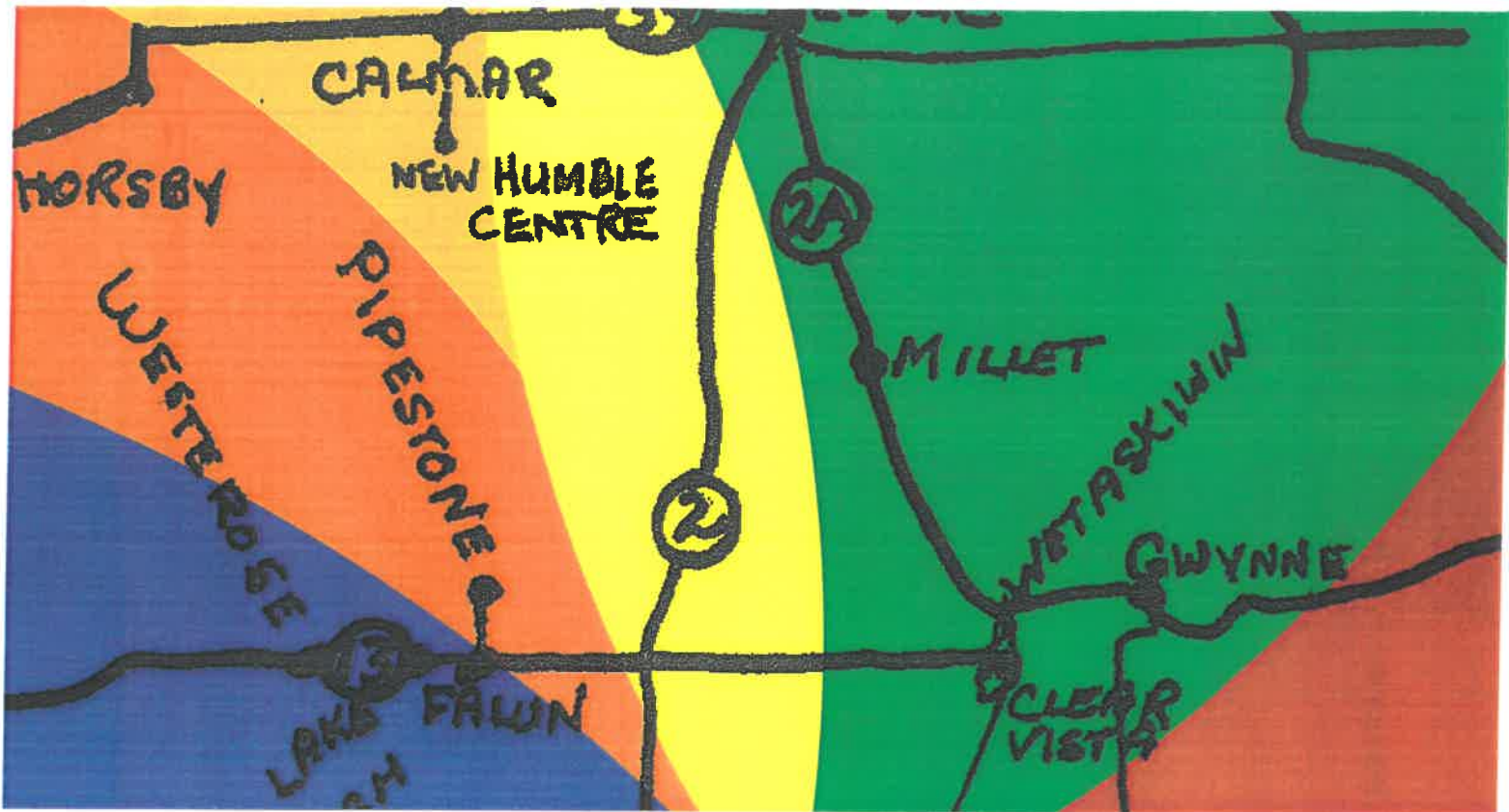
Our past is a strong foundation. Our future is a bold vision.

On behalf of the Board of Trustees, I want to thank the YRL team, and all our member partners, for the vital services they provide to the community.

**Hendrik (Hank) Smit**, *Chair*

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## Message from the Director

Even though the COVID-19 pandemic continued to disrupt lives and organizations through 2021, libraries found ways to continue delivering a world of information and resources to residents of the Yellowhead region.

Businesses and organizations slowly reopened in 2021, happy to welcome back their patrons to in-person experiences. For libraries, YRL was there to support its members with an array of services fit for the times. This meant more online interactions between YRL staff and libraries, online training opportunities and consultations. And, while we all became well and truly 'zoomed' out, we are grateful that technology enabled us to keep working together. Many of the supports YRL provides were shifted online seamlessly. The overarching goal, of course, was to keep our patrons connected to the information and materials they wanted.

Our numbers tell the story: more than 1.8 million visits were made to our online catalogue, and we made nearly 2,500 deliveries to member libraries.

I'm proud of the strong collaboration that occurs between YRL staff and member libraries; proud that, together, we deliver excellence for the people of the Yellowhead region. This strength is our greatest advantage.

**Karla Palichuk, Director**

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# Board of Trustees *As of December 2021*

## Executive Committee

**YRL Chair**  
**Hendrik (Hank) Smit**  
Library Board Chair  
*Town of Hinton*

**YRL Vice Chair**  
**Bill Elliot**  
Councillor  
*City of Wetaskiwin*

**Barb Maddigan**  
Board Chair  
*Northern Gateway School Division*

**Kathy Rooyackers**  
Councillor  
*County of Wetaskiwin No. 10*

**Bob Robinson**  
Library Board Member  
*City of Beaumont*

**Sally Kucher-Johnson**  
Councillor  
*Parkland County*

**Carla Frybort**  
Library Director  
*City of Leduc*

**Tara Elwood**  
Councillor  
*Village of Alberta Beach*

**Eric Meyer**  
Councillor  
*Town of Stony Plain*

**Wayne Rothe**  
Community Member  
*City of Spruce Grove*

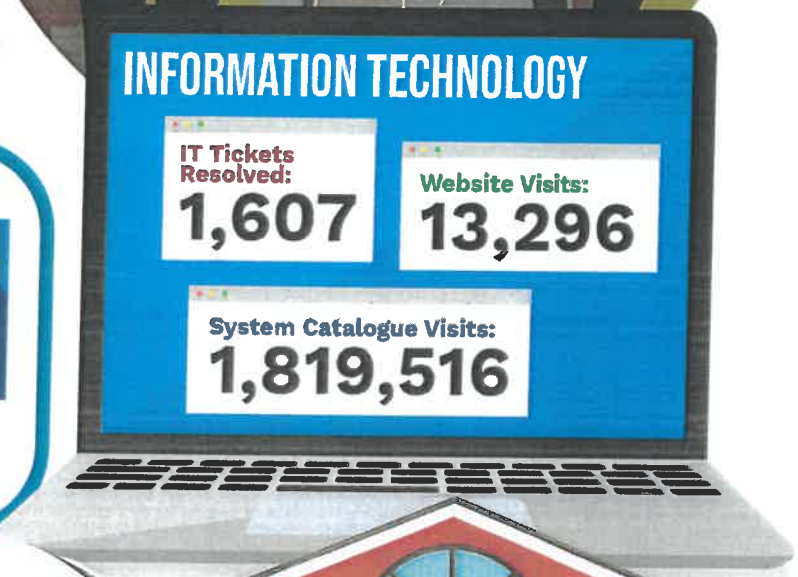
For the complete list of trustees, please visit [yrl.ab.ca](http://yrl.ab.ca).

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# A Year in Review

By the Numbers



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# 2021 Accomplishments

## Celebrating 50 Years

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- ➔ **Re-branded to reflect the inter-relationships between YRL and its members**
- ➔ **Created history and services videos**
- ➔ **Created a learning lab**
- ➔ **Purchased additional eResources**

During 2021, YRL marked its 50th year of service. The COVID-19 pandemic precluded in-person celebrations, but the organization found meaningful ways to both honour its past and advance its future. As a visible way to celebrate, YRL decided to rebrand the organization. A brand is much more than just a logo. It's a visual representation of the organization to its customers: what it stands for, how it operates, what it values. After research and focus groups, the new brand was created to represent the many inter-relationships that exist between YRL and its member libraries. Indeed, the points of the graphic are intended to illustrate the service locations with which YRL deals. The new look is fresh, bold and colourful – just like YRL itself!

*From this:*

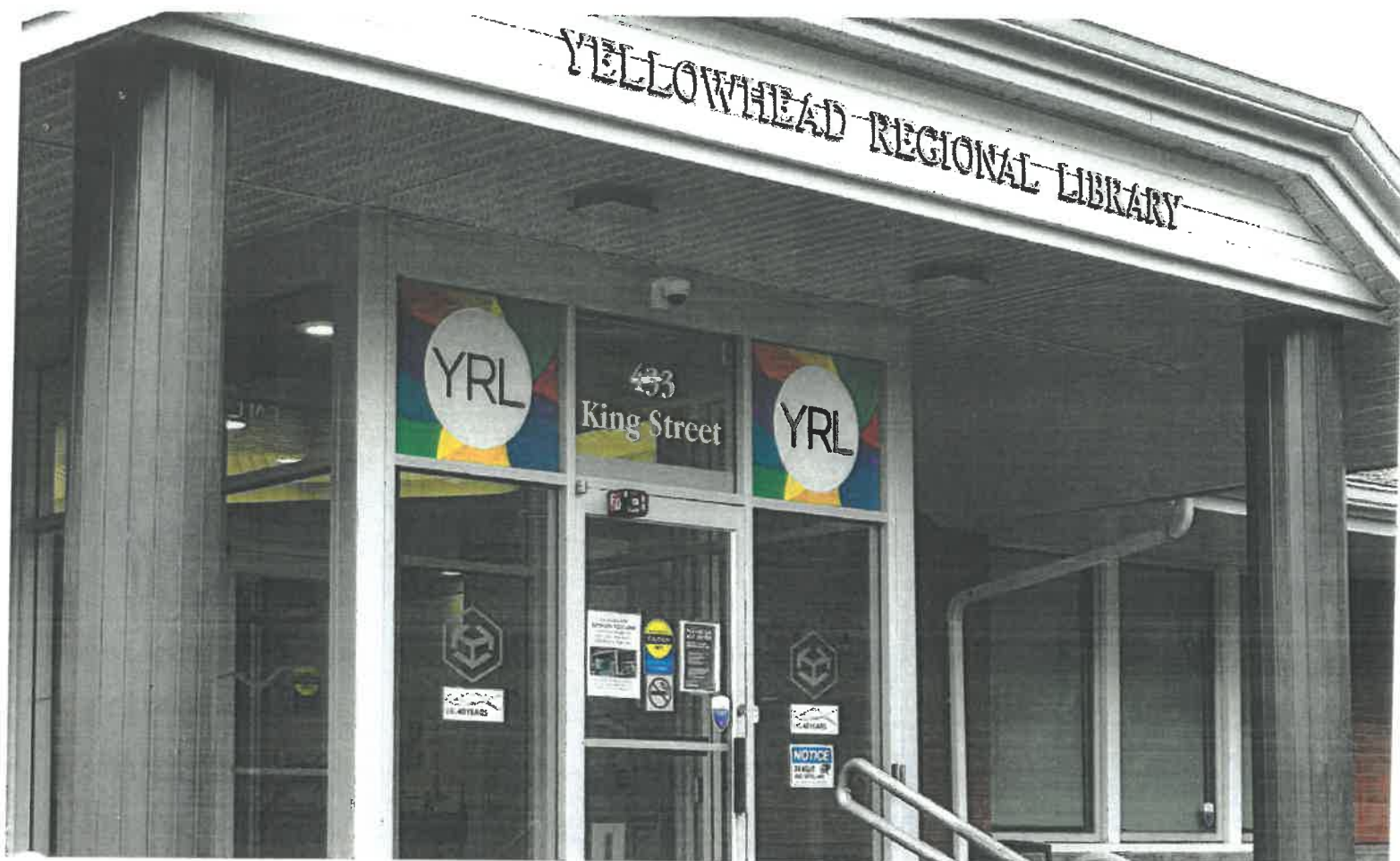


*to this*



**Yellowhead  
Regional  
Library**

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New branding was just the beginning of new assets added to YRL to celebrate its 50 years. Two videos were created: one to reflect the rich **history** of the organization, and the other to explain the many **services** YRL offers. These videos are used to introduce YRL to new stakeholders and audiences who are unfamiliar with it.

In 2021, another initiative helps to keep YRL and its member libraries current and fresh. YRL created a learning lab, where 10 sessions were held to spark creativity and innovation as part of planning or problem solving. The lab features a large whiteboard, lots of natural light and a selection of facilitation tools to help staff and member libraries collaborate on new ideas for the communities they serve.

Lastly, YRL purchased an additional \$50,000 of digital content to share with its member public and school library communities. As of October, the following were available:

- ✦ YRL expanded its offerings in hoopla to include 'flex' access for popular eBooks and audiobooks, cutting wait times.
- ✦ YRL purchased more requests from patrons, adding more licenses to high hold items and popular content to OverDrive.
- ✦ Gale in Context databases for Elementary, Middle and High Schools were added for use by educators and students until December 2022.

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# Library Development Services Highlights

## Makerspace and Programming Kits

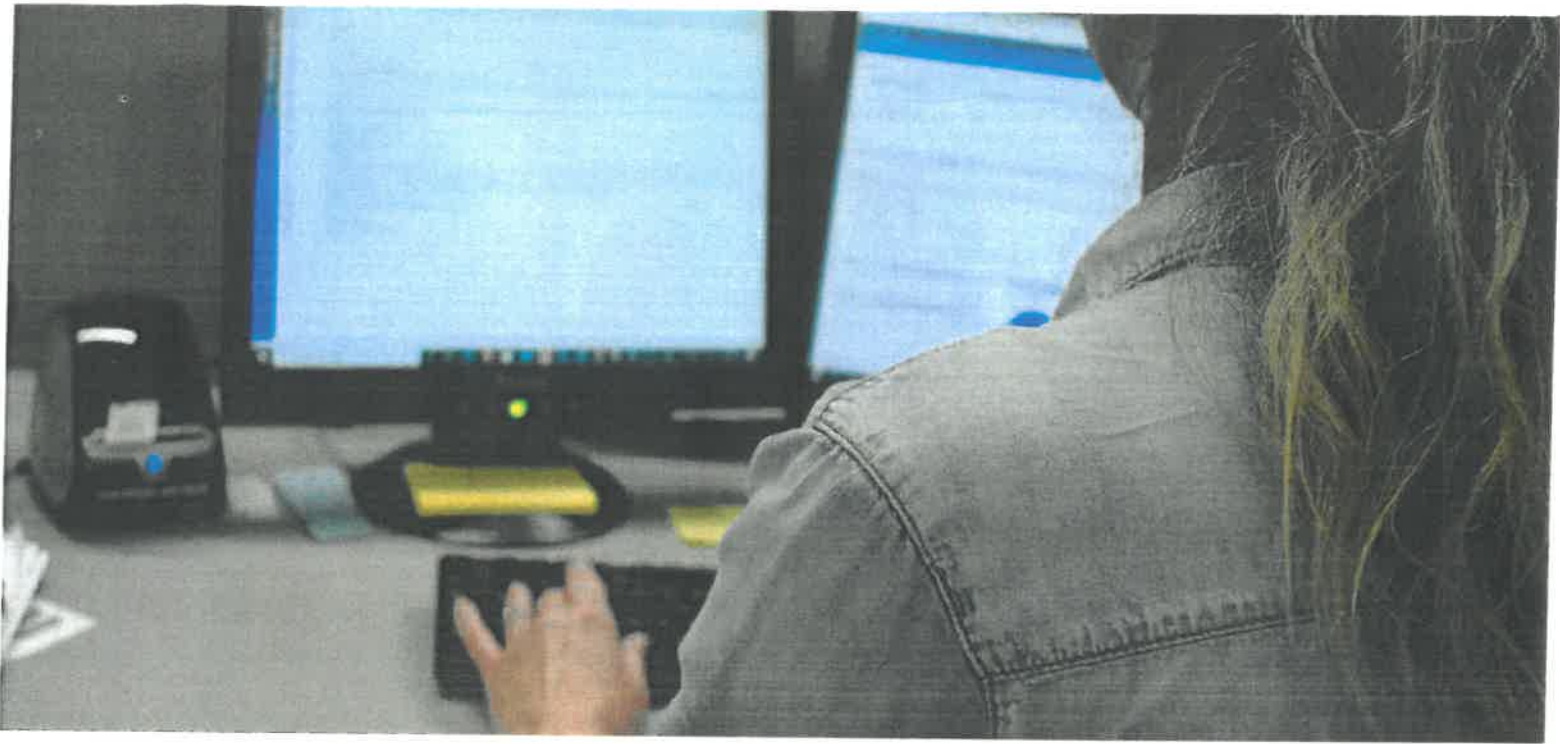
In 2021, YRL added 10 new kits to its circulating collection of kits, providing more programming opportunities to member libraries. New kits included a Cree Syllabics Kit, a Cricut Maker Kit, a Fibrecraft Kit and an Electronics Teardown Kit.



## On-Reserve/On-Settlement (OROS) Grant

YRL's 2021 Alberta Government Public Library Services Branch OROS Grant was awarded to Spruce Grove Public Library, who used it to fund Knowledge Keeper services that benefit the entire YRL system. The Knowledge Keeper provides in-person programs and services to our neighbouring First Nations. Activities include Conversational Cree, MMIWG2S activities, community pop-up Talking/Listening Circles and Indigenous Story Telling and Puppet Theatre.

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## Intranet

In December 2021, YRL launched its own intranet for member libraries. The result of a year-long project to organize, update and revise YRL's key training and procedural documentation, the intranet is more than a repository – it also houses YRL's new Kit Booking app, a Puppet Inventory, Incident Reporting Tool, onboarding resources for staff and managers, various contact lists and a place for YRL member libraries to interact and engage with one another.

## Did you know?

### Ancestry Home Access

During 2021 YRL and Ancestry Library Edition provided home access to Ancestry search databases. YRL patrons accessed this resource **1,671** times.



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## Core Competencies Project

Library work encompasses a wide range of knowledge, skills and abilities (KSAs) across a variety of domains. Core competencies help support effective library work by identifying behaviours that are associated with the mastery of these KSAs in the workplace. In 2021, YRL worked with member libraries to develop a shared set of core competencies to reflect the operational experiences of staff working within the region supported by YRL. Organized into six thematic domains, these competencies are used to guide hiring and recruitment, inform performance management, identify professional development opportunities and more.

## Learning Opportunities

### Stronger Together Annual Virtual Conference

On September 22-24, 2021, Parkland Regional Library System, Peace Library System, The Alberta Library and Yellowhead Regional Library hosted the second Stronger Together Virtual Conference. The conference consisted of 23 learning sessions, two wellness sessions, two keynotes and a pre-conference keynote. There were 1,126 registrants from six different countries.



### Homelessness Academy

YRL licensed a series of training tutorials called a “Librarian’s Guide to Homelessness.” The course, developed by Ryan Dowd, offers library staff the tools they need to work with customers experiencing homelessness, as well as tools on how to compassionately solve problem behaviours from troubled individuals.

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# Collections and Resource Sharing Highlights

## Purchasing Catalogue Records

YRL purchased more catalogue records from United Library Services to help member public and school libraries receive their new items more efficiently, and allow more staff time on project support for collection development in libraries.

## Collections Reporting

YRL developed its knowledge of collections reporting, allowing staff to support member public libraries to complete these projects:

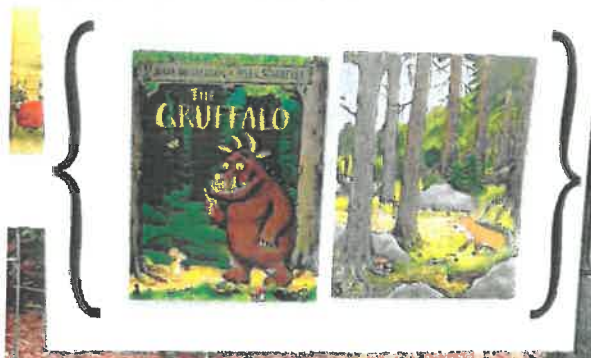
- Evaluation of the current diversity, equity and inclusion in a member library's collection to help them in establishing a collection development plan.
- Diversity audit on a member library's children's collections to help guide them in their future collection development, specifically looking at expanding the languages featured in their children's collections to include Cree, German, Spanish and French.
- Classification of a library's adult fiction section by genre to help staff and patrons navigate their collection easier and find books that interest them.

## Deakin Kits Collection

YRL accepted a gracious donation of a selection of titles from Dr. Andrea Deakin's personal collection. The titles have been sorted into nine different collections and

cover a range of themes and subjects including animals, Christmas, juvenile fiction, poetry and more.

### StoryWalk #1



YRL created a StoryWalk Kit based on large-scale drawings that were donated from the stories and illustrations of Maurice Sendak.

Each kit contains wonderful books chosen by Dr. Deakin herself. The entirety of a kit, or individual books within, can be checked out by YRL members.

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# Did you know?

## Top five OverDrive trending books and formats for 2021



**#1**

**The Aviator's Wife**  
*ebook*



**#2**

**Throne of Glass Book 1**  
*ebook*



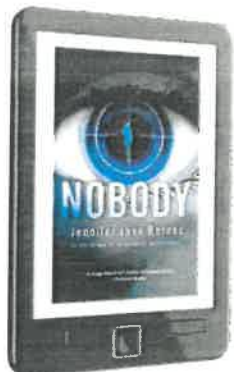
**#3**

**The Drowning House**  
*ebook*



**#4**

**Firefly Beach: Hubbard's Point Series, Book 1**  
*eaudiobook*



**#5**

**Nobody**  
*ebook*

There were  
**225,552**  
checkouts in 2021.

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# Technology Services Highlights

## Websites Training and Enhancements

YRL created a Website Training Course, a series of video modules for public library staff covering all aspects of website development. Videos are broken down into short, manageable topics that allow users to find what they need quickly.

YRL made it possible for member public libraries to put record sets on pages other than the homepage, and created custom colour options for special notice banners.

## Password Manager

In an effort to reduce the cybersecurity risk posed by weak and reused passwords, and increase the convenience of creating and remembering strong passwords, YRL rolled out Keeper Security Password Manager to YRL staff and member public library managers.

**' I totally didn't understand or see the need for Keeper. Once I got the help, I feel so much safer now. That is my takeaway, I FEEL SAFER! In a world that can mess you up online that is a great feeling.'**

*Member Public Library Manager*



## Click & Collect via the TRACpac App

YRL implemented Click & Collect, a socially distanced way to provide curbside service to library patrons. YRL provided training and support to libraries that chose to implement the service.

## Cybersecurity Training

YRL provided cybersecurity training to staff and member libraries in an effort to help protect our community and members from malicious cyber threats.

# Did you know?

LinkedIn LEARNING



YRL made LinkedIn Learning available, and in 2021:

- ➔ **566** hours of training were reviewed
- ➔ **Most popular video:**  
*Excel Essential Training for Office 365*
- ➔ **13,383** patrons viewed LinkedIn Learning

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# 2023-25 Strategic Plan

- ➔ Focus groups were held to determine future requirements
- ➔ Plan of Service draft started

Every three years, library systems in Alberta must create and submit a Plan of Service to the Alberta Government. As the current Plan was coming to the end of its term, YRL began to create its 2023-25 Strategic Plan. Several focus groups were held, facilitated by a third-party consultant, to gather robust information and ideas for YRL's next Plan. Work continued into early 2022 and will be submitted in accordance with the required deadlines.



## Advocacy

- ➔ Supported the Board with resources to inform Councillors and candidates for municipal election
- ➔ Participated in the Advocacy Committee, jointly with Parkland Regional Library System

An ongoing role for YRL, advocacy efforts serve to educate and inform decision makers about the importance of libraries in their communities. During the 2021 municipal election, YRL supported member libraries to provide information to candidates and newly-elected Councillors. Support from decision-makers is critical to ensure the continuing availability of essential library services in communities.

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# Corporate Stewardship

- Continued work in support of a psychologically safe workplace
- Completed a compensation philosophy policy
- Began work to update several internal policies
- Found staffing efficiencies and streamlined practices
- Hosted practicum students and interns



Good corporate stewardship of YRL was a key priority for members of the leadership team. Several initiatives were undertaken to improve working conditions by updating and creating new policies to support staff. In 2021, YRL continued its efforts in support of psychological safety in the workplace. YRL's leadership works to ensure co-workers, suppliers or stakeholders will not embarrass or punish staff for speaking up. Further, YRL believes in the power of individual identity, and the right to a discrimination-free workplace.

YRL's Executive Committee completed a compensation philosophy policy, facilitated by a third-party consultant, which outlines the elements of total compensation for employees. It's important to understand how YRL approaches compensation, what's included and how it benefits employees.

With a view to continuous improvement, several staffing efficiencies were introduced and various practices were streamlined. YRL is committed to being a prudent steward of its resources in order to deliver the highest value to its members. As an example, YRL hosted practicum students and two interns (funded in part by grants from the Government of Canada) to provide YRL with support. These two librarians, new to the profession, both went on to get full-time positions at other Alberta library system regions once they had finished their contracts here. It was a valuable learning opportunity for YRL staff and the interns alike.

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## Financial Summary

YRL's external auditors completed the 2021 audit and prepared the Audited Financial Statements. These documents were approved by the YRL Board in the first quarter of 2022 and are posted on the YRL [website](#).

## Return on Investment

With YRL membership, member municipal residents gain:

- Access to more than three million items in the TRAC collection.
- Free access to digital content, including more than 600,000 eBooks, 111,000 eAudiobooks, 300,000 music albums, 13,000 movies, 4,000 eMagazine subscriptions and 21,000 eComics, as well as additional shared eBooks with Parkland Regional Library System.
- Free access to 30 subscription online resources, including:
  - Ancestry Library Edition, a popular genealogical research resource.
  - Consumer Reports, for thorough consumer product information.
  - Grant Connect, linking Canadian charities with funding programs.
  - LinkedIn Learning, a preeminent source for video courses in business, computer technology, software and creative skills.
  - PressReader, offering access to local and international newspapers and magazines.
  - Solaro, a study and exam prep resource based on the Alberta curriculum for grades 3-12.
- Access to library collections across Alberta and Canada.
- Free broadband Internet connection via SuperNet and WiFi.

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# Yellowhead Regional Library

## Mailing Address

Box 4270, Spruce Grove, AB T7X 3B4

## Building Location

433 King Street, Spruce Grove, AB T7X 2C6

## Phone

780-962-2003

## Toll-free

1-877-962-2003

[yrl.ab.ca](http://yrl.ab.ca)





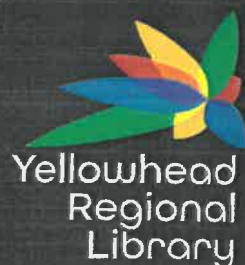
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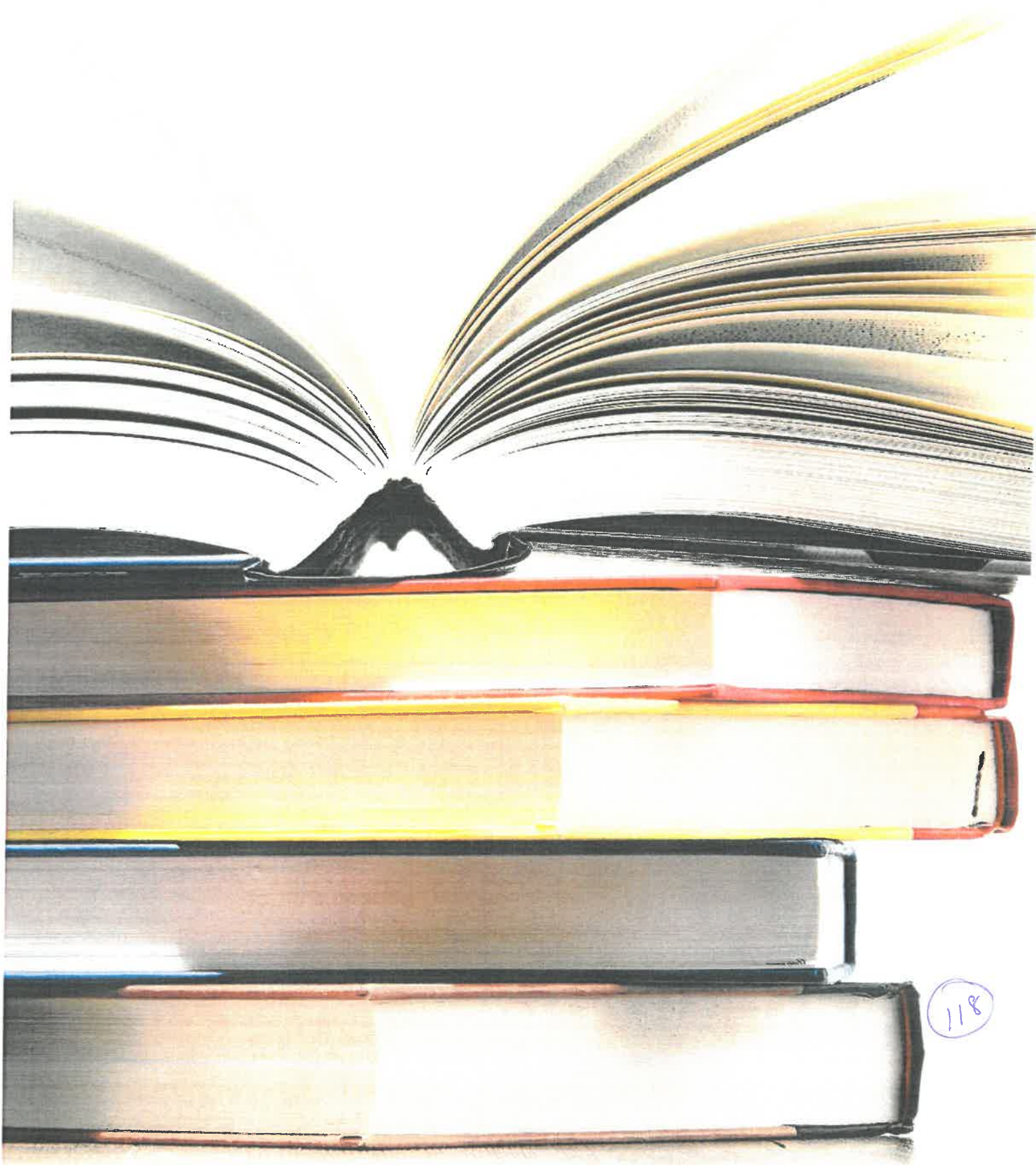


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# Strategic Plan

2023 ··· 2025






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# YRL Verb is a

## **WHAT DOES THAT MEAN?**

It means that Yellowhead Regional Library's (YRL) commitment to its member libraries is an active, ongoing approach that seeks to enrich the collections, resources and services offered to Albertans in the Yellowhead Region.

Simply put, it means YRL is always growing, learning and sourcing new resources to help make each member library the best it can be.



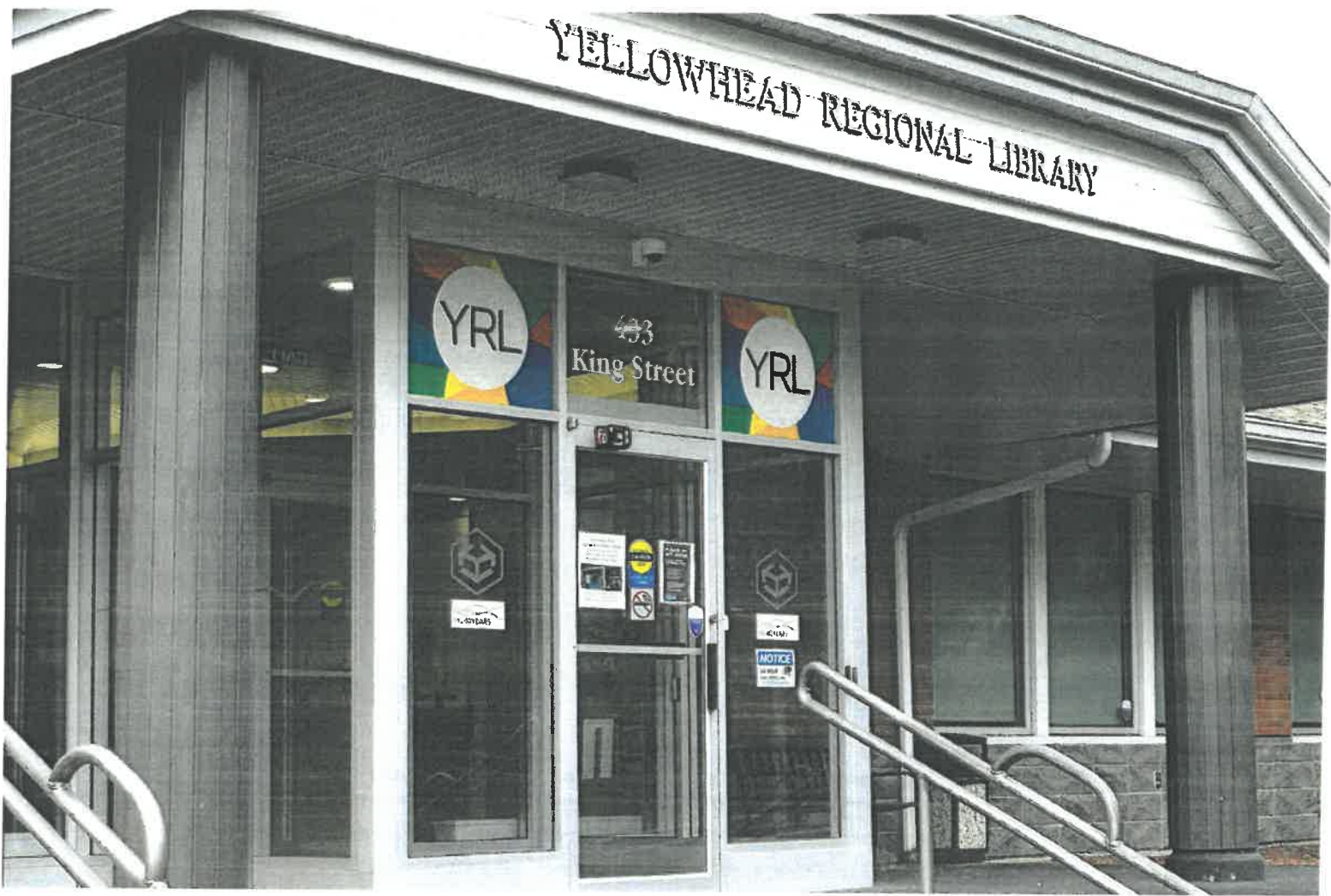
**Thank you to YRL for everything you do to support your member libraries! We truly appreciate your help and inclusivity."**

*Member Library*



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Message from the  
**Board Chair**

As we look to the next three years, it's hard to imagine what curve balls may be thrown our way. After all, the idea of a pandemic disrupting our lives was unimaginable when we created our last Plan of Service.

While much has been written about the impacts of the pandemic, two things are clear: our staff is responsive and flexible, and libraries have an enduring place in society.

I am very proud of how our YRL team supported member libraries over the past three years. From helping support library COVID-19 protocols to finding new ways to meet patrons' needs, the YRL team showed their innovative spirit and dedication to service excellence.

YRL is a vital partner with its member libraries keeping people connected to the world. This 2023-25 Strategic Plan outlines an ambitious strategy to keep moving forward. I am confident in the organization's ability to deliver on these goals, continuing to deliver vital and important services in support of libraries in our region.

**Hank Smit, Chair**

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Message from the  
**Director**

The 2023-25 Strategic Plan outlines four goals and a series of strategies to deliver value and excellence to member libraries and the patrons they serve.

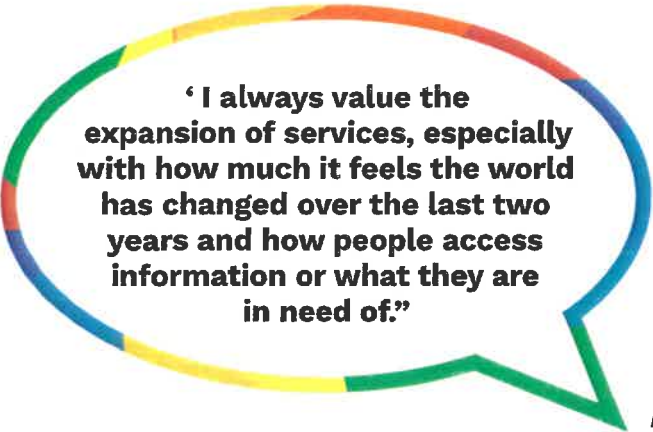
The theme of this plan, 'YRL is a verb,' which may seem an unlikely choice, except for the quick response and nimble actions that have been demonstrated by the entire YRL team in recent years. We are able to be bold and fearless about our future because of the hurdles we've already overcome.

Most of all, we've demonstrated that there's nothing that can take the place of a local library. Helping member libraries to fulfill the needs of their patrons is job 1 for us, and its importance is reflected in our Strategic Plan. Here's what you can expect from YRL during the 2023-25 period:

- **Provide and expand services to member libraries**
- **Advocacy on issues affecting libraries**
- **Support to help member libraries to keep pace with technology**
- **Strengthened relationships**
- **Professional development opportunities**
- **Commitment to diversity, equity and inclusion**

I hope when you read our Strategic Plan you are as energized as our team, who live and breathe YRL as a verb every day.

**Karla Palichuk**, *Director*



**'I always value the expansion of services, especially with how much it feels the world has changed over the last two years and how people access information or what they are in need of.'**

*Board  
Member*







# Yellowhead Regional Library's Intention is a Partnership

**YRL is a key partner with member libraries, contributing to their success in their communities. Member focus groups have recognized YRL's role to provide supports and services effectively within the region.**

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## Mission

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

## Values

- + Collaboration
- + Inclusion
- + Responsiveness
- + Value for investment



## Expected Results

During the 2023-2025 time period, YRL will:

1. Continue to maintain, and seek to expand, the range of services and supports provided to member libraries.
2. Build supports and resources for members to advocate about the importance of libraries to their communities and stakeholders.
3. Use YRL's collective voice effectively in advocating for issues impacting the library community.
4. Support member libraries to keep pace with changing technology.
5. Strengthen relationships and collaboration with member libraries, other library systems and key stakeholders.
6. Create professional development opportunities for library staff and boards.
7. Demonstrate YRL's commitment to diversity, equity and inclusion.

## Role of YRL

YRL is a member-facing, customer-focused organization. The scope of the support provided by YRL is defined by the Libraries Act and Regulations, the YRL Master Membership Agreement and the YRL Strategic Plan.

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## GOAL 1

**YRL is a hub  
for connection,  
collaboration and  
learning.**

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## Strategies:

- ➔ **YRL will stabilize and strengthen its existing services.**
- ➔ **YRL will seek to understand the environment and the needs of its members.**

## Three-year targets, by 2025:

- ➔ **YRL and member library staff will have developed skills, accessed information and built connections to advance strategic priorities.**

Measured by:

- Responsive, predictable training sessions and workshops.
- Completion of professional development activities.
- Provision of relevant, timely materials.

- ➔ **Will have effectively managed and protected assets, systems and information and limited them to authorized users.**

Measured by:

- Formal disaster recovery plan and procedures for all areas is maintained.
- Implementation of cybersecurity best practices to protect the YRL network, hardware, users and data.

- ➔ **YRL staff will have actively engaged member libraries' staff to better understand them as individuals.**

Measured by:

- Consulting, training and other meetings or events.
- Seeking ideas from everywhere including members, vendors, partners and outside experts.
- Use of formal and informal channels of communication.
- Adaptation or modification of services to meet the needs of members.

- ➔ **YRL will have a plan for sustainable funding.**

Measured by:

- Departmental costings.
- Direction in use of reserves.
- Direction in levy amounts needed to maintain services.

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## GOAL 2

**YRL provides  
quality information  
and resources.**

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## Strategies:

- ➔ YRL will assess, and consult others, to build service offerings.
- ➔ YRL will clarify its service offerings.

## Three-year targets, by 2025:

- ➔ **The collection development policy will be fully operationalized.**

Measured by:

- Clear rationales for items selected or de-selected.
- Understanding of, and response to, needs of the member libraries.

- ➔ **Digital content profiles will be posted on the YRL Intranet.**

Measured by:

- Use of the information by member libraries when supporting customers.

- ➔ **Entry points will be easy for libraries of all sizes. Information will be available to help member libraries access service delivery offerings.**

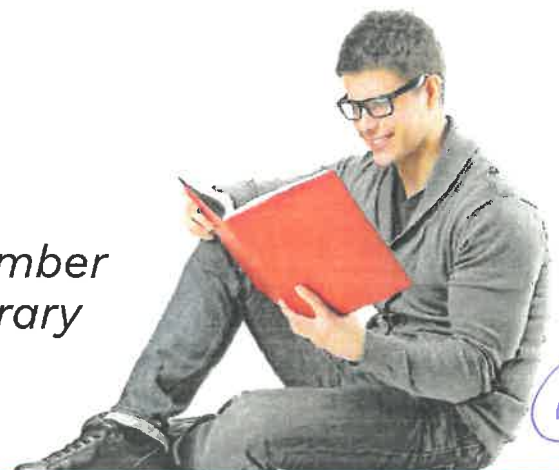
Measured by:

- Feedback from member libraries.
- Increased comfort in use of YRL services.

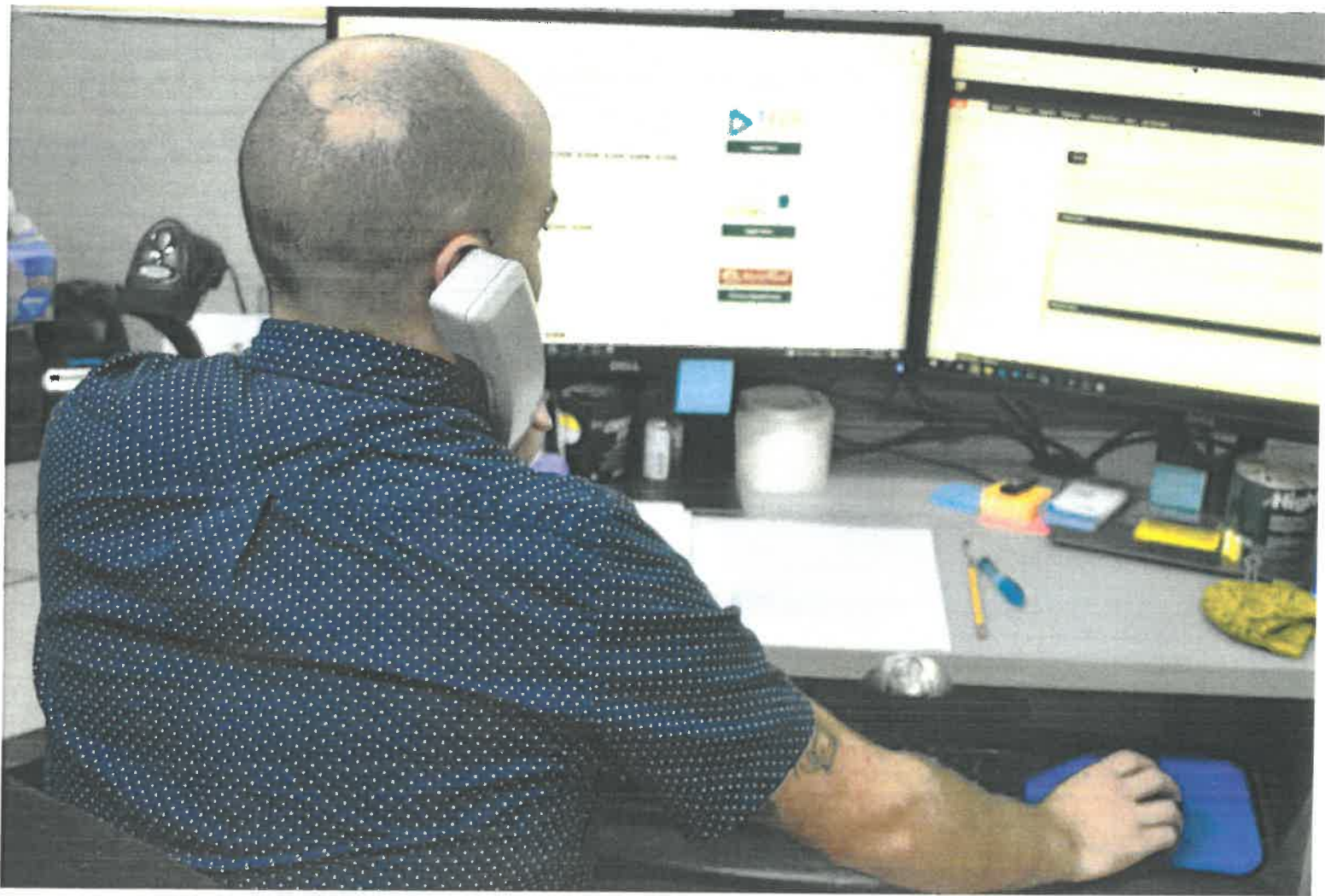


**“Appreciate that  
library members have  
been given a voice.”**

*Member  
Library*







## GOAL 3

**YRL shares  
knowledge  
and skills  
wholeheartedly.**

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## Strategies:

- ➔ **Within the bounds of its mission, YRL will share its knowledge with other libraries and systems.**
- ➔ **YRL will use its voice, resources and expertise for issues of concern to the library community.**

## Three-year targets, by 2025:

### ➔ **YRL staff will be innovative.**

Measured by:

- Engagement in activities outside YRL, such as boards and working groups.
- YRL staff look outside the library environment for opportunities to grow skills.
- YRL staff have taken advantage of external opportunities for course work and seminars; as either a participant or presenter.
- YRL staff will take “idea road trips” and use other mechanisms to learn and connect externally.

### ➔ **YRL will have problem solving techniques in place to support members.**

Measured by:

- YRL staff will be familiar with, and use, problem solving processes.
- Diverse groups will gather to tackle thorny problems.
- YRL staff will be familiar with, and use, a range of facilitation techniques.

### ➔ **YRL will have a robust advocacy strategy.**

Measured by:

- Identification of advocacy issues together with member libraries and The Alberta Library.
- Continued development of the advocacy committee and demonstrated leadership by YRL.
- Provision of advocacy information, tools and resources to libraries.

### ➔ **YRL will have sought out and successfully received additional grants to support activities.**

Measured by:

- Increased strategic opportunities to move projects and initiatives forward.
- Increased support to members through these new opportunities.
- Agility to take advantage of emerging opportunities.

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## GOAL 4

# YRL is an excellent place to work.

### Strategies:

- ✦ YRL will be the employer of choice for library staff.
- ✦ YRL will build a culture of commitment and camaraderie.
- ✦ YRL Board will demonstrate excellence in governance.
- ✦ YRL will be a fearless learning organization.

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## Three-year targets, by 2025:

### ➔ Compensation, including benefits, will meet the benchmarks established by the compensation philosophy.

Measured by:

- Salaries of staff are adjusted as and when needed.
- YRL can recruit easily into vacancies.
- YRL's turnover rate is less than 10%.
- YRL staff each have a professional development plan.

### ➔ YRL will have developed a diversity, equity and inclusion (DEI) strategy.

Measured by:

- YRL Board and staff understand DEI and its role in employment, making it easy for diverse populations to find and apply for positions.
- The DEI strategy supports the YRL strategic plan.

### ➔ YRL will learn from successes and failures.

Measured by:

- Ability of staff to articulate and share successes and failure, and what they learned from each.
- YRL staff will try new things and learn from them for the benefit of the members.
- Rough ideas are shared early to get helpful feedback.
- Recognize that, in the early stages, effective learning is more important than immediate success or perfection.

### ➔ YRL will be a psychologically safe workplace.

Measured by:

- Staff and Board understand the benefits of having a psychologically safe workplace.
- Staff will complete certification in this area.
- Policies, procedures and processes will enforce and support YRL's values and psychological safety.

### ➔ Governance instruction will be included in Board and Executive Committee meetings.

Measured by:

- Clearly worded background information/explanations in board packages.
- Offering learning and development opportunities outside of conferences.

### ➔ The Board is actively involved in advocacy activities.

Measured by:

- Number of advocacy activities undertaken by Board members.

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# Yellowhead Regional Library

## Mailing Address

Box 4270, Spruce Grove, AB T7X 3B4

## Building Location

433 King Street, Spruce Grove, AB T7X 2C6

## Phone

780-962-2003

## Toll-free

1-877-962-2003

[yrl.ab.ca](http://yrl.ab.ca)





**Alberta Beach Village Office**

---

**From:** Ministry of Justice <ministryofjustice@gov.ab.ca>  
**Sent:** August 11, 2022 4:08 PM  
**Subject:** Article on Policing from the Former Attorney General of British Columbia

Dear Mayor/Reeve and Council,

I am writing to draw your attention to an op-ed written by Wally Oppal. You can read his article here:  
<https://www.thestar.com/opinion/contributors/2022/08/11/the-rcmp-has-an-important-role-to-play-one-that-shouldnt-include-functioning-as-a-provincial-police-force.html>

Mr. Oppal is a prominent lawyer, former Judge, and was British Columbia’s Attorney General from 2005-2009. He has advocated and fought for policing reforms over the course of a lengthy and distinguished career, including authoring a major report in the 1990s that led to significant police reforms in his home province.

Thank you,

**Sent on behalf of Hon. Tyler Shandro**  
**Minister of Justice and Solicitor General**  
204 Legislature Building  
10800 - 97 Avenue, Edmonton AB T5K 2B6



Classification: Protected A

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CONTRIBUTORS

OPINION

## The RCMP has an important role to play — one that shouldn't include functioning as a provincial police force

The RCMP's contract policing model is highly centralized, difficult to reform and often preoccupied with the needs of an Ottawa-based bureaucracy.

By **Wally Oppal** Contributor

Thu., Aug. 11, 2022 2 min. read

Across Canada, citizens' expectations of police continue to evolve as we see many transformative changes. For instance, the smartphone has almost single-handedly changed the way in which people interact with the police.

Like many other institutions in today's evolving world, policing is being re-examined — as it should be. Questions relating to areas like civilian oversight, community-based policing, diversity and the need to prioritize reconciliation with Indigenous Peoples are the subject of much discussion.

We all must take a greater interest in policing. In my opinion, there is far too little critical analysis of the police from governments.

I commend jurisdictions such as Alberta that are asking the difficult but necessary questions regarding the best provincial policing model for their citizens. Historically, Ottawa has governed the Royal Canadian Mounted Police with little input from provinces or municipalities.

This federal structure presents serious issues, particularly when it comes to governance and oversight — one of the most important aspects of policing. Yet, we must not forget that concerns relating to the RCMP are systemic, and should not detract from the dedication and professionalism of individual officers. Communities have benefited from RCMP members who have contributed to the social fabric of the communities they police.

When discussing the future needs of any province, it is imperative to ask ourselves whether it is appropriate to have provincial policing based out of Ottawa. The contract policing model used by the RCMP is highly centralized, difficult to reform, and too often preoccupied with the needs of an Ottawa-based bureaucracy. We saw an example of this recently, with unilaterally made fiscal decisions adversely affecting local governments. The federal government signed onto a new collective agreement for RCMP officers with millions of dollars in new costs — with no input from provinces and municipalities.

In provinces like Alberta, the RCMP is supposed to act as a provincial police, accountable to the provincial solicitor general. However, federal laws dictate that the RCMP is also responsible to the federal solicitor general. The lines of authority and accountability are never clear.

This fundamental contradiction makes it particularly difficult for any province to change how the RCMP operates. It is also a major reason why a British Columbia all-parties' committee recently recommended that B.C. create its own provincial police to take over from the RCMP.

I believe the RCMP will always have a role in policing our country, as they continue to provide their expertise in areas such as narcotics, organized crime, borders and other federally mandated matters. But I also believe it would be highly beneficial to establish a provincial police service with better civilian oversight, while keeping local needs and challenges top of mind.

Make no mistake: the discussions happening in Alberta are also taking place all over this country, as Canadians and governments rethink how they would like policing to look in the 21st century.

*Wally Oppal, QC is a former attorney general of British Columbia.*

SHARE:

134

13.m

**Alberta Beach Village Office**

---

**From:** angeladuncan@albertabeach.com  
**Sent:** August 11, 2022 4:21 PM  
**To:** angeladuncan@albertabeach.com  
**Subject:** Alberta Municipalities Villages West Update

Hello Mayors, Councillors, and CAO's,

I hope that everyone is having an amazing summer and that you have managed to carve out some time for yourselves. It has certainly been a busy summer here in Alberta Beach, especially with the Pope visiting our area! I had planned on doing a summer tour and visiting some of your communities, but, alas, with everything going on locally, I haven't managed to fit it in quite yet. I am hoping to arrange some visits over the next few months.

Alberta Municipalities continues to make progress on a number of advocacy initiatives, while others have proven more challenging. Here is an update on some of our initiatives.

**Funding**

ABmunis continues to highlight the impact of provincial downloading and funding cuts on municipalities. In total the impact on municipalities is a 58 per cent reduction in net financial support from the province, and that does not include increased costs, such as policing. In 2015, municipalities received \$418 per capita and by 2023, that amount will be an estimated \$177 per capita. While communities are working to streamline, reduce red tape, and cut costs, there is only so much that we can do with our limited budgets and fiscal capacity to make up the difference.

**Local Government Fiscal Framework (LGFF)**

In 2024 MSI and BMTG will be replaced with the Local Government Fiscal Framework (LGFF). Alberta Municipalities and RMA have been tasked with developing an allocation formula for the LGFF. To prepare for these negotiations, ABmunis formed a Municipal Financial Health Working Group who recommended principles and allocation formula variables. Additionally, we began engaging our members directly during our 2021 Summer Municipal Leaders Caucus (MLC) to help us determine if we were on the right path and to fine tune our variables. At our 2022 Summer MLC we did an in-depth session on our proposal and solicited feedback from our members. The 2022 Summer MLC presentation included how we came to our principles and our proposed allocation variables; the presentation can be found [here](#). I am happy to say that we have heard from numerous members which has helped us further fine tune our position. It is important to note that there is no allocation formula which will satisfy every member or member type.

In addition to our work on allocation, ABmunis continues to advocate for changes to the LGFF funding. Primarily an increase to the base funding and the removal of the 50% growth restriction.

**Alberta Police Advisory Board**

The province formed the Police Advisory Board in 2020 to give municipalities, who must now pay for a portion of their policing costs, a say in the build up of the provincial police service (made possible through municipal funding) as well as a say in provincial policing priorities. A 1-year interim board was set up to help establish the governance documents and recruitment process for the permanent board as well as provide initial feedback to the province. The interim board completed its mandate, after significant member consultation, but unfortunately, the province rejected all but one of the recommendations. Recruitment for the permanent board has not taken place and the Interim Board has been asked by Justice and Solicitor General to stay on for the remainder of the 5-year police funding model. We are currently negotiating our Terms of Reference as we feel it is important that we continue to have a say in buildup of services and policing priorities, even though it is not what municipalities had envisioned. The future of the funding model and the board, at the end of the 5-year term, is unclear.

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### **Victims of Crime Fund**

A notable advocacy win for ABmunis is changes to the Victims of Crime Fund. Two years ago, the Government of Alberta passed legislation that expanded the scope of the Victims of Crime Fund to include public safety initiatives, making Alberta the only province that did not restrict the use of its Victims of Crime fund to supporting victims. According to the Ministry's 2021-22 annual report, 59% of the \$64.7 million spent from the Victims of Crime fund went toward public safety initiatives. About one-third, or \$21 million, was allocated to victim services organizations. Only 8.5%, or \$5.5 million, went directly to victims. This was happening while municipalities were propping up under funded and overburdened Victim Services programs. I am very happy the Minister of Justice and Solicitor General has announced that the Victims of Crime Fund will again be used entirely for helping victims recover from their physical and psychological injuries and supporting them through the court process. The province is also expanding supports and providing emergency assistance when required. Advocacy from various organizations, including ABmunis and many municipalities, made this important change possible. More information can be found [here](#).

### **Future of Municipal Government (FOMG) Project**

This project is now in full-swing, and I really appreciate all the engagement that we have had with our members, especially the small communities who are actively engaged. Information about the project, including the first two papers that have been released, can be found [here](#). We will continue to release papers, hold webinars, and solicit feedback over the coming months. We will wrap up the project with a President's Summit in 2023 where we plan to bring together municipalities and key stakeholders to validate areas of agreement and work through points contention, before drafting a recommendations report that will be presented as a resolution at our 2023 Convention. This is a great opportunity to learn about the state of municipalities in Alberta as well as our possibilities for the future.

### **Convention**

I am excited for our upcoming Convention (Sep 21-23) in Calgary! The Small Communities Committee is putting together a fun and informative committee session all about what it takes to build a thriving small community. We have put together an excellent panel of knowledgeable small community enthusiasts and who knows...you may even be treated to some more Small Communities' Theatre! If you are interested in joining the Small Communities Committee or any other standing committee, application information can be found [here](#).

At last year's convention I had the honour and pleasure of unveiling our organization's new brand, Alberta Municipalities (formerly AUMA). Our brand was developed through significant member engagement with the help of a professional research firm. Through our engagement we learned that our old acronym didn't really mean anything to our members. We also heard that our members didn't identify with the term 'urban' and would prefer the association remove it from our name. Now that we have successfully established our new brand, our next step is to move forward with our legal name change, which will be the Association of Alberta Municipalities. Our brand name is how we will continue to represent ourselves, but our legal name is used behind the scenes on bylaws, contracts, etc. Although we do not have to change our legal name, we feel it is important to prevent misunderstandings and ensure continuity. We will bring a special resolution to this year's AGM for members to vote on our legal name change.

These are just a few of our current advocacy initiatives. More information on our advocacy efforts can be found at [ABmunis.ca](#). I also welcome a call, text, or email if you would like to chat about ABmunis work, or what is going on in your community. I really enjoy hearing from you. Also, if you are interested in me visiting your community or meeting your council (in-person or virtually) please let me know. Member visits, getting to know fellow elected officials, and learning about your wonderful communities are my favourite parts of my work with Alberta Municipalities

I would also like to take this opportunity to thank you all allowing me to serve as both your Director of Villages West and as Vice President of Villages and Summer Villages. I will be seeking re-election for both my Director and Vice President Position at our upcoming Convention and AGM.

Sincerely,

**Angela Duncan**

Mayor, Alberta Beach

Vice President, Villages & Summer Villages, Alberta Municipalities

[angeladuncan@albertabeach.com](mailto:angeladuncan@albertabeach.com)

780-868-5103

\*if you would like to be removed from my email list, please let me know.

**aboffice@albertabeach.com**

---

**From:** Julie Lee < >gmail.com>  
**Sent:** August 3, 2022 3:37 PM  
**To:** aboffice@albertabeach.com  
**Subject:** Property Tax Penalty

Previous Address: 2295880 Alberta LTD, Alberta Beach, AB, TOE OAO  
Updated Address: 4743 50Ave(PO Box 701), Alberta Beach, AB, TOE OAO

Hello, sir in charge.

My name is Hyojin Lee and I operate the "Off the Beach Foods" business in Alberta Beach. I'm writing this Email regarding the Property Tax and the penalty I got from last year's tax. I got my first Property Tax notice handed to me this year, and it contained 2022 and 2021 with a penalty. I'm shocked to see a penalty on last year's tax because I haven't received any notice about it last year, so I was just waiting for the notice to come to me because I thought it'll come to me eventually. When I received the notice for this year with last year's tax, I went to the town office to discuss it. The clerk in the office told me that she has been sending them out every 3 months, but the only one I've received was only one time this month through my PO box. I am not saying the tax is too much or that I won't pay the tax because I was ready all year to pay for them, all I am asking is for the penalty to be dismissed. I respect the Property Tax and believe it should be paid, but the penalty being added for something I didn't know is absurd. I will pay for this year's property taxes including the previous year's, but please take off the penalty because I wasn't trying to avoid paying taxes.

I hope we can come to an agreement, and thank you for your time.

TAX STATEMENT OF ACCOUNT

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

Date Mailed: Aug 12, 22

To:  
 2295880 ALBERTA LTD.  
 General Delivery

Account Reference: 309TC

Other Information:

Alberta Beach, AB  
 T0E 0A0

LEGAL 1&2 3 68HW  
 MUNICIPAL 4743 - 48 Street

ASSESSMENT INFORMATION

|                         |    |                |
|-------------------------|----|----------------|
| PROPERTY TYPE           | TC |                |
| LAND ASSESSMENT         |    | 66,750         |
| IMPROVEMENTS            |    | 165,730        |
| <b>TOTAL ASSESSMENT</b> |    | <b>232,480</b> |

| Date      | Ref#   | Description                 | Amount    | Balance  |
|-----------|--------|-----------------------------|-----------|----------|
|           |        | Balance Forward             |           | 0.00     |
| 10Jun2021 | 0      | 2021 MUNICIPAL SERVICES TAX | 437.50    | 437.50   |
| 10Jun2021 | 0      | SEWER REVITALIZATION LEVY   | 150.00    | 587.50   |
| 10Jun2021 | 0      | 2021 SCHOOL LEVY            | 804.28    | 1,391.78 |
| 10Jun2021 | 0      | 2021 MUNICIPAL LEVY         | 2,118.55  | 3,510.33 |
| 10Aug2021 | 0      | PENALTY                     | 631.86    | 4,142.19 |
| 01Jan2022 | 0      | PENALTY                     | 745.59    | 4,887.78 |
| 10Jun2022 | 0      | 2022 MUNICIPAL SERVICES TAX | 437.50    | 5,325.28 |
| 10Jun2022 | 0      | SEWER REVITALIZATION LEVY   | 150.00    | 5,475.28 |
| 10Jun2022 | 0      | 2022 SCHOOL LEVY            | 838.32    | 6,313.60 |
| 10Jun2022 | 0      | 2022 MUNICIPAL LEVY         | 2,335.18  | 8,648.78 |
| 09Aug2022 | 171391 | 295880 AB LTD - TAXES       | 8,648.78- | 0.00     |

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



TAX STATEMENT OF ACCOUNT

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

Date Mailed: Aug 12, 22

To: 2295880 ALBERTA LTD.  
 General Delivery

Account Reference: 309

Alberta Beach, AB  
 T0E 0A0

Other Information:

LEGAL 1&2 3 68HW  
 MUNICIPAL 4743 - 48 Street

ASSESSMENT INFORMATION

|                         |    |                |
|-------------------------|----|----------------|
| PROPERTY TYPE           | TR |                |
| LAND ASSESSMENT         |    | 32,870         |
| IMPROVEMENTS            |    | 115,960        |
| <b>TOTAL ASSESSMENT</b> |    | <b>148,830</b> |

| Date      | Ref#   | Description                 | Amount    | Balance  |
|-----------|--------|-----------------------------|-----------|----------|
|           |        | Balance Forward             |           | 0.00     |
| 10Jun2021 | 0      | 2021 MUNICIPAL SERVICES TAX | 437.50    | 437.50   |
| 10Jun2021 | 0      | SEWER REVITALIZATION LEVY   | 150.00    | 587.50   |
| 10Jun2021 | 0      | 2021 SCHOOL LEVY            | 347.94    | 935.44   |
| 10Jun2021 | 0      | 2021 MUNICIPAL LEVY         | 674.96    | 1,610.40 |
| 10Aug2021 | 0      | PENALTY                     | 289.87    | 1,900.27 |
| 01Jan2022 | 0      | PENALTY                     | 342.05    | 2,242.32 |
| 10Jun2022 | 0      | 2022 MUNICIPAL SERVICES TAX | 437.50    | 2,679.82 |
| 10Jun2022 | 0      | SEWER REVITALIZATION LEVY   | 150.00    | 2,829.82 |
| 10Jun2022 | 0      | 2022 SCHOOL LEVY            | 388.83    | 3,218.65 |
| 10Jun2022 | 0      | 2022 MUNICIPAL LEVY         | 750.80    | 3,969.45 |
| 09Aug2022 | 171391 | 295880 AB LTD - TAXES       | 3,969.45- | 0.00     |

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

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**Alberta Beach Village Office**

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**From:** Raina Funk  
**Sent:** August 9, 2022 9:19 AM  
**To:** aboffice@albertabeach.com  
**Subject:** Penalty for #528

Account reference 528

To whom it may concern regarding property 4703 43 street.

We are requesting that the penalties for late payment of land taxes be removed as a lot of unfortunate events occurred.

We went to Mexico on a family emergency and while there Canada shut down the borders during COVID . We didn't have the funds to stay out there luckily my wife has family where we could stay. When we did arrive we had to come back to quarantine for the two weeks and after that I had to quickly source out employment opportunities.

We had tremendous financial burdens last year and still recovering and would appreciate the fine removed.

Kind regards  
Niels Kat

--  
Sent from Gmail Mobbille

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TAX STATEMENT OF ACCOUNT

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

Date Mailed: Aug 12,22

To: KAT. NIELS

Account Reference: 528

Other Information:

Alberta Beach, AB  
 T0E 0A0

LEGAL 1 7 6604A0  
 MUNICIPAL 4703 - 43 Street

ASSESSMENT INFORMATION

PROPERTY TYPE TR  
 LAND ASSESSMENT 47,630  
 IMPROVEMENTS 269,170  
 TOTAL ASSESSMENT 316,800

| Date      | Ref#   | Description                 | Amount    | Balance  |
|-----------|--------|-----------------------------|-----------|----------|
|           |        | Balance Forward             |           | 0.00     |
| 10Jun2021 | 0      | 2021 MUNICIPAL SERVICES TAX | 875.00    | 875.00   |
| 10Jun2021 | 0      | SEWER REVITALIZATION LEVY   | 300.00    | 1,175.00 |
| 10Jun2021 | 0      | 2021 SCHOOL LEVY            | 794.31    | 1,969.31 |
| 10Jun2021 | 0      | 2021 MUNICIPAL LEVY         | 1,540.87  | 3,510.18 |
| 10Aug2021 | 0      | PENALTY                     | 631.83    | 4,142.01 |
| 01Jan2022 | 0      | PENALTY                     | 745.56    | 4,887.57 |
| 10Jun2022 | 0      | 2022 MUNICIPAL SERVICES TAX | 875.00    | 5,762.57 |
| 10Jun2022 | 0      | SEWER REVITALIZATION LEVY   | 300.00    | 6,062.57 |
| 10Jun2022 | 0      | 2022 SCHOOL LEVY            | 827.66    | 6,890.23 |
| 10Jun2022 | 0      | 2022 MUNICIPAL LEVY         | 1,598.15  | 8,488.38 |
| 31Jul2022 | 171077 | Kat - Taxes                 | 3,600.66- | 4,887.72 |
| 31Jul2022 | 171079 | Kat - Taxes                 | 4,887.72- | 0.00     |

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

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14.c

July 19, 2022

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

2022 Lac Ste. Anne Pilgrimage

Administration and Council,

At its July 15, 2022, Council meeting, the Summer Village of Yellowstone directed Administration to donate \$300.00 to the Village of Alberta Beach to recognize and contribute to the extra expenses that the Village is incurring due to the 2022 Pilgrimage.

Sincerely,

Kim Hanlan  
Chief Administrative Officer - Summer Village of Yellowstone

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ALBERTA BEACH 57

REMITTANCE ADVICE Summer Village of Yellowstone

THE ATTACHED CHEQUE IS IN PAYMENT OF ITEMS LISTED BELOW. IF INCORRECT, PLEASE INQUIRE REFERENCING CHEQUE # 20220110

| Invoice Date | Invoice Number | Invoice Amount | PO Number | Discount | Hold Amount | Description              | Amount Paid |
|--------------|----------------|----------------|-----------|----------|-------------|--------------------------|-------------|
| 2022-07-15   | RES #097-22    | 300.00         |           |          | 0.00        | DONATION FOR ALBERTA BEA | 300.00      |

R990

Printed in Canada

THIS CHEQUE CONTAINS SECURITY FEATURES. SEE REVERSE. CE CHEQUE COMPORTE DES CARACTERISTIQUES DE SECURITE. VOIR A L'ENDOS.



**Summer Village of Yellowstone**  
 Site 11 Comp 123 RR1  
 GUNN, AB T0E 1A0  
 (587) 862-0500

ATB FINANCIAL  
 4910 - 50 STREET  
 ONCWAY, AB T0E 1V0  
 Canada  
 (780) 967-2201

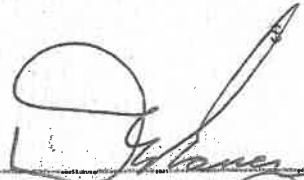

20220110

DATE 2022 07 20  
 YYYY MM DD

Pay Three Hundred Dollars And No Cents

300.00

57.  
 PAY ALBERTA BEACH  
 TO BOX 278  
 THE ORDER ALBERTA BEACH, AB T0E0A0  
 OF: Canada

PER   
 PER 

⑈0020220110⑈ ⑆08989⑈ 219⑆ 1087479⑈ 24⑈

144

15.a

**Alberta Beach Village Office**

---

**From:** angeladuncan@albertabeach.com  
**Sent:** August 11, 2022 6:37 PM  
**To:** aboffice@albertabeach.com  
**Subject:** Notice of Motion  
**Attachments:** Asset Management Notice of Motion.docx

Hi Kathy,

Can you please include the attached notice of motion in our upcoming agenda package?

Thank you,

***Angela Duncan***

Mayor, Alberta Beach

Vice President, Villages & Summer Villages, Alberta Municipalities

[angeladuncan@albertabeach.com](mailto:angeladuncan@albertabeach.com)

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**Notice of Motion, Asset Management – Submitted by Angela Duncan, Aug 11, 2022**

**Background:**

Asset management is part of operating a sustainable community. To my knowledge, we currently do asset management based on our annual budgeting cycle or as issues and concerns come up, leading to reactive decision making.

*Alberta Municipalities in partnership with Rural Municipalities of Alberta (RMA) and Infrastructure Asset Management Alberta (IAMA) have offered asset management training since 2018 through funding provided by the Federation of Canadian Municipalities. As this is the fourth and final year that the funding is available, the partnering organizations submitted an application that will allow us to provide asset management training to municipal administrators as well as elected officials at no cost.*

*We are happy to announce that we can start taking applications for the asset management cohorts aimed at municipal administrators. We will be taking applications until September 16, 2022. The number of applicants, asset management capacity level, and geographic location will determine where in Alberta the cohorts are offered. We also want to provide flexible scheduling for participants.*

*Once we have organized the successful applicants into cohorts, we will work with them directly to schedule the workshops in a way that makes sense for everyone's' schedules. If you are interested in applying, please be aware that you will need a council resolution supporting your participation as well as a completed Asset Management Readiness Scale. (<https://www.abmunis.ca/news/registration-asset-management-courses-live>)*

Municipal elected officials and CAOs who have completed this asset management training tell me that it has allowed them to create better and more effective capital and maintenance plans, allowing them to be proactive and save money in the long run. An investment of time and resources now could save us significant time and resources in the future. This is the final opportunity to take part in this free program.

In addition to the training cohorts for administrations, there are also free 1-day workshops for elected officials. There is a workshop being held in Edmonton on September 29 at Holiday Inn Edmonton South.

Additional information can be found at:

<https://fcm.ca/en/resources/mamp/tool-asset-management-readiness-scale>,

<https://www.abmunis.ca/advocacy-resources/infrastructure/asset-management/asset-management-courses/elected-officials-asset>,

<https://www.abmunis.ca/news/registration-asset-management-courses-live>.



**Motion:**

That Alberta Beach apply to participate in asset management training through Alberta Municipalities, RMA, and Infrastructure Asset Management Alberta, and further that administration complete FCM's Asset Management Readiness Scale and further that we approve any councillor who wishes to attend the elected officials asset management workshop being held Sept 29 in Edmonton with travel costs to come out of the councillors professional development budget.

**Alberta Beach Village Office**

---

**From:** angeladuncan@albertabeach.com  
**Sent:** August 11, 2022 6:49 PM  
**To:** aboffice@albertabeach.com  
**Subject:** Notice of motion (another one)  
**Attachments:** notice of motion - Vice President.docx

Hi Kathy,

Can you please also include this attached notice of motion in the upcoming meeting package?

The nomination package can be found at Microsoft Word - 2022 Candidate Nomination Package - ABmunis Board Election with Nomination Forms, for your information.

Thanks,

**Angela Duncan**  
Mayor, Alberta Beach  
Vice President, Villages & Summer Villages, Alberta Municipalities  
[angeladuncan@albertabeach.com](mailto:angeladuncan@albertabeach.com)

**Notice of Motion, Alberta Municipalities Vice President Nomination – Submitted by Angela Duncan**

**Background:**

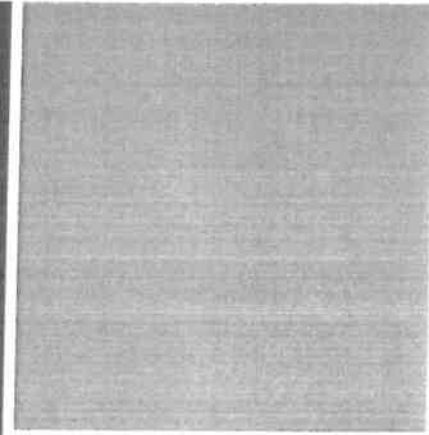
I am seeking re-election for both my Director and Vice President Position with Alberta Municipalities. A motion of Council is needed approving my candidacy for the position of Vice President.

**Motion:**

That Council approves Mayor Duncan's nomination for the position of Vice President, Villages and Summer Villages for Alberta Municipalities.

# 2022 Alberta Municipalities Board Election

Candidate Information and  
Nomination Package



 **Alberta  
Municipalities**  
Strength  
In Members

150

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## **Introduction**

The 2022 Alberta Municipalities Board elections will be held during the Association's Annual Convention on Friday, September 23, 2022.

This package provides information to individuals interested in participating in the nomination and election process for Board positions. Prospective Board candidates are encouraged to contact Returning Officer for further information on the role and responsibilities of a Board Member.

## **Positions Available**

The following Board positions are up for election this year:

- Director, Cities up to 500,000 – two-year term
- Director, Towns West – two-year term
- Director, Towns South – two-year term
- Director, Villages East – two-year term
- Director, Villages West – two-year term
- Vice-President, Cities up to 500,000 – one-year term
- Vice-President, Towns – one-year term
- Vice-President, Villages and Summer Villages – one-year term

## **Board Role and Responsibilities**

The role of the Board is to provide informed leadership for Alberta municipalities on behalf of Association programs, policies and initiatives. Each Board member is responsible for advancing the interests of the Association, its goals, programs, issues and policies. Key Board responsibilities include:

- Developing and evaluating the specific advocacy programs and services of the Association.
- Ensuring that the powers, duties and functions of the Association are appropriately carried out.
- Carrying out the powers, duties and functions expressly given to it under legislation and the Bylaws or policies of the Association.
- Monitoring and influencing government legislation, programs and policies which impact the membership.
- Ensuring effective, credible relations in respect of advocacy are maintained with member municipalities, the provincial government and other organizations.
- Apprising the membership of significant national and provincial trends and/or issues that affect local governments and taking action to ensure their interests are known to decision makers.
- Monitoring, as the sole shareholder, the Association interest in the Alberta Municipal Services Corporation (AMSC).
- Establishing a mandate for itself and for the Administration on an annual basis and approving an operational plan to achieve its mandate.
- Approving an operational plan to achieve its mandate.

## Eligibility

Complete details on standing for election are outlined in the Association's Election Procedures Handbook; however, generally those eligible to stand in an election must:

- be an elected official of a Regular Member in good standing,
- submit a completed nomination in the form prescribed by the Returning Officer,
- be nominated by at least two other elected representatives of Regular Members in good standing, and
- for President or Vice-President positions, have the nomination approved by a motion of the council of the nominee's municipality.

## Ideal Board Member Profile

Alberta Municipalities seeks committed Board members with high ethical standards and an interest in the long-term best interests of the Association and its members. Experience serving on public/private sector or not-for-profit boards is desirable. While not required, other desirable competencies include:

- Board Governance
- Municipal Governance/Operations
- Business Administration/Management
- Legal/Regulatory
- Human Resources
- Accounting/Financial
- Risk Management
- Public Relations/Media
- Information Technology
- Strategic Planning

## Time Commitment

Below is the estimated amount of time necessary for an individual to fulfill their role as a Board member. Board members are also expected to attend additional retreats, meetings, or education sessions as required from time to time.

|                                  |   |
|----------------------------------|---|
| Regular Scheduled Board Meetings | Board meetings are held monthly, except for July. Meetings begin at 9:00 am (allow 5-6 hours per meeting).<br><i>*Please note that the first meeting of the new Board will commence immediately following the close of Convention</i> |
| Board Member Orientation Session | New Board Members are required to attend orientation sessions prior to the December 2021 Board meeting (allow 3 -5 hours).  |



## 2022 Candidate Information and Nomination Package

In addition, each Board member is expected to serve on at least one Board committee. The current Board standing committees are:

|  |   |
|--|---|
| Executive Committee                      | Committee meetings are held monthly and begin at 9:00 am (allow 4-6 hours per meeting).                   |
| Municipal Governance Committee           | Committee meetings are held quarterly and begin at 9:00 am (allow 4-6 hours per meeting).                 |
| Sustainability and Environment Committee | Committee meetings are held quarterly and begin at 9:00 am (allow 4-6 hours per meeting).                 |
| Safe and Healthy Communities Committee   | Committee meetings are held quarterly and begin at 9:00 am (allow 4-6 hours per meeting).                 |
| Infrastructure Committee                 | Committee meetings are held quarterly and begin at 9:00 am (allow 4-6 hours per meeting).                 |
| Small Communities Committee              | Committee meetings are held three times per year and begin at 9:00 am (allow 4-6 hours per meeting).      |
| Human Resources Committee                | Committee will meet a minimum of twice per year. Meetings begin at 9:00 am (allow 4-6 hours per meeting). |
| Audit and Finance Committee              | Committee meetings are held quarterly and begin at 9:00 am (allow 4-6 hours per meeting).                 |
| Investment Advisory Committee            | Committee will meet a minimum of twice per year. Meetings begin at 9:00 am (allow 4-6 hours per meeting). |
| Economic Strategy Committee              | Committee will meet a minimum of twice per year. Meetings begin at 9:00 am (allow 4-6 hours per meeting). |

### Member Engagement

As a member-driven organization, Alberta Municipalities thrives on consistent and genuine member engagement. Given this, Board members are expected to utilize the tools and resources provided by the Association to regularly engage with the members within their respective zones.

### Honoraria and Expenses

Board members are entitled to receive honoraria for their service on the Board, a committee, or task force and are reimbursed for expenses incurred on Association business in accordance with Association policy. Board members also receive an allowance for professional development.

### Nomination Papers

Nomination Papers for each Board position are provided in Appendix B and C.

### Nomination Deadline

The deadline for receipt of nomination documents is Thursday, September 15, 2022.

Your nomination documents must be submitted by email to [ReturningOfficer@abmunis.ca](mailto:ReturningOfficer@abmunis.ca)

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## Appendix A – Electoral Zones

| Towns East                  | Towns West     | Towns South                           | Villages East              | Villages West | Villages South  |
|-----------------------------|----------------|---------------------------------------|----------------------------|---------------|---|
| Athabasca                   | Barrhead       | Banff                                 | Alliance                   | Alberta Beach | Acme  |
| Bashaw                      | Beaverlodge    | Bassano                               | Amisk                      | Alix          | Arrowwood   |
| Blackfalds                  | Bentley        | Black Diamond                         | Andrew                     | Bawlf         | Barnwell  |
| Bon Accord                  | Bowden         | Bow Island                            | Boyle                      | Berwyn        | Barons  |
| Bonnyville                  | Calmar         | Canmore                               | Chauvin                    | Big Valley    | Beiseker  |
| Bruderheim                  | Devon          | Cardston                              | Chipman                    | Bittern Lake  | Carbon  |
| Castor                      | Drayton Valley | Carstairs                             | Clyde                      | Breton        | Carmangay   |
| Coronation                  | Eckville       | Claresholm                            | Consort                    | Caroline      | Champion  |
| Daysland                    | Edson          | Coaldale                              | Czar                       | Clive         | Coutts  |
| Elk Point                   | Fairview       | Coalhurst                             | Edgerton                   | Delburne      | Cowley  |
| Gibbons                     | Falher         | Cochrane                              | Forestburg                 | Donalda       | Cremona   |
| Hardisty                    | Fox Creek      | Crossfield                            | Glendon                    | Donnelly      | Delia   |
| Innisfail                   | Grimshaw       | Crowsnest Pass                        | Halkirk                    | Edberg        | Duchess   |
| Killam                      | High Level     | Didsbury                              | Heisler                    | Elnora        | Empress   |
| Lac La Biche County         | High Prairie   | Drumheller                            | Holden                     | Girouxville   | Foremost  |
| Lamont                      | Hinton         | Fort Macleod                          | Hughenden                  | Hay Lakes     | Glenwood  |
| Legal                       | Jasper         | Hanna                                 | Innisfree                  | Hines Creek   | Hill Spring   |
| Millet                      | Manning        | High River                            | Irma                       | Nampa         | Hussar  |
| Morinville                  | Mayerthorpe    | Improvement District                  | Kitscoty                   | Rosalind      | Kananaskis  |
| Mundare                     | McLennan       | No. 9 (Banff National                 | Lougheed                   | Rycroft       | Improvement District  |
| Ponoka                      | Oneway         | Park)                                 | Mannville                  | Spring Lake   | Linden  |
| Provost                     | Peace River    | Irricana                              | Marwayne                   | Warburg       | Lomond  |
| Redwater                    | Penhold        | Magrath                               | Myrnam                     |               | Longview  |
| Sedgewick                   | Rainbow Lake   | Milk River                            | Paradise Valley            |               | Milo  |
| Smoky Lake                  | Rimbey         | Nanton                                | Ryley                      |               | Morrin  |
| Stettler                    | Rocky          | Nobleford                             | Veteran                    |               | Munson  |
| St. Paul                    | Mountain       | Okotoks                               | Vilna                      |               | Rockyford   |
| Tofield                     | House          | Olds                                  | Waskatenau                 |               | Rosemary  |
| Trochu                      | Sexsmith       | Oyen                                  |                            |               | Standard  |
| Two Hills                   | Slave Lake     | Picture Butte                         |                            |               | Stirling  |
| Vegreville                  | Spirit River   | Pincher Creek                         |                            |               | Warner  |
| Vermilion                   | Stony Plain    | Raymond                               |                            |               | Youngstown  |
| Viking                      | Swan Hills     | Redcliff                              |                            |               |   |
| Wainwright                  | Sylvan Lake    | Redwood Meadows                       |                            |               |   |
|                             | Thorsby        | Stavely                               |                            |               |   |
|                             | Valleyview     | Strathmore                            |                            |               |   |
|                             | Wembley        | Sundre                                |                            |               |   |
|                             | Westlock       | Taber                                 |                            |               |   |
|                             | Whitecourt     | Three Hills                           |                            |               |   |
|                             |                | Turner Valley                         |                            |               |   |
|                             |                | Vauxhall                              |                            |               |   |
|                             |                | Vulcan                                |                            |               |   |
| <b>Cities up to 500,000</b> |                |                                       | <b>Cities over 500,000</b> |               | <b>Summer Villages</b>  |
| Airdrie                     |                | Lethbridge                            | Calgary                    |               | <i>All Summer Villages<br/>vote for the Summer<br/>Village Director and for<br/>the Vice-President<br/>Villages and Summer<br/>Villages</i> |
| Beaumont                    |                | Lloydminster                          | Edmonton                   |               |   |
| Brooks                      |                | Medicine Hat                          |                            |               |   |
| Camrose                     |                | MD of Mackenzie No. 23                |                            |               |   |
| Chestermere                 |                | Red Deer                              |                            |               |   |
| Cold Lake                   |                | Regional Municipality of Wood Buffalo |                            |               |   |
| Fort Saskatchewan           |                | St. Albert                            |                            |               |   |
| Grande Prairie              |                | Spruce Grove                          |                            |               |   |
| Lacombe                     |                | Strathcona County                     |                            |               |   |
| Leduc                       |                | Wetaskiwin                            |                            |               |   |

Appendix B

PART A – Nomination Paper for Board of Directors

We, the undersigned, duly nominate \_\_\_\_\_ of  
NAME

\_\_\_\_\_  
MUNICIPALITY

\_\_\_\_\_  
POSITION ON COUNCIL

as a candidate in the election to be held for a two-year term for the office of:

- Cities up to 500,000 Directors (one to be elected by Cities up to 500,000 voting delegates)
- Towns West Director (one to be elected by Towns West voting delegates)
- Towns South Director (one to be elected by the Towns South voting delegates)
- Villages East Director (one to be elected by Villages East voting delegates)
- Villages West Director (one to be elected by Villages West voting delegates)

**NOMINATORS**

To be signed by two (2) elected officials from Association member municipalities of the relevant classification. Should the signatories not be elected officials from Association member municipalities of the relevant classification, the nomination will be disqualified.

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
MUNICIPALITY

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
MUNICIPALITY

- The candidate's biography is included with this Nomination Paper (please check)

The nomination deadline is 11:59 pm, Thursday, September 15, 2022  
Completed nomination documents are to be submitted by email to [ReturningOfficer@abmunis.ca](mailto:ReturningOfficer@abmunis.ca)

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**Appendix B**

**PART B – Candidate’s Acceptance**

**CANDIDATE’S ACCEPTANCE**

CANDIDATE’S NAME

CANDIDATE’S SIGNATURE

CANDIDATE’S EMAIL

By signing this form, I declare that:

1. I am eligible to be elected to the office,
2. I will carry out the duties and responsibilities of the office if elected,
3. I will be bound by Association Policy BDO10 – Board Member Ethics, Code of Conduct and Conflict of Interest and the disclosure provisions of Articles 8 and 9 of the Association Bylaws, and
4. I authorize the Association to publish my biography in Association publications including, but not limited to, the Association website and Weekly Digest.

Please check one of the following:

- I will be attending the Convention in-person
- I will be attending the Convention virtually

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Appendix C

**PART A – Nomination Paper for Vice-President**

We, the undersigned, duly nominate \_\_\_\_\_ of  
NAME

\_\_\_\_\_  
MUNICIPALITY

\_\_\_\_\_  
POSITION ON COUNCIL

as a candidate in the election to be held for a one-year term of:

- Vice-President, Cities up to 500,000
- Vice President, Towns
- Vice-President, Villages and Summer Villages

**NOMINATORS**

To be signed by two (2) elected officials from Association member municipalities of the relevant classification. Should the signatories not be elected officials from Association member municipalities of the relevant classification, the nomination will be disqualified.

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
MUNICIPALITY

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
MUNICIPALITY

**APPROVED BY MOTION OF COUNCIL**

To be signed by the City Clerk/Municipal Secretary of the candidate's municipality confirming, through checking the minutes of Council, that the candidate's nomination has been approved.

\_\_\_\_\_  
COUNCIL MEETING DATE

\_\_\_\_\_  
MUNICIPALITY

\_\_\_\_\_  
CITY CLERK/MUNICIPAL SECRETARY SIGNATURE

- The candidate's biography is included with this Nomination Paper (please check)

The nomination deadline is 11:59 pm, Friday, September 15, 2022  
Completed nomination documents are to be submitted by email to [ReturningOfficer@abmunis.ca](mailto:ReturningOfficer@abmunis.ca)

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Appendix C

PART B – Candidate’s Acceptance

| CANDIDATE’S ACCEPTANCE |                       |                   |
|------------------------|-----------------------|-------------------|
| CANDIDATE’S NAME       | CANDIDATE’S SIGNATURE | CANDIDATE’S EMAIL |

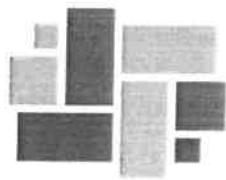
By signing this form, I declare that:

1. I am eligible to be elected to the office,
2. I will carry out the duties and responsibilities of the office if elected,
3. I will be bound by AUMA Policy BDO10 – Board Member Ethics, Code of Conduct and Conflict of Interest and the disclosure provisions of Articles 8 and 9 of the Association Bylaws, and
4. I authorize the Association to publish my biography in Association publications including, but not limited to, the Association website and Weekly Digest.

Please check one of the following:

- I will be attending the Convention in-person
- I will be attending the Convention virtually

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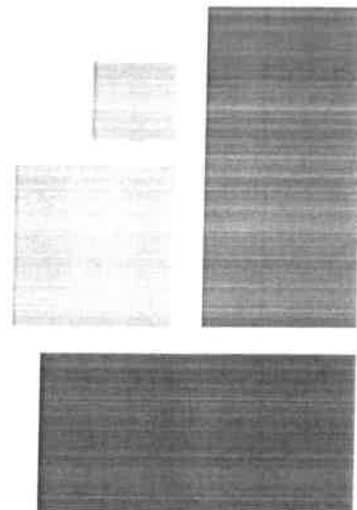


# Alberta Municipalities Strength In Members

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