

**ALBERTA BEACH
REGULAR COUNCIL MEETING
BEING HELD IN THE ALBERTA BEACH COUNCIL CHAMBERS
AND BEING HELD ELECTRONICALLY VIA ZOOM
DECEMBER 19, 2023 AT 7:00 P.M.**

AGENDA

1. CALL TO ORDER
2. LAND ACKNOWLEDGEMENT
3. AGENDA ADDITIONS
4. ADOPTION OF AGENDA
5. CONFIDENTIAL – CLOSED MEETING SESSION
6. ADOPTION OF PREVIOUS MINUTES
 - a. Regular Council Meeting of November 21, 2023
7. DELEGATIONS
8. PUBLIC HEARINGS
9. MUNICIPAL PLANNING COMMISSION
10. OLD BUSINESS & CAO REPORT ACTION LIST
11. FINANCIAL REPORTS
 - a. 2024 Interim Budget
12. BYLAWS & POLICIES
 - a. Bylaw #294-23 – The Emergency Management Bylaw
13. COUNCIL, COMMITTEES & STAFF REPORTS
14. CORRESPONDENCE – INFORMATION ITEMS
 - a. Alberta Municipal Affairs – Local Government Fiscal Framework (LGFF) Program Launch
 - b. Alberta Municipal Affairs – Municipal-Federal Agreements
 - c. Alberta Municipalities – AB Munis’ Town Hall and Submissions on the LAEA & MGA Consultations
 - d. Alberta Seniors, Community and Social Services – 2023 FCSS Annual Reporting
 - e. Brownlee LLP – Emerging Trends in Municipal Law Seminar
 - f. Brownlee LLP – 2024 Spring Synergy Luncheon
 - g. Fortis Alberta – Update regarding Fortis Alberta’s 2024 Estimated Distribution & Transmission Rates
 - h. Grasmere School – Thank you for Support
 - i. Lac Ste. Anne Foundation – 2024 Municipal Requisition
 - j. WILD Water Commission – 2024 Rates for Members
 - k. WILD Water Commission – 2024 Truckfill Rate
15. CORRESPONDENCE – ACTION ITEMS
 - a. Alberta Beach Heritage Village & Museum – Museum Storage
 - b. Western Canadian Watercross Association – WCWA Jet Ski Event 2024
16. NEW BUSINESS
 - a. SVREMP – Partnership Agreement
 - b. SVREMP – 2024 Proposed Budget
 - c. SVREMP – 2024 Proposed Workplan Overview
 - d. SVREMP – Alberta Emergency Management Preparedness Program (EMPP) Grant Application
17. QUESTION PERIOD
18. ADJOURNMENT

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

PRESENT:

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

CALL TO ORDER:

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

LAND ACKNOWLEDGEMENT:

Mayor Muir read a Land Acknowledgement Statement as follows:
Alberta Beach respectfully acknowledges that it is located on the First People's traditional lands. We recognize this traditional Treaty Six Territory to show respect and understanding to the First Nations, Metis and Inuit peoples who walked this land for centuries. We express gratitude and respect for the land we use and reaffirm our relationship with one another.

AGENDA ADDITIONS:

- 14.q Alberta Municipalities – Virtual Town Hall Meeting
- 15.c Carol McFetridge – Request for Removal Of Property Tax Late Payment Penalty

MOTION #196-23 – ADOPTION OF AGENDA:

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

CARRIED UNANIMOUSLY

CONFIDENTIAL – CLOSED MEETING SESSION: None.

ADOPTION OF PREVIOUS MINUTES:

MOTION #197-23 – ADOPTION OF REGULAR COUNCIL MEETING OF OCTOBER 17, 2023:

MOVED BY Councillor Durocher that the minutes of the Regular Council meeting held on October 17, 2023 be adopted as presented.

CARRIED UNANIMOUSLY

MOTION #198-23 – ADOPTION OF ORGANIZATIONAL COUNCIL MEETING OF OCTOBER 17, 2023:

MOVED BY Deputy Mayor Love that the minutes of the Organizational Council meeting held on October 17, 2023 be adopted as presented.

CARRIED UNANIMOUSLY

DELEGATIONS: None.

PUBLIC HEARINGS: None.

MUNICIPAL PLANNING COMMISSION MEETING: None.

OLD BUSINESS & CAO REPORT ACTION LIST:

The CAO reviewed the CAO Report.

MOTION #199-23 – ACCEPTANCE OF CAO REPORT ACTION LIST:

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

CARRIED UNANIMOUSLY

FINANCIAL REPORTS: None.

BYLAWS & POLICIES: None.

COUNCIL, COMMITTEES & STAFF REPORTS:

DEPUTY MAYOR LOVE

Deputy Mayor Love reviewed and submitted report on the following meetings:
Lac Ste. Anne East End Bus Committee meeting held on October 30, 2023.

COUNCILLOR WEBER:

Councillor Weber reviewed and submitted reports on the following meetings:
Community Futures Yellowhead East meeting held on October 19, 2023.
Lac Ste. Anne Foundation meeting held on October 25, 2023.
Trivillage Regional Sewer Services Commission meetings held on October 30 & November 8, 2023.
Sturgeon River Watershed Alliance meeting held on November 16, 2023.

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MOTION #200-23 – AMEND COUNCIL COMMITTEE APPOINTMENT TO THE HIGHWAY 43 EAST WASTE COMMISSION:

MOVED BY Councillor Weber that the Council committee appointments be amended and that Deputy Mayor Love be appointed to the Highway 43 East Waste Commission.

CARRIED UNANIMOUSLY

COUNCILLOR DUROCHER:

Councillor Durocher reviewed and submitted reports on the following meetings:

Lake Isle & Lac Ste. Anne Water Quality Mgmt Society meetings held on October 23 & 30, 2023.

Alberta Beach Ag Society Beachwave Park Operations Committee meeting held on November 1, 2023.

Alberta Beach & District Museum & Archives meeting held on November 8, 2023.

COUNCILLOR ELWOOD:

Councillor Elwood reviewed and submitted reports on the following meetings:

Joint Trivillage meeting held on November 2, 2023.

West Inter-lake District (WILD) Water Commission meeting held on November 3, 2023.

Onway Regional Fire Services Executive Steering Committee meeting held on November 6, 2023.

Alberta Library Conference held on November 9-10, 2023.

Remembrance Day Service held on November 11, 2023.

Alberta Beach Library Board meeting held on November 13, 2023.

Emergency Service Appreciation Event held on November 13, 2023.

SVREMP meeting with Lac Ste. Anne County held on November 14, 2023.

MAYOR MUIR

Mayor Muir reviewed and submitted reports on the following meetings:

Alberta Beach Ag Society Agliplex Operations Committee meeting held on October 26, 2023.

Beachwave Park Trunk or Treat held on October 28, 2023.

Trivillage Regional Sewer Services Commission meetings held on October 30, November 2 & 8, 2023.

DEVELOPMENT PERMIT REPORT:

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

MOTION #201-23 – ACCEPTANCE OF COUNCIL, COMMITTEE AND STAFF REPORTS:

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

CARRIED UNANIMOUSLY

CORRESPONDENCE – INFORMATION ITEMS:

ALBERTA HEALTH SERVICES – TAMARACK HEALTH ADVISORY COUNCIL MEETING:

Correspondence was received from Alberta Health Services regarding the Tamarack Health Advisory Council virtual meeting which provides an opportunity to bring the community's voice forward and to provide input on local and regional health.

ALBERTA MUNICIPAL AFFAIRS – 2022 MUNICIPAL INDICATOR RESULTS FOR ALBERTA BEACH:

Correspondence was received from Alberta Municipal Affairs to advise that the ministry has compiled the 2022 financial year data for their annual reporting on performance measures which identifies municipalities deemed to not face potential long term viability challenges, and further reported that Alberta Beach did not flag any indicators for this year's municipal indicator results report.

ALBERTA MUNICIPAL AFFAIRS – PUBLIC SURVEY - LOCAL AUTHORITIES ELECTION ACT & MUNICIPAL GOVERNMENT ACT:

Correspondence was received from Alberta Municipal Affairs inviting participation through an online survey regarding potential legislative changes related to Councillor accountability within the *Municipal Government Act* as well as potential changes to the *Local Authorities Election Act*.

ALBERTA MUNICIPALITIES – PROVINCIAL CONSULTATIONS ON LAEA AND MGA:

Alberta Municipalities forwarded background information and discussion guides regarding the Provincial consultations on potential changes to the *Local Authorities Election Act* and the *Municipal Government Act*.

ALBERTA RECREATION & PARKS ASSOCIATION – WALKING WITH INDIGENOUS COMMUNITIES – ARPA'S ACTION MAP:

Correspondence was received from Alberta Recreation & Parks Association to officially share their Walking with Indigenous Communities, ARPA's Action Map which identifies 10 key actions that will guide their reconciliation work to move forward with Indigenous Elders and communities.

ALBERTA SENIORS, COMMUNITY & SOCIAL SERVICES – MINISTER'S SENIORS SERVICE AWARDS 2023:

The Alberta Seniors, Community & Social Services forwarded nomination notice for the Minister's Seniors Service Awards 2023 which honours the contributions that Albertans, organizations and businesses make to improve the lives of Alberta's seniors.

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ASSOCIATION OF SUMMER VILLAGES OF ALBERTA – SILENT AUCTION DONATION:

Correspondence was received from the Association of Summer Villages of Alberta to thank Council for the support in a donation to their silent auction for their annual conference.

FIRE RESCUE INTERNATIONAL – ONOWAY REGIONAL FIRE SERVICES – 2023 FIRST 6 MONTHS PRESENTATION:

Correspondence was received from Fire Rescue International which included the 2023 first six months presentation for Onoway Regional Fire Services.

FIRE UNDERWRITERS SURVEY – PETITION IN SUPPORT OF VOLUNTEER FIREFIGHTERS:

Correspondence was received from the Fire Underwriters Survey inviting participation in a petition proposed by the Canadian Association of Fire Chiefs to the Government of Canada to support Bill C-310's amendments to the Income Tax Act in support of Canada's volunteer firefighters, our first responders.

GOVERNMENT OF CANADA – 2024 PRIME MINISTER'S AWARDS:

The Government of Canada forwarded nomination notice for the 2024 Prime Minister's Awards for teaching excellence in science, technology, engineering and math as well as early childhood education.

HIGHWAY 43 EAST WASTE COMMISSION – LANDFILL SITE HOLIDAY HOURS:

The Highway 43 East Waste Commission sent notice of the landfill site holiday hours.

LAC STE. ANNE COUNTY – ORGANIZATIONAL MEETING RESULTS:

Lac Ste. Anne County forwarded their organizational meeting results as well as their 2023/2024 committee appointments.

RMA INSURANCE – INSURANCE RENEWAL UPDATE:

RMA Insurance forwarded an update on the insurance renewals for 2024, outlining the significant events that have impacted insurance and to confirm their commitment to providing exceptional service and the most competitive pricing possible.

SUMMER VILLAGE OF VAL QUENTIN – ORGANIZATIONAL MEETING RESULTS:

The Summer Village of Val Quentin forwarded their organizational meeting results as well as their 2023/2024 committee appointments.

TOWN OF ONOWAY – 2024 PROPOSED ORFS RATES:

A letter was received from the Town of Onoway regarding the 2024 proposed ORFS rates, further advising that the ORFS member municipalities have accepted a proposed budget for information, and they are committed to providing a final budget as soon as practicable.

TOWN OF ONOWAY – ORGANIZATIONAL MEETING RESULTS:

The Town of Onoway forwarded their organizational meeting results as well as their 2023/2024 committee appointments.

ALBERTA MUNICIPALITIES – VIRTUAL TOWN HALL MEETING:

Correspondence was received from Alberta Municipalities regarding their Virtual Town Hall Meeting being held on November 30, 2023 to provide updates on the proposed changes to the *Local Authority Elections Act* and the *Municipal Government Act* as well advocating increases for the Local Government Fiscal Framework and AB Munis submission to the Alberta Utilities Commission.

MOTION #202-23 – ACCEPTANCE OF CORRESPONDENCE INFORMATION ITEMS:

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

CORRESPONDENCE – ACTION ITEMS:

50+ CLUB OF ALBERTA BEACH – COMMUNITY CHRISTMAS EVENT REQUEST FOR DOOR PRIZES:

MOTION #203-23

MOVED BY Councillor Durocher that the request from the Alberta Beach 50+ Club for a donation of a door prize for their community Christmas event be approved.

CARRIED UNANIMOUSLY

WESTERN CANADIAN WATERCROSS ASSOCIATION – WCWA JETSKI EVENT 2024:

MOTION #204-23

MOVED BY Councillor Elwood that the Western Canadian Watercross Association be advised that Council has no objection to holding their WCWA Jetski Event in Alberta Beach in August 2024 however request that they provide a copy of their insurance and further that Alberta Beach be added as additional insured on their policy.

CARRIED UNANIMOUSLY

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**CAROL MCFETRIDGE – REQUEST REMOVAL OF PROPERTY TAX LATE PAYMENT PENALTY:
MOTION #205-23**

MOVED BY Deputy Mayor Love that the request from Carol McFetridge for removal of the property tax late payment penalty on Tax Roll #100 be denied in fairness to all property owners who also received a penalty.

CARRIED UNANIMOUSLY

NEW BUSINESS:

**REQUEST FOR DECISION – ACP GRANT APPLICATION FOR LAND USE BYLAW UPDATES &
STRATEGIC PLANNING:**

MOTION #206-23

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

CARRIED UNANIMOUSLY

**REQUEST FOR DECISION – ADMINISTRATION SERVICES FOR THE TRIVILLAGE FCSS
PROGRAM:**

MOTION #207-23

MOVED BY Councillor Elwood that administration request quotes for contracted administration services for the 2024 Trivillage FCSS Program from the Town of Onoway and Wildwillow Enterprises.

CARRIED UNANIMOUSLY

REQUEST FOR DECISION – REQUEST FOR MEETING WITH ALBERTA ENVIRONMENT:

MOTION #208-23

MOVED BY Councillor Weber that Alberta Environment be requested to attend a joint meeting with the Council members and CAO's for Alberta Beach, Sunset Point and Val Quentin regarding shoreline management and that the meeting be scheduled for February 1, 2024.

CARRIED UNANIMOUSLY

QUESTION PERIOD:

A question was asked regarding the first six months stats from Onoway Regional Fire Services and as Chief Ives was in attendance at the meeting he responded to the question.

ADJOURNMENT:

The meeting adjourned at 8:22 P.M.

Mayor – Kelly Muir

C.A.O. – Kathy Skwarchuk

CAO REPORT – ACTION LIST **NOVEMBER 2023**

COUNCIL:

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

ALBERTA BEACH AGRICULTURAL SOCIETY – PURCHASE OF ALBERTA BEACH AGLIPLEX:
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.

AMEND COUNCIL COMMITTEE APPOINTMENT TO THE HIGHWAY 43 EAST WASTE COMMISSION:
Nov.21/23 MOVED BY Councillor Weber that the Council committee appointments be amended and that Deputy Mayor Love be appointed to the Highway 43 East Waste Commission.

ADMINISTRATION:

NORTHERN GATEWAY PUBLIC SCHOOLS – JOINT USE AND PLANNING AGREEMENT:
Dec.20/22 MOVED BY Councillor Muir that Council approve to send a letter to Northern Gateway Public School to express our interest in commencing discussions and begin negotiations on a joint use and planning agreement.
Jan.17/23 Letter was sent to NGPS.
Feb.21/23 Superintendent Kevin Bird has advised he will be sending a draft starting document for the JUPA this month.
Mar.21/23 Draft JUPA was rec’d and reviewed by Council, CAO will discuss changes with Superintendent Kevin Bird.
Apr.18/23 A letter was received Alberta Municipal Affairs advising that the deadline to complete the Joint Use & Planning Agreements (JUPAs) between municipalities and school boards has been extended to June 2025.

AB MUNICIPAL AFFAIRS 2023 MINISTER’S AWARDS FOR MUNICIPAL & PUBLIC LIBRARY EXCELLENCE:
May 16/23 MOVED BY Deputy Mayor Elwood Council approves to submit a nomination to the 2023 Minister’s awards for public library excellence for the Alberta Beach Library Board.
June20/23 Nomination deadline has been extended to July 15, 2023.
July 18/23 Nomination was submitted.

LETTER TO THE SUMMER VILLAGE REGIONAL EMERGENCY MANAGEMENT PARTNERSHIP TO CONFIRM ALBERTA BEACH WISHES TO JOIN THE PARTNERSHIP:
June20/23 MOVED BY Deputy Mayor Elwood that Council approves a letter be sent to the Summer Village Regional Emergency Management Partnership to confirm that Alberta Beach wishes to join their emergency management partnership.
July18/23 Letter was sent to the S.V. Emergency Mgmt Partnership.
Aug.22/23 MOVED BY Deputy Mayor Durocher that the letter of July 3, 2023 from the Ste. Anne Summer Villages Regional Emergency Partnership approving in principle Alberta Beach’s request to join their partnership be accepted and further that Council approves the conditions outlined in the letter.
Sept.19/23 DEM Janice Christiansen & the partnership was notified of Council’s motion. DEM Janice Christiansen will be scheduling an advisory meeting with Council.
Oct.17/23 DEM Christiansen updated Council at the A.B. Emergency Advisory meeting held on Oct.16/23.

LETTER TO MINISTER OF PUBLIC SAFETY & EMERGENCY SERVICES TO REQUEST AUTHORIZATION FOR ALBERTA BEACH TO JOIN THE S.V. REGIONAL EMERGENCY MANAGEMENT PARTNERSHIP:
June20/23 MOVED BY Councillor Durocher to forward a letter to the Minister of Public Safety and Emergency Services to request authorization for Alberta Beach to join the Summer Village Regional Emergency Management Partnership and further the partnership be copied on the letter.
July18/23 Letter was sent to the Minister.

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

CAO REPORT – ACTION LIST

NOVEMBER 2023

50+ CLUB OF ALBERTA BEACH – COMMUNITY CHRISTMAS EVENT REQUEST FOR DOOR PRIZES:

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Nov.21/23 MOVED BY Councillor Elwood that the Western Canadian Watercross Association be advised that Council has no objection to holding their WCWA Jetski Event in Alberta Beach in August 2024 however request that they provide a copy of their insurance and further that Alberta Beach be added as additional insured on their policy.

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REQUEST FOR QUOTES FOR ADMINISTRATION SERVICES FOR THE TRIVILLAGE FCSS PROGRAM:

Nov.21/23 MOVED BY Councillor Elwood that administration request quotes for contracted administration services for the 2024 Trivillage FCSS Program from the Town of Onoway and Wildwillow Enterprises.

REQUEST FOR MEETING WITH ALBERTA ENVIRONMENT:

Nov.21/23 MOVED BY Councillor Weber that Alberta Environment be requested to attend a joint meeting with the Council members and CAO's for Alberta Beach, Sunset Point and Val Quentin regarding shoreline management and that the meeting be scheduled for February 1, 2024.

PUBLIC WORKS:

DRAINAGE PLAN UPDATE & DESIGN:

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

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

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

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

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

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

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

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

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

Nov.21/23 Contractor has completed the 52/52A Street Alley as well as the 51 Street catch basin, and the 46B Street drainage culverts is in progress.

2023 ROADWORK PROJECTS:

CAO REPORT – ACTION LIST**NOVEMBER 2023**

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

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

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

July 18/23 Border Paving has been notified of Council's approval. SVVQ has requested a cost to widen the intersection on 60 St. at Ste. Anne Trail, Border Paving has submitted the additional cost of \$4,494.00, the cost estimate was sent to SVVQ.

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

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

Oct. 17/23 Road paving projects were completed however the Grade Road at the intersection of 53 Street was not paved.

Bruce has spoken to the contractor and they will return to complete that area while they are doing roadwork in SVVQ.

Nov. 21/23 Border Paving completed the pavement on the Grade Road at the 53 Street intersection, we did receive an invoice for \$6,100.00 and Bruce is looking into that, as we understood that this was to be included in the original quote.

PATROL:**PARKING OF OVERWEIGHT VEHICLES IN RESIDENTIAL – AMEND TRAFFIC BYLAW:**

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

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

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

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

Apr. 19/22 MOVED BY Deputy Mayor Durocher that Motion #035-22 directing administration to draft a Parking Bylaw be amended to direct administration to draft an updated traffic bylaw to include restrictions on overweight parking in residential zones as well as restrictions to overnight parking in commercial parking lots and FURTHER that Council submit comments by next round table meeting. May 17/22 Council comments have been forwarded to the Development Officer.

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

Aug. 16/22 New CPO will be submitting comments on the bylaw which admin will forward to D.O.

Oct. 18/22 D.O. will be meeting with CPOs at end of month to review.

Nov. 15/22 D.O. met with CPO to review bylaw.

Feb. 21/23 D.O. sent draft Traffic Bylaw to CPO's for review.

Mar. 21/23 D.O. met with CPO's to review Traffic Bylaw, further changes were required.

June 20/23 D.O. has submitted a revised Traffic Bylaw to Patrol for their review and comments.

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

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

Sept. 18/18 Sidewalks/ramp was completed/admin will invoice or deduct from deposit. (Invoice was deducted from deposit)

June 18/19 Development Agreement has been forwarded to D.O. (Development is ongoing)

Dec. 15/20 Development Officer is following up on the development.

Feb. 16/21 Development Officer provided an update on outstanding items scheduled for completion by Aug. 2021.

Sept. 21/21 Development Officer has advised that the property owner has requested more time to complete outstanding items which include: parking stalls & identification of parking stalls; garbage containers; and landscaping.

Apr. 19/22 CAO to follow-up with Development Officer.

Aug. 16/22 Developer has been working on landscaping.

Aug. 22/23 CAO requested update from D.O.

2024 INTERIM BUDGET

Analysis: INCOME STATEMENT

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

Description	'24 INT.BUDGET
REVENUE	
RESIDENTIAL TAXES (MUNICIPAL)	868,103.00
RESIDENTIAL TAXES (SCHOOL)	436,473.30
COMMERCIAL TAXES (MUNICIPAL)	101,247.12
COMMERCIAL TAXES (SCHOOL)	34,166.61
FARM TAXES (MUNICIPAL)	77.79
FARM TAXES (SCHOOL)	39.11
POWER & PIPELINE (MUNICIPAL)	18,897.26
POWER & PIPELINE (SCHOOL)	6,377.02
DIP \ MACH & EQUIP (MUNICIPAL)	1,766.60
DIP \ MACH & EQUIP (SCHOOL)	68.92
DESIGNATED INDUSTRIAL (DI)	154.36
MUNICIPAL SERVICES TAX	789,470.00
LIBRARY LEVY	0.00
MISC. OTHER LEVY	0.00
TOTAL TAXES	2,256,841.09
PENALTIES & COSTS ON TAXES	71,900.00
FRANCHISE - ATCO GAS	36,000.00
FRANCHISE - FORTIS	58,000.00
INVESTMENT INCOME	35,000.00
PROVINCIAL GRANTS	
RESTRUCTURING GRANT	0.00
CONDITIONAL FGTF	0.00
CONDITIONAL MUNICIPAL GRANTS	0.00
CONDITIONAL MSI GRANT	42,420.00
FROM RESERVE\DEF.REV.	0.00
OTHER	0.00
ADMIN	
ADMINISTRATIVE SERVICE	5,400.00
SALES OF GOODS & SERVICES	2,000.00
TAX CERTIFICATES	3,000.00
PHOTOCOPIES\FAXES\POSTAGE	200.00
PENALTIES\COSTS - N.S.F. FEES	300.00
HAWKER PEDDLER LICENSES	500.00
RENTAL AND LEASE	25,000.00
PROV\FED CONDITIONAL GRANT	0.00
TRANSFER FROM RESERVE\DEF.REV.	0.00
PATROL	
SALES TO OTHER LOCAL GOV'T	45,000.00
SALES OF GOODS & SERVICES	1,225.00
Description	'24 INT.BUDGET

Analysis: INCOME STATEMENT

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

Analysis: INCOME STATEMENT

Description	'24 INT.BUDGET
MUNICIPAL PLANNING	0.00
DEVELOPMENT PERMITS	2,500.00
COMPLIANCE CERTIFICATES	500.00
SUBDIVISION APPLICATIONS	0.00
ENCROACHMENT AGREEMENTS	0.00
PROV CONDITIONAL GRANT	0.00
TRANSFER FROM RESERVES\DEF.REV	0.00
SALE OF PUBLIC LAND	0.00
BOAT LAUNCH	10,000.00
TRANSFER RESERVE\DEF.REV.	0.00
PARKS	
FEDERAL\PROVINCIAL GRANT(ICAP)	0.00
CONDITIONAL GRANT	0.00
UNCONDITIONAL GRANT	0.00
GRANT FROM LOCAL AGENCIES	10,000.00
PARKING LOT REVENUE	0.00
TRANSFER FROM RESERVE	0.00
RECREATION FACILITIES	
SALE OF SERVICE - FEES\CHARGES	0.00
REGIONAL RECREATION	24,058.00
GRANT FROM LOCAL AGENCIES	1,000.00
CONDITIONAL PROVINCIAL GRANT	0.00
TRANSFER FROM RESERVE\DEF.REV.	0.00
CAMPGROUND	
USER FEES (SEASONAL)	246,000.00
WEEKEND SITES	25,000.00
CAMPGRD CABIN RENTAL	0.00
SALES OF GOODS & SERVICES	2,000.00
WINTER STORAGE	24,600.00
DEBIT MACHINE ADJUSTMENTS	0.00
RENTAL & LEASE	9,600.00
M.R.T.A. GRANT	0.00
TRANSFER FROM RESERVE	0.00
CULTURE	
LIBRARIAN WAGE REIMBURSEMENT	0.00
GAIN ON SALE OF FIXED ASSET	0.00
TOTAL OPERATING REVENUE	3,320,714.09
CAPITAL:	
CAPITAL PURCHASES-ADMIN	0.00
CAPITAL PURCHASES-PATROL	0.00
CAPITAL PURCHASES-PUBLIC WORKS	20,000.00
Description	'24 INT.BUDGET

Analysis: INCOME STATEMENT

Description	'24 INT. BUDGET
CAPITAL PURCHASES-RECREATION	0.00
CAPITAL PURCHASES-PARKS	0.00
CAPITAL PURCHASES-CAMPGROUND	0.00
TOTAL	20,000.00
CAPITAL PROJECTS:	
CAPITAL PROJECT-ROADS	200,000.00
CAPITAL PROJECT-SHOP	0.00
CAPITAL PROJECT-DRAINAGE	100,000.00
CAPITAL PROJECT-WALK PATHS	0.00
CAPITAL PROJECT-STORM OUTFALL	0.00
CAPITAL PROJECT-ADMIN BLDG	0.00
CAPITAL PROJECT-CAMPGRD W\R	0.00
TOTAL	300,000.00
TOTAL CAPITAL REVENUE	320,000.00
REQUISITIONS:	
SCHOOL FOUNDATION	0.00
ASFF	477,125.11
OVER\UNDER LEVY UTILIZED	0.00
DESIGNATED INDUSTRIAL	154.36
TOTAL REQUISITIONS	477,279.47
BUSINESS INCOME PROFIT	0.00
TOTAL	3,163,434.62
Description	'24 INT. BUDGET

Analysis: EXPENSE STATEMENT

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

Description '24 INT.BUDGET

COUNCIL	
COUNCIL HONORARIUMS - MAYOR	10,554.00
COUNCIL HONORARIUMS	37,418.70
MEETING FEES	18,000.00
HONOURARIUM DEDUCTIONS	2,000.00
COUNCIL TRAVEL	2,200.00
CONFERENCES\PROFESSIONAL DE	12,500.00
INTERNET & PHONE EXPENSE	6,000.00
COUNCIL PROMOTIONAL	8,500.00
MISC. SUPPLIES	2,500.00
TOTAL	99,672.70

ADMINISTRATION	
ADMINISTRATOR	123,884.00
SALARIES	188,198.00
PAYROLL TO\FROM BUS INC	0.00
SHARED SERVICES SALARIES	0.00
PAYROLL DEDUCTIONS	63,000.00
SCP PAYROLL	0.00
FROM\TO RESERVE	0.00
TRAINING	1,000.00
TRAVEL	200.00
FREIGHT, POSTAGE, DELIVERY	3,500.00
TELEPHONE\INTERNET\SATELLIT	4,000.00
ADVERTISING	1,500.00
SUBSCRIPTIONS\MEMBERSHIPS	4,050.00
PRINTING	1,500.00
LEGAL	5,000.00
AUDITOR	12,000.00
SERVICE CONTR-PHOTO,FAX,POS	5,200.00
SERVICE CONTR - ALARM	500.00
PURCHASED EQUIPMENT REPAIR	9,000.00
CONTRACT - JANITOR	7,200.00
INSURANCE	56,000.00
W.C.B.	19,000.00
STATIONERY & SUPPLIES	5,000.00
JANITORIAL SUPPLIES	1,000.00
MISCELLANEOUS SUPPLIES	2,000.00
VILLAGE PROMOTION	4,000.00
100 YEAR ANNIVERSARY	0.00
UTILITIES	5,500.00
DEBT REPAYMENT	0.00
SHORT TERM BORROWING FEES	0.00

Description '24 INT.BUDGET

Analysis: EXPENSE STATEMENT

Description	'24 INT.BUDGET
BANK CHARGES	1,000.00
TAX REBATES & CANCELLATIONS	0.00
OTHER & BLDG REPAIRS	10,000.00
BAD DEBT EXPENSE	0.00
CAPITAL PURCHASES	0.00
CAPITAL PROJECTS	0.00
CAPITAL PROJECTS	0.00
TO RESERVE\DEF.REV.	0.00
TOTAL	533,232.00
ELECTION \ CENSUS	
SALARIES & WAGES	0.00
ADVERTISING	0.00
GOODS & SUPPLIES	0.00
TOTAL	0.00
ASSESSMENT SERVICES	
ASSESSMENT SERVICES	26,000.00
TOTAL	26,000.00
PATROL	
ADMINISTRATION	0.00
SALARIES & WAGES	86,000.00
PROVINCIAL POLICE FUNDING	45,215.00
RCMP ENHANCED POLICING	13,080.00
PAYROLL DEDUCTIONS	16,000.00
TRAINING & DEVELOPMENT	5,000.00
MILEAGE & SUBSISTENCE	500.00
FREIGHT, POSTAGE, DELIVERY	0.00
TELEPHONE	6,000.00
ADVERTISING & PROMOTION	500.00
AUX PROG\CRIME PREVENTION	0.00
EQUIPMENT REPAIR	5,000.00
VEHICLE REPAIR	6,000.00
JANITOR EXPENSES	0.00
LICENSES & PERMITS	0.00
STATIONERY & OFFICE SUPPLIES	1,000.00
MISC. SUPPLIES	2,500.00
UNIFORMS & ACCOTREMENTS	1,000.00
FUEL & OIL	6,000.00
UTILITIES	4,000.00
CAPITAL PURCHASES	0.00
PROJECTS	0.00
TO RESERVE\DEF.REV.	7,500.00
TOTAL	205,295.00
BY-LAW ENFORCEMENT	
BYLAW\ANIMAL CONTROL	0.00
PARKING ENFORCEMENT	0.00
POUND FEES	2,000.00
GENERAL GOODS AND SERVICES	1,000.00
SIGNS	0.00
TOTAL	3,000.00
Description	'24 INT.BUDGET

Analysis: EXPENSE STATEMENT

Description	'24 INT.BUDGET
FIREFIGHTING	
FIRE DEPARTMENT HONORAIUMS	0.00
TELEPHONE	0.00
FIRE CONTRACT	98,055.00
JANITOR EXPENSES	0.00
GOODS AND SUPPLIES	500.00
MISCELLANEOUS	2,200.00
BUILDING REPAIR	30,000.00
UTILITIES	9,000.00
CAPITAL	0.00
TO RESERVE\DEF.REV.	0.00
TOTAL	139,755.00
DISASTER SERVICES	
GENERAL GOODS AND SERVICES	7,500.00
TO RESERVE\DEF.REV.	0.00
AMBULANCE SERVICES	
AMBULANCE CONTRACT	0.00
BUILDING REPAIRS	2,500.00
UTILITIES	6,000.00
CAPITAL PROJECTS	0.00
TO RESERVE\DEF.REV.	0.00
TOTAL	8,500.00
COMMON SERVICES	
PUBLIC WORKS MANAGER	0.00
PUBLIC WORKS WAGES	224,600.00
EXTRA PERSON	0.00
SUMMER PAYROLL	15,000.00
PAYROLL DEDUCTIONS - MGR	0.00
PAYROLL DEDUCTIONS	49,500.00
PAYROLL DEDUCTIONS - SUMMER	1,200.00
FROM\TO RESERVE	0.00
SHARED SERVICES SALARIES	0.00
PAYROLL TO BUSINESS INCOME	0.00
TRAINING & DEVELOPMENT	3,000.00
MILEAGE & SUBSISTENCE	300.00
POSTAGE, FREIGHT & DELIVERY	0.00
TELEPHONE	2,000.00
PURCHASE SERVICES	10,000.00
EQUIPMENT REPAIR	25,000.00
VEHICLE REPAIR	20,000.00
EQUIPMENT RENTAL	2,000.00
GENERAL GOODS	15,000.00
SIGNS	1,000.00
BUILDING REPAIRS	5,000.00
SAFETY SUPPLIES	2,500.00
FUEL & OIL	28,000.00
UTILITES - SHOP	20,000.00
BOAT LAUNCH MTC	0.00
CAPITAL PURCHASES	0.00
Description	'24 INT.BUDGET

Analysis: EXPENSE STATEMENT

Description	'24 INT.BUDGET
CAPITAL PROJECTS	0.00
CAPITAL PROJECTS	0.00
TO RESERVE\DEF.REV.	0.00
TO RESERVE\DEF.REV.	0.00
TOTAL	424,100.00
ROADS AND STREETS	
GRAVEL\SAND\ETC.	20,000.00
CRACK FILLING\LINE PAINTING	30,000.00
UTILITIES - STREET LIGHTS	103,000.00
ROAD PROJECTS	0.00
ROAD PROJECTS	0.00
STREET LIGHT PROJECTS	0.00
TO RESERVE\DEF.REV.	0.00
TOTAL	153,000.00
STORM SEWER AND DRAINAGE	
GENERAL SUPPLY-CULVERTS	15,000.00
DRAINAGE PROJECTS	0.00
DRAINAGE STUDY	0.00
TOTAL	15,000.00
WATER SYSTEM	
WATER COMM. OPERATING	13,086.93
WATER COMM. DEBENTURES	72,683.03
TO RESERVE\DEF.REV.	0.00
TOTAL	85,769.96
SANITARY SEWER	
TVRSSC MAINTENANCE AGREE	246,604.00
TVRSSC SEWER REVITALIZATION	244,800.00
TVRSSC DEB. - LAGOON	85,826.00
TVRSSC UPGRADE	0.00
TO RESERVE\DEF.REV.	0.00
TOTAL	577,230.00
GARBAGE COLLECTION	
GARBAGE WAGES	18,700.00
GARBAGE CONTRACT	67,000.00
REGIONAL LAND FILL	23,000.00
RECYCLING	6,000.00
ANNUAL WASTE ROUND-UP	0.00
FUEL & OIL	5,400.00
TRUCK REPAIRS & MAINTENANCE	0.00
CAPITAL PURCHASES	0.00
TO RESERVE\DEF.REV.	0.00
TOTAL	120,100.00
COMPOST FACILITY	
PURCHASED SERVICE - CLEANUP	3,000.00
GENERAL SUPPLIES	0.00
TOTAL	3,000.00
Description	'24 INT.BUDGET

Analysis: EXPENSE STATEMENT

Description	'24 INT.BUDGET
MUNICIPAL PLANNING	
CONTRACT - DEVELOPMENT OFF	22,350.00
MUNICIPAL PLANNING	2,450.00
GENERAL GOODS & SUPPLIES	500.00
TO RESERVE\DEF.REV.	0.00
TOTAL	25,300.00
ECONOMIC DEVELOPMENT	
ADVERTISING AND PROMOTION	3,600.00
TELEPHONE AND UTILITIES	0.00
REVENUE & COST SHARE STUDY	0.00
GENERAL GOODS & SUPPLIES	500.00
TO RESERVE\DEF.REV.	0.00
TOTAL	4,100.00
LAC STE. ANNE FOUNDATION	39,279.08
PIER\BOAT LAUNCH	20,000.00
PIER TO RESERVE\DEF.REV.	0.00
RECREATION & FACILITIES	
REGIONAL RECREATION	30,073.00
GENERAL GOODS & SUPPLIES	20,000.00
EAST END BUS	11,210.00
LSA PHYSICIAN RECRUITMENT	0.00
UTILITIES	5,700.00
CAPITAL PURCHASES	0.00
PROJECTS	0.00
PROJECTS	0.00
PROJECTS	0.00
TO RESERVE\DEF.REV.	25,000.00
TOTAL	91,983.00
PARKS	
CONTRACT SERVICES	18,000.00
GENERAL GOODS & SUPPLIES	8,000.00
UTILITIES	5,300.00
PARKING LOT EXPENSES	3,053.00
PARK PROJECTS	0.00
PARK PROJECTS	0.00
CONTRIBUTED ASSETS	0.00
TO RESERVE\DEF.REV.	0.00
TOTAL	34,353.00
CAMPGROUND:	
ADVERTISING & SIGNS	2,000.00
POSTAGE, FREIGHT, DELIVERY	0.00
PHONE\INTERNET\SATELITTE	2,200.00
PRINTING	300.00
CAMPGROUND MANAGER CONTRACT	56,000.00
CAMPGROUND SUMMER HELP	0.00
PAYROLL DEDUCTIONS	0.00
EQUIPMENT REPAIR	1,000.00
Description	'24 INT.BUDGET

Analysis: EXPENSE STATEMENT

Description	'24 INT.BUDGET
GENERAL GOODS & SUPPLIES	4,000.00
JANITORIAL SUPPLIES	600.00
WASTE DISPOSAL	3,700.00
FUEL & OIL	1,000.00
REPAIR MATERIALS	8,000.00
CONSTRUCTION MATERIALS	1,600.00
UTILITIES	39,000.00
IMPROVEMENTS	4,000.00
DEBIT\VISA BANK FEES	600.00
CAMPGROUND PROJECTS	0.00
CAMPGROUND PROJECTS	0.00
TO RESERVE\DEF.REV.	0.00
TOTAL	124,000.00
CULTURE	
SALARIES & WAGES	0.00
PAYROLL DEDUCTIONS	0.00
REIMBURSE LIBR WAGE	0.00
UTILITIES	0.00
GRANT TO LIBRARY	13,452.48
YELLOWHEAD REGIONAL LIBRARY	4,812.40
TOTAL	18,264.88
LOSS ON SALE OF FIXED ASSET	0.00
AMORTIZATION OF TCA	65,000.00
CAPITAL:	
CAPITAL PURCHASES-ADMIN	0.00
CAPITAL PURCHASES-PATROL	0.00
CAPITAL PURCHASES-PUBLIC WORKS	40,000.00
CAPITAL PURCHASES-RECREATION	0.00
CAPITAL PURCHASES-PARKS	0.00
CAPITAL PURCHASES-CAMPGROUND	0.00
TOTAL	40,000.00
CAPITAL PROJECTS:	
CAPITAL PROJECTS-ROADS	200,000.00
CAPITAL PROJECTS-SHOP	0.00
CAPITAL PROJECTS-DRAINAGE	100,000.00
CAPITAL PROJECTS-WALKING PATHS	0.00
CAPITAL PROJECTS-STORM OUTFALL	0.00
CAPITAL PROJECTS-ADMIN BLDG	0.00
CAPITAL PROJECTS-CAMPGRD W\R	0.00
TOTAL	300,000.00
TOTAL CAPITAL EXPENSES	340,000.00
BUSINESS INCOME EXPENSES	0.00
TOTAL	3,163,434.62
Description	'24 INT.BUDGET

A BYLAW OF ALBERTA BEACH IN THE PROVINCE OF ALBERTA TO ESTABLISH AND AUTHORIZE A REGIONAL EMERGENCY ADVISORY COMMITTEE AND A REGIONAL EMERGENCY MANAGEMENT AGENCY TO PROVIDE FOR EMERGENCY MANAGEMENT FOR ALBERTA BEACH THROUGH JOINT PARTNERSHIP WITH OTHER MEMBER MUNICIPALITIES

WHEREAS the Council of Alberta Beach is responsible for the direction and control of its emergency response and is required, under the *Emergency Management Act, Revised Statutes of Alberta 2000, Chapter E-6.8*, (hereinafter referred to as the "Act") to appoint an Emergency Advisory Committee and to establish and maintain an Emergency Management Agency;

AND WHEREAS it is recognized that an emergency or disaster of a jurisdictional or multi-jurisdictional nature could affect any or all of the municipalities that are partners of this Bylaw to such a degree that local resources would be inadequate to cope with the situation;

AND WHEREAS several regional municipal partners have jointly expressed interest in coordinating the planning, integration, operating, and delivery of their respective emergency management services through a joint partnership, and ministerial authorization to allow for same has been granted under ministerial order MO A:017/20;

AND WHEREAS this joint partnership has been formed as the Ste. Anne Summer Villages Regional Emergency Management Partnership and is intended to operate as a partnership of member municipalities directed and managed independently through an external committee of council, authorized and subscribed to by each member and represented by each partner council and municipality as herein established;

AND WHEREAS the member councils of this partnership acknowledge the need for a certain degree of operational autonomy for this committee to fulfill its mandate efficiently and are therefore desirous of establishing both a framework for emergency management protocols and regulations for the governance, operational, and authorizations vested in the partnership by the member councils;

AND WHEREAS the member councils of this partnership have collectively determined that the appropriate framework for vesting the partnership with the required and recommended authorities to do so in part by Bylaw, in part by Agreement, and in part through Terms of Reference for the required Advisory and Management Agency committees;

NOW THEREFORE, the Council for Alberta Beach, being agreeable to a partnership with the other municipal partners named in this bylaw, duly assembled enacts as follows:

- 1) This Bylaw may be cited as the Ste. Anne Summer Villages Regional Emergency Management Bylaw.
- 2) In this Bylaw:
 - a. "Act" means the *Emergency Management Act, Revised Statutes of Alberta 2000, Chapter E-6.8*.
 - b. "AEMA Field Officers"- the role of Field Officers is to assist municipalities to mitigate, prepare for, respond to, and recover from large emergencies and disasters by: facilitating Disaster Recovery Program and Municipal Wildfire Assistance Program applications; assisting in developing/reviewing Community Emergency Management Plans and Programs; assisting in exercises; providing support during disasters and emergencies; acting as a liaison between the Province and communities; delivering training programs in region; facilitating training on grants and regional emergency management partnerships.
 - c. "Councils" means the Council of all partner Ste. Anne Summer Villages.

- d. "Deputy Director of Emergency Management" means an individual appointed by resolution of Council responsible for assisting with the preparation and coordination of emergency plans and programs for the Municipality. The Deputy Director of Emergency Management (DDEM) provides support to and acts in the absence of, the Director of Emergency Management.
- e. "Director of Emergency Management" means an individual appointed by resolution of Council responsible for the preparation and coordination of emergency plans and programs for the Municipality. Abbreviated in reference as DEM.
- f. "Deputy Regional Director of Emergency Management" means the person appointed by the Regional Emergency Management Advisory Committee with the responsibility for program administration, mitigation, preparedness, response, and recovery of emergencies within the geographical boundaries of the partners of this bylaw. The Regional Deputy Director of Emergency Management (RDDEM) provides support to and acts in the absence of, the Regional Director of Emergency Management.
- g. "Disaster" means an event that may result in serious harm to the safety, health, or welfare of people or widespread damage to property.
- h. "Emergency" means an event that requires prompt coordination of action or special regulation of persons or property to protect the safety, health, or welfare of people or to minimize damage to property.
- i. "Minister" means the Minister responsible for the Emergency Management Act.
- j. "Municipality" means Alberta Beach as referenced in this Bylaw.
- k. "Municipalities" means the member partner local authorities as referenced in this Bylaw.
- l. "Partnership" means the "Ste. Anne Summer Villages Regional Emergency Management Partnership," as defined in this bylaw.
- m. "Regional Director of Emergency Management" means the person appointed by the Regional Emergency Management Advisory Committee with the responsibility for program administration, mitigation, preparedness, response, and recovery of emergencies within the geographical boundaries of the partners of this bylaw. Abbreviated in reference as RDEM.
- n. "Ste. Anne Summer Villages" refers to the following municipalities:
 - i. Summer Village of Birch Cove
 - ii. Summer Village of Nakamun Park
 - iii. Summer Village of Ross Haven
 - iv. Summer Village of Sandy Beach
 - v. Summer Village of Silver Sands
 - vi. Summer Village of South View
 - vii. Summer Village of Sunrise Beach
 - viii. Summer Village of Val Quentin
 - ix. Summer Village of West Cove
 - x. Alberta Beach
- o. "Ste. Anne Summer Villages Regional Emergency Advisory Committee" means the committee established under this Bylaw and comprised of a member of Council, or designate, from each of the partnering municipalities of the Ste. Anne Summer Villages Regional Emergency Management Partnership.
- p. "Ste. Anne Summer Villages Regional Emergency Management Agency" means the agency established under this Bylaw and comprised of the Directors of Emergency Management, or designate, from each of the partnering municipalities of the Ste.

Anne Summer Villages Regional Emergency Management Partnership.

- q. "Ste. Anne Summer Villages Regional Emergency Management Plan" means the integrated emergency management plan prepared by the Ste. Anne Summer Villages Regional Emergency Management Agency to coordinate response to an emergency or disaster within the combined geographic boundaries of the Summer Villages that are partner of this Bylaw.
- r. "Ste. Anne Summer Villages Regional Emergency Management Partnership" means those municipalities who have entered into a joint agreement for the purpose of organizing integrated emergency planning, training, assistance, and emergency operations programs as outlined in the Ste. Anne Villages Regional Emergency Management Partnership Agreement.
- 3) There is hereby established a Ste. Anne Summer Villages Regional Emergency Advisory Committee to act as the authority and decision-making body of the Partnership, including the Council of Alberta Beach, for the purpose of approving the planning, budgeting, execution, and reporting of those emergency management responsibilities, statutory powers, and obligations assigned under the this Bylaw and in the Act, specifically as referenced in Section 11.1 of the Act.
- 4) There is hereby established a Ste. Anne Summer Villages Regional Emergency Management Agency to act as the agent of the Partnership, including the Council of Alberta Beach, for the purpose of recommending, planning, budgeting, preparing, and facilitating, and executing emergency responses and programs and those statutory powers and obligations assigned under the this Bylaw and in the Act, specifically as referenced in Section 11.2 of the Act.
- 5) The Council of Alberta Beach **shall:**
- a. by resolution, appoint one (1) of its elected members of Council to serve on the Ste. Anne Summer Village Regional Emergency Advisory Committee. Alternates may also be appointed but only one voting representative may participate in any given meeting;
 - b. provide for the payment of expenses of the Alberta Beach member in the Ste. Anne Summer Village Regional Emergency Advisory Committee;
 - c. by resolution, on the recommendation of the Ste. Anne Summer Village Regional Emergency Advisory Committee, approve the appointment of the Regional Director of Emergency Management and the Regional Deputy Director of Emergency Management for the Partnership;
 - d. by resolution appoint a Director of Emergency Management and a Deputy Director of Emergency Management for Alberta Beach, and authorize same to participate on the Agency Committee;
 - e. By resolution authorize their respective appointed Chief Administrative Officer to participate in the Regional Emergency Management Agency as an alternate to the Local Director of Emergency Management, or Deputy Director of Emergency Management, as may be necessary;
 - f. ensure that emergency plans and programs are prepared to address potential emergencies or disasters within the geographical regions of the members of the Partnership. This includes a requirement to arrange and maintain access to pre-approved contingency funds in the event of an emergency of not less than \$100,000.00;
 - g. endorse the Partnership's emergency plans, programs, and budgets, that are approved by the Ste. Anne Summer Village Regional Emergency Advisory Committee; and

- h. review the status of the Ste. Anne Summer Villages Regional Emergency Management Plan and related plans and programs at least once each year.

6) Each partner municipal council may:

- a. by bylaw borrow, levy, expropriate, and expend, without the consent of the electors, the required sums (as determined by the Ste. Anne Summer Villages Regional Emergency Management Agency) for the operation of the Ste. Anne Summer Villages Regional Emergency Management Agency; and approved by the Ste. Anne Summer Villages Regional Emergency Advisory Committee; and
- b. enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs, including mutual aid plans and programs.

7) The Ste. Anne Summer Villages Regional Emergency Advisory Committee shall:

- a. consider, recommend, adopt, and maintain policies and practices as required for the effective and efficient operation of the Regional Emergency Management Agency, subject to the authorities provided in this bylaw;
- b. at the first meeting of the calendar year, hold an Organizational Meeting for the purpose of electing, confirming, designating, or otherwise establishing those authorities related to organizational leadership and management of the Partnership, including more specifically those matters presented in Schedule "A" of this Bylaw;
- c. establish a quorum of a minimum of seven (7) voting partnership members and a majority vote for all decisions, with one vote assigned to each partnership member.
- d. schedule a minimum of three (3) meetings per year, generally one per calendar quarter, or more frequently at the call of the chairperson or a majority of the committee members.
- e. arrange for the procurement of qualified administrative services to support the operation of the Partnership, with costs for same forming part of the annual budget. This should include the following offices, at a minimum:
 - i. Partnership Administrator;
 - ii. Finance Director;

The Roles and Responsibilities of each of these officers will be generally as presented in Schedule "B" of this Bylaw. These offices may be filled by the same service provider, or they may be delegated to separate service providers, at the discretion of the Advisory Committee.

- f. review the Ste. Anne Summer Villages Regional Emergency Management Plan and related plans and programs by the end of October annually in preparation for the January audit.
- g. advise each partner municipal council on the status of the Ste. Anne Summer Villages Regional Emergency Management Plan and related plans and programs by the end of October annually.
- h. review and approve the workplan and budget submitted by the Regional Emergency Management Agency. These reviews are to be guided by the process outlined in Schedule "C" of this Bylaw.
 - i. The maximum operating budget range authorized to this committee for

any given operating year shall be \$50,000.00/year.

- i. maintain reserve funds to a maximum cumulative total of not more than \$40,000.00, and further may requisition allocations to the reserve account for any given year to a sum not exceeding 10% of the reference year's approved operating budget. Any excess reserve funds realized shall be deducted from the next year's membership dues proportional to how they were received.
 - j. participate in annual Risk Assessments for Hazard Identification.
- 8) The Ste. Anne Summer Villages Regional Emergency Management Agency shall be comprised of one or more of the following as designated by the partnership for representation:
- a. a Director of Emergency Management from each partner municipality; or
 - b. a Deputy Director of Emergency Management from each municipality; or
 - c. in the absence of the Director and Deputy Director, the Chief Administrative Officer is required to fulfill the role.
- 9) In addition, the following public and private organizations, that may assist in the preparation or implementation of the Ste. Anne Summer Villages Regional Emergency Management Plan, may be invited to provide representative(s) to the Ste. Anne Summer Villages Regional Emergency Management Agency:
- a. Communications Officer/Information Officer or designate
 - b. Planning and Development Officer/Operations Department Officer or designate;
 - c. Emergency Response Personnel
 - d. School Division Superintendent or designate
 - e. Alberta Health Services designates
 - f. Mutual Aid Partners
 - g. representative(s) from local industry and industrial associations
 - h. representative(s) from Alberta Municipal Affairs, Alberta Emergency Management Agency
 - i. any other Non-Governmental Organization (NGO), agency, or organization that, in the opinion of the Partnership, may assist in the preparation or implementation of the Ste. Anne Summer Villages Regional Emergency Management Plan.
- 10) The Ste. Anne Summer Villages Regional Emergency Management Agency shall:
- a. be an administrative working group for the purpose of recommending, planning, and implementing best practices for emergency management preparedness and response within the Partnership service area.
 - b. be comprised of:
 - i. The Regional Director of Emergency Management;
 - ii. The Regional Deputy Director of Emergency Management; and
 - iii. The ranking attendee from each of the partners, respectively being:
 - 1. The Local Authority Directors of Emergency Management; or
 - 2. The Local Authority Deputy Director of Emergency Management;

or

3. The Local Authority Chief Administrative Officers, or their designates.
 - c. be chaired by the Regional Director of Emergency Management, or their ranking designate.
 - d. establish a quorum of a minimum of seven (7) voting members and a majority vote for all decisions where required, whereby:
 - i. each municipal partner holds the power of 1 vote to be assigned first to their appointed Director of Emergency Management, and then respectively to their Deputy Director of Emergency Management, or their Chief Administrative Officer, as may be present during the meetings;
 - ii. in the event that 1 member represents more than one partner, they will have one vote per municipality.
 - e. act on behalf of the partnership to carry out the statutory powers and obligations under Section 11.2 (2) and Section 24 (1) of the Emergency Management Act and the Local Authority Emergency Management Regulation; this does not include the authority to declare, renew or terminate the (SOLE) State of Local Emergency.
 - f. assist in the preparation and coordination of the Ste. Anne Summer Villages Regional Emergency Management Plan and prepare and coordinate related plans and programs for the Partnership;
 - g. report on the Agency workplan activity status to the Regional Advisory Committee at a minimum of once per year, including an update on the review of the Regional Emergency Management plan;
 - h. recommend to the Regional Emergency Advisory Committee, a person to serve as the Regional Director of Emergency Management and a person to serve as Deputy Regional Director of Emergency Management and confirm that these appointments are completed annually;
 - i. implement the concept and principles of the Incident Command System
 - j. coordinate all emergency services and other resources used in an emergency; and/or
 - k. ensure that someone is designated to discharge the responsibilities specified in paragraphs (d), (e), (f) and (h).
 - l. engage relevant stakeholders, such as business and industry, government agencies, and regulatory bodies to ensure emergency plans are aligned and integrate with stakeholder plans;
 - m. support the coordination of training and exercises on the Regional Emergency Management Plan;
 - n. ensure regional training and exercise documentation and records are maintained;
 - o. plan, execute, and review exercises to validate the Regional Emergency Management Plan;
 - p. inventory and maintain Partnership assets and make recommendations ensuring the Partnership has appropriate resources and equipment available.
 - q. develop and recommend an annual budget and work plan to ensure the obligation of the partnership are supported.

11) Declaring a State of Local Emergency:

- a. The Council of Alberta Beach has the power to declare, terminate, or renew a State of Local Emergency (SOLE) at the local level. Under the Act, the powers specified in Section 13 of this Bylaw, and the requirements specified in Section 16 of this Bylaw, are hereby delegated to the Ste. Anne Summer Village Regional Emergency Advisory Committee Executive.
- b. In the event that the local level Council is unavailable, the Director of Emergency Management, or the Deputy Director of Emergency Management, for the impacted municipality will refer the decision to declare a State of Local Emergency to the Ste. Anne Summer Village Regional Emergency Advisory Committee, whereupon receipt of same any two duly convened elected representatives serving on the Advisory Committee may, at any time when they are satisfied that an emergency exists or may exist, by resolution, make a declaration of a SOLE within the geographic boundaries of this partnership.

12) Conducting a State of Local Emergency:

- a. When a state of local emergency is declared, the person or persons making the declaration shall:
 - i. ensure that the declaration identifies the nature of the emergency and the area of the Ste. Anne Summer Villages in which it exists;
 - ii. the Information Officer will ensure the details of the declaration are published immediately by such means of communication considered most likely to notify the population of the area affected; (Alberta Emergency Alert; Social Media; Municipal Notification Systems (i.e. All-Net);
 - iii. the Information Officer forwards a copy of the declaration to the AEMA Field Officers;
 - iv. the Mayor and/or Advisory Committee Chairperson forwards a copy to the Minister forthwith.

13) Subject to Section 14, when a state of local emergency is declared, the person or persons making the declaration may:

- a. cause the Ste. Anne Summer Villages Regional Emergency Management Plan or any related plans or programs to be put into operation;
- b. acquire or utilize any real or personal property considered necessary to prevent, combat, or alleviate the effects of an emergency or disaster;
- c. control or prohibit travel to or from any area within the Municipality;
- d. authorize the evacuation of persons and the removal of livestock and personal property from any area of the Municipality that is or may be affected by a disaster and make arrangements for the adequate care and protection of those persons or livestock and of the personal property;
- e. authorize the entry into any building or on any land, without warrant, by any authorized person in the course of implementing an emergency plan or program;
- f. authorize the demolition or removal of any trees, structures, or crops if the demolition or removal is necessary or appropriate in order to reach the scene of a disaster, or to attempt to forestall its occurrence or to combat its progress;
- g. procure or fix prices for food, clothing, fuel, equipment, medical supplies, or other essential supplies, and the use of any property; services, resources, or

equipment within Ste. Anne Summer Villages for the duration of the SOLE;

- h. authorize the conscription of persons needed to meet an emergency; and
- i. authorize any persons at any time to exercise in the operation of the Ste. Anne Summer Villages Regional Emergency Management Plan and related plans or programs, any power specified in Paragraphs (b) through (j) in relation to any part of the municipality affected by a declaration of a SOLE.

14) A declaration of a SOLE is considered terminated and ceases to be of any force or effect when:

- a. at the local level, a resolution is passed by the Mayor and/or Council
- b. at the regional level, a resolution is passed by the Ste. Anne Summer Village Regional Emergency Advisory Committee
- c. a period of seven days has lapsed since it was declared, or 28 days during a pandemic unless it is renewed by resolution;
- d. the Lieutenant Governor in Council makes an order for a state of emergency under the Act, relating to the same area; or
- e. the Minister cancels the SOLE.

15) When a declaration of a SOLE has been terminated, the person or persons who made the declaration shall cause the details of the termination to be published immediately by such means of communication considered most likely to notify the population of the area affected.

16) No action lies against the Municipality or a person acting under the Municipality's direction or authorization for anything done or omitted to be done in good faith while carrying out a power under the Emergency Management Act or the regulations during a state of local emergency.

17) That the Ste. Anne Summer Villages Regional Emergency Management Partnership Agreement (2023 revised), attached as Schedule E and forming part of this bylaw, is hereby approved and execution of the agreement is authorized.

18) Fees for Service:

- a. Where the Partnership is duly activated in response to an emergency and full or partial mobilization of the resources of the Partnership are mustered, the requesting/receiving municipality shall be responsible to cover the costs of that mobilization and any works undertaken on their behalf in relation to the response, inclusive of post-response reporting and deactivation of the response team.
- b. Costs and Fees for services shall be outlined in Schedule "D" of this Bylaw. These Costs and Fees when rendered shall be due to the Partnership, and may form part of the Disaster Relief Funding request, and/or be recovered from other stakeholders as the case may be.
- c. Where a response is multijurisdictional, the costs of any joint or shared response shall be apportioned such that:
 - i. Any costs for activation of the Incident Command Post shall be shared equally by all subject jurisdictions.
 - ii. Any costs known to be incurred or assigned to a specific jurisdiction shall be borne by that jurisdiction;

- iii. Any costs arising during the response not sufficiently covered by (i) or(ii), above, shall be negotiated concurrent to the response, as expeditiously as possible by the member councils involved, or in the prolonged absence of council(s), their respective Directors of Emergency Management.

19) That this bylaw rescinds Bylaw 271-20.

20) That this bylaw shall come into force and have effect on the date of the third and final reading and signing thereof.

Read a first time on this _____ day of _____, _____

Read a second time on this _____ day of _____, _____.

Unanimous Consent to proceed to third reading on this _____ day of _____, _____.

Read a third and final time on this _____ day of _____, _____.

Signed this _____ day of _____, _____

Kelly Muir, Mayor

Kathy Skwarchuk, Chief Administrative Officer

SCHEDULE A
ORGANIZATIONAL MEETING MATTERS (SECTION 7(B))

- a) Elect from the committee a chairperson for the advisory committee;
- b) Elect from the committee a vice-chairperson for the advisory committee;
- c) Elect from the committee any other officers (i.e. sub-committee chairpersons) as may be required for the advisory committee;
- d) Confirm the management/administrative appointments of the partnership:
 - 1. Partnership Administrator;
 - 2. Finance Director;
 - 3. Regional Director of Emergency Management;
 - 4. Regional Deputy Director of Emergency Management;
- e) Confirm the banking institution and signing authorities of the partnership;
- f) Confirm the office location, contact information, and location for records;
- g) Review and confirm remuneration policies for the advisory committee.
- h) Confirm dates and times for the regular meetings of the Advisory and Agency.

SCHEDULE B
ROLES AND RESPONSIBILITIES OF ADMINISTRATIVE OFFICERS
(SECTION 7(E))

- a) The roles and responsibilities of the Partnership Administrator shall include, but not be limited to:
- 1) Act as primary administrative advisor to the Advisory Committee, providing guidance and recommendations on business of the day. All other administrative staff or contractors shall report through the Partnership Administrator.
 - 2) Serve as Liaison with the Agency on developing, implementing, and amending policy and processes as approved by the Advisory Committee, or recommended to the Advisory Committee by the Agency.
 - 3) Act as records keeper and recording secretary for Advisory Committee, including taking minutes and preparing and circulating the meeting agendas.
 - 4) Act as primary legislative coordinator for the Advisory Committee, ensuring that the Bylaw is reviewed regularly, established policies are developed and reviewed regularly, and that the statutory plans and requirements of Emergency Management are maintained in good standing.
 - 5) Work with the Finance Officer to ensure that the annual budget process is completed.
- b) The roles and responsibilities of the Finance Director shall include, but not be limited to:
- 1) In conjunction with the Partnership Administrator, and in consultation with the Agency, prepare the annual budget for review by the Advisory Committee.
 - 2) On approval of the budget, arrange for the invoicing, collection, and deposit of funds as directed by the Advisory Committee.
 - 3) Support emergency management staff in developing and implementing best practice for financial reporting and record keeping, especially as it relates to Disaster Relief Program Reporting.
 - 4) General Banking, Accounts Receivable, and accounts payable management.

SCHEDULE C

PROCESS FOR PREPARING, REPORTING, REVIEWING, AND APPROVING THE ANNUAL
WORKPLANS AND BUDGETS (SECTION 7(H))

- a) The Agency shall commence the initial review the annual workplans and budgets for the forthcoming year, allowing for input from the Executive Director, Regional and Deputy Director of Emergency Management, and the Local Directors of Emergency Management;
- b) The Agency shall then forward the draft workplans and budget to the Executive Director and the Executive Director will ensure they are presented to the Advisory Committee, on or before August 31st annually.
- c) The Advisory Committee will initially review the workplans and budgets, accept them as information, and invite all member councils to review and submit comment, in writing or in person, at the next regular meeting of the Advisory Committee.
- d) Member councils will be extended the opportunity to provide comment and propose changes to the workplans and budget during the next regular meeting of the Advisory Committee. Comments and proposals received are not binding on the Advisory Committee but shall be received in good faith.
- e) Following the period of member input, the Advisory Committee shall give further consideration to approving the workplans and budgets. They may consider motions for doing this during with meeting where comments are invited by members, as presented or amended, or may decide to defer consideration until a revised draft can be presented where the situation warrants same.
- f) Notwithstanding (e), above, the Advisory Committee must annually approve the workplan and budget for the forthcoming year on or before December 31st of the current year, and provide details including requisition amounts for the new year to members by the same date.
- g) Part of the approval of the workplan and budget documents will be an authorization for Administration to send invoices for the approved requisition amounts to each member based on the approved budget and that these shall be due as, per a policy established by the Partnership.
 - a. With respect to (g), above, requisition assigned to members shall be based on all members paying an equal share of the annual operating and capital budget, specifically 1/10 of the budget due by each member (based on 10 members). If members withdraw or are added, the formula is appropriately amended to reflect same.
 - b. Further, the requisitions shall not include incidental costs of the partnership, nor emergency management response costs that may arise during the year. Incidental costs should first be covered by available reserves, and emergency management and response costs shall be the responsibility of the receiving party.

SCHEDULE D
 CHARGES FOR PLANNING AND RESPONSE SERVICES RENDERED

Function	Task	Cost/Fee
Administrative	Activation of Incident Command Post	\$2,000
	Regional DEM Services	\$70/hr
	Deputy Regional DEM Services	\$70/hr
	Incident Commander Services	\$50/hr
	Section Chief Services	\$50/hr
	Services for All Other Command Roles/Coordinators Activated	\$50/hr
	Travel for Command Activation	Current CRA Rate
	External Contract Services Procured (equipt., materials, etc.)	At Cost
External Resources and Supplies (rentals, food, consumables)	At Cost	
Capital	Equipment Rental (SVREMP Owned Assets):	
	N/A	
Miscellaneous	DEM/DDEM Replacement Kit (Tote)	\$1,200
<ul style="list-style-type: none"> This cost schedule shall be deemed effective from the activation of the EOC and shall remain effective until the final reporting, inclusive of any Disaster Recovery Program reporting, of the subject response to AEMA. 		

SCHEDULE E
STE. ANNE SUMMER VILLAGE REGIONAL EMERGENCY MANAGEMENT
PARTNERSHIP AGREEMENT

(SEE ATTACHED)

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2023 Development Permits Issued						***High Lighted are NEW***	
Permit #	Date	Municipal	Lot	Block	Plan	Proposal	Approved
23DP01-01	31-Jan-23	4643 - 47A Avenue	6	17	3321BQ	Demolition of Cabin	Yes
23DP02-01	13-Feb-23	5311 - 51 Avenue	7	14	201BT	Major Variance to height of SDD	Yes
23DP03-01	02-Mar-23	4724 - 51 Street	2	12	3321BQ	Detached Garage	Yes
23DP04-01	30-Mar-23	4703 - 47 Street	4	17	3321BQ	Detached Garage - Major Variance	MPC - March 21, 2023 (Approved)
23DP05-02	27-Mar-23	4911 - 56 Street	14	3	201BT	Home Occupation	Yes
23DP06-02	11-Apr-23	4811 - 46A Avenue	NE Pt 3	26	8506ET	Vendor Stalls	Yes
23DP07-01	27-Apr-23	4704 - 52 Street	7	13	3321BQ	Replace and Enlarge Deck	Yes
23DP08-01	29-May-23	5607 - 51 Avenue	6A	11	8621419	Hot Tub & Base	Yes
23DP09-01	06-Jun-23	4807 - 60 Street	27	5	722MC	Detached Garage	Yes
23DP10-01	05-Jun-23	4627 - 47 Avenue	6	18	4593MC	Deck	Yes
23DP11-01	12-Jun-23	4823 - 50 Avenue	2	10	3321BQ	Commercial Retail Store	Yes
23DP12-01	12-Jul-23	4735 - 48 Street	3	3	68HW	Filling/Grading	Yes
23DP13-01	26-Jul-23	4731 - 46 Street	6	2	6604AO	Demolition of Existing Cabin	Yes
23DP14-01	07-Aug-23	4524 - 46B Street	6	3	898MC	Addion to Existing Dwelling	Yes
22DP04-02 (REISSUED)	16-Aug-23	4516 - 46 Street	13	4	4696MC	Detached Garage	Yes
23DP16-01	17-Aug-23	4815 - 51 Street	13A	23	8421224	Demolition of Shed	
23DP17-01	27-Aug-23	4704 - 48 Street	11	2	3529BZ	Detached Garage	Yes
23DP18-01	27-Aug-23	5019 - 58 Street	14	10	201BT	Accessory Structure	Yes
23DP19-01	14-Sep-23	5607 - 51 Avenue	6A	11	8621419	Construction of 2nd Story Addition to Existing Detached Garage	Yes
23DP20-01	03-Oct-23	4723 - 47 Street	6	16	3321BQ	Daycare & Minor Bldg Alterations	Yes
23DP21-01	19-Oct-23	5607 - 49 Avenue	2	6	4075NY	Renovations (raise home & level property)	Yes
23DP22-01	29-Nov-23	5247 - 47 Avenue	2	24	8506ET	Single Detached Dwelling	Yes

Alberta Beach Village Office

From: MA.lgffcapital@gov.ab.ca
Sent: December 15, 2023 12:25 PM
To: Kathy Skwarchuk
Subject: Local Government Fiscal Framework Program Launch
Attachments: LGFF Program Launch Letter.pdf

Greetings.

Municipal Affairs is pleased to provide you with the attached letter announcing the Local Government Fiscal Framework program launch.

Attachment



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR113125

December 15, 2023

Dear Chief Elected Officials:

The Alberta government recognizes local infrastructure is critical to Albertans and to supporting the province's economy, and we are committed to providing predictable, long-term infrastructure funding for all communities. As part of this commitment, I am pleased to announce the launch of the Local Government Fiscal Framework (LGFF) program, which will enable municipalities and Metis Settlements to build infrastructure and serve their communities more effectively.

With LGFF capital funding starting at \$722 million in 2024, the LGFF strikes a fair balance between predictable funding for communities and fiscal responsibility for government. To ensure no community experiences a year-over-year decrease from capital funding allocated under the Municipal Sustainability Initiative (MSI) in 2023, top-up funding will be available for affected communities as part of the transition to the LGFF in 2024. In addition to the legislated LGFF capital funding, based on *Budget 2023* targets and subject to Budget 2024 approval, local governments will have access to \$60 million in LGFF operating funding.

LGFF capital funding in future years will reflect the percentage change in provincial revenues from three years prior. This means in 2025, Alberta communities will receive \$820 million, an increase of nearly 14 per cent, in accordance with growth in provincial revenues between 2021/22 and 2022/23.

For local governments other than Calgary and Edmonton, the LGFF includes a new allocation formula that is substantially different than the one used under the MSI. While the new allocation formula has a greater focus on communities with limited local assessment bases, the formula was chosen to balance the needs of all types of communities – small and large, rural and urban – over the long term. In keeping with our commitment for predictable funding, 2024 and 2025 LGFF capital allocations for all local governments are now available on the program website (www.alberta.ca/local-government-fiscal-framework-capital-funding), to help you plan for the use of this funding. The website also includes a description of the new funding formula.

Last year, we heard through the online survey on the program design that local governments were highly satisfied with how the MSI has been administered. I am pleased to confirm the delivery of the new program will be largely similar to the MSI. While there are some changes to the LGFF capital component when compared to the MSI, we feel strongly these changes will improve the program for local governments and Alberta taxpayers alike. Additional information on the program design will be provided in an email to chief administrative officers, which they should receive shortly.

.../2

320 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-3744 Fax 780-422-9550

Printed on recycled paper

Classification: Public

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In addition, estimated 2024 LGFF operating allocations, subject to approval in Budget 2024, are available on the program website (www.alberta.ca/local-government-fiscal-framework-operating-funding). The allocations will not change from what local governments received in 2023. LGFF operating guidelines will be available in 2024.

I am grateful for your council's work and the work of Alberta Municipalities, Rural Municipalities of Alberta, and the Metis Settlements General Council to help develop the LGFF program and allocation formula. I look forward to working with you to ensure your local infrastructure and operating needs continue to be supported as we grow and strengthen Alberta's economy.

Sincerely,

A handwritten signature in black ink that reads "Ric McIver". The signature is written in a cursive, slightly slanted style.

Ric McIver
Minister

cc: Chief Administrative Officers

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DESCRIPTION

The Local Government Fiscal Framework (LGFF) is Alberta's primary funding mechanism for providing local governments with predictable infrastructure and operating grant support. LGFF funding is allocated annually to eligible recipients based on a funding formula. The LGFF is replacing the Municipal Sustainability Initiative, which was in place from 2007 to 2023.

UPDATED

December 15, 2023

TAGS

LGFF Local Government Fiscal Framework capital grant allocations capital grants funding allocations local governments municipal governments municipal grants operating grant allocations operating grants

RESOURCES

 [Local Government Fiscal Framework : Capital funding \[2024 and 2025 allocations\]](#)

 [MORE INFORMATION](#)  [DOWNLOAD](#)

DOWNLOADS: 118

 [Local Government Fiscal Framework : Operating funding \[2024 allocations\]](#)

 [MORE INFORMATION](#)  [DOWNLOAD](#)

DOWNLOADS: 71

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Local Government Fiscal Framework – Capital Funding

Local Government	2024 Allocation	2025 Allocation
Charter Cities		
CALGARY	223,865,417	254,980,948
EDMONTON	158,134,583	179,067,590
Charter Cities Sub-total	382,000,000	434,048,538
Other Cities		
AIRDRIE	8,022,724	9,323,778
BEAUMONT	2,377,384	2,743,339
BROOKS	1,832,503	2,100,833
CAMROSE	2,432,254	2,815,477
CHESTERMERE	2,322,425	2,661,954
COLD LAKE	2,092,889	2,411,348
FORT SASKATCHEWAN	3,377,559	3,905,018
GRANDE PRAIRIE	7,878,359	9,140,129
LACOMBE	1,789,732	2,054,696
LEDUC	4,629,986	5,350,363
LETHBRIDGE	12,323,689	14,272,235
LLOYDMINSTER	2,610,197	3,025,206
MEDICINE HAT	8,196,006	9,461,402
RED DEER	13,207,703	15,330,053
SPRUCE GROVE	4,257,264	4,929,748
ST. ALBERT	7,969,935	9,257,152
WETASKIWIN	1,645,709	1,873,886
Towns		
ATHABASCA	518,404	575,400
BANFF	1,296,389	1,486,202
BARRHEAD	744,316	853,040
BASHAW	287,914	300,508
BASSANO	338,248	385,143
BEAVERLODGE	442,929	493,622
BENTLEY	325,579	345,214
BLACKFALDS	1,379,424	1,579,440
BON ACCORD	380,306	422,612
BONNYVILLE	1,034,025	1,178,996
BOW ISLAND	511,199	561,243
BOWDEN	362,245	388,583
BRUDERHEIM	331,548	369,868
CALMAR	415,248	457,052

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Local Government	2024 Allocation	2025 Allocation
CANMORE	1,976,305	2,277,648
CARDSTON	877,872	972,817
CARSTAIRS	633,155	711,202
CASTOR	333,078	355,972
CLARESHOLM	672,909	752,075
COALDALE	1,170,692	1,343,087
COALHURST	550,104	580,688
COCHRANE	3,523,342	4,104,262
CORONATION	346,676	370,489
CROSSFIELD	554,618	618,196
CROWSNEST PASS, MUNICIPALITY OF	1,069,295	1,217,178
DAYSLAND	309,652	327,436
DEVON	929,909	1,050,712
DIAMOND VALLEY	939,383	1,044,329
DIDSBURY	813,055	950,876
DRAYTON VALLEY	1,131,264	1,294,498
DRUMHELLER	1,223,169	1,406,247
ECKVILLE	328,594	352,468
EDSON	1,180,399	1,345,541
ELK POINT	337,366	414,447
FAIRVIEW	620,108	702,435
FALHER	356,302	383,612
FORT MACLEOD	531,740	592,126
FOX CREEK	500,370	552,932
GIBBONS	518,824	577,484
GRIMSHAW	665,981	731,690
HANNA	579,831	651,747
HARDISTY	222,591	233,532
HIGH LEVEL	810,115	904,792
HIGH PRAIRIE	524,344	582,048
HIGH RIVER	1,857,393	2,132,494
HINTON	1,390,171	1,586,265
INNISFAIL	1,109,729	1,265,548
IRRICANA	312,140	331,307
JASPER, MUNICIPALITY OF	714,912	805,225
KILLAM	326,039	358,924
LAMONT	444,866	505,749
LEGAL	352,514	380,028
MAGRATH	550,368	595,425
MANNING	367,912	407,724
MAYERTHORPE	439,173	504,037
MCLENNAN	359,358	386,546
MILK RIVER	328,712	348,395

Local Government	2024 Allocation	2025 Allocation
MILLET	379,834	435,956
MORINVILLE	1,407,230	1,606,276
MUNDARE	257,424	274,517
NANTON	428,480	472,619
NOBLEFORD	302,866	327,245
OKOTOKS	3,437,881	3,968,225
OLDS	1,242,219	1,416,499
ONOWAY	279,411	312,815
OYEN	375,332	369,836
PEACE RIVER	1,081,131	1,232,910
PENHOLD	559,968	627,044
PICTURE BUTTE	407,719	440,190
PINCHER CREEK	605,993	677,939
PONOKA	988,558	1,121,543
PROVOST	416,966	482,907
RAINBOW LAKE	381,439	462,904
RAYMOND	924,552	1,024,899
REDCLIFF	860,718	972,599
REDWATER	417,202	459,516
REDWOOD MEADOWS, TOWNSITE OF	269,361	288,614
RIMBEY	465,628	517,248
ROCKY MOUNTAIN HOUSE	971,354	1,104,105
SEDGEWICK	249,216	278,078
SEXSMITH	475,391	530,652
SLAVE LAKE	1,072,891	1,235,689
SMOKY LAKE	317,033	339,231
SPIRIT RIVER	347,191	372,305
ST. PAUL	914,254	1,034,152
STAVELY	225,369	237,147
STETTLER	981,743	1,111,391
STONY PLAIN	2,190,817	2,520,784
STRATHMORE	1,737,417	1,992,413
SUNDRE	479,988	532,624
SWAN HILLS	468,214	544,800
SYLVAN LAKE	1,915,180	2,197,541
TABER	1,233,406	1,408,866
THORSBY	325,786	350,504
THREE HILLS	656,823	722,761
TOFIELD	392,160	431,082
TROCHU	359,309	379,388
TWO HILLS	533,799	594,293
VALLEYVIEW	420,132	463,342
VAUXHALL	423,893	450,872

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Local Government	2024 Allocation	2025 Allocation
VEGREVILLE	944,849	1,070,954
VERMILION	698,124	783,172
VIKING	366,232	407,714
VULCAN	470,147	517,684
WAINWRIGHT	897,305	1,009,633
WEMBLEY	331,414	359,503
WESTLOCK	772,054	867,568
WHITECOURT	1,471,045	1,679,098
Villages		
ACME	263,192	279,114
ALBERTA BEACH	269,636	288,797
ALIX	242,582	257,253
ALLIANCE	197,110	203,690
AMISK	200,464	207,192
ANDREW	236,523	248,281
ARROWWOOD	195,674	203,163
BARNWELL	288,957	296,813
BARONS	236,541	249,954
BAWLF	236,381	251,830
BEISEKER	257,413	274,482
BERWYN	276,167	294,916
BIG VALLEY	223,296	230,335
BITTERN LAKE	190,853	195,893
BOYLE	330,844	356,829
BRETON	242,862	257,467
CARBON	253,139	266,160
CARMANGAY	203,529	212,512
CAROLINE	278,772	293,726
CHAMPION	225,813	238,874
CHAUVIN	236,172	249,703
CHIPMAN	205,011	210,561
CLIVE	244,354	248,728
CLYDE	237,846	259,145
CONSORT	311,936	340,519
COUTTS	202,908	212,428
COWLEY	189,596	194,684
CREMONA	213,904	219,357
CZAR	201,355	209,406
DELBURNE	289,057	303,927
DELIA	195,121	201,056
DONALDA	204,626	211,562
DONNELLY	236,407	249,149
DUCHESS	335,900	374,440

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Local Government	2024 Allocation	2025 Allocation
EDBERG	194,102	199,422
EDGERTON	249,518	264,188
ELNORA	215,854	224,166
EMPRESS	200,642	206,977
FOREMOST	259,512	270,246
FORESTBURG	343,366	377,831
GIROUXVILLE	231,406	241,327
GLENDON	242,867	269,451
GLENWOOD	212,459	217,129
HALKIRK	181,533	185,785
HAY LAKES	231,656	247,641
HEISLER	195,030	200,578
HILL SPRING	179,710	183,896
HINES CREEK	252,209	268,588
HOLDEN	229,107	240,867
HUGHENDEN	218,365	228,811
HUSSAR	190,903	198,147
INNISFREE	210,978	219,948
IRMA	244,886	260,260
KITSCOTY	314,254	348,641
LINDEN	259,039	276,889
LOMOND	189,270	193,019
LONGVIEW	197,056	204,415
LOUGHEED	209,356	219,113
MANNVILLE	358,484	393,297
MARWAYNE	296,086	318,822
MILO	165,296	167,823
MORRIN	211,512	221,471
MUNSON	184,564	189,236
MYRNAM	238,837	259,165
NAMPA	214,676	224,459
PARADISE VALLEY	212,047	221,483
ROCKYFORD	233,729	236,564
ROSALIND	193,482	200,093
ROSEMARY	240,607	249,459
RYCROFT	261,338	283,261
RYLEY	258,501	272,237
SPRING LAKE	223,841	235,669
STANDARD	198,141	208,628
STIRLING	407,657	428,130
VETERAN	218,459	228,324
VILNA	234,310	247,077
WARBURG	315,820	335,917

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Local Government	2024 Allocation	2025 Allocation
WARNER	245,019	257,603
WASKATENAU	194,330	204,632
YOUNGSTOWN	193,932	198,132
Summer Villages		
ARGENTIA BEACH	65,450	66,334
BETULA BEACH	63,270	63,808
BIRCH COVE	66,991	68,127
BIRCHCLIFF	76,234	78,708
BONDISS	73,147	75,315
BONNYVILLE BEACH	69,049	70,528
BURNSTICK LAKE	62,291	62,656
CASTLE ISLAND	61,868	62,177
CRYSTAL SPRINGS	69,134	70,782
GHOST LAKE	70,063	71,674
GOLDEN DAYS	80,034	83,363
GRANDVIEW	75,879	78,429
GULL LAKE	80,396	83,789
HALF MOON BAY	65,370	66,182
HORSESHOE BAY	70,220	72,338
ISLAND LAKE	87,262	91,743
ISLAND LAKE SOUTH	67,413	68,651
ITASKA BEACH	63,177	63,851
JARVIS BAY	83,747	87,498
KAPASIWIN	62,308	62,669
LAKEVIEW	64,245	64,933
LARKSPUR	65,921	66,863
MA-ME-O BEACH	78,565	81,970
MEWATHA BEACH	70,911	72,720
NAKAMUN PARK	70,292	72,045
NORGLLENWOLD	92,755	97,869
NORRIS BEACH	66,868	68,004
PARKLAND BEACH	79,281	82,576
PELICAN NARROWS	78,101	81,041
POINT ALISON	61,691	62,068
POPLAR BAY	75,738	78,216
ROCHON SANDS	71,938	73,893
ROSS HAVEN	80,072	83,184
SANDY BEACH	92,543	98,831
SEBA BEACH	81,993	85,597
SILVER BEACH	69,016	70,391
SILVER SANDS	79,471	82,686
SOUTH BAPTISTE	67,698	68,584
SOUTH VIEW	68,409	69,758

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Local Government	2024 Allocation	2025 Allocation
SUNBREAKER COVE	72,855	74,934
SUNDANCE BEACH	69,690	71,415
SUNRISE BEACH	77,068	79,746
SUNSET BEACH	66,988	68,119
SUNSET POINT	79,967	83,132
VAL QUENTIN	86,171	90,342
WAIPAROUS	66,547	67,829
WEST BAPTISTE	66,239	67,417
WEST COVE	80,207	83,310
WHISPERING HILLS	76,634	79,513
WHITE SANDS	74,777	77,148
YELLOWSTONE	74,308	77,069
Municipal Districts and Counties		
ACADIA NO. 34, M.D. OF	402,802	439,391
ATHABASCA COUNTY	1,704,758	1,946,652
BARRHEAD NO. 11, COUNTY OF	1,192,812	1,354,364
BEAVER COUNTY	1,564,919	1,774,404
BIG LAKES COUNTY	1,311,171	1,488,443
BIGHORN NO. 8, M.D. OF	408,920	450,102
BIRCH HILLS COUNTY	1,083,357	1,217,001
BONNYVILLE NO. 87, M.D. OF	3,053,572	3,500,847
BRAZEAU COUNTY	1,751,210	1,993,585
CAMROSE COUNTY	1,782,659	2,017,490
CARDSTON COUNTY	1,045,188	1,181,309
CLEAR HILLS COUNTY	1,086,778	1,240,211
CLEARWATER COUNTY	2,787,346	3,205,195
CYPRESS COUNTY	1,846,907	2,108,963
FAIRVIEW NO. 136, M.D. OF	635,114	707,257
FLAGSTAFF COUNTY	1,431,877	1,631,969
FOOTHILLS COUNTY	3,356,423	3,866,154
FORTY MILE NO. 8, COUNTY OF	1,613,754	1,790,509
GRANDE PRAIRIE NO. 1, COUNTY OF	4,090,770	4,721,663
GREENVIEW NO. 16, M.D. OF	2,852,787	3,067,685
KNEEHILL COUNTY	1,370,055	1,564,960
LAC STE. ANNE COUNTY	1,819,410	2,080,923
LACOMBE COUNTY	2,698,804	3,079,122
LAC LA BICHE COUNTY	2,025,000	2,327,776
LAMONT COUNTY	1,183,018	1,344,238
LEDUC COUNTY	3,739,050	4,260,582
LESSER SLAVE RIVER NO. 124, M.D. OF	854,679	949,865
LETHBRIDGE COUNTY	2,133,779	2,426,872
MACKENZIE COUNTY	2,337,409	2,693,126
MINBURN NO. 27, COUNTY OF	1,381,582	1,562,118

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Local Government	2024 Allocation	2025 Allocation
MOUNTAIN VIEW COUNTY	2,758,684	3,096,588
NEWELL, COUNTY OF	1,489,319	1,705,322
NORTHERN LIGHTS, COUNTY OF	1,077,141	1,244,677
NORTHERN SUNRISE COUNTY	867,681	976,443
OPPORTUNITY NO. 17, M.D. OF	1,150,970	1,304,149
PAINTEARTH NO. 18, COUNTY OF	1,069,592	1,217,509
PARKLAND COUNTY	4,746,334	5,458,327
PEACE NO. 135, M.D. OF	479,714	529,739
PINCHER CREEK NO. 9, M.D. OF	1,021,407	1,154,810
PONOKA COUNTY	1,613,366	1,848,303
PROVOST NO. 52, M.D. OF	1,106,860	1,262,026
RANCLAND NO. 66, M.D. OF	215,534	225,663
RED DEER COUNTY	4,323,818	4,979,965
ROCKY VIEW COUNTY	5,980,785	6,901,956
SADDLE HILLS COUNTY	955,198	1,090,542
SMOKY LAKE COUNTY	884,443	995,153
SMOKY RIVER NO. 130, M.D. OF	1,053,963	1,191,172
SPIRIT RIVER NO. 133, M.D. OF	508,875	564,045
ST. PAUL NO. 19, COUNTY OF	1,372,756	1,566,121
STARLAND COUNTY	974,644	1,101,733
STETTLER NO. 6, COUNTY OF	1,820,143	2,047,660
STRATHCONA COUNTY	12,215,060	14,198,554
STURGEON COUNTY	2,972,283	3,471,770
TABER, M.D. OF	1,510,656	1,733,672
THORHILD COUNTY	1,039,196	1,172,405
TWO HILLS NO. 21, COUNTY OF	1,437,933	1,631,288
VERMILION RIVER, COUNTY OF	2,838,664	3,286,158
VULCAN COUNTY	1,434,098	1,635,763
WAINWRIGHT NO. 61, M.D. OF	1,777,910	2,029,432
WARNER NO. 5, COUNTY OF	1,321,073	1,494,057
WESTLOCK COUNTY	1,679,477	1,906,444
WETASKIWIN NO. 10, COUNTY OF	1,903,250	2,187,605
WHEATLAND COUNTY	2,460,621	2,815,251
WILLOW CREEK NO. 26, M.D. OF	1,744,567	1,967,200
WOOD BUFFALO, REGIONAL MUNICIPALITY OF	16,149,857	18,704,878
WOODLANDS COUNTY	1,233,100	1,397,712
YELLOWHEAD COUNTY	3,847,026	4,370,260
Improvement Districts and Special Areas Board		
I.D. NO. 04 (WATERTON)	198,816	206,377
I.D. NO. 09 (BANFF)	255,574	272,118
I.D. NO. 12 (JASPER NATIONAL PARK)	155,023	155,825
I.D. NO. 24 (WOOD BUFFALO)	211,412	221,213

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Local Government	2024 Allocation	2025 Allocation
KANANASKIS IMPROVEMENT DISTRICT	175,386	179,353
SPECIAL AREAS BOARD	2,550,959	2,916,049
Metis Settlements		
BUFFALO LAKE	250,560	262,208
EAST PRAIRIE	232,417	241,963
ELIZABETH	240,574	251,066
FISHING LAKE	233,683	243,376
GIFT LAKE	275,454	289,985
KIKINO	293,175	309,759
PADDLE PRAIRIE	231,151	240,551
PEAVINE	235,089	244,945
Rest of Alberta Sub-total	340,000,000	386,325,924
Total	722,000,000	820,374,462

Notes:

1. Amounts above show what local governments will be entitled to in the specified years based on the *Local Government Fiscal Framework Act* and the approved allocation formula for the Local Government Fiscal Framework, subject to Ministerial commitments of the allocations.
2. LGFF allocations for the Charter Cities of Calgary and Edmonton are calculated using a formula based on population (48%), education property tax requisitions (48%) and length of local roads (4%).
3. LGFF allocations for local governments other than Calgary and Edmonton are calculated using a formula based on population (65%), tangible capital assets (15%), average cumulative amortization (10%) and length of local roads (10%). In addition, each local government receives base funding and those with a population less than 10,000 and a limited local assessment base receive needs-based funding on top of their regular allocation.
4. 2024 LGFF allocations are based mainly on 2021 data; and 2025 allocations are based mainly on 2022 data.

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Alberta

Local Government Fiscal Framework – Operating Funding

Local Government	2024 Allocation
Cities	
AIRDRIE	978,974
BEAUMONT	278,834
BROOKS	191,386
CAMROSE	274,586
CHESTERMERE	313,752
COLD LAKE	228,574
FORT SASKATCHEWAN	420,994
GRANDE PRAIRIE	944,952
LACOMBE	201,366
LEDUC	520,142
LETHBRIDGE	1,303,180
LLOYDMINSTER	298,730
MEDICINE HAT	834,336
RED DEER	1,389,912
SPRUCE GROVE	519,060
ST. ALBERT	984,262
WETASKIWIN	177,560
Towns	
ATHABASCA	65,176
BANFF	218,568
BARRHEAD	305,840
BASHAW	118,190
BASSANO	100,418
BEAVERLODGE	57,976
BENTLEY	92,522
BLACKFALDS	152,758
BON ACCORD	119,284
BONNYVILLE	116,740
BOW ISLAND	249,276
BOWDEN	162,042
BRUDERHEIM	112,014
CALMAR	54,684
CANMORE	401,226
CARDSTON	450,822
CARSTAIRS	81,536
CASTOR	128,358

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Local Government	2024 Allocation
CLARESHOLM	72,800
COALDALE	130,116
COALHURST	193,938
COCHRANE	451,288
CORONATION	129,748
CROSSFIELD	77,198
CROWSNEST PASS, MUNICIPALITY OF	243,642
DAYSLAND	117,070
DEVON	110,248
DIAMOND VALLEY	124,146
DIDSBURY	345,808
DRAYTON VALLEY	133,310
DRUMHELLER	514,290
ECKVILLE	154,242
EDSON	143,182
ELK POINT	116,586
FAIRVIEW	208,110
FALHER	141,562
FORT MACLEOD	64,534
FOX CREEK	62,648
GIBBONS	65,234
GRIMSHAW	323,042
HANNA	305,666
HARDISTY	36,308
HIGH LEVEL	269,132
HIGH PRAIRIE	58,808
HIGH RIVER	210,512
HINTON	164,046
INNISFAIL	130,080
IRRICANA	101,126
JASPER, MUNICIPALITY OF	123,552
KILLAM	87,562
LAMONT	220,630
LEGAL	108,350
MAGRATH	290,978
MANNING	156,670
MAYERTHORPE	170,544
MCLENNAN	189,848
MILK RIVER	117,430
MILLET	145,758
MORINVILLE	151,342
MUNDARE	79,564
NANTON	55,110

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Local Government	2024 Allocation
NOBLEFORD	42,942
OKOTOKS	438,100
OLDS	152,920
ONOWAY	90,428
OYEN	138,678
PEACE RIVER	118,068
PENHOLD	242,062
PICTURE BUTTE	136,550
PINCHER CREEK	73,266
PONOKA	466,336
PROVOST	149,678
RAINBOW LAKE	191,710
RAYMOND	485,476
REDCLIFF	98,566
REDWATER	56,258
REDWOOD MEADOWS, TOWNSITE OF	41,964
RIMBEY	59,686
ROCKY MOUNTAIN HOUSE	113,876
SEDEWICK	76,984
SEXSMITH	59,740
SLAVE LAKE	111,906
SMOKY LAKE	132,806
SPIRIT RIVER	135,828
ST. PAUL	390,318
STAVELY	34,718
STETTLER	104,896
STONY PLAIN	263,552
STRATHMORE	204,692
SUNDRE	62,972
SWAN HILLS	295,664
SYLVAN LAKE	229,888
TABER	128,398
THORSBY	88,970
THREE HILLS	221,000
TOFIELD	154,482
TROCHU	142,318
TWO HILLS	322,988
VALLEYVIEW	141,734
VAUXHALL	278,368
VEGREVILLE	101,106
VERMILION	82,588
VIKING	145,296
VULCAN	143,874

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Local Government	2024 Allocation
WAINWRIGHT	108,874
WEMBLEY	46,366
WESTLOCK	90,218
WHITECOURT	175,288
Villages	
ACME	98,678
ALBERTA BEACH	42,420
ALIX	36,466
ALLIANCE	59,426
AMISK	69,662
ANDREW	74,044
ARROWWOOD	70,354
BARNWELL	84,302
BARONS	97,610
BAWLF	73,422
BEISEKER	37,990
BERWYN	138,030
BIG VALLEY	99,614
BITTERN LAKE	41,216
BOYLE	128,698
BRETON	62,454
CARBON	130,508
CARMANGAY	54,936
CAROLINE	132,878
CHAMPION	93,018
CHAUVIN	98,636
CHIPMAN	58,098
CLIVE	70,876
CLYDE	74,268
CONSORT	106,902
COUTTS	54,620
COWLEY	50,552
CREMONA	54,536
CZAR	69,228
DELBURNE	124,762
DELIA	51,308
DONALDA	72,712
DONNELLY	97,908
DUCHESS	145,246
EDBERG	58,720
EDGERTON	114,982
ELNORA	89,126
EMPRESS	59,902

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Local Government	2024 Allocation
FOREMOST	86,636
FORESTBURG	207,472
GIROUXVILLE	86,922
GLENDON	81,544
GLENWOOD	62,126
HALKIRK	50,838
HAY LAKES	81,508
HEISLER	60,592
HILL SPRING	45,432
HINES CREEK	98,724
HOLDEN	99,894
HUGHENDEN	77,564
HUSSAR	48,406
INNISFREE	73,536
IRMA	84,258
KITSCOTY	133,782
LINDEN	77,544
LOMOND	61,884
LONGVIEW	31,970
LOUGHEED	80,466
MANNVILLE	197,524
MARWAYNE	152,330
MILO	27,224
MORRIN	77,008
MUNSON	48,796
MYRNAM	97,240
NAMPA	32,476
PARADISE VALLEY	64,502
ROCKYFORD	62,238
ROSALIND	66,514
ROSEMARY	108,896
RYCROFT	64,946
RYLEY	127,154
SPRING LAKE	37,842
STANDARD	32,318
STIRLING	288,034
VETERAN	76,504
VILNA	87,146
WARBURG	185,164
WARNER	104,434
WASKATENAU	52,414
YOUNGSTOWN	59,428

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Local Government	2024 Allocation
Summer Villages	
ARGENTIA BEACH	9,444
BETULA BEACH	6,420
BIRCH COVE	9,230
BIRCHCLIFF	20,838
BONDISS	16,772
BONNYVILLE BEACH	13,996
BURNSTICK LAKE	6,288
CASTLE ISLAND	5,454
CRYSTAL SPRINGS	11,864
GHOST LAKE	14,344
GOLDEN DAYS	18,946
GRANDVIEW	17,636
GULL LAKE	18,442
HALF MOON BAY	9,838
HORSESHOE BAY	12,422
ISLAND LAKE	19,150
ISLAND LAKE SOUTH	11,278
ITASKA BEACH	7,560
JARVIS BAY	21,272
KAPASIWIN	5,994
LAKEVIEW	7,716
LARKSPUR	9,752
MA-ME-O BEACH	17,884
MEWATHA BEACH	15,418
NAKAMUN PARK	15,430
NORGLLENWOLD	22,838
NORRIS BEACH	9,122
PARKLAND BEACH	17,790
PELICAN NARROWS	17,088
POINT ALISON	5,780
POPLAR BAY	17,752
ROCHON SANDS	15,392
ROSS HAVEN	17,078
SANDY BEACH	17,494
SEBA BEACH	21,010
SILVER BEACH	13,430
SILVER SANDS	17,122
SOUTH BAPTISTE	11,692
SOUTH VIEW	11,784
SUNBREAKER COVE	17,004
SUNDANCE BEACH	13,580
SUNRISE BEACH	15,872

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Local Government	2024 Allocation
SUNSET BEACH	10,268
SUNSET POINT	17,388
VAL QUENTIN	17,454
WAIPAROUS	10,254
WEST BAPTISTE	9,206
WEST COVE	16,908
WHISPERING HILLS	16,620
WHITE SANDS	18,740
YELLOWSTONE	16,144
Municipal Districts and Counties	
ACADIA NO. 34, M.D. OF	79,034
ATHABASCA COUNTY	344,076
BARRHEAD NO. 11, COUNTY OF	345,476
BEAVER COUNTY	410,658
BIG LAKES COUNTY	147,308
BIGHORN NO. 8, M.D. OF	73,816
BIRCH HILLS COUNTY	168,050
BONNYVILLE NO. 87, M.D. OF	397,624
BRAZEAU COUNTY	230,638
CAMROSE COUNTY	428,248
CARDSTON COUNTY	268,742
CLEAR HILLS COUNTY	274,008
CLEARWATER COUNTY	386,360
CYPRESS COUNTY	316,068
FAIRVIEW NO. 136, M.D. OF	141,776
FLAGSTAFF COUNTY	472,508
FOOTHILLS COUNTY	514,818
FORTY MILE NO. 8, COUNTY OF	342,428
GRANDE PRAIRIE NO. 1, COUNTY OF	684,538
GREENVIEW NO. 16, M.D. OF	523,534
KNEEHILL COUNTY	290,426
LAC STE. ANNE COUNTY	215,836
LACOMBE COUNTY	298,984
LAC LA BICHE COUNTY	247,648
LAMONT COUNTY	319,632
LEDUC COUNTY	497,408
LESSER SLAVE RIVER NO. 124, M.D. OF	110,400
LETHBRIDGE COUNTY	210,780
MACKENZIE COUNTY	242,524
MINBURN NO. 27, COUNTY OF	302,710
MOUNTAIN VIEW COUNTY	336,652
NEWELL, COUNTY OF	277,902
NORTHERN LIGHTS, COUNTY OF	299,602

Local Government	2024 Allocation
NORTHERN SUNRISE COUNTY	132,712
OPPORTUNITY NO. 17, M.D. OF	168,932
PAINTEARTH NO. 18, COUNTY OF	261,004
PARKLAND COUNTY	687,452
PEACE NO. 135, M.D. OF	126,282
PINCHER CREEK NO. 9, M.D. OF	107,056
PONOKA COUNTY	237,604
PROVOST NO. 52, M.D. OF	147,654
RANCLAND NO. 66, M.D. OF	43,368
RED DEER COUNTY	469,768
ROCKY VIEW COUNTY	1,027,950
SADDLE HILLS COUNTY	158,410
SMOKY LAKE COUNTY	215,604
SMOKY RIVER NO. 130, M.D. OF	214,982
SPIRIT RIVER NO. 133, M.D. OF	93,528
ST. PAUL NO. 19, COUNTY OF	226,672
STARLAND COUNTY	223,628
STETTLER NO. 6, COUNTY OF	504,844
STRATHCONA COUNTY	1,685,618
STURGEON COUNTY	438,770
TABER, M.D. OF	331,264
THORHILD COUNTY	239,700
TWO HILLS NO. 21, COUNTY OF	396,130
VERMILION RIVER, COUNTY OF	675,268
VULCAN COUNTY	355,916
WAINWRIGHT NO. 61, M.D. OF	282,320
WARNER NO. 5, COUNTY OF	312,204
WESTLOCK COUNTY	418,682
WETASKIWIN NO. 10, COUNTY OF	246,406
WHEATLAND COUNTY	277,718
WILLOW CREEK NO. 26, M.D. OF	437,712
WOOD BUFFALO, REGIONAL MUNICIPALITY OF	1,833,848
WOODLANDS COUNTY	145,198
YELLOWHEAD COUNTY	457,786
Improvement Districts and Special Areas Board	
I.D. NO. 04 (WATERTON)	38,170
I.D. NO. 09 (BANFF)	76,892
I.D. NO. 12 (JASPER NATIONAL PARK)	21,392
I.D. NO. 13 (ELK ISLAND)	8,160
I.D. NO. 24 (WOOD BUFFALO)	32,958
I.D. NO. 25 (WILLMORE WILDERNESS)	7,908
KANANASKIS IMPROVEMENT DISTRICT	36,628

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Local Government	2024 Allocation
SPECIAL AREAS BOARD	736,176
Metis Settlements	
BUFFALO LAKE	33,308
EAST PRAIRIE	32,324
ELIZABETH	32,766
FISHING LAKE	32,392
GIFT LAKE	34,660
KIKINO	35,622
PADDLE PRAIRIE	32,254
PEAVINE	32,468
Total	60,000,000

Notes:

1. LGFF operating allocations are based on *Budget 2023* forecasts for the total operating funding amount in 2024-25, and are subject to approval in Budget 2024.
2. LGFF operating allocations are set based on Municipal Sustainability Initiative operating amounts allocated to local governments in 2023.

56

Alberta Beach Village Office

From: municipalservicesdivision@gov.ab.ca
Sent: December 14, 2023 10:26 AM
To: Kathy Skwarchuk
Subject: Municipal-Federal Agreements
Attachments: Information Collection Excel Form.xlsx; Information Sheet.pdf

Dear Mayors, Reeves, and Councils:

The Government of Alberta is committed to advocating for equitable funding from the federal government. Premier Danielle Smith and her premier colleagues recently agreed on the need for unity to ensure funding envelopes from the federal government are shared equitably.

To better understand municipal-federal agreements in place, Municipal Affairs is creating an inventory to document the scope and scale of these agreements. I am requesting that you provide an overview of the agreements you held with the federal government in 2022. If your municipality did not hold any agreements with the federal government during this time, please indicate 'none' in the attached template.

Please return the completed template by January 31, 2024. For guidance in completing the form, please refer to the info sheet included with this package and the form overview tab. If you have any further questions or would like support to complete the template, I encourage you to reach out by email to ma.engagement@gov.ab.ca.

Sincerely,

Ric McIver
Minister

cc: Chief Administrative Officers

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Information Request: Municipal-Federal Agreements

Overview

The Government of Alberta is working to understand the different agreements and contracts in place between Alberta's municipalities and the federal government. Examples may include:

- Building leases for the RCMP K-Division.
- Maintenance of federal properties provided by municipalities.
- Mutual aid agreements between First Nations and municipalities.
- Funding by Heritage Canada for national celebrations such as Canada Day.
- Community mailboxes for Canada Post.

Municipal Affairs is requesting municipalities provide an overview of the agreements they hold with the federal government by January 31, 2024. Specifically, the ministry is collecting the: name, value, purpose, date, and duration of agreements signed, or in effect, between January 1, 2022 and December 31, 2022.

Template Instructions

To access the template, please select the 'Template' tab from the bottom of the spreadsheet.

Please use one row per agreement. If you require additional rows, please add them to the bottom of the table.

If you have no agreements in place, please complete rows 9 and 10, and submit the form to ma.engagement@gov.ab.ca.

If amendments, extensions or other alterations were made to the original agreement, please use a new row under the original agreement with and select 'Amendment' from column N. Only update fields for which there are differences from the original agreement (i.e., end date if an agreement is extended).

Please submit the completed form by email to ma.engagement@gov.ab.ca by January 31, 2024.

Definitions:

Agreement Name: enter the full name of the agreement.

Agreement Purpose: enter the purpose of the agreement. This is what the agreement is intended to do or support. For example, if a grant is intended for the purchase of tangible capital assets, please enter 'funding TCAs'.

Signing Entity: enter the legal entity with whom the agreement is made, as it appears on the agreement.

Signing Date: enter the date on which the agreement was signed, as it appears on the agreement. Note, only agreements that were signed, or in effect, during 2022 are in scope.

Commencement Date: if different than the signing date, enter the date on which the agreement comes into effect, as it appears on the agreement. Note, only agreements that were signed, or in effect, during 2022 are in scope.

Concluding Date: enter the date on which the agreement expires or concludes. Note, only agreements that were signed, or in effect, during 2022 are in scope.

Agreement Value: enter the total value of the agreement (regardless if disbursement of funds occurred prior to, or after 2022).

Total Project Cost: enter the total anticipated or actual cost of the project.

Cost Sharing: if there is cost-sharing in place, please indicate the cost sharing ratio, listing the federal portion first, then indicating any other parties who are part of the cost-sharing agreement, and their relative contributions.

Municipal Use: enter the purpose for which your municipality used the agreement. For example, if it was used to improve roads, enter 'paving five kilometers of Example Road.'

Agreement Status: select the status which describes the state of the agreement: pending (incomplete), or executed (complete).

Agreement Conditions: enter any pertinent conditions pertaining to the agreement. This could include reporting requirements, spending limitations, or any other items of note.

Partners: enter the legal names of any partners to the agreement (i.e., in instances where there are intermunicipal agreements).

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**Information Request:
Municipal-Federal Agreements**

If you have questions, require support and to submit form, please email: ma.engagement@gov.ab.ca

Municipal Information

Municipality Name:

Do you have any municipal-federal agreements?

Municipal-Federal Agreements Template

Agreement Name	Agreement Purpose	Signing Entity	Signing Date	Commencement Date	Concluding Date	Agreement Value	Total Cost of Project	Cost Sharing	Municipal Use	Agreement Status	Agreement Conditions	Amendment	Partners
<i>Example: Municipal-Federal Infrastructure Grant</i>	<i>Funding infrastructure related to industrial development</i>	<i>Transport Canada</i>	<i>01-Jan-22</i>	<i>01-Feb-22</i>	<i>01-Feb-25</i>	<i>\$100,000.00</i>	<i>\$250,000.00</i>	<i>50/50 Federal/Municipal</i>	<i>Road improvements for new industrial park</i>	<i>Pending</i>	<i>Annual reporting on project status and finance, regulatory/financial</i>	<i>Yes</i>	<i>Village of Example, Town of Example</i>

Please add additional rows, as needed.



Information Request: Municipal-Federal Agreements

Natural person powers granted by *the Municipal Government Act* allow municipalities to enter into contracts. These contracts may be with other public entities, such as the federal government.

The Government of Alberta is working to understand the different agreements and contracts in place between Alberta's municipalities and the federal government. Examples may include:

- building leases for the RCMP K-Division;
- maintenance of federal properties provided by municipalities;
- mutual aid agreements between First Nations and municipalities;
- funding by Heritage Canada for national celebrations, such as Canada Day; and
- community mailboxes for Canada Post.

Municipal Affairs is requesting municipalities provide an overview of the agreements they hold with the federal government by January 31, 2024. Specifically, the ministry is collecting the: name, value, purpose, date, and duration of agreements signed or in effect between January 1, 2022, and December 31, 2022.

Why is Municipal Affairs collecting this information?

The Government of Alberta is creating an inventory of municipal-federal agreements to understand the scope and scale of these agreements. This will help the province continue to advocate for equitable funding from the federal government.

How is a municipal-federal agreement defined?

A municipal body includes a municipality, group of municipalities, entity that receives 50 per cent or more of funding from municipalities, or an entity where a majority of members or boards are appointed by a municipality.

A federal body includes the Crown (Canada), federal agencies, entities required to report to Federal Parliament, entities that receive 50 per cent of funding from federal public funds, or entities where a majority of members are appointed by Canada's public sector.

Are you collecting information for all agreements with federal funding?

No. Agreements that are already coordinated through the Government of Alberta, such as the Building Canada Fund and Canada Community Building Fund, are not included.

If you are uncertain if your agreement is already coordinated through the Government of Alberta, please include it in the template.

What time period are you collecting information for?

Only agreements signed or in effect between January 1, 2022, and December 31, 2022, will be included.

If you have questions, or require support, please email ma.engagement@gov.ab.ca for assistance.

From: Tyler Gandam <president@abmunis.ca>
Sent: November 30, 2023 6:02 PM
To: Kathy Skwarchuk
Subject: Materials from ABmunis' Town Hall and Submissions on the LAEA & MGA Consultations
Attachments: ABmunis Submission re Fall 2023 Consultation on MGA Councillor Accountability.pdf; ABmunis Submission re Fall 2023 LAEA Consultation.pdf; ABmunis Town Hall - Nov 30, 2023.pdf

Dear Mayors, Councillors, and CAOs:

Thank you to those of you that attended ABmunis' online Town Hall this afternoon. I appreciated the opportunity to discuss our advocacy to the Government of Alberta on their current consultations on the possible introduction of political parties at the local level, potential changes to the MGA related to councillor accountability, the status of the Local Government Fiscal Framework funding, and our submission to the Alberta Utilities Commission on renewal energy development.

This email includes the following materials for your review and action:

1. Slide deck from today's Town Hall meeting.
2. ABmunis' submission to the province's consultation on the *Local Authorities Election Act* (LAEA)
3. ABmunis' submission to the province's consultation on the *Municipal Government Act* (MGA) and councillor accountability

Please reach out to our Advocacy team (advocacy@abmunis.ca) if you have questions about the materials. A final reminder to please complete the province's online surveys on the LAEA and MGA before December 6 at <https://www.alberta.ca/local-elections-and-councillor-accountability-engagement>.

Thank you,

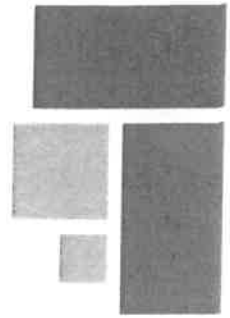
Tyler Gandam | President

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



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

We respectfully acknowledge that we live, work, and play on the traditional and ancestral territories of many Indigenous, First Nations, Métis, and Inuit peoples. We acknowledge that what we call Alberta is the traditional and ancestral territory of many peoples, presently subject to Treaties 4, 6, 7, 8 and 10 and Six Regions of the Métis Nation of Alberta.



November 24, 2023

Honourable Ric McIver
Minister of Municipal Affairs
320 Legislature Building
10800 97 Avenue
Edmonton, AB T5K 2B6

Dear Minister McIver:

Thank you for your ministry's engagement of Alberta Municipalities (ABmunis) for input on possible changes to the *Municipal Government Act* to enhance accountability and public trust in local elected officials.

ABmunis has reviewed Municipal Affairs' discussion guide questions and enclosed is our response to the consultation questions.

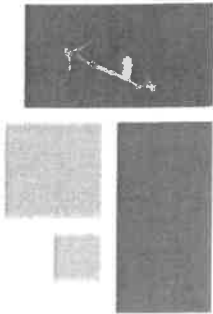
If you would like to discuss any aspect of our submission, I invite you to contact me by email at president@abmunis.ca or on my cell phone at (780) 312-0660. We look forward to your consideration of and response to this resolution.

Sincerely,

A handwritten signature in black ink, appearing to read "Tyler Gandam".

Tyler Gandam
President, Alberta Municipalities

Enclosure



Alberta Municipalities' Submission to Alberta Municipal Affairs' Consultation on MGA Provisions for Councillor Accountability

On October 24, 2023, the Government of Alberta began consulting on potential changes to the *Municipal Government Act (MGA)* to explore opportunities to enhance accountability and public trust in local elected officials. This document represents ABmunis' responses to Alberta Municipal Affairs' discussion guide questions focusing on the themes of:

- A. Disqualification Rules for Councillors
- B. Councillor Training
- C. Disclosure by Council Candidates
- D. Allowing Council to Caucus in Private
- E. Minister's Authority to Remove a Councillor
- F. Clarifying Conflicts of Interest for Councillors
- G. Changes to Recall Legislation
- H. Revisiting Code of Conduct Discussions from 2022

ABmunis responses are presented in **blue font**.

A. Disqualification Rules for Councillors

Section 174 of the MGA provides criteria for councillor disqualification, such as a councillor not being eligible for nomination as a candidate, failing to file the disclosure statement as required in the Local Authorities Election Act (LAEA), absence from all council meetings for eight consecutive weeks, or taking a position as judge of a court, a member of the Senate or House of Commons. The MGA currently requires a disqualified councillor to resign their seat voluntarily. If a disqualified councillor does not resign, the council or a member of the public must take them to court. The court process results in considerable delays as well as costs for taxpayers.

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

Yes. The existing approach is inefficient and gives undue power to the disqualified councillor. This is particularly problematic for small municipalities that have limited fiscal resources to pursue court action due to the expected legal costs. In most cases, the rules for disqualification are generally clear such that the councillor's seat should automatically become vacant, except for issues of a pecuniary interest.

Disqualification for a Pecuniary Interest

Issues of a pecuniary interest are more subjective and therefore, there may be merit for the existing voluntary resignation rule to continue to be applied for MGA sections 174(1)(g) to 174(1)(i). This may help prevent unsubstantiated accusations of a pecuniary interest from being weaponized to automatically disqualify a councillor.

Prevention of Ineligible Candidates on the Ballot

ABmunis members have expressed concern in cases where a candidate's nomination is signed by individuals who are not eligible electors in the municipality. While we are recommending that any councillor be automatically disqualified if it is found that they were not an eligible candidate, we question if there needs to be further review of the rules to prevent a candidate's name from even being listed on the ballot where circumstances apply. We recommend that this issue be reviewed with municipal associations.

B. Councillor Training

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

1. Do you think it should be mandatory for councillors to attend orientation training?

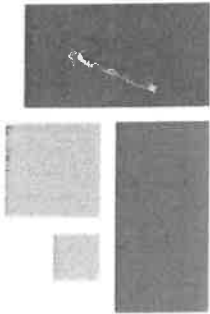
Yes. Making orientation training mandatory will help to equip all councillors with foundational knowledge of their role and responsibilities, best practices, and legal and legislative requirements. This may help alleviate miscommunication and misunderstandings which contribute to tension between councillors and between council and administration. Orientation training is a standard practice for any employee position and while councillors are elected and serve in a governance capacity, the same standard should be applied wherein orientation training is an essential component for councillors to effectively serve in their role.

If orientation training were to be made mandatory, ABmunis recommends that enforcement of this requirement should be overseen by an independent provincial or regional body (e.g., Alberta Ombudsman) and that the MGA clarify the consequences of not participating in orientation training. This responsibility should not be placed on the municipality's CAO due to the potential conflict with council's oversight of the CAO's employment.

2. If yes, should the training be made mandatory before a Councillor takes the oath, within 90 days of taking the oath (as in the current legislation) or at some other time?

ABmunis acknowledges that making orientation training a mandatory requirement has the potential to bring forth various risks and complexities such as:

- Challenges for elected officials to access the training on a timely basis based on availability of trainers and the frequency that training is offered.
- Challenges for elected officials in rural and remote regions to access training based on travel challenges in winter months.
- Circumstances when elected officials are unable to attend a scheduled regional training due to sickness, work responsibilities, lack of childcare, medical needs, or other reasons.
- How to manage situations where an elected official attends only a portion of the training.
- Who is responsible to enforce the requirement.
- The risk of this requirement being weaponized to penalize or disqualify a councillor (e.g., organizing a training session when it is known a councillor cannot attend).



Under the current environment and availability of training options, the 90-day time period would be insufficient to mandate orientation training. Due to the value that orientation training be completed as earlier as possible in the council term, ABmunis recommends that the Government of Alberta:

1. Work with ABmunis and other municipal stakeholders to create an on-demand online course that elected officials can complete at their own pace within the required 90-day time period.
2. Use a simple reporting process where the CAO submits a notice when all councillors have completed the training. Should a councillor refuse to take training ABmunis recommends that enforcement of this requirement should be supported by an independent provincial or regional body (e.g., Alberta Ombudsman), similar to our recommendation for a third party to help investigate code of conduct violations. This responsibility should not be placed on the municipality's CAO due to the potential conflict with council's oversight of the CAO's employment.
3. Following a review by an independent provincial or regional body, the legislation should clarify that non-compliance will result in disqualification and removal from council.

In addition to these supports, the Alberta Elected Officials Program could adjust the curriculum of its Munis 101 course so that it can be delivered in an online format, but this option still carries the risk of scheduling challenges for elected officials, which is why the development of an on-demand course would be particularly valuable. The intention of creating an on-demand course is not to replace in-person or other online training but to serve as an option for elected officials whose personal schedules do not align with scheduled training or for elected officials who are elected in a by-election when the availability of training options is limited.

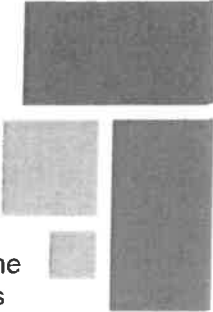
C. Disclosure by Council Candidates

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

1. Other than financial information, what should candidates for municipal office disclose?

Any consideration of expanding requirements for disclosure must consider the constraints of municipal administration to oversee and enforce the rules on candidates. In general, municipalities do not have the resources to verify any additional disclosure information (e.g., criminal record, removal from professional associations, etc.) and make the information public prior to election day. If disclosure requirements are expanded, ABmunis recommends that an independent provincial body be responsible for oversight and enforcement to:

- Ensure sufficient capacity is available, and

- 
- To avoid placing the CAO and municipal staff in a position where enforcement of the disclosure requirements may create a perception that the CAO or municipal staff is unfairly targeting a candidate and the potential risk of repercussions to the CAO or staff's employment with the municipality should that candidate be elected.

2. Should financial disclosure be mandatory for council candidates prior to an election?

Yes. In the interests of transparency and public trust in municipal elected officials, council candidates should be required to disclose required financial information prior to the election. Recognizing that candidates may receive donations right up to the election, it will be impossible for candidates to disclose all financial information prior to the election. ABmunis recommends that the LAEA prescribe a time period (e.g., 14 days) prior to the election day when candidates must disclose available financial information. The municipality shall then be responsible to make each candidate's financial disclosure available to the public either by posting a copy at the municipal office or online.

3. Should council candidates be required to disclose other information that is not financial in nature?

ABmunis has discussed the advantages and disadvantages of requiring additional disclosures such as a criminal record check. We believe that this issue requires additional time and coordinated review with municipal stakeholders based on questions such as:

- Should all criminal acts, no matter their severity, be required for disclosure? (e.g., driving under the influence versus assault)
- Should the disclosure requirement apply to all criminal acts in the candidate's life or only those in recent history? This speaks to the question of creating a disadvantage for a candidate for a mistake that was made decades prior.
- Would a vulnerable sector check be more appropriate than a criminal record check as it relates to the position of public office and dealings with the public?
- Would a candidate be blocked from submitting their nomination if the RCMP were delayed in providing the criminal/vulnerable sector record check?

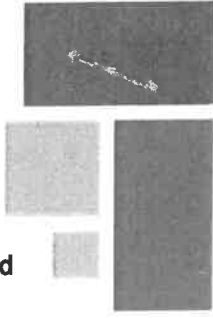
If new disclosure requirements are added, the intention should only be to better inform the public prior to the election and not serve to disqualify a candidate from running for office.

4. Should financial disclosure be mandatory for all councillors?

Yes, all councillors should be treated equally for any disclosure requirements.

D. Allowing Council to Caucus in Private

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



1. Should councils have the ability to meet in private, beyond the current provisions for closed sessions?

Yes, there is merit for the MGA to be expanded to allow council to meet in private without the public, but only in prescribed situations such as:

- To address interpersonal dynamics that could reduce the need for formal code of conduct processes.
- To workshop ideas for the development or update of the municipality's strategic or statutory plans.

While any decisions should still be made in an open public meeting, the ability to caucus in private allows councillors to speak to issues more directly without concern for how their comments may be interpreted by the media or public. This is already a common practice by municipalities but would be helpful to clarify in the MGA.

2. Should there be limitations on what could be discussed in such meetings?

Yes. Careful consideration needs to be given to potential unintended consequences of enabling greater private discourse. For example, care needs to be given that this provision does not enable council to meet privately to discuss regularly day-to-day business items.

In addition, the role of the CAO in these meetings needs to be carefully considered as it is vitally important for the CAO to be kept abreast of council discussions to effectively administer council decisions with a clear understanding of the council dynamics behind them.

These questions warrant further discussion with municipal legal experts, elected officials, CAOs and municipal clerks to enable clear guidelines that enable good governance.

E. Minister's Authority to Remove a Councillor

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

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

Recognizing that procedural fairness requirements limit the ability for the Minister to make timely decisions for removal of a council or councillor, there may be value for a broader review to be conducted with legal experts and stakeholders to identify alternative measures such as suspending a councillor from conducting municipal business for a defined period.

ABmunis recommends that the rules that enable the Minister to remove a council or councillor should continue to be highly prescriptive and should only be exercised in extreme circumstances. We acknowledge that the introduction of the *Recall Act* in 2022 provides electors with additional democratic power to remove a councillor where circumstances are deemed warranted.

F. Clarifying Conflicts of Interest

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

1. Are there additional situations where a councillor may be considered being in a conflict of interest?

Any additions to conflict of interest rules must consider if the parameters under which a councillor needs to recuse themselves from votes could result in a loss of quorum. This is particularly relevant in small communities where some councils only have three or five councillors.

2. If yes, what additional provisions should be added to the MGA?

No recommendations.

G. Changes to Recall Legislation

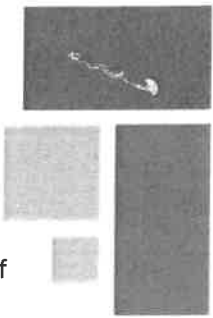
As of April 2023, municipal recall is a new tool that allows the public to hold councillors accountable. A petitioner must collect signatures from eligible voters that represent 40 per cent or more of the population as a whole within 60 days. This threshold can be challenging to meet, especially in larger municipalities or in municipalities with a large number of residents who are not eligible to vote. In some cases, petitioners must solicit more signatures than the total voter turnout of the previous election. This makes the use of these provisions out of reach for some municipalities.

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

Due to the short period that the *Recall Act* has been in place, ABmunis is recommending that no changes be made to allow further time for review of the strengths and weaknesses of the existing legislation.

Councillors have a challenging job where they often need to make decisions that may be unpopular in the near term but are intended to benefit the community in the long term. Therefore, the threshold for recall should be sufficiently high such that members of the public are deterred from attempting to use it as a weapon to try to remove a councillor from office based on a personal dispute or based on a councillor not taking a certain policy position.

Our current democratic process and four-year election cycle already provide the public with the ability to retire a councillor from municipal office. Recall legislation should only serve a purpose in extreme circumstances where a councillor's actions are so egregious that a high proportion of residents deem it worthy to remove the councillor from office mid-term to avoid further disruption and harm to the municipality.



We acknowledge that basing recall thresholds on total population instead of the number of electors may create some inequities. For example, it may be more difficult to achieve the required number of signatures in municipalities with a higher proportion of youth due to the lower number of available electors as a percentage of the population. However, this would be a minor inequity and as of right now, there is no clear case for changing the recall legislation. Therefore, ABmunis recommends that recall legislation be brought back for review after a more suitable time period has passed.

If the Government of Alberta opts to change the threshold measure to a percentage of electors, ABmunis recommends that the percentage threshold be increased to at least 50 per cent of electors to avoid recall legislation being used to attempt to reverse a close election result.

H. Revisiting Prior Discussion Topics from 2022

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

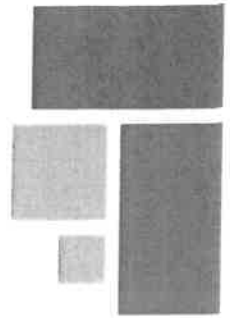
- Strengthening code of conduct legislation;
- Simplifying the code of conduct investigation process and responsibility to investigate;
- Role of third party in investigating code of conduct Issue;
- Enforcement of code of conduct; and
- Provincial role in code of conduct disputes.

ABmunis would like to take this opportunity to express appreciation for the Minister of Municipal Affairs in maintaining provisions for code of conduct provisions in the MGA despite the challenges that the Ministry has experienced in supporting municipalities to implement the codes. We also appreciate the financial support of the ministry that enabled us to partner with the Rural Municipalities of Alberta (RMA) to develop an updated “Code of Conduct: A Guide for Municipalities”.

We would also like to take this opportunity to reiterate a position we have long shared with RMA that a province-wide third-party investigation unit should be established to support more effective implementation of the codes by:

- supporting triaging of code complaints to dismiss spurious complaints and point municipalities to alternative options to resolve conflicts.
- provide investigation services that avoids councils investigating themselves, or administrators being asked to investigate their employers.
- helping to ensure procedural fairness is maintained throughout the process.

There may be an opportunity to expand the role of the Ombudsman or establish a similar body. While ABmunis appreciates that this would require provincial resources, the investment in a strong process of investigation and a body that can support municipalities in implementing good governance practices could save municipalities and the Ministry of Municipal Affairs being embroiled in conflict and reduce the need for taxpayers to fund legal costs.



November 22, 2023

Honourable Ric McIver
Minister of Municipal Affairs
320 Legislature Building
10800 97 Avenue
Edmonton, AB T5K 2B6

Dear Minister McIver:

Thank you for your ministry's engagement of Alberta Municipalities (ABmunis) for input on possible changes to the *Local Authorities Election Act (LAEA)*.

Enclosed is ABmunis' response to Municipal Affairs' consultation questions. In addition to our enclosed responses, I will use this opportunity to reiterate our concern about the Government of Alberta's interest in encouraging the use of political parties at the municipal level. As you know, our members overwhelmingly passed a 2023 resolution that calls for the Government of Alberta to refrain from introducing partisan politics in local government elections.

Some have suggested that political parties could increase voter turnout in municipal elections. Voter turnout is an important issue but before any ideas are implemented, research should be conducted to fully understand the root issues associated with lower interest in municipal elections and then seek to explore possible solutions. ABmunis would be pleased to work with the Government of Alberta to explore options to increase resident engagement in municipal elections without the complexities of introducing political parties.

I also want to stress that the Government of Alberta has regularly updated the LAEA in small ways after each municipal election, but there would be value for the Government of Alberta and municipal stakeholders to undertake a holistic review of the LAEA through a working group where issues can be reviewed and researched over an extended time period to allow for comprehensive discussion and plans to better meet the future needs of local elections.

If you would like to discuss any aspect of our submission, I invite you to contact me by email at president@abmunis.ca or on my cell phone at (780) 312-0660. We look forward to your consideration of and response to this resolution.

Sincerely,

A handwritten signature in black ink, appearing to read "Tyler Gandam".

Tyler Gandam
President, Alberta Municipalities

Enclosure

Alberta Municipalities' Submission to Alberta Municipal Affairs' Consultation on the *Local Authorities Election Act*

On October 26, 2023, Alberta Municipal Affairs launched a consultation to review how the *Local Authorities Election Act* (LAEA) could be updated to strengthen integrity and public trust in local elections. This document represents ABmunis' responses to Alberta Municipal Affairs' discussion guide questions, which are focused on the themes of:

- A. Proof of Elector Eligibility
- B. Elector Lists
- C. Rules for Election Postponement in Case of Unforeseen Circumstances
- D. Political Parties
- E. Advance Voting
- F. Special Ballots
- G. Runoff Elections for Chief Elected Officials
- H. Elector Privacy (protecting voters)
- I. Third Party Advertisers
- J. Ballot Recounts for Elections Using Tabulators

ABmunis responses are presented in **blue font**.

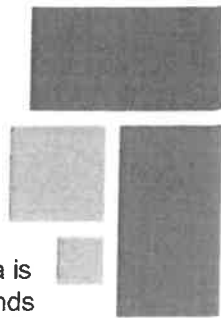
A. Proof of Elector Eligibility

The LAEA outlines requirements for proof of eligibility for an elector. Electors must have proper identification. Voter identification requirements are one piece of identification issued by a federal, provincial, or local government that contains a photograph of the person, the person's name and the address of the person's residence; or one piece of identification authorized by the Chief Electoral Officer under the Election Act. Identification requirements may also be established by the municipality, by bylaw, to verify an elector's name and address. The LAEA also outlines stipulations regarding attesting and vouching for an elector without proper identification. Attesting is the act in which another elector can vouch on behalf of an elector who does not have proper identification.

1. Should the LAEA be amended to remove the ability for another elector to vouch on an elector's behalf?

No. ABmunis recommends that the ability to vouch for another elector be maintained in the legislation. The consequences of removing this ability would:

- Deprive some Albertans from the right to vote as this practice is generally used in scenarios where:
 - Seniors have moved into care homes and no longer drive a vehicle resulting in them no longer having a picture ID with their current address and no utility bill in their name.
 - Persons that are homeless and do not have adequate picture ID.
 - Persons who have forgotten their ID and have a significant distance to travel home or face physical challenges to leave and return to a voting station with the proper ID (e.g., seniors).
- Create confusion for voters since vouching is accepted for provincial and federal elections.



It is our understanding that vouching is used infrequently and if the Government of Alberta is concerned about the potential for fraudulent voting through vouching, ABmunis recommends that further review be conducted with regards to the communication and reporting process and potential penalties for someone to fraudulently vouch for an ineligible elector.

2. Are there any challenges with the current LAEA voter identification requirements?

Yes. Many people living in smaller communities have their post office box number listed on their government-issued ID instead of their physical address. This can cause challenges to confirm if an individual lives within the municipality's electoral boundaries.

B. Elector List

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

- 1. Should Elections Alberta be required to share a voter list for local elections?**
- 2. Should municipalities be required to create a municipal list of electors for local elections based on the provincial voter registry?**
- 3. What would be the implications if a list of electors were required for local elections? What are the pros and/or cons of requiring or using an elector list?**

It is not clear what problem would be solved by requiring a municipal list of electors whether it be based on the provincial voter registry or a local enumeration. Any system has advantages and disadvantages. The moment an elector list is published, it is immediately inaccurate due to the thousands of people that are moving to different municipalities or different wards within a municipality. With an elector list, electors would still need to produce sufficient identification on election day in order to vote.

If implemented, this would add additional costs for municipal governments to create databases and systems to safeguard the personal information of electors. In addition, systems would need to be in place and ongoing administrative costs to allow electors to request that their personal information be removed from the elector list.

Overall, it is not clear what purpose municipal elector lists would serve for the municipal government unless the intention is to provide candidates or political parties with additional information to assist their campaign for election. ABmunis opposes any changes that encourage the introduction of political parties within municipal government. Therefore, ABmunis recommends that a broader review of the entire LAEA be conducted with stakeholders where there is an opportunity to review the issue of elector lists in alignment with overarching principles and other components of the LAEA.

4. Should candidates have access to the municipal list of electors upon request with individual names and personal information? Why or why not?

No. Our goal should be to strengthen public trust in Alberta municipal elections. Any instance where electors perceive that their private information has been released to persons that are not in a position to need that information has the potential to create distrust with that system.

Candidates are not bound by rules of confidentiality that would normally apply to persons who are elected or employed with organizations that are entrusted with personal information. Elections Alberta's Guideline on Access to and Disclosure of Alberta's List of Electors speaks directly to the importance of personal privacy and the safeguarding of information. There are also significantly more candidates that run in municipal elections so there is a greater risk of personal information being misused. There are examples where personal information has been misused in the past and there is a risk of non-serious candidates running for office solely to access personal information of Albertans.

Even if limited personal information was shared with candidates, any perception that candidates have access to personal information opens the door for the public to question what information has been shared without their permission, which can lead to a public relations problem and overall distrust with the municipal government.

C. Rules for Election Postponement in Case of Unforeseen Circumstances

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

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

Yes, there is merit for the LAEA to clarify rules for the postponement of an election in the event of exceptional circumstances that will prevent electors from accessing voting stations. This would be beneficial for defining rules for elections and by-elections. ABmunis recommends that a thorough review be conducted with stakeholders to determine the appropriate criteria and process for when an election should be postponed. The review should consider:

- The advantages and disadvantages of aligning the rules for election postponement with the rules for declaring a state of local emergency.
- What position, organizational body, or government should have the authority to declare postponement of a local election. Assigning this authority to the council may create an unfair perception that councillors seeking re-election are delaying the election for political purposes. Alternatives such as assigning authority to an independent body or the provincial government should be explored.
- Situations in which returning officers should have the authority to extend voting hours at a voting station (e.g., power outage on voting day that delays voting).

D. Political Parties

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

1. Should the LAEA be amended to allow political party affiliation to be listed on the electoral ballot?

No. At ABmunis' 2023 Convention, ABmunis members voted overwhelmingly in favour for the Government of Alberta to:

- Refrain from introducing partisan politics in local government elections, and
- That the LAEA should be amended to prohibit political party endorsements of local candidates, donations directly or indirectly to local candidates, or any other measure to prohibit political parties and partisanship in local elections.

We recognize that some people have expressed concerns about the level of voter turnout in municipal elections and the suggestion that political parties could make it easier for electors to understand the positions of municipal candidates. While increasing voter turnout in municipal elections is a worthwhile goal, our members and the public are not supportive of political parties at the local level and there are other steps that could be taken to help increase voter turnout.

In September 2023, Janet Brown Opinion Research conducted a public poll on behalf of ABmunis that found:

- 3 in 4 Albertans would prefer to see municipal candidates run as independents as opposed to part of a political party, and
- 81% of Albertans agree that municipal officials who are part of a political party would vote along party lines, and not necessarily in the best interest of the community.

The Government of Alberta conducted its own public survey in 2020 that asked for input on issues that would increase fundraising and political parties within local elections. The results overwhelmingly demonstrated that Albertans do not want additional money or partisanship injected into local elections.

If increasing voter turnout is the primary goal, ABmunis would be interested in partnering with the Government of Alberta to consider alternative initiatives that could increase resident engagement in municipal elections without the introduction of political parties. There could be many reasons for why voter turnout is lower in municipal elections, but research should be undertaken to understand those reasons before assuming that political parties are the solution.

2. What are the pros/cons, opportunities and issues related to this?

ABmunis appreciates that political parties play important roles at the provincial and federal levels of government where the scale of the issues and geographies involved require party apparatuses to support representation and access. Municipal governments are the closest

level of government to the people where councillors may be next-door neighbours or volunteer together on local groups.

The implementation of political parties at the municipal level would require a broader rewrite of Part 5 of the *Municipal Government Act* (MGA). In particular, political parties would contravene section 153(a) that stipulates that councillors have the duty to “consider the welfare and interests of the municipality as a whole and to bring to council’s attention anything that would promote the welfare or interests of the municipality”. Each member of council is a spokesperson for the entire community – not themselves or any individual group. In addition, there are strict rules around meetings and decision making that does not allow for whipped votes as is seen at the provincial and federal level.

The presence of political parties could also inadvertently complicate collaboration, not just among municipalities, but also in partnerships between municipalities, school boards, and the provincial government. Collaboration is a linchpin for the future of municipalities and anything that undermines collaboration would undermine the efficient and effective delivery of local service delivery.

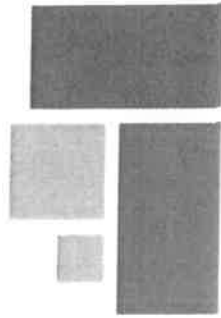
Political parties do exist at the local level in other jurisdictions with mixed outcomes. In the United Kingdom, local elections are often seen as referendums on the party in charge at the national level. Given the timing of our local elections two years after provincial elections, there is a significant risk that instead of focusing on important local issues, they would end up being proxy mid-term elections for the provincial government.

ABmunis is also concerned that the use of political parties and party fundraising could result in money being raised in other parts of Alberta being used to influence elections in a municipality in another part of the province. The addition of political parties would create several issues around fundraising such as the window for fundraising and tax receipts for parties versus individual candidates which could create an uneven playing field that disadvantages individual grass roots Albertans.

Overall, the incursion of political parties creates a number of complex election, and post-election governance challenges.

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

If the Government of Alberta opts to disregard input from municipal stakeholders and the views of the majority of Albertans and proceeds to permit political parties at the municipal level, then broader independent consultation should be undertaken to set prescriptive rules for how political parties may operate.



E. Advance Voting

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

1. Are there any issues with the current rules for advance voting?

ABmunis is supportive of the existing rules for advance voting.

2. Should electors have the ability to cast a vote at a polling station outside of their ward or municipality?

ABmunis is supportive of electors being able to cast a vote at a polling station outside of their ward or municipality that is within a reasonable geographic area. For example, many municipal districts and counties will locate voting stations in an urban centre surrounded by the municipal district even though the voting station is technically not within the municipal district's legal land boundaries. This approach is most commonly used because the urban centre has facilities with sufficient capacity to accommodate a large number of people.

In larger cities, offering the ability to vote at a polling station outside their ward but still within the city is beneficial to support accessibility for voters during the advance voting period.

It is not reasonable to expect a municipality to offer voting opportunities in other regions of the province based on an elector's personal or work commitments. The offering of advance voting and special ballots is sufficient to meet the needs of people who know they will be outside of their municipality or ward on election day or when advance voting is open.

F. Special Ballots

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

1. Should the criteria for special ballots be removed or expanded?

Yes, the requirements for who is eligible to vote by special ballot should be removed. The requirement to force people to disclose their disability to qualify for a special ballot is not inclusive and creates a public relations challenge for the municipality. This is especially relevant since the LAEA also allows people to receive a special ballot due to travel, yet municipalities do not require those persons to provide proof of their travel plans.

Each municipality should maintain the authority to determine whether special ballots will be used during the election.

2. If expanded, what other criteria could be used for special ballots?

ABmunis has no recommendations.

G. Runoff Elections for Chief Elected Officials

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

1. **Would a runoff election lead to a stronger and more accountable local electoral system?**
2. **What are the pros and/or cons of a runoff election?**
3. **Are there any issues or opportunities that exist with adopting this system of election for chief elected officials?**
4. **If a runoff election system was adopted, should it apply to all municipalities that elect their chief elected official, or only a subset of those municipalities (e.g., population, municipal type, etc.)**

ABmunis is not supportive of using runoff elections for the chief elected official for the following reasons:

- It creates confusion for voters because the voting process would be inconsistent with the voting processes used in federal and provincial elections. It is important to maintain consistency in voting processes to build trust in our overall electoral system.
- If the structure of a runoff election required a second vote to determine the chief elected official, it would:
 - create logistical challenges in the swearing in of new councillors while still waiting for the position of the chief electoral officer to be determined.
 - possibly lead to greater voter apathy due to the requirement to vote twice within a short period of time.
 - create inefficiency due to the delay of the election of the full council and delays in necessary governance decisions to support the operation of the municipality.
 - create a situation where next year's budget cannot be approved by the end of the year because the full council will not be in place for budget deliberations in November of the election year.
- It creates a perception that the chief elected official is more important or has special powers over other councillors. While the chief elected official often receives more information, per section 154 of the MGA, the chief elected official has no unique power compared to a councillor, other than the chief elected official chairs the meetings of council. One of the benefits of the existing municipal governance model is that the authority to enact decisions is shared equally by all elected officials. Therefore, if the electoral process were to be changed for the chief elected official, the same changes should apply for the election of all councillor positions to avoid creating a public perception that the chief elected official holds special powers.

Overall, the background information provided by Municipal Affairs does not offer any context on what problems would be solved by using a runoff election and ABmunis recommends that the existing first-past-the-post system be maintained until there can be a broader independent review to understand the current concerns and advantages and disadvantages of alternative election processes.

Revisiting Prior Discussion Topics from 2022

H. Elector Privacy (protecting voters)

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

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

ABmunis recommends that this issue would be better addressed through a broader review of the LAEA through a technical working group, but we note that removal of this authority would still require a mechanism to prevent an ineligible person from voting.

I. Third Party Advertisers

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

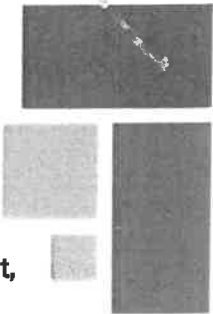
- 1. Should issues-based TPAs follow the same financial obligations and regulations as candidate-based TPAs?**

Yes. We should strive to improve transparency and accountability in any form of advertising related to municipal elections. This includes preventing possible collusion between an issue based TPA and any candidate that would contravene section 166 of the LAEA.

ABmunis maintains our position that TPAs should be held to similar standards and limits as individual candidates to maintain a level playing field between independent candidates and third parties.

J. Ballot Recounts for Elections Using Tabulators

Section 84(1) of the LAEA enables an elected authority to, by bylaw, provide for the taking of the votes of electors by means of voting machines, vote recorders or automated voting systems (note: this does not include online computer voting). Section 84(3) states that a judicial recount is not available for votes collected by voting machines, vote recorders or automated voting systems including tabulators.



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

Yes. ABmunis recommends that elections conducted with electronic voting equipment should be eligible for judicial recount.

If possible, ABmunis requests that Municipal Affairs explain the background and reasoning that section 84(3) was added to the LAEA.

Alberta Beach Village Office

From: CSS FCSS Admin <CSS.FCSSAdmin@gov.ab.ca>
Sent: December 13, 2023 10:54 AM
Subject: 2023 FCSS Annual Reporting
Attachments: FCSS Comprehensive Annual Reporting Training Guide v7.pdf; 2023 FCSS Surplus Carry-Over Request Form.docx

Sent on behalf of Cheryl Naundorf, Executive Director of Civil Society and Community Initiatives

Good morning,

As 2023 draws to a close, I wanted to take the opportunity to thank everyone for their ongoing commitment to the FCSS program and to provide a brief update from the provincial FCSS team. I have enjoyed meeting many of you in the last few months, and as 2024 unfolds I am sure there will be opportunities for getting together – and now, the updates:

2023 Annual Reports

It will soon be Annual Report time again. All municipalities and Metis Settlements are required to submit an Annual Report within 120 days of their year-end. The deadline for municipalities to submit the 2023 FCSS annual report is **April 29, 2024** and Metis Settlements is **July 29, 2024**. Please submit any extension requests to our office at css.fcssadmin@gov.ab.ca before your submission deadline.

The 2023 FCSS Annual Report template will be available on the FCSS online system at <https://goaproduct.service-now.com/fcss> on January 1, 2024. If you require assistance accessing the system, please contact our office at css.fcssadmin@gov.ab.ca for support. If you are unfamiliar with the report, the Annual Reporting Training Guide (attached) provides thorough step-by-step instructions with screenshots to help you navigate the report.

FCSS Accountability Framework

We are looking forward to continuing the implementation of the Framework. The FCSS Accountability Framework includes a new outcomes model and identifies Key Performance Measures that will help demonstrate the value of prevention and the impact of the FCSS program. In the new year, we will be working in partnership with the Family and Community Support Services Association of Alberta (FCSSAA) and the FCSS Director's Network to begin the work to implement these. Our partnership will ensure that local FCSS programs are involved in the implementation and remain informed of changes in reporting requirements.

We anticipate the new requirements will be finalized by the end of 2024, and we will dedicate 2025 to training local programs. The new requirements will be implemented in 2026, in alignment with the 2026-28 grant agreements. There will be no changes to reporting requirements for the 2023-25 grant term; local FCSS programs are not required to collect any new data in 2024 or 2025.

FCSS Program Support

I would like to emphasize that we are here to support local FCSS programs with any questions about program design, outcome measurement, and annual reports. FCSS program staff are invited to contact our team at css.fcssadmin@gov.ab.ca for assistance.

We would be happy to assist you as early on in the process as possible and are also available to review your report before you submit it.

As in previous years, local FCSS programs that delivered programs, either directly or indirectly through civil society partners, must report on a minimum of one outcome for their annual report, though you are encouraged to report on additional, relevant outcomes to further demonstrate the impact of FCSS programs.

Surplus Policy

In the event you have unexpended funds, the FCSS Surplus Policy provides information on how to address this, and is available on the GoA Open Government site: <https://open.alberta.ca/publications/family-and-community-support-services-surplus-policy>

If your program has identified a surplus for 2023, please fill out the attached Surplus Carry-Over Request Form and submit it to css.fcssadmin@gov.ab.ca when you submit your annual report. A decision on surplus carry over will be communicated in writing after we have reviewed your request and annual report.

Provincial FCSS Office Updates

Below is an updated Provincial FCSS Office staff list. My team and I look forward to continuing the strong, collaborative partnership with all our FCSS partners. Please continue to direct all inquiries to the team at the main FCSS inbox at css.fcssadmin@gov.ab.ca and we will be happy to assist you.

- Courtney Rippin Kaufman, Director, Community Preventive Initiatives
- Kristi Prout, Manager, Policy and Programs
- Alicia Maina-Sabeski, Senior Policy Analyst
- Nicole Nowakowski, Program Officer

Wishing everyone a safe winter season!

Kind Regards,

Cheryl Naundorf

Executive Director, Civil Society and Community Initiatives

Seniors, Community and Social Services

Government of Alberta

Cell: 587.545.0829

cheryl.naundorf@gov.ab.ca

 **Seniors, Community
and Social Services**

Alberta Beach Village Office

From: Moyo, Nicole <nmoyo@brownleelaw.com>
Sent: October 11, 2023 11:47 AM
To: aboffice@albertabeach.com
Subject: Save the Date: Emerging Trends in Municipal Law 2024

EMERGING TRENDS IN MUNICIPAL LAW

PRESENTED
BY



BROWNLEE LLP
Barristers & Solicitors

CALGARY February
8th, 2024

EDMONTON February
15th, 2024

Save the Date: Emerging Trends in Municipal Law 2024

Brownlee LLP cordially invites you to our annual Emerging Trends in Municipal Law seminar, aimed at delivering expert insight and understanding into the field of municipal law. Join us as we delve into the challenges, opportunities and changes that lie ahead for municipalities, while providing invaluable strategies to empower municipal success at this invite-only event.

Please mark your calendars and feel free to reach out to me at nmoyo@brownleelaw.com if you have any questions.

Stay tuned for further updates!

Emerging Trends dates:

- Feb 8th 2024 – Calgary
- Feb 15th 2024 – Edmonton

Sincerely,

Brownlee LLP

This message is sent on behalf of the Brownlee Municipal Practice Area.

You are receiving this correspondence because you have previously attended Emerging Trends in Municipal Law, or because you or your employer has utilized or expressed interest in utilizing our services.

Connect with us:

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Vancouver, BC V7Y 1K8
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Website: BrownleeLaw.com

LinkedIn: [Brownlee LLP](#)

If you do not wish to receive information regarding upcoming Emerging Trends in Municipal Law sessions, [Unsubscribe here.](#)



**NICOLE MOYO | EVENTS ASSISTANT | BROWNLEE LLP
MARKETING**

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Alberta Beach Village Office

From: Moyo, Nicole <nmoyo@brownleelaw.com>
Sent: October 25, 2023 9:48 AM
To: aboffice@albertabeach.com
Subject: Save the Date: 2024 Spring Synergy Luncheon



YOU ARE INVITED

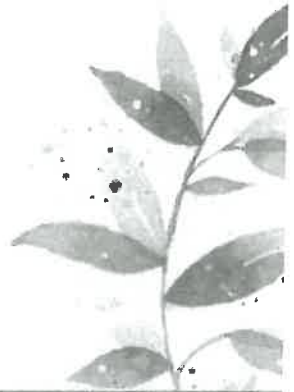
Spring Synergy

Luncheon

Wednesday, March 20, 2024

12:00 p.m. - 3:00p.m.

Event by invitation only.



BrownleeLaw.com

Hi,

We're excited to announce the date for our **2024 Spring Synergy Luncheon!**

Details:

Wednesday, March 20, 2024

Time: 12 pm - 3 pm

This annual event aims to provide a platform for women in local government and community leadership to share insights, strategies, and experiences, ultimately empowering and equipping them with the resources needed to thrive in their roles.

If you have any questions, please reach out to me at nmoyo@brownleelaw.com.

Location and registration details will be announced at a later date. Once registration opens, spots will be allocated on a first-come-first serve basis.

We look forward to seeing you on March 20th!

Brownlee LLP

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Connect with us:

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Toll Free: 1-800-661-9069

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We acknowledge the traditional territories of the Indigenous peoples of the Treaty 6 region and the Metis settlements and Metis Nation of Alberta, regions 2, 3 and 4. We respect the histories, languages and cultures of the First Nations, Metis, Inuit and all First Peoples of Canada, whose presence continues to enrich our community.

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Alberta Beach Village Office

From: Kelsey Nixon <kelsey.nixon@fortisalberta.com> on behalf of Stakeholder Relations Team <stakeholderrelations@fortisalberta.com>
Sent: December 13, 2023 11:45 AM
Cc: Ralph Leriger; Sunny Parmar; Cody Webster; Kayla Law; Chris Burt; Nicole Smith; Dora LHeureux
Subject: RE: Update regarding FortisAlberta's 2024 Estimated Distribution & Transmission Rates
Attachments: 2024 FortisAlberta Estimated Rates Letter 12-13-23.pdf

Good morning,

Please find attached an update regarding FortisAlberta's 2024 Estimated Distribution & Transmission Rates.

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

Thank you,



We lead by example, innovate with purpose, and champion sustainable change so we can power the future Albertans deserve, together.



December 13, 2023

RE: Update regarding FortisAlberta's 2024 Estimated Distribution & Transmission Rates

As a follow up to our correspondence in September 2023, FortisAlberta is expecting to receive the Alberta Utilities Commission (AUC) approval of the 2024 rates in mid-January. The AUC usually approves the annual rates by mid-December but the process was delayed by a few weeks this year. The 2024 rates are higher than the 2023 rates due to three main factors:

1. Inflation alone has contributed to about half of the rates increase;
2. Increased cost of financing the capital that has been invested in the electricity distribution system infrastructure; and
3. Increased costs of new facilities that are required for maintaining reliability or wildfire mitigation.

The attached charts compare total billing amounts from December 2023 and the projection for January 2024. The total billing amounts include transmission, distribution, and energy charges. The first table highlights the estimated percentage change and average change for each rate class based on estimated consumption and demand. The second table highlights the increases to Maximum Investment Levels, which are the maximum amounts by rate class that FortisAlberta is allowed to invest in new and upgraded services.

Once the rates have been approved, FortisAlberta will issue another letter to highlight the rate and investment impacts. Please feel free to contact me or your Stakeholder Relations Manager should you have any questions or require further information.

Sincerely,

A handwritten signature in cursive script that reads "Ralph Leriger".

Ralph Leriger
Manager, Stakeholder Engagement
P: (780) 609-1307

**2024 Estimated Rates - Average Monthly Bill Impacts by Rate Class
BUNDLED BILL Including Energy, Retail, and DT Rates & Riders**

Rate	Rate Class Description	Consumption Usage	Demand Usage	Monthly/Seasonal Bill			
				Dec 2023 Bill	Jan 2024 Bill	\$ Difference	% Change
		300 kWh		\$131.52	\$135.20	\$3.68	2.8%
11	Residential	640 kWh		\$239.75	\$244.58	\$4.83	2.0%
		1200 kWh		\$418.01	\$424.75	\$6.74	1.6%
		900 kWh	5 kVA	\$153.83	\$161.82	\$7.99	5.2%
21	Farm (Breaker Billed)	1,400 kWh	10 kVA	\$589.46	\$604.01	\$14.55	2.5%
		7,500 kWh	25 kVA	\$2,700.80	\$2,739.21	\$38.41	1.4%
22	Farm (Demand Metered)	700 kWh	10 KVA	\$398.20	\$414.69	\$16.49	4.1%
		3000 kWh	20 kVA	\$1,240.83	\$1,270.59	\$29.75	2.4%
		15,000 kWh	60 kVA	\$5,424.51	\$5,504.00	\$79.49	1.5%
		6,000 kWh	20 kW	\$2,775.33	\$2,809.07	\$33.74	1.2%
26	FortisAlberta Irrigation	15,000 kWh	33 kW	\$5,957.97	\$5,955.71	-\$2.25	0.0%
		45,000 kWh	100 kW	\$17,834.59	\$17,830.47	-\$4.12	0.0%
31	Streetlighting (Investment)	5,144 kWh	12,500 W	\$3,867.28	\$4,176.11	\$308.83	8.0%
33	Streetlighting (Non-Investment)	7,900 kWh	20,000W	\$2,534.01	\$2,706.05	\$172.04	6.8%
38	Yard Lighting	5,000 kWh	12,000 W	\$2,662.07	\$2,862.73	\$200.66	7.5%
Rates 31, 33 and 38 is based on 100 High Pressure Sodium (HPS) lights in assorted fixture wattages.							
		1,083 kWh	5 kW	\$414.13	\$413.20	-\$0.93	-0.2%
41	Small General Service	2,165 kWh	10 kW	\$788.96	\$784.23	-\$4.73	-0.6%
		10,825 kWh	50 kW	\$3,787.59	\$3,752.47	-\$35.12	-0.9%
		2,590 kWh	7.5 kW	\$963.00	\$965.78	\$2.78	0.3%
44/45	Oil and Gas Service	5,179 kWh	15 kW	\$1,875.95	\$1,879.78	\$3.83	0.2%
		25,895 kWh	75 kW	\$9,179.59	\$9,191.81	\$12.23	0.1%
		32,137 kWh	100 kW	\$8,361.23	\$7,762.61	-\$598.62	-7.2%
61	General Service	63,071 kWh	196 kW	\$16,372.61	\$15,194.42	-\$1,178.19	-7.2%
		482,055 kWh	1500 kW	\$124,884.08	\$115,855.80	-\$9,028.28	-7.2%
		500 kWh		\$457.51	\$449.81	-\$7.70	-1.7%
62	EV Fast Charging Station Service	4,500 kWh		\$3,752.19	\$3,654.80	-\$97.39	-2.6%
		40,000 kWh		\$32,992.44	\$32,099.16	-\$893.28	-2.7%
		824,585 kWh	2500 kW	\$208,920.50	\$200,000.92	-\$8,919.58	-4.3%
63	Large General Service	1,529,769 kWh	4638 kW	\$380,306.65	\$363,091.60	-\$17,215.05	-4.5%
		3,298,338 kWh	10,000 kW	\$810,134.77	\$772,115.08	-\$38,019.69	-4.7%
65	Transmission Connected Service	The Distribution component will increase to \$49.256273/per day. The Transmission Component is the applicable rate of the AESO.					

CUSTOMER CONTRIBUTIONS SCHEDULES

**Table 1
2024 Maximum Investment Levels for Distribution Facilities
When the Investment Term is 15 years or more**

Type of Service	Maximum Investment Level
Rate 11 Residential	\$3,016 per service
Rate 11 Residential Development	\$3,016 per service, less FortisAlberta's costs of metering and final connection
Rate 21 and 22 Farm, and Rate 23 Grain Drying	\$6,461 base investment, plus \$924 per kVA of Peak Demand
Rate 26 Irrigation	\$6,461 base investment, plus \$1,028 per kW of Peak Demand
Rate 31 Street Lighting (Investment Option)	\$3,325 per fixture
Rate 38 Yard Lighting	\$919 per fixture
Rate 41 Small General Service	\$6,461 base investment, plus \$1,028 per kW of Peak Demand
Rate 45 Oil and Gas Service	\$6,461 base investment, plus \$1,028 per kW of Peak Demand FortisAlberta invests as required per unmetered to metered service conversion program.
Rate 61 General Service and Rate 62 Electric Vehicle Fast Charging Service	\$6,461 base investment, plus \$1,028 per kW for the first 150 kW, plus \$128 for additional kW of Peak Demand
Rate 63 Large General Service	\$116 per kW of Peak Demand, plus \$127 per metre of Customer Extension

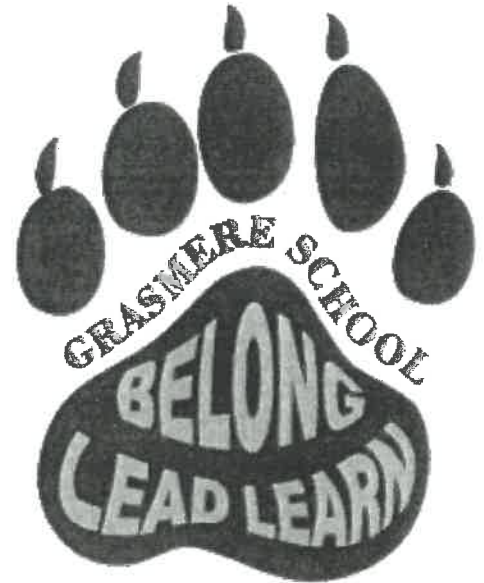
Notes: Maximum investment levels are reduced if the expected Investment Term is less than 15 years.

Grasmere School

Learning for life. Together.



Northern Gateway
Public Schools



Alberta Beach Council,

Thank you so much for
your continued support of
our little school. Your
generosity goes a long way
in providing our students
with experiences that they
may not otherwise get.

Thank You From the
Staff and students of
Grasmere School



December 4, 2023

ADMINISTRATION OFFICE
4407 42A Avenue
Box 299
Mayerthorpe, AB
T0E 1N0
Phone: 780-786-3100
Fax: 780-786-4810

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

Attention: Kathy Skwarchuk, Chief Administrative Officer

RE: 2024 Municipal Requisition

Dear Kathy;

PLEASANT VIEW LODGE
4407 42A Avenue
Box 299
Mayerthorpe, AB
T0E 1N0
Phone: 780-786-2393
Fax: 780-786-4810

Please accept this letter as formal communication regarding the approved 2024 Municipal Requisition amounts for your Community.

As per the Lac Ste. Anne Foundation Municipal Requisition Policy;

SPRUCEVIEW LODGE & HEIGHTS
12 Sunset Boulevard
Whitecourt, AB T7S 1S9
Phone: 780-778-5530
Fax: 780-778-5215

The municipalities for which the organization provides supportive living accommodation shall be requisitioned annually based on the current year's approved budget. The total requisition shall be shared on the basis of the proportion that a municipality's equalized assessment bears to the total of the equalized assessments of all the municipalities to be requisitioned. Payments shall be made in quarterly installments the 1st banking day of January, April, July and October. Contributing Municipalities with total requisition in the annual amount less than \$20,000 shall pay on the 1st banking day of July.

Your total requisition amount is **\$48,132.74** based on the 2024 Provincial Equalized Assessment Report. Invoicing will be as follows;

CHATEAU LAC STE. ANNE
5129-49 Ave
Onoway, AB T0E 1V0
Phone: 780-967-0475
Fax: 780-967-0470

January 1, 2024 - \$12,033.19
April 1, 2024 - \$12,033.19
July 1, 2024 - \$12,033.18
October 1, 2024 - \$12,033.18

Thank you for your ongoing support of the Lac Ste. Anne Foundation and its seniors.

SUPPORTIVE HOUSING SERVICES
4503-52 Ave
Whitecourt, AB T7S 1M4
Phone: 780-778-3623
Fax: 780-786-4810

If you have any questions or concerns, please contact me at 780-786-3167.

Yours truly,

Dena Krysik
Chief Administrative Officer

Alberta Beach Village Office

From: WILD Water Commission <wildwatercommission@gmail.com>
Sent: December 6, 2023 4:09 PM
To: undisclosed-recipients:
Subject: 2024 Rates for Members
Attachments: WILD Water - Letter to Members - 2024 Rates - December 6th, 2023.pdf

Good afternoon Members,

Please find attached the 2024 Member Rates for the WILD Water Commission. If you have any questions please reach out to administration.

Thanks,

Administration
WILD Water Commission

**WEST INTER LAKE DISTRICT (WILD)
REGIONAL WATER SERVICES COMMISSION**

Box 8 Alberta Beach, AB. T0E 0A0

Ph: 780-967-0271 Fax: 780-967-0431 Email: wildwatercommission@gmail.com

December 6th, 2023

TO: ALL COMMISSION MEMBERS

Dear Member,

Re: WILD Water Commission - 2024 Rates and Budget Requisitions

On November 24th, 2023, the WILD Water Commission approved its 2024 Governance and Operating Budget, as well as adopting the 2024 water rate framework (Rates Bylaw 20-2023).

The purpose of this letter is simply to keep our members informed of the new rates, fees and upcoming requisitions to help with your own budgeting process. As in the past, consumption and debenture invoices – as applicable – will be prepared and forwarded in due course.

For general reference, Bylaw 20-2023 establishes the following rate mechanism effective January 1st, 2024:

- ✓ **Direct Members Water Sales – \$3.21/m³**
 - *(an increase from \$2.95/m³ in 2022)*
 - ✓ **Truck Fill Stations (All Stations) - \$5.49/m³**
 - *(an increase from \$4.99/m³ in 2022)*
- (A copy of the bylaw can be provided on request for more detail)*

The requisitions for Administration and Governance, and debenture payments for Phases I, II, III, and IV will be processed and forwarded to members in due course. Attached is the summary table and supporting ledgers outlining what each member will be requisitioned in 2024 for these commission costs. Of particular note, Admin and Governance costs have decreased significantly as the Board authorized an acceleration of the previous target year for covering 65% of this budget through water sales, incorporating same in the 2024 budget.

On behalf of the Board of Directors and commission staff, thank you to all our members and stakeholders who continue to share in our successes. We look forward to another year of growth – as a regional utility and as a community partner.

All the best to you and your organization in 2024!



Dwight Darren Moskalyk
Commission Manager
WILD Water Commission

Encl: Member Requisition and Debenture Estimates 2024 (6 Pages)

WILD Water Commission - Projected Budget Requisitions per Member (2024)
 Table of Established 2024 Fees and Debentures

Member	Admin and Governance	Phase I Deb.	Phase II Deb.	Phase III Deb.	Phase IV Deb.	Total Requisitions 2024
Alberta Beach	\$ 8,484.37	\$ 24,710.13	\$ 16,159.14	\$ 16,847.63	\$ 13,317.20	\$ 79,518.47
Alexis Nakota Sioux Nation	\$ 6,417.76	\$ -	\$ -	\$ 12,743.91	\$ 10,073.41	\$ 29,235.07
Lac Ste. Anne County	\$ 5,106.92	\$ 14,873.56	\$ 9,726.53	\$ 10,140.95	\$ 8,015.91	\$ 47,863.87
Parkland County	\$ 16,510.97	\$ -	\$ 11,074.20	\$ 32,786.26	\$ 25,915.88	\$ 86,287.31
Paul First Nation	\$ 8,409.25	\$ -	\$ -	\$ 16,698.47	\$ 13,199.30	\$ 38,307.02
S.V. of Castle Island	\$ 76.78	\$ -	\$ -	\$ -	\$ -	\$ 76.78
S.V. of Kapasiwin	\$ 69.61	\$ -	\$ -	\$ 138.23	\$ 109.27	\$ 317.12
S.V. of Lake View	\$ 188.14	\$ 547.94	\$ 358.33	\$ -	\$ -	\$ 1,094.40
S.V. of Nakamun Park	\$ 459.89	\$ 1,339.41	\$ -	\$ -	\$ -	\$ 1,799.31
S.V. of Ross Haven	\$ 1,034.76	\$ 3,013.68	\$ 1,970.79	\$ 2,054.76	\$ 1,624.18	\$ 9,698.16
S.V. of Sandy Beach	\$ 1,249.03	\$ 3,637.72	\$ 2,378.88	\$ 2,480.24	\$ 1,960.50	\$ 11,706.37
S.V. of Seba Beach	\$ 1,060.89	\$ 3,089.78	\$ 2,020.55	\$ 2,106.64	\$ 1,665.20	\$ 9,943.07
S.V. of Sunrise Beach	\$ 888.43	\$ 2,587.50	\$ 1,692.09	\$ 1,764.18	\$ 1,394.50	\$ 8,326.71
S.V. of Sunset Point	\$ 1,264.71	\$ 3,683.38	\$ 2,408.74	\$ 2,511.37	\$ 1,985.11	\$ 11,853.31
S.V. of Val Quentin	\$ 945.92	\$ 2,754.93	\$ 1,801.58	\$ 1,878.34	\$ 1,484.73	\$ 8,865.49
S.V. of West Cove	\$ 883.21	\$ 2,572.28	\$ -	\$ 1,753.81	\$ 1,386.30	\$ 6,595.59
S.V. of Yellowstone	\$ 888.43	\$ -	\$ -	\$ 1,764.18	\$ 1,394.50	\$ 4,047.12
Town of Onoway	\$ 8,452.92	\$ 24,618.54	\$ 16,099.25	\$ 16,785.19	\$ 13,267.84	\$ 79,223.74
Total	\$ 62,392.00	\$ 87,428.84	\$ 65,690.08	\$ 122,454.16	\$ 96,793.82	\$ 434,758.90

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Administration and Governance (2024)

2024 Admin and Governance Reference

Member	Allocation %	2024 Invoice
Alberta Beach	13.60%	\$ 8,484.37
Alexis Nakota Sioux Nation	10.29%	\$ 6,417.76
Lac Ste. Anne County	8.19%	\$ 5,106.92
Parkland County	26.46%	\$ 16,510.97
Paul First Nation	13.48%	\$ 8,409.25
S.V. of Castle Island	0.12%	\$ 76.78
S.V. of Kapasiwin	0.11%	\$ 69.61
S.V. of Lake View	0.30%	\$ 188.14
S.V. of Nakamun Park	0.74%	\$ 459.89
S.V. of Ross Haven	1.66%	\$ 1,034.76
S.V. of Sandy Beach	2.00%	\$ 1,249.03
S.V. of Seba Beach	1.70%	\$ 1,060.89
S.V. of Sunrise Beach	1.42%	\$ 888.43
S.V. of Sunset Point	2.03%	\$ 1,264.71
S.V. of Val Quentin	1.52%	\$ 945.92
S.V. of West Cove	1.42%	\$ 883.21
S.V. of Yellowstone	1.42%	\$ 888.43
Town of Onoway	13.55%	\$ 8,452.92
Total	100.00%	\$ 62,392.00

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Phase I Debenture Payment (2024)

Note: Adjusted % of 0.00% means Member Paid Capital Up Front

Member	Allocation %	Adjusted %	2024 Invoice
Alberta Beach	13.60%	28.26%	\$ 24,710.13
Alexis Nakota Sioux Nation	10.29%	0.00%	\$ -
Lac Ste. Anne County	8.19%	17.01%	\$ 14,873.56
Parkland County	17.14%	0.00%	\$ -
Parkland County (Wabamun)	9.32%	0.00%	\$ -
Paul First Nation	13.48%	0.00%	\$ -
S.V. of Castle Island	0.12%	0.00%	\$ -
S.V. of Kapasiwin	0.11%	0.00%	\$ -
S.V. of Lake View	0.30%	0.63%	\$ 547.94
S.V. of Nakamun Park	0.74%	1.53%	\$ 1,339.41
S.V. of Ross Haven	1.66%	3.45%	\$ 3,013.68
S.V. of Sandy Beach	2.00%	4.16%	\$ 3,637.72
S.V. of Seba Beach	1.70%	3.53%	\$ 3,089.78
S.V. of Sunrise Beach	1.42%	2.96%	\$ 2,587.50
S.V. of Sunset Point	2.03%	4.21%	\$ 3,683.38
S.V. of Val Quentin	1.52%	3.15%	\$ 2,754.93
S.V. of West Cove	1.42%	2.94%	\$ 2,572.28
S.V. of Yellowstone	1.42%	0.00%	\$ -
Town of Onoway	13.55%	28.16%	\$ 24,618.54
Total	100.00%	100.00%	\$ 87,428.84

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Phase II Debenture Payment (2024)

Note: Adjusted % of 0.00% means Member Paid Capital Up Front

Member	Allocation %	Adjusted %	2024 Invoice
Alberta Beach	13.60%	24.60%	\$ 16,159.14
Alexis Nakota Sioux Nation	10.29%	0.00%	\$ -
Lac Ste. Anne County	8.19%	14.81%	\$ 9,726.53
Parkland County	17.14%	0.00%	\$ -
Parkland County (Wabamun)	9.32%	16.86%	\$ 11,074.20
Paul First Nation	13.48%	0.00%	\$ -
S.V. of Castle Island	0.12%	0.00%	\$ -
S.V. of Kapasiwin	0.11%	0.00%	\$ -
S.V. of Lake View	0.30%	0.55%	\$ 358.33
S.V. of Nakamun Park	0.74%	0.00%	\$ -
S.V. of Ross Haven	1.66%	3.00%	\$ 1,970.79
S.V. of Sandy Beach	2.00%	3.62%	\$ 2,378.88
S.V. of Seba Beach	1.70%	3.08%	\$ 2,020.55
S.V. of Sunrise Beach	1.42%	2.58%	\$ 1,692.09
S.V. of Sunset Point	2.03%	3.67%	\$ 2,408.74
S.V. of Val Quentin	1.52%	2.74%	\$ 1,801.58
S.V. of West Cove	1.42%	0.00%	\$ -
S.V. of Yellowstone	1.42%	0.00%	\$ -
Town of Onoway	13.55%	24.51%	\$ 16,099.25
Total	100.00%	100.00%	\$ 65,690.08

Phase III Debenture Payment (2024)

Note: Adjusted % of 0.00% means Member Paid Capital Up Front

Member	Allocation %	Adjusted %	2024 Invoice
Alberta Beach	13.60%	13.76%	\$ 16,847.63
Alexis Nakota Sioux Nation	10.29%	10.41%	\$ 12,743.91
Lac Ste. Anne County	8.19%	8.28%	\$ 10,140.95
Parkland County	17.14%	17.35%	\$ 21,240.23
Parkland County (Wabamun)	9.32%	9.43%	\$ 11,546.03
Paul First Nation	13.48%	13.64%	\$ 16,698.47
S.V. of Castle Island	0.12%	0.00%	\$ -
S.V. of Kapasiwin	0.11%	0.11%	\$ 138.23
S.V. of Lake View	0.30%	0.00%	\$ -
S.V. of Nakamun Park	0.74%	0.00%	\$ -
S.V. of Ross Haven	1.66%	1.68%	\$ 2,054.76
S.V. of Sandy Beach	2.00%	2.03%	\$ 2,480.24
S.V. of Seba Beach	1.70%	1.72%	\$ 2,106.64
S.V. of Sunrise Beach	1.42%	1.44%	\$ 1,764.18
S.V. of Sunset Point	2.03%	2.05%	\$ 2,511.37
S.V. of Val Quentin	1.52%	1.53%	\$ 1,878.34
S.V. of West Cove	1.42%	1.43%	\$ 1,753.81
S.V. of Yellowstone	1.42%	1.44%	\$ 1,764.18
Town of Onoway	13.55%	13.71%	\$ 16,785.19
Total	100.00%	100.00%	\$ 122,454.16

Phase IV Debenture Payment (2024)

Note: Adjusted % of 0.00% means Member Paid Capital Up Front

Member	Allocation %	Adjusted %	2024 Invoice
Alberta Beach	13.60%	13.76%	\$ 13,317.20
Alexis Nakota Sioux Nation	10.29%	10.41%	\$ 10,073.41
Lac Ste. Anne County	8.19%	8.28%	\$ 8,015.91
Parkland County	17.14%	17.35%	\$ 16,789.33
Parkland County (Wabamun)	9.32%	9.43%	\$ 9,126.56
Paul First Nation	13.48%	13.64%	\$ 13,199.30
S.V. of Castle Island	0.12%	0.00%	\$ -
S.V. of Kapasiwin	0.11%	0.11%	\$ 109.27
S.V. of Lake View	0.30%	0.00%	\$ -
S.V. of Nakamun Park	0.74%	0.00%	\$ -
S.V. of Ross Haven	1.66%	1.68%	\$ 1,624.18
S.V. of Sandy Beach	2.00%	2.03%	\$ 1,960.50
S.V. of Seba Beach	1.70%	1.72%	\$ 1,665.20
S.V. of Sunrise Beach	1.42%	1.44%	\$ 1,394.50
S.V. of Sunset Point	2.03%	2.05%	\$ 1,985.11
S.V. of Val Quentin	1.52%	1.53%	\$ 1,484.73
S.V. of West Cove	1.42%	1.43%	\$ 1,386.30
S.V. of Yellowstone	1.42%	1.44%	\$ 1,394.50
Town of Onoway	13.55%	13.71%	\$ 13,267.84
Total	100.00%	100.00%	\$ 96,793.82

14.K

Alberta Beach Village Office

From: WILD - DO NOT REPLY <donotreply@flowpointsystems.com>
Sent: December 12, 2023 8:44 AM
To: aboffice@albertabeach.com
Subject: WILD - 2024 Rate

Hi all WILD customers,

Our 2024 rates bylaw was passed and the new truckfill rate for 2024 is:\$5.49 per cubic meter,

This new rate is effective January 1st, 2024.

Best wishes during the Holiday Season and thank you for your business.

If you do not wish to continue receiving these emails, please [Unsubscribe](#).

100

Alberta Beach Village Office

From: Richard Curtis <
Sent: November 8, 2023 12:14 PM
To: aboffice@albertabeach.com
Subject: Museum storage
Attachments: PSX_20231107_201613~2.jpg; PSX_20231107_202548.jpg

Dear Council,

I'm writing on behalf of the Alberta Beach Heritage Village and Museum with a request for permission to install a storage unit on the land located at the back of Heritage Village and beside the Atco shed (creek side.).

We are desperately in need of additional storage space for the many things we have come to use for special events that we offer the community, office equipment that we are using during the update of our inventory in preparation for re-accreditation through the Alberta mMuseum Association in 2025, and storage of artifacts that we display as temporary exhibits or used during school programs.

Currently our storage consists of a small room in the train station that would be better used for exhibits and a loft in the administration office that will now be used by our newly appointed Executive Director Jocelyn April, and we also store old files and documents, including items that need to be kept under controlled climate conditions.

We believe that the designated area that we mentioned would be an excellent location for our storage unit. It does not take any of the parking space behind or in front of Heritage Village and would accommodate a sizable storage unit. Ideally, we would like to have a Sea-can brought in, however we would greatly appreciate any information you can provide regarding the permissible size of another type of storage unit, if a Sea-can is not permitted.

In addition to the storage unit, we would like to request permission to change the fencing at the back of Heritage Village to enable us to have direct access from the inside of our grounds to the storage unit. This will significantly enhance the convenience and security of our operations.

We understand that any changes or installations on Village land must adhere to the policies and guidelines set by the Alberta Beach Village Council, and thus we kindly request that you review our proposed installation and changes and consider granting us permission to proceed. We are planning to have the President and Executive Director attend your council meeting on November 21st to answer any additional details that you require.

We are attaching a picture of where we would like the storage unit to go and the map that is on our lease, showing the plot of land Heritage Village is on. We are not sure how accurate this is however, as it appears to go right to Rail Grade Road.

Thank you for your time and consideration, we look forward to your positive response and the opportunity to discuss further the requirements for obtaining permission for this much needed space.

Regards,

Connie Curtis, President
Alberta Beach Heritage Village and Museum

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LOT 19
140 STE. ANNE SETTLEMENT
CPT 1-C-05

AREA REQUIRED
FOR SITE
FOR ACCESS - 0.34 ACRES
TOTAL - 0.10 ACRES
TOTAL - 0.44 ACRES



NORTH

EDMONTON

103

Alberta Beach Village Office

From: Richard Curtis
Sent: November 9, 2023 7:59 PM
To: aboffice@albertabeach.com
Subject: Museum storage
Attachments: PSX_20231109_193817.jpg; PSX_20231109_194507~2.jpg

Attn: Cathy

I am attaching a picture of the two possible placements for a 40' Sea-can that could be used for our storage. We are also thinking of having a mural painted on the side of the Sea-can, representing Alberta Beach history, if finances allow. I've attached a picture of a mural painted on a Sea-can.

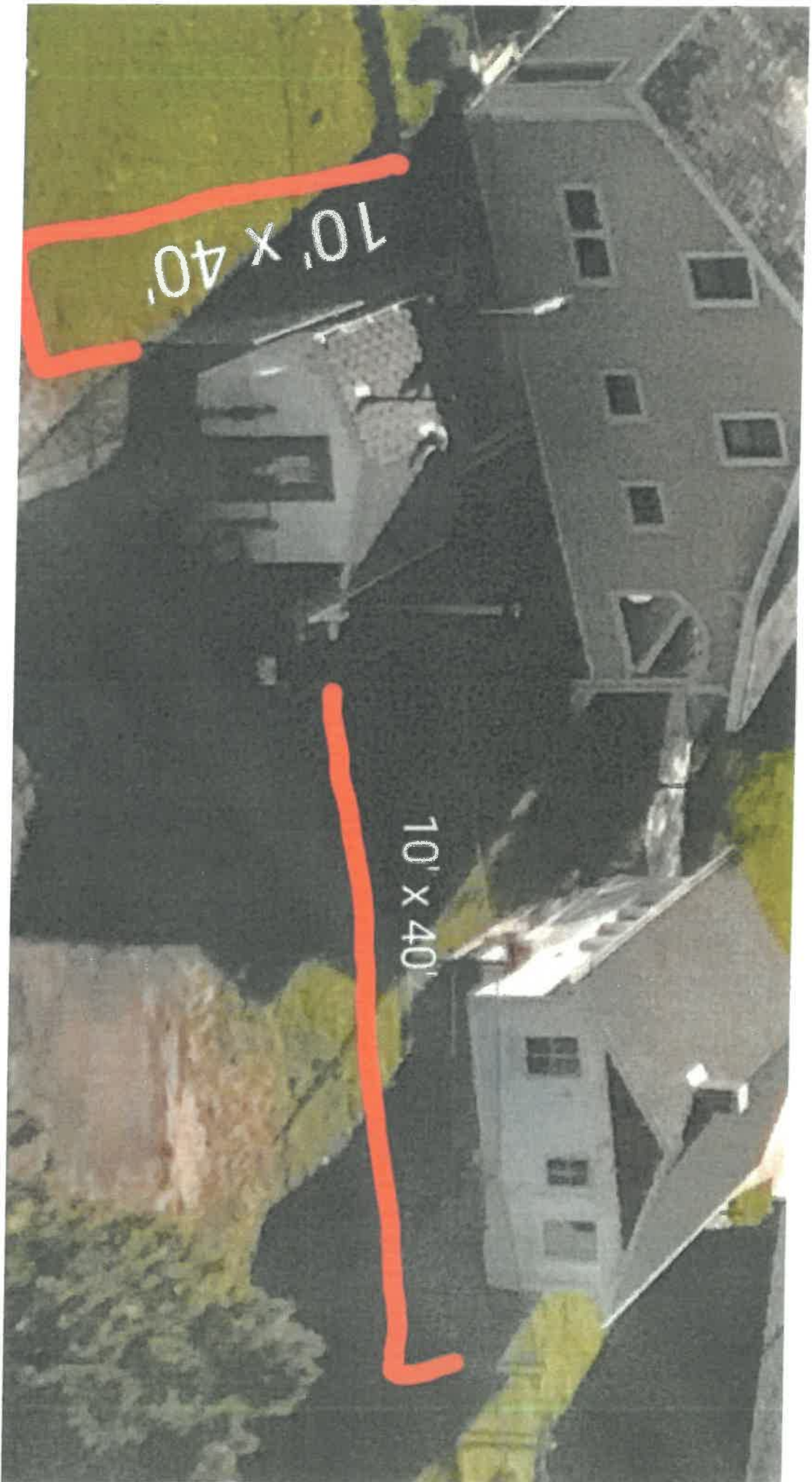
If you need any other information please contact me.

Regards,

Connie

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Alberta Beach Village Office

cc: Council

From: Alberta Beach Village Office <aboffice@albertabeach.com>
Sent: November 16, 2023 4:03 PM
To:
Cc: 'Jocelyne April'; Debbie Durocher
Subject: RE: Museum storage

Hi Connie,
I just wanted to do a follow-up on your request.

I believe some of the area you are requesting is part of the Atco Gas Regulating Station Surface Lease. I have been in touch with Atco Gas and am waiting for their response, I will let you know when I hear back from them. For the time being, I will not be putting it on the next Council Meeting Agenda however Council is aware of your request, and that I am waiting on a response from Atco Gas. I believe Debbie will speak more on this at your next meeting. Please let me know if you have any further questions.

Thank you,

Kathy Skwarchuk,
CAO

Alberta Beach
Box 278
Alberta Beach, AB
TOE OAO
Phone: 780-924-3181
Fax: 780-924-3313
aboffice@albertabeach.com

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Alberta Beach Village Office

From: WCWA Racing <wcaracing@gmail.com>
Sent: December 11, 2023 4:00 PM
To: aboffice@albertabeach.com
Cc: Ryan
Subject: Re: WCWA Jet ski Event 2024
Attachments: IJSBA CANADA 8-19-23 TO 8-23.pdf; 2024 WCWA Poster 8.5x11.png

Hello,

Thanks for both responses! I missed the first one apparently.

Dates: Would you be ok with the August 10-11 weekend? The majority of our members voted for August 10 rather than August 24th. We can also discuss expected availability with the local campsite and hotels.

Advertisement/Communication: A copy of our preliminary 2024 poster is attached - more details will be provided as we are currently seeking sponsorship for next year's season. We will put posters up in town and also share to the Facebook group forum as we did for 2023. Once dates are finalized, we can email a copy of the poster to distribute to community members.

Insurance: attached is the insurance from the 2023 event. At the bottom it lists 'additional insured' including Alberta Beach, AB. Is this what you are looking for? It will be the same for 2024 once we obtain it.

Regards,
Morgan Sieben
306-291-1711

----- Forwarded message -----
From: <aboffice@albertabeach.com>
Date: Thu, Nov 23, 2023 at 9:01 AM
Subject: RE: WCWA Jet ski Event 2024
To: WCWA Racing <wcaracing@gmail.com>

Good morning,

Thank you for the email. Your information was given to our Council on November 21, 2023. Council has no objections to holding the SCWA Jet ski event in Alberta Beach in August. Council prefers that the event be held on the August 24 – 25 weekends, they also request you provide a copy of your insurance and that Alberta Beach be added as additional insured on the policy.

We would also suggest that you advertise your event to residents and businesses.

Thank you,

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Alberta Beach Administration

Box 278

Alberta Beach, AB

T0E 0A0

Phone: 780-924-3181

Fax: 780-924-3313

aboffice@albertabeach.com

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

Good morning,

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

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

Regards,

108

Morgan Sieben

306-291-1711

--
Western Canadian Watercross Association

www.wcwa-online.ca



--
Western Canadian Watercross Association

www.wcwa-online.ca



WESTERN CANADIAN WATERCROSS ASSOCIATION

2024 WCWA TOUR

JUNE 22-23

Rattlesnake Lake, Medicine Hat, AB

9:00am - 6:00pm

\$5/car entry fee for spectators

JULY 13-14

South Saskatchewan River, Saskatoon, SK

9:00am - 6:00pm

AUGUST 10-11

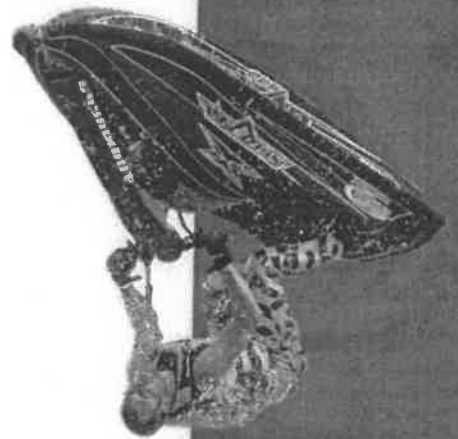
Alberta Beach Pier @ Lac Ste. Anne, AB

9:00am - 6:00pm

Riders meeting is mandatory


Confirm final schedule during registration


AMATEUR & PRO CLASSES / STAND-UPS / RUNABOUTS / FREESTYLE
BEGINNER CLASSES FOR FIRST-TIME RACERS



WATERCROSS RACING



 @WCWAonline

 @WCWA_watercross

WWW.WCWA-ONLINE.CA



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

This agreement made on _____, 20____

BETWEEN:

Summer Village of Birch Cove

- and -

**Summer Village of Nakamun
Park**

- and -

Summer Village of Ross Haven

- and -

Summer Village of Sandy Beach

- and -

Summer Village of Silver Sands

- and -

Summer Village of South View

- and -

Summer Village of Sunrise Beach

- and -

Summer Village of Val Quentin

- and -

Summer Village of West Cove

-and-

Alberta Beach

(collectively, the "Parties")

INTRODUCTION

1. WHEREAS:

- a) The Parties, Summer Village of Birch Cove, Summer Village of Nakamun Park, Summer Village of Ross Haven, Summer Village of Sandy Beach, Summer Village of Silver Sands, Summer Village of South View, Summer Village of Sunrise Beach, Summer Village of Val Quentin, Summer Village of West Cove, and Alberta Beach are local authorities situated within the Province of Alberta;
- b) Each of the Parties have appointed a Director of Emergency Management (`DEM`) as pursuant to the provisions set out in *The Emergency Management Act R.S.A. 2000*, c E-6.8 Section 11.2(2);
- c) The Parties recognize that many of the local resources controlled by each of the parties could be required by more than one (1) municipality in order to cope with a Disaster or Emergency that impacts one (1) or more of the Parties;

- d) The Parties have agreed to adopt a Regional Emergency Management Plan and to develop a Regional Framework for Emergency Management within the Region;
- e) Pursuant to S. 11.3(1)(b) of the Act, if authorized by Ministerial Order, a local authority may delegate its powers and duties under the Act to a joint committee representing two (2) or more local authorities that is composed of one or more members appointed by each of the local authorities; and
- f) The Minister responsible for the Act issued a Ministerial Order to authorize the Parties to establish a Regional Emergency Advisory Committee empowered to declare a "Local or Regional State of Emergency".

NOW THEREFORE the parties hereto agree as follows:

DEFINITIONS

- 2. For the purpose of this Agreement, the following words and terms shall have the following meanings:
 - a. **Act** means The Emergency Management Act of Alberta, Chapter E-6.8, Revised Statutes of Alberta 2000, c. E-6-8;
 - b. **Director of Emergency Management (DEM)** means an individual appointed by resolution of Council, or the CAO or their designate;
 - c. **Disaster** means an event that results in serious harm to the safety, health or welfare of people, the environment or in widespread damage to property;
 - d. **Emergency** means an event that requires prompt coordination of action or special regulation of persons or property to protect the safety, health, or welfare of people, or to limit damage to property and the environment;
 - e. **Emergency Social Services (ESS)** means services including but not limited to Registration and Inquiry, Emergency Food Services, Emergency Lodging, Emergency Clothing and Emergency Personal Services;
 - f. **Local Authority** means, where a municipality has a Council within the meaning of the *Municipal Government Act*, RSA 2000 c.M-26;
 - g. **Minister** means the Minister charged with administration of the *Act*;

- h. **Parties** means the **Municipalities of the Ste. Anne Region, as set out in 1(a)**;
- i. **Partnership** means the Ste. Anne Regional Emergency Management Partnership, as defined in this Agreement;
- j. **Regional Emergency Coordination Centre (RECC)** means the location that functions as a point of coordination, addressing the needs of the Ste. Anne Summer Villages as a whole, exercising the authority of local officials, as well as anticipating and supporting the needs of one or more incident sites;
- k. **Regional Director of Emergency Management** means an individual appointed by the Regional Emergency Advisory Committee to serve as the representative for the Regional Emergency Management Agency;
- l. **Regional Emergency Management Advisory Committee** means a regional committee comprised of one member of Council, or alternate elected official, from each of the partnering municipalities of the Ste. Anne Summer Villages Regional Emergency Management Partnership, as established by this Agreement and the by-laws of the respective municipal Councils of the Parties hereto;
- m. **Regional Emergency Management Agency (REMA)** means a regional agency comprised of one voting member from each of the designated representatives for the Ste. Anne Summer Villages. The voting member shall be comprised of one of the following:
 - (a) a Director of Emergency Management from each partner municipality; or
 - (b) a Deputy Director of Emergency Management; or
 - (c) a Chief Administration Officer
- n. **Regional Emergency Management Plan (REMP)** means the Regional Emergency Management Plan prepared by the Ste. Anne Summer Villages Regional Emergency Management Agency to co-ordinate the response to an emergency or disaster; the training program to ensure stakeholders are equipped to manage an incident/event of scale and the governance/administrative functions that empower stakeholders to take whatever measures necessary to protect lives, property and environment;
- o. **Regional Framework for Emergency Management** means the municipalities participating in this Agreement supporting and assisting each other when requested and when able to provide that support and assistance in the event of a major emergency or disaster;
- p. **Ste. Anne Regional Emergency Management Partnership** is a partnership comprising the municipalities as set out in Section 1(a) who have entered into a joint agreement for the purpose of organizing integrated emergency planning, training, assistance and emergency operations programs.

REGIONAL EMERGENCY MANAGEMENT

- 3. The Ste. Anne Regional Emergency Management Partnership will provide a comprehensive

emergency management planning, preparedness and response service to its members, including the establishment and operation of the Emergency Management Advisory and Agency Committees, work plans, budgets, scheduling of mandated training and exercises, resource and stakeholder consultation, and post-response coordination and support as required.

4. The Partnership will operate as a joint partnership as authorized by ministerial order. The authorities and obligations of the Ste. Anne Regional Emergency Management Partnership and the members will be established by bylaw to be approved by each of the member councils.
5. The municipal councils of each of the Parties to this Agreement have passed a bylaw to establish the Regional Emergency Management Framework, including the Regional Emergency Management Advisory Committee (the "Advisory") and the Regional Emergency Management Agency (the "Agency") and delegated certain powers and duties under the Act to the Advisory and Agency, subject to the issuance of a Ministerial Order pursuant to 11.3(1)(b) of the Act.
6. The Regional Emergency Advisory Committee shall consist of municipal councillors appointed by each of the Parties, as established and authorized by bylaw, and will serve as the decision making body and oversight committee of the partnership to address, generally:
 - a. The establishment of the organizational framework of the partnership;
 - b. The review and approval of the work plan and budget;
 - c. The approval of policies, procedures and recommendations for establishing and implementing best practices in emergency response;
 - d. When necessary, as provided for by bylaw, acting on behalf of member partners during the emergency management process;
7. The Regional Emergency Management Agency shall be the working group of the partnership constituted of designated administrative agents from member municipalities, including Directors of Emergency Management, Deputy Directors of Emergency Management, and/or Chief Administrative Officers or their designate. The Agency shall be responsible for keeping the Regional Emergency Management Plan current and operationally sound. The Regional Emergency Management Agency will include, but not be limited to, the following scope of work within the Partnership:
 - a) make recommendations to the Regional Emergency Advisory Committee on organizational, planning, integration and execution of statutory obligations, budgetary, preparatory, and emergency response initiatives;
 - b) work collaboratively with partnership communities, Alberta Emergency Management Agency and other government departments or agencies, as necessary to develop, implement, and maintain all emergency plans and programs for the Region;
 - c) engage and support regional stakeholders to promote comprehensive preparation and response planning and execution;

- d) facilitate any required training and exercises of the Regional Emergency Management Plan, including coordination, participation in, and records management, and post-activity review and recommendation of revisions to the Plan(s) as may be deemed appropriate;
 - e) liaise and network with internal, external, and peer stakeholder associations to share resources and information, and advocate best practices or regulatory amendments to make the program more effective.
8. It is recognized that the Regional Emergency Management Agency or parts of the Agency may be called upon from time to time to provide emergency response or services in areas outside of the Region. The Regional Agency will assess the current situation and a response to those incidents will reflect the conditions of the Emergency Mutual Aid Agreement.
 9. Parties shall not be required to provide anything other than municipally owned equipment, employees and volunteers normally used by the Parties when responding to a regional emergency or assisting in a Regional Emergency Coordination Centre.
 10. The Parties will at all times comply with the requirements of all applicable Federal, Provincial and Municipal legislation.
 11. Each of the Parties agree to share emergency management related information.
 12. Each of the Parties will agree to implement the concepts and principles of the adopted Incident Management System.
 13. This Agreement does not in any way amend or replace the duties, rights or obligations of any individual Party's agreements that may already be in existence or shall come into existence in the future between any of the Parties, as a whole or otherwise, with respect to the provision of emergency services.
 14. No member of Regional Emergency Management Partnership shall be permitted to withdraw from this Agreement during a disaster or a declared state of local or regional emergency.

SHARED COST OF REGIONAL COLLABORATION

15. The Ste. Anne Summer Villages Regional Emergency Advisory Committee shall adopt an annual operating budget to cover the costs and funding of the Regional Emergency Management program. There shall be process established, by bylaw, to regulate the development and member engagement on the annual budget. The general considerations of the annual operating budget are presented in Schedule "A," attached, for reference.
16. All Parties agree that funding for the Ste. Anne Summer Villages Regional Emergency Management Program should be a shared responsibility. The members shall be responsible for the funding of the approved budget as established in the bylaw.
17. All Parties agree that there may be discretionary aspects of emergency management planning, mitigation, response, and reporting that are not prioritized, adopted by, or

budgeted for, by the Partnership and which therefore shall be retained entirely at the local level. Recommendations on these discretionary best practices, planning, and local operations are subject to local council consideration and funding of same.

18. The Ste. Anne Summer Villages Regional Emergency Advisory Committee shall maintain a schedule of charges and fees to be used when charging for an emergency response, and this schedule shall form part of the bylaw approved by the members.
19. The costs incurred by any Party to this Agreement in responding to a State of Local Emergency in another municipality shall be the sole responsibility of the affected Party or Parties in which the emergency or disaster occurs.
20. The budget, costs, fees, and requisitions shall be binding on all member Municipalities that are party to this Agreement. Members will be requisitioned once a year for their contribution to the Ste. Anne Summer Villages Regional Emergency Management Partnership, and any costs shall be due in accordance with a policy established and maintained by the Regional Emergency Advisory Committee.

INSURANCE & INDEMNITY

21. No action lies against the Party with jurisdiction or any responding Party or a person acting under that Party's direction or authorization for anything done or omitted to be done in good faith while carrying out a power or duty under the *Emergency Management Act* or the regulations during a State of Local Emergency.
22. All costs and expenses associated with responding to an incident shall be the responsibility of the Party or Parties where the incident occurs.
23. During the term of this Agreement, the Parties shall each, at their own respective cost and expense, maintain in full force and effect General Liability Insurance in an amount not less than **FIVE MILLION (\$5,000,000.00) DOLLARS** per occurrence for personal injury and/or property damage and any other insurance that is mutually agreed to by the Parties and reasonably obtainable by both. Notwithstanding the foregoing, it is agreed that the aforementioned policy limits do not define or limit a Party's liability to indemnify the other Party under this Section.
24. Each Party agrees to forward a copy of this Agreement to their municipal insurer and to be responsible for the costs of any increase in insurance premiums which may result.

TERM AND TERMINATION

25. Any Party may withdraw their membership from Ste. Anne Summer Villages Regional Partnership and this Agreement, by providing all other Parties hereto with twelve (12) months advance written notice. The withdrawal of any party from this Agreement shall in no way impact the remaining Parties hereto, and this Agreement shall continue in full force and effect as between the remaining Parties and any investment in joint assets shall remain with the partnership.
26. Any party may have their membership revoked and be removed, by resolution, from the

Ste. Anne Summer Villages Regional Partnership, if determined by the Ste. Anne Summer Villages Regional Advisory Committee that the membership requirements, including funding, are not being met. The removal of any party from this Agreement shall in no way impact the remaining Parties hereto, and this Agreement shall continue in full force and effect as between the remaining Parties and any investment in joint assets shall remain with the partnership.

- 27. This Agreement shall come into force when it has been signed by all the Parties hereto, and the Ministerial Order referred to herein has been issued and has come into effect. The term of this Agreement shall be for a period of ten (10) years thereafter, or until such time as the Parties mutually agree otherwise (the "Term").
- 28. Twelve (12) months prior to the expiration of the Term of this Agreement the parties shall initiate the process to automatically renew this agreement for successive periods of ten (10) years and all of the Terms of this Agreement shall remain in force.

GOVERNING LAW

- 29. This Agreement shall be governed by and construed in accordance with the laws of the Province of Alberta. The Parties hereby agree to the exclusive jurisdiction of the Courts of the Province of Alberta, and all courts competent to hear appeals therefrom, to hear any matter or thing relating to or arising from this Agreement.

SEVERABILITY

- 30. If any one or more of the provisions contained in this Agreement should be invalid, illegal or unenforceable in any respect, the remaining provisions contained herein shall not in any way be affected or impaired thereby, unless, as a result of such determination, this Agreement would fail in its essential purpose.

NON-ASSIGNMENT

- 31. No Party may assign its rights under this Agreement without the prior written consent of all of the other Parties hereto.

IN WITNESS WHEREOF THIS AGREEMENT IS EXECUTED ON BEHALF OF THE PARTICIPATING PARTIES, BY THE HANDS OF THEIR OFFICERS DULY AUTHORIZED IN THAT BEHALF AND UNDER EACH MUNICIPAL SEAL AFFIXED:

Summer Village of Birch Cove

Summer Village Nakamun Park:

Mayor

Mayor

Chief Administrative Officer

Chief Administrative Officer

Summer Village of Ross Haven:

Mayor

Chief Administrative Officer

Summer Village of Sandy Beach:

Mayor

Chief Administrative Officer

Summer Village of Silver Sands:

Mayor

Chief Administrative Officer

Summer Village of South View:

Mayor

Chief Administrative Officer

Summer Village of Sunrise Beach:

Mayor

Chief Administrative Officer

Summer Village of Val Quentin:

Mayor

Chief Administrative Officer

Summer Village of West Cove:

Mayor

Chief Administrative Officer

Alberta Beach:

Mayor

Chief Administrative Officer

SCHEDULE "A"

PARTNERSHIP SCOPE OF ANNUAL OPERATING BUDGET STE. ANNE SUMMER VILLAGES REGIONAL EMERGENCY MANAGEMENT

Matters Within the Scope of the Annual Budget:

1. Administration And Governance (Advisory Committee):
 - a. Board Meetings
 - b. Board Honorariums, Fees, and Expenses
 - c. Administration Costs and Salaries/Contracts (Executive Director and Finance Officer)
 - d. Records Management and Retention Costs
 - e. Financial Costs, Banking Costs, Accounts Payable and Receivable
 - f. Office Equipment, Licences, And Rentals
 - g. Communications (i.e. Telephone, Internet, Email and Domain Registrations, All-Net, Paper Communications, Advertisements)
 - h. Reserve Policy and Savings

2. Ste. Anne summer villages regional emergency management agency
 - a. Agency Meetings, Fees, Rentals and Expenses
 - b. Regional Director or Emergency Management and Deputy Director Of Emergency Management Salaries/Contracts
 - c. Regional Plan Review, Preparations and Distribution Preparation and Distribution
 - d. Staff And Consultants, Special Projects, And Reviews
 - e. Annual Audits

3. Preparedness
 - a. Training/Courses
 - b. Tabletops
 - c. Exercises
 - d. Review And Updating of The Emergency Response Totes/Kits

4. Hazard assessment
 - a. Conducting Assessments
 - b. Local Plan Reviews, Preparations and Distribution

5. Equipment/asset rentals or purchases
 - a. Sandbags, Pumps and Hoses
 - b. Signs, Barricades and Demarcation
 - c. Vehicles, Trailers, Transportation, Watercraft
 - d. PPE And Uniforms/Workwear
 - e. Radios And Communication
 - f. Amortization

Matters Outside the Scope of the Annual Operating Budget

6. Emergency Operations and Logistics, Regional or Local Response Costs
7. Municipal (Local) Emergency Coordination Centre Creation, Activation, Maintenance, Or

- Operation
- 8. Local Authority Mitigation of Hazards
- 9. Recovery

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STE ANNE SUMMER VILLAGES REGIONAL EMERGENCY MANAGEMENT PARTNERSHIP

2024 BUDGET (PROPOSED AS AT 10-28-2023 REVISED: 11-05-2023)

REVENUE		**based on 10 Partners**	
Member Contributions			
Alberta Beach		\$3,900.00	
Birch Cove		\$3,900.00	
Nakamun Park		\$3,900.00	
Ross Haven		\$3,900.00	
Sandy Beach		\$3,900.00	
Silver Sands		\$3,900.00	
South View		\$3,900.00	
Sunrise Beach		\$3,900.00	
Val Quentin		\$3,900.00	
West Cove		\$3,900.00	\$39,000.00

EXPENDITURES:

Regional DEM		-\$18,000.00	
Regional Deputy DEM		-\$16,000.00	
Administration/Treasury		-\$2,000.00	
Committee Honorarium	Meetings for Chair role and Sub-Committee's outside of regular meetings for all members (13 @ \$75.00/meeting)	-\$1,000.00	

MATERIALS

Training		-\$1,500.00	
Exercise	Small-Local Partnership (Spring)	-\$500.00	
Exercise	Full Scale Joint Mutual Aid	-\$2,000.00	
Mileage		-\$500.00	
Subscriptions	Office Suite/Norton	-\$125.00	
Office Supplies/copies	Paper, toner, photocopy services	-\$500.00	-\$42,125.00

NET SURPLUS/DEFICIT **-\$3,125.00**

NOTE: Funds to cover 2024 Deficit will come from 2023 Cash Flow and Reserve Funds

BANK	GIC'S	\$15,000.00	NOTE:	<i>Additional approved \$10,000.00 GIC not completed due to inadequate funds available due to outstanding AR item (\$3500.00) & expenses incurred but not within approved 2023 budget (\$4,706.73)</i>
	11-07-2023 Cash on Hand	\$27,591.94		
		\$42,591.94		
CASH FLOW:	11-07-2023 Cash on Hand	\$27,591.94		
	LESS: Expenses 2023 4th Qtr	-\$9,500.00		
	: Expenses 2024 1st Qtr	-\$9,500.00		
TOTAL PROJECTED CASH ON HAND (03-2024)		\$8,591.94		



2024 Proposed Workplan Overview
Ste. Anne Summer Villages
Regional Emergency Management Partnership

Deliverable/Activity	Start Date	End Date	Completed By
ADMINISTRATION			
<ul style="list-style-type: none"> ● MEETINGS <ul style="list-style-type: none"> ● Confirm and pre-book regular meetings for <ul style="list-style-type: none"> ○ SVREMP Advisory Committee ○ SVREMP Agency ● MUTUAL AGREEMENTS <ul style="list-style-type: none"> ○ Liaise with municipalities and formalize agreements ○ Onoway; Mayerthorpe; Parkland ● <ul style="list-style-type: none"> ○ Industry Partners ○ ● Hazard and Risk Assessments ● FRIAA Home and Community Assessments ● PLAN UPDATES <ul style="list-style-type: none"> ○ LEAMER ○ Annual Plans 			
FINANCIAL			
BUDGET			
<ul style="list-style-type: none"> ● 2023 Reconciliation ● 2024 Projections ● 2025 Projections 			
GIC INVESTMENT			
COMMUNICATION			
<ul style="list-style-type: none"> ● Website Updates ● ALL-NET Communications ● Social Media ● Local Newspaper Articles ● Community Engagement <ul style="list-style-type: none"> ○ Collaborative Information Sessions <ul style="list-style-type: none"> ■ Community Picnics ■ Alberta Beach Open House ○ Resource Directory Update 			

<ul style="list-style-type: none"> ● Block Captain or Neighbourhood Champion Program 			
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EDUCATION AND TRAINING

<ul style="list-style-type: none"> ● Training Plans - 4 year plans <ul style="list-style-type: none"> ○ ICS 100 - 400 ○ MEO Training ○ BEM Training ○ DEM Training ○ ESS Training ● Exercises <ul style="list-style-type: none"> ○ Tabletop Exercises (brief at start of meetings) ○ Regional Functional Exercise 			
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REGIONAL COLLABORATION

<ul style="list-style-type: none"> ● MEMORANDUM OF AGREEMENTS ● Industry Partners <ul style="list-style-type: none"> ○ SANG ○ FORTIS ○ ATCO ● Non Government Organizations ● Sewer Commission ● Waste Management Companies ● Regional Emergency Management Partners ● Emergency Responders ● School Boards ● Sunset Point Bible Camp ● Camp Warwa 			
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Alberta Beach Village Office

From: Janice Christiansen
Sent: December 14, 2023 12:01 PM
To: Kathy Skwarchuk
Subject: Fwd: FW: 2023/2024 EMPP

Cathy, here you go.

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

From: John Swist <John.Swist@gov.ab.ca>
Date: Sat, Dec 9, 2023 at 9:41 AM
Subject: FW: 2023/2024 EMPP
To: John Swist <John.Swist@gov.ab.ca>
Cc: Troy Carriere <Troy.Carriere@gov.ab.ca>

“To Directors and Deputy-Directors of Emergency Management,

The Alberta Emergency Management Agency (AEMA) is seeking proposals for a 2023/24 Emergency Management Preparedness Program (EMPP).

This program has been approved for a total of \$150,000.00

The high-level objectives of the program will be “to enhance emergency management capacity of communities and regions, resulting in an increased number of trained emergency management practitioners and stronger local capabilities”. The criteria for scoring proposals and awarding grant funding, the maximum amount of award, and the overall process for applying will be similar to the 2022/23 process.

The intent is that there will be a total of \$150,000 in grant funding available to support the delivery of large-scale regional/mutual aid projects to a maximum of \$25,000 each. The expectation is that 6 to 10 large-scale projects will be approved.

For this year’s process, a formal program guideline and application template will not be made available, nor is one required, as all information needed to apply is presented within this email.

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Application Process

The following is a summary of the revised application process, conditions for eligibility, and key deadlines for the 2023/24 program:

- The deadline for submitting written project proposals for funding is **Friday 19 January, 2024**. Interested communities are required to email their proposal to: aema.grants@gov.ab.ca. They are also required to CC their respective AEMA regional field officer(s).

- **Who and what is eligible for program funding?**
 - Municipalities (e.g. cities, counties, towns, villages, municipal districts, specialized municipalities), Métis settlements, Inter-municipal partnerships are eligible. Other entities such as individuals, First Nations and For-profit corporations are not eligible.
 - Expenses eligible for program funding include contractor fees (e.g. trainers/facilitators), training venues, meals and snacks with the exception of alcohol, consumable training materials (e.g. training manuals, flip charts, binders, markers, etc.). Expenses such as the purchase of computers, electronics, clothing, and capital assets are not eligible.

- **How are proposals to be prepared?**

Communities are to prepare and submit a proposal (i.e. PDF format preferred), outlining the details of the project. The proposal must include the following:

- Lead community's name and project lead's full contact information;
- Planned project start-date and end-dates;
- High-level budget break-down for project expenses to be funded by the grant;
- A summary of project objectives and deliverables;
- Any other information that supports the review panel in making their decision, and
- Signature and date signed by the duly authorized representative.

Eligibility Criteria and Scoring

Funding will be given to communities whose proposals achieve the highest scores. Points will be awarded on the basis of meeting the following criteria:

Objectives/Deliverables	Maximum Points
The project consists of a regional or mutual aid exercise, led by the applicant community with two or more partnering communities.	20
The project involves the conduct of a functional exercise (i.e. The emergency management team performs all Incident Command System (ICS) functions during a simulated ICS Type-3 or higher incident).	15
The project also involves a table-top exercise, occurring prior to the functional exercise.	10
The functional exercise presents conditions for potential application of Unified Command or Coordinated Response.	10
The functional exercise involves participation of a regional All-Hazards Incident Management Team (complete or partial).	15
The functional exercise incorporates Municipal/Regional Emergency Social Services activities.	10
The functional exercise incorporates industry partners.	10
The functional exercise involves local/regional staff from the Government of Alberta, beyond AEMA. (e.g. Alberta Wildfire, Transportation, Alberta Environmental Support and Emergency Response Team (ASERT), etc.)	5
Assessed need and value of exercise in comparison to other applications	5

Supplementary Information

- Decisions made by AEMA with regards to grant funding are final;
- Successful communities will be required to sign a conditional grant agreement (CGA) with the province, and to comply with the terms and condition therein;
- Successful communities will not be able to incur any project expenses before April 1, 2024;
- All projects must be completed by March 31, 2026;
- Successful recipients will be notified via email by March 31, 2024; and
- Communities applying must be in good standing with EMPP grants that were awarded in prior years.”

Should your community have any questions or concerns regarding the 2023/2024 EMPP process, please contact aema.grants@gov.ab.ca, or your respective AEMA regional field officer(s).

Thxs

John Swist

Field Officer, North Central Region

Alberta Emergency Management Agency (AEMA)

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