

**ALBERTA BEACH
REGULAR COUNCIL MEETING
BEING HELD IN THE ALBERTA BEACH COUNCIL CHAMBERS
AND BEING HELD ELECTRONICALLY VIA ZOOM
JUNE 20, 2023 AT 7:00 P.M.**

AGENDA

1. CALL TO ORDER
2. LAND ACKNOWLEDGEMENT & RECOGNITION OF NATIONAL INDIGENOUS PEOPLES DAY
3. AGENDA ADDITIONS
4. ADOPTION OF AGENDA
5. CONFIDENTIAL – CLOSED MEETING SESSION
 - a. Lac Ste. Anne County – Municipal Service Package
 - b. 2051605 Alberta Inc. – Shop Lease Agreement
- P. 2-7 6. ADOPTION OF PREVIOUS MINUTES
 - a. Regular Council Meeting of May 16, 2023
7. DELEGATIONS
 - a. Corporal Keith Gaulton, Parkland RCMP – Update on Crime Stats
8. PUBLIC HEARINGS
9. MUNICIPAL PLANNING COMMISSION
- P. 8-12 10. OLD BUSINESS & CAO REPORT ACTION LIST
11. FINANCIAL REPORTS
12. BYLAWS & POLICIES
- P. 13 13. COUNCIL, COMMITTEES & STAFF REPORTS
14. CORRESPONDENCE – INFORMATION ITEMS
 - P. 14-15 a. Alberta Municipal Affairs – New Ministerial Order for Composite Assessment Review Boards
 - P. 16-18 b. Alberta Municipal Affairs – 2023 Minister’s Awards for Municipal & Public Library Excellence
 - P. 19-20 c. Alberta Municipal Affairs – Municipal Accountability Program Cycle 2
 - P. 21-23 d. Alberta Municipalities – Summer 2023 Municipal Leaders’ Caucus
 - P. 24-38 e. Alberta Municipalities – Draft Recommendation on the Future of Intermunicipal Collaboration
 - P. 39-40 f. Communities Choose Well – Funding Opportunities
 - P. 41 g. Edmonton Garrison Military Family Resource Centre – Thank you for support
 - P. 42-43 h. Growth Alberta – Annual General Meeting
 - P. 44 i. NSWA Regional Lake Stewardship Project – Shoreline Demonstration Project
 - P. 45 j. Summer Village of Val Quentin – 60 Street Cost Share
 - P. 46-47 k. Summer Village of Val Quentin – Invitation to 6th Annual Picnic in the Park
15. CORRESPONDENCE – ACTION ITEMS
 - P. 48-49 a. Alberta Beach Ag Society – 2023 Polynesian Days Parade
 - P. 50-52 b. Alberta Beach Ag Society – 2023 Polynesian Days Sponsorship
 - P. 53 c. Alberta Beach & District 50 Plus Club – 2023 Alberta Beach Show & Shine
 - P. 54-57 d. Alberta Beach & District Museum & Archives – Walking Tour Project Brochure
 - P. 58 e. Qube Investment Management Inc. – Investment Management Options
16. NEW BUSINESS
 - P. 59 a. Request for Decision – July & September 2023 Round Table Meetings
 - P. 60-61 b. Request for Decision – Emergency Management
 - P. 62-64 c. Request for Decision – 2023 Roadwork Projects
17. QUESTION PERIOD
18. ADJOURNMENT

**MINUTES OF THE REGULAR MEETING OF COUNCIL
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MAY 16, 2023 AT 7:00 P.M.**

PRESENT:

- Mayor.....Angela Duncan
- Deputy MayorTara Elwood
- CouncillorDebbie Durocher
- CouncillorKelly Muir
- CouncillorDaryl Weber
- CAOKathy Skwarchuk
- Asst. CAOCathy McCartney (Zoom Administrator)

CALL TO ORDER:

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

LAND ACKNOWLEDGEMENT:

Mayor Duncan 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.

RECOGNITION OF NATIONAL DAY OF AWARENESS “RED DRESS DAY”:

Mayor Duncan read a Recognition Statement on National Day of Awareness “Red Dress Day” as follows:
Alberta Beach would like to recognize that May 5th marks “Red Dress Day” in Canada, also known as the “National Day of Awareness” a day of remembrance for the missing and murdered Indigenous women, girls, and two-spirit people across the country. The colour red was chosen based on the traditional knowledge that it is the only colour spirits can see and it is used as a means of calling the spirits of these lost loved ones home. We honour and remember the thousands of Indigenous lives that have been taken and who never made it home. We continue to help raise awareness and to commit to working towards a safer future for all.

AGENDA ADDITIONS:

- 14.g Alberta Municipal Affairs – Payments for Volunteer Firefighters
- 14.h Parkland RCMP – Invitation to 150 Year Celebration
- 16.e Alberta Public Safety & Emergency Services – Enhanced Policing Agreement

ADOPTION OF AGENDA:

MOTION #073-23

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

CARRIED UNANIMOUSLY

CONFIDENTIAL – CLOSED MEETING SESSION: None.

ADOPTION OF PREVIOUS MINUTES:

REGULAR COUNCIL MEETING OF APRIL 18, 2023:

MOTION #074-23

MOVED BY Councillor Durocher that the minutes of the Regular Council meeting held on April 18, 2023 be adopted as presented.

CARRIED UNANIMOUSLY

EMERGENCY ADVISORY COMMITTEE MEETING OF APRIL 11, 2023:

MOTION #075-23

MOVED BY Councillor Muir that the minutes of the Emergency Advisory Committee meeting held on April 11, 2023 be adopted as presented.

CARRIED UNANIMOUSLY

DELEGATIONS:

COMMUNITY FUTURES YELLOWHEAD EAST – CFYE ANNUAL REPORT PRESENTATION:

Michelle Jones of Community Futures Yellowhead East was unavailable to attend the Council meeting to present the CFYE 2022-2023 Annual Stakeholder Report. The report was distributed with the agenda and included background information on the organization, their mission & vision statements, loan & investment portfolios, the 2022 year in review, small business needs assessment, strategic goals and performance results, and upcoming partnership opportunities.

MOTION #076-23

MOVED BY Councillor Councillor Weber the Community Futures Yellowhead East annual report be accepted for information.

CARRIED UNANIMOUSLY

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RICHARD DEMERS – WASTE MANAGEMENT PRESENTATION:

Richard Demers presented a list of questions with respect to the new garbage bylaw and related matters which he reviewed with Council. The presentation included a number of questions on waste collection including location for cart collection, the contract awarded to Integrity Waste Solutions, the new garbage bylaw, public participation and communication to the residents, the sale proceeds of the village garbage truck, as well, the presentation included a number of questions regarding Council's legislative responsibilities. Council responded to a number of his questions during the presentation. Mayor Duncan thanked Mr. Demers for attending the meeting and confirmed the village will provide him a written response as requested.

MOTION #077-23

MOVED BY Councillor Durocher that Richard Demers waste management presentation be accepted for information.

CARRIED UNANIMOUSLY

PUBLIC HEARINGS: None.

MUNICIPAL PLANNING COMMISSION MEETING: None.

OLD BUSINESS & CAO REPORT ACTION LIST:

EXCEPTION TO OFF HIGHWAY VEHICLE BAN DURING FIRE BAN:

MOTION #078-23

MOVED BY Councillor Muir that Council allow an exception to the ban of off-highway vehicles in Alberta Beach during the fire ban to permit the Alberta Beach Bloom Committee to maintain and water the village flowers using their personal off-highway vehicle (side by side) for those purposes only, and further that the exception also apply to the campground managers for maintenance purposes in the municipal campground only, as well the exception applies to the Alberta Beach Public Works Department.

CARRIED UNANIMOUSLY

ACCEPTANCE OF CAO REPORT ACTION LIST:

MOTION #079-23

MOVED BY Deputy Mayor Elwood the CAO report action list be accepted for information.

CARRIED UNANIMOUSLY

FINANCIAL REPORTS:

COST OF LIVING INCREASE:

MOTION #080-23

MOVED BY Councillor Weber a cost of living increase of 4.0% be approved retroactive to January 1, 2023.

CARRIED UNANIMOUSLY

2023 BUDGET:

MOTION #081-23

MOVED BY Councillor Durocher that the 2023 Budget be approved as presented.

CARRIED UNANIMOUSLY

PROCEEDS FROM THE SALE OF THE GARBAGE TRUCK:

MOTION #082-23

MOVED BY Deputy Mayor Elwood the proceeds from the sale of the garbage truck from Integrity Waste Solutions in the amount of \$80,000.00 be transferred to Reserves.

CARRIED UNANIMOUSLY

BYLAWS & POLICIES:

BYLAW # 291-23 THE ANIMAL CONTROL BYLAW:

MOTION #083-23

MOVED BY Councillor Durocher that Bylaw #291-23, being a bylaw to regulate and control household pets, and other animals be read a second time.

CARRIED UNANIMOUSLY

MOTION #084-23

MOVED BY Councillor Muir that Bylaw #291-23 be read a third & final time.

CARRIED UNANIMOUSLY

BYLAW # 293-23 A BYLAW TO AUTHORIZE THE RATES OF TAXATION FOR 2023:

MOTION #085-23

MOVED BY Councillor Weber that Bylaw #293-23, being a bylaw to authorize the rates of taxation for 2023 be read a first time.

CARRIED UNANIMOUSLY

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MOTION #086-23

MOVED BY Councillor Durocher that Bylaw #293-23 be read a second time.

CARRIED UNANIMOUSLY

MOTION #087-23

MOVED BY Councillor Muir that unanimous consent be given to proceed to third reading of Bylaw #293-23.

CARRIED UNANIMOUSLY

MOTION #088-23

MOVED BY Deputy Mayor Elwood that Bylaw #293-23 be read a third & final time.

CARRIED UNANIMOUSLY

COUNCIL, COMMITTEES & STAFF REPORTS:

COUNCILLOR MUIR

Councillor Muir reviewed and submitted reports on the following meetings:

McCullough Centre Tour held on April 19, 2023.

Alberta Beach Campground Advisory Committee meeting held on April 24, 2023.

Alberta Beach Public Works Advisory Committee meeting held on April 24, 2023.

Alberta Beach Ag Society Agliplex Operations Committee meeting held on April 27, 2023.

Joint Trivillage meeting held on May 9, 2023.

FCSS Trivillage Committee meeting held on May 10, 2023.

Alberta Beach Public Works Advisory Committee meeting held on May 12, 2023.

COUNCILLOR WEBER:

Councillor Weber reviewed and submitted reports on the following meetings:

Community Futures Yellowhead East meeting held on April 20, 2023.

Lac Ste. Anne Foundation meeting held on April 26, 2023.

Alberta Beach in Bloom meeting held on April 27, 2023.

COUNCILLOR DUROCHER:

Councillor Durocher reviewed and submitted reports on the following meetings:

Lake Isle & Lac Ste. Anne Water Quality Mgmt Society meetings held on April 25, 2023.

Alberta Beach Ag Society Beachwave Park Operations Committee meeting held on May 3, 2023.

Alberta Beach & District Museum & Archives meeting held on May 19, 2023.

DEPUTY MAYOR ELWOOD:

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

Onoway Regional Fire Services Executive Steering Committee meeting held on May 3, 2023.

Alberta Beach Library Board meeting held on May 8, 2023.

AB MUNIS AFRRCs meeting held on May 11, 2023.

Alberta Beach Public Works Advisory Committee meeting held on May 12, 2023.

Yellowhead Regional Library Board meeting held on May 15, 2023.

Onoway Regional Fire Services all member meeting held on April 17, 2023.

MAYOR DUNCAN:

Mayor Duncan reviewed and submitted reports on the following meetings:

Mayor's Report of May 16, 2023.

West Inter-lake District (WILD) Water Commission meeting and AGM held on April 22, 2023.

Lac Ste. Anne County Mayors meeting held on May 16, 2023 (verbal report).

DEVELOPMENT PERMIT REPORT:

The administration department submitted a report for information on the 2023 Development Permits issued to date.

ACCEPTANCE OF COUNCIL, COMMITTEE AND STAFF REPORTS:

MOTION #089-23

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

CARRIED UNANIMOUSLY

CORRESPONDENCE – INFORMATION ITEMS:

ALBERTA HEALTH SERVICES – AHS SHOWS IMPROVEMENT IN PRIORITY AREAS:

Correspondence was received from Alberta Health Services outlining their improvements in the priority areas that matter most to Albertans including EMS response times, decreasing emergency department wait times, reducing wait time for surgeries and improving patient flow throughout the healthcare system.

ALBERTA MUNICIPAL AFFAIRS – PROVINCIAL STATE OF EMERGENCY DECLARED:

Correspondence was received from Alberta Municipal Affairs regarding the Government of Alberta's declaration of a Provincial State of Emergency in response to the ongoing wildfire situations across Alberta.

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CANOE PROCUREMENT – CANOE & RMA CHARITY GOLF TOURNAMENT:

Correspondence was received regarding the Canoe & RMA annual charity golf tournament being held on June 14, 2023.

FALUN DAFA ASSOCIATION OF EDMONTON – FALUN DAFA DAY:

Correspondence was received from Falun Dafa Association of Edmonton regarding the 31st anniversary of their annual Falun Dafa Day celebration.

TOWN OF ONOWAY – CENTENNIAL CELEBRATIONS 2023:

An invitation was received from the Town of Onoway to attend their 100th Anniversary Celebration being held on June 24, 2023.

TOWN OF ONOWAY – ONOWAY REGIONAL FIRE SERVICES 2023 APPROVED BUDGET:

Correspondence was received from the Town of Onoway which included the Onoway Regional Fire Services 2023 approved budget.

ALBERTA MUNICIPAL AFFAIRS – PAYMENTS FOR VOLUNTEER FIREFIGHTERS:

Correspondence was received from Alberta Municipal Affairs regarding the province's commitment to assist local authorities by reimbursing compensation costs for volunteer firefighters who have been deployed to areas affected by wildfires.

PARKLAND RCMP – INVITATION TO 150 YEAR CELEBRATION:

An invitation was received from the Parkland RCMP to attend their 150 Year Celebration being held at the Parkland Detachment on May 27, 2023.

MOTION #090-23

MOVED BY Mayor Duncan Council approves Mayor Duncan, Deputy Mayor Elwood and Councillor Durocher to attend the Parkland RCMP 150 Year Celebration on May 27, 2023.

CARRIED UNANIMOUSLY

ACCEPTANCE OF CORRESPONDENCE INFORMATION ITEMS:

MOTION #091-23

MOVED BY Councillor Durocher the correspondence information items be accepted for information.

CARRIED UNANIMOUSLY

CORRESPONDENCE – ACTION ITEMS:

ALBERTA BEACH LION'S CLUB REQUEST DONATION TOWARDS FIREWORKS FOR POLY DAYS:

MOTION #092-23

MOVED BY Councillor Muir the request from the Alberta Beach Lion's Club for a donation towards the fireworks for poly days be approved in the amount of \$1,000.00.

CARRIED UNANIMOUSLY

ALBERTA BEACH 50 PLUS CLUB REQUEST COUNCIL TO ATTEND BURGER NIGHT:

MOTION #093-23

MOVED BY Deputy Mayor Elwood that request from the Alberta Beach 50 Plus Club for Council to attend and assist with serving for burger night on May 29, 2023 be approved.

CARRIED UNANIMOUSLY

ALBERTA MUNICIPAL AFFAIRS 2023 MINISTER'S AWARDS FOR MUNICIPAL & PUBLIC LIBRARY EXCELLENCE:

MOTION #094-23

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.

CARRIED UNANIMOUSLY

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA ASVA ANNUAL CONFERENCE:

MOTION #095-23

MOVED BY Councillor Durocher that the correspondence from the Association of Summer Villages of Alberta regarding the ASVA annual conference be accepted for information and further Council approve a donation for their silent auction.

CARRIED UNANIMOUSLY

CAROL LARSON – TAX PAYMENT REQUEST:

Administration advised Council that tax account #764 has been placed on the monthly tax payment plan and the property owner has been made aware that the 2022 & 2023 property taxes must be paid in full by December 31, 2023 to avoid incurring further penalties.

MOTION #096-23

MOVED BY Councillor Weber the correspondence from Carol Larson regarding tax account #764 be accepted for information.

CARRIED UNANIMOUSLY

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COURAGEOUS COMPANIONS – COURAGEOUS K9 ADVERTISING:

MOTION #097-23

MOVED BY Deputy Mayor Elwood that the request from Courageous Companions for sponsorship in their 2023 campaign be approved and further Council approve a business card advertisement in the amount of \$295.00.

CARRIED UNANIMOUSLY

YELLOWHEAD COUNTY – REQUEST SUPPORT TO POSTPONE PROVINCIAL ELECTION:

MOTION #098-23

MOVED BY Councillor Weber the correspondence from Yellowhead County regarding support to postpone the provincial election due to the ongoing wildfire situations across the province be accepted for information.

CARRIED UNANIMOUSLY

NEW BUSINESS:

ALBERTA BEACH LIBRARY BOARD APPOINTMENTS:

MOTION #099-23

MOVED BY Deputy Mayor Elwood to appoint the following individuals to the Alberta Beach Library Board for the specified terms:

Betty Meads – term expiry date October 31, 2024;
Helen Purnell – term expiry date October 31, 2024;
Cathy VandenBiggelaar – term expiry date October 31, 2024;
Chaddie Langman – term expiry date October 31, 2024;
Kathy Dion – term expiry date October 31, 2024;
Riley Ekins – term expiry date October 31, 2024;
Sharon Hansen – term expiry date October 31, 2024;
Judey Jackson – term expiry date October 31, 2024;
Judy Valiquette – term expiry date October 31, 2024; and
Tara Elwood – term expiry date October 31, 2024.

CARRIED UNANIMOUSLY

ALBERTA BEACH SNOWMOBILE CLUB – LETTER OF SUPPORT:

MOTION #100-23

MOVED BY Councillor Muir that Council approve a letter of support for the Alberta Beach Snowmobile Club's application to the Community Facility Enhancement Program small funding stream for the purchase of a new mechanical trail groomer.

CARRIED UNANIMOUSLY

LAC STE. ANNE COUNTY – HOME SUPPORT & PREVENTATIVE COUNSELLING SUBSIDY AGREEMENT:

MOTION #101-23

MOVED BY Councillor Muir that the Lac Ste. Anne County Home Support & Preventative Counselling Subsidy Agreement be approved as presented.

CARRIED UNANIMOUSLY

WATER FOR LIFE - POTABLE WATER DISTRIBUTION FEASIBILITY STUDY STEERING COMMITTEE – TERMS OF REFERENCE:

MOTION #102-23

MOVED BY Councillor Weber that the Water for Life - Potable Water Distribution Feasibility Study Steering Committee Terms of Reference be approved as amended.

CARRIED UNANIMOUSLY

COUNCIL APPOINTMENT TO THE POTABLE WATER DISTRIBUTION FEASIBILITY STUDY STEERING COMMITTEE:

MOTION #103-23

MOVED BY Councillor Weber that the Council appointment to the Potable Water Distribution Feasibility Study steering committee be Mayor Duncan and Deputy Mayor Elwood and Councillor Durocher as alternate.

CARRIED UNANIMOUSLY

ALBERTA PUBLIC SAFETY & EMERGENCY SERVICES – ENHANCED POLICING AGREEMENT:

MOTION #104-23

MOVED BY Councillor Durocher that the Alberta Public Safety & Emergency Services Enhanced Policing Agreement be approved as presented.

CARRIED UNANIMOUSLY

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QUESTION PERIOD:

Complaints regarding a child riding off highway vehicle without a helmet; complaint of person living in a trailer; and a resident requested Council consider recording the Council meeting and posting the recording on the website.

ADJOURNMENT:

The meeting adjourned at 9:39 P.M.

Mayor – Angela Duncan

C.A.O. – Kathy Skwarchuk

CAO REPORT – ACTION LIST**MAY 2023****COUNCIL:**

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

ALBERTA BEACH AGRICULTURAL SOCIETY – PURCHASE OF ALBERTA BEACH AGLIPLIX:

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

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

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

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

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

Aug.16/22 Municipal Affairs advised on a federal program through Public Safety Canada which may cover security costs and further that the balance of other costs may be reimbursed through the ACP program, they have requested the costs & invoices which admin has submitted.

Feb.21/22 Municipal Affairs has advised the Minister will render a decision on funding by the end of March 2023.

Mar.21/23 A letter was received from Honourable Rebecca Schulz, Minister of Alberta Municipal Affairs advising that Alberta Beach has been approved for funding under the 2022/23 Alberta Community Partnership Strategic Initiatives component to support the financial and operational impacts surrounding Pope Francis' visit to the Lac Ste. Anne Pilgrimage. (Municipal Affairs will forward grant agreement)

Apr.18/23 MOVED BY Deputy Mayor Elwood that the 2022/23 Alberta Community Partnership Strategic Initiatives Component Conditional Grant Agreement be approved as presented.

May16/23 Conditional Agreement has been signed and received.

S.V. OF YELLOWSTONE – INVITATION TO DEMONSTRATION OF LAKE HEALTH TECHNOLOGY:

Mar.21/23 MOVED BY Mayor Duncan that any Council member be authorized to attend the Summer Village of Yellowstone's demonstration of lake health technology (E8 Innovations) being held on July 22, 2023. RSVP by May 30/23.

May 16/23 Admin will RSVP that Deputy Mayor Elwood, Councillor Durocher & Councillor Weber will be attending.

RICHARD DEMERS – WASTE MANAGEMENT PRESENTATION:

May16/23 Richard Demers presented a list of questions with respect to the new garbage bylaw and related matters which he reviewed with Council. The presentation included a number of questions on waste collection including location for cart collection, the contract awarded to Integrity Waste Solutions, the new garbage bylaw, public participation and communication to the residents, the sale proceeds of the village garbage truck, as well, the presentation included a number of questions regarding Council's legislative responsibilities. Council responded to a number of his questions during the presentation. Mayor Duncan thanked Mr. Demers for attending the meeting and confirmed the village will provide him a written response as requested.

PARKLAND RCMP – INVITATION TO 150 YEAR CELEBRATION:

May 16/23 MOVED BY Mayor Duncan Council approves Mayor Duncan, Deputy Mayor Elwood and Councillor Durocher to attend the Parkland RCMP 150 Year Celebration on May 27, 2023.

ALBERTA BEACH 50 PLUS CLUB REQUEST COUNCIL TO ATTEND BURGER NIGHT:

May 16/23 MOVED BY Deputy Mayor Elwood that request from the Alberta Beach 50 Plus Club for Council to attend and assist with serving for burger night on May 29, 2023 be approved. (Councillor Durocher, Councillor Muir & Councillor Weber will attend)

ADMINISTRATION:

PARKING OF OVERWEIGHT VEHICLES IN RESIDENTIAL:

8

CAO REPORT – ACTION LIST

MAY 2023

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

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

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

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

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

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

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

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

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

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

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

ALBERTA COMMUNITY PARTNERSHIP GRANT – WATER DISTRIBUTION FEASIBILITY STUDY PROJECT:

Aug. 16/22 MOVED BY Deputy Mayor Durocher that Alberta Beach participate in an Alberta Community Partnership Intermunicipal Collaboration Grant for a Water Distribution Feasibility Study and that the project include projected costs, funding options, governance structure, and public consultation and further that the Summer Village of Val Quentin be the managing partner on the grant application.

Sept.20/22 VQ CAO is working on the ACP application & will forward out for comments prior to submitting.

Nov.15/22 Mayor Duncan requested CAO to contact VQ CAO to request the draft ACP application be sent to MLA Getson for his comments.

Dec.20/22 VQ CAO has submitted the ACP application to Municipal Affairs.

Jan.17/23 Mayor Duncan forwarded to MLA Getson requesting his support in the application.

Mar.21/23 A letter was received from the Minister of Alberta Municipal Affairs advising on the approval of an ACP Grant application submitted by the SV of Val Quentin for a Potable Water Distribution Feasibility Study Project.

May16/23 MOVED BY Councillor Weber that the Water for Life - Potable Water Distribution Feasibility Study Steering Committee Terms of Reference be approved as amended.

May16/23 MOVED BY Councillor Weber that the Council appointment to the Potable Water Distribution Feasibility Study steering committee be Mayor Duncan and Deputy Mayor Elwood and Councillor Durocher as alternate.

ASSET MANAGEMENT TRAINING:

Aug.16/22 MOVED BY Mayor Duncan that Alberta Beach apply to participate in asset management training through Alberta Municipalities, RMA, and Infrastructure Asset Management Alberta, and further that administration complete FCM's Asset Management Readiness Scale and further that we approve any Councillor who wishes to attend the elected officials asset management workshop being held September 29 in Edmonton with travel costs to come out of the Councillor's professional development budget.

Mar.21/23 CAO reported that registration was sent for Asset Management Training on May 25, 2023.

LSA COUNTY – JOINT USE INFRASTRUCTURE – CAPITAL & MAINTENANCE COST SHARE REQUEST:

Oct.18/22 MOVED BY Councillor Weber that Lac Ste. Anne County be advised that a letter will be forthcoming from the trivillage municipalities requesting further information on their capital & maintenance cost share request and further they be advised that Alberta Beach is also requesting future capital & maintenance cost share on 47 Street, Museum Road, Grade Road, 60 Street & 50th Avenue, further that the Summer Villages of Sunset Point and Val Quentin be copied on the letter.

Nov.15/22 Letter was sent to Lac Ste. Anne County.

Dec.20/22 CAO & PW Manager met with Greg Edwards, LSAC GM of Infrastructure to discuss shared capital projects, waiting on further information.

Feb.21/23 A letter was sent to Greg Edwards to inquire whether projects will proceed in 2023.

Mar.21/23 A follow-up email was sent as no response has been received.

May 16/23 LSAC has scheduled CAO meeting for May 24.

FORTIS WIRELESS BROADBAND OPPORTUNITY (CAMBIUM NETWORKS & CONNECT MOBILITY) & ALBERTA BROADBAND FUND:

Dec.20/22 MOVED BY Mayor Duncan that administration set up a Fortis Broadband meeting and further that the Summer Villages of Sunset Point and Val Quentin be invited to attend.

CAO REPORT – ACTION LIST

MAY 2023

Jan.17/23 Request was sent to Fortis Alberta however it was suggested to set up the meeting with Cambium Networks. Admin is working on setting up a zoom meeting with Cambium Networks.
Feb.21/23 Meeting was held with Cambium Networks. Further info was rec'd from Connect Mobility.
Feb.21/23 MOVED BY Councillor Muir that administration be directed to request a cost estimate from Connect Mobility for the wireless broadband network, to move forward with the speed test survey and to reach out to the Summer Villages of Sunset Point and Val Quentin with an update.
Mar.21/23 Connect Mobility provided a cost estimate, if the Alberta Broadband Fund approves application then there is no cost to municipalities as Connect Mobility will cover the 25% costs and if application is not successful then the project will not proceed/ notices were posted for speed test.
MOVED BY Councillor Weber that Council approves to proceed with a Trivillage joint community application to the Alberta Broadband Fund for a wireless network and a fiber to the home network.
Apr.18/23 Applications have been submitted.

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.

ANIMAL CONTROL BYLAW #291-23:

Feb.21/23 MOVED BY Councillor Durocher that Bylaw #291-23, being a bylaw to regulate and control household pets, and other animals be read a first time.
May 16/23 Bylaw received third and final reading.

WESTERN CANADIAN WATERCROSS ASSOCIATION – WCWA JETSKI SUMMER EVENT:

Feb.21/23 MOVED BY Councillor Durocher that the correspondence from the Western Canadian Watercross Association regarding a WCWA Jetski Summer Event be accepted for information and further administration be directed to gather additional information including what are their expectations from the municipality.
Mar.21/23 WCWA confirmed they have no expectations from the municipality, they are only looking for permission to hold the event in Alberta Beach (possibly August 19), they have submitted their safety plan, understand that Council prefers site B, and understand accommodation and parking could be an issue. (admin has forwarded maps and listing of accommodations and campgrounds).
Apr.18/23 WCWA will be coming to Alberta Beach to view the site area & then will advise if their event will work here.

LILSA PARTNERSHIP FOR THE ALBERTA BEACH BOAT LAUNCH RIPARIAN RESTORATION PROJECT:

Apr.18/23 MOVED BY Councillor Durocher that Council approve to partner with LILSA on a Regional Lake Stewardship application for the Alberta Beach Boat Launch Riparian Restoration Project and further that LILSA will complete the application, the administration and public works department will assist on the project with preparations, signage, communication and notices to the adjacent landowners and Councillor Durocher will be the liason on the project.
May 16/23 Application was submitted.

COMMUNITY FUTURES YELLOWHEAD EAST – NORTHERN ALBERTA LEMONADE DAY:

Apr.18/23 MOVED BY Councillor Weber that Council approve to participate in the partnership between Onoway, Alberta Beach and Lac Ste. Anne County for the Community Futures Yellowhead East Northern Alberta Lemonade Day sponsorship for Entrepreneur of the Year Category.

GREAT ESCAPE KAYAKS – GAME-CHANGING KAYAK/SUP RENTAL SYSTEM:

Apr.18/23 MOVED BY Councillor Muir that the correspondence from Great Escape Kayaks regarding the Game-changing Kayak/SUP Rental System be tabled for further information.
May 16/23 CAO to make contact regarding non-resident vendor fee plus monthly rental.

BYLAW # 293-23 A BYLAW TO AUTHORIZE THE RATES OF TAXATION FOR 2023:

May 16/23 Bylaw received third & final reading.

ALBERTA BEACH LION'S CLUB REQUEST DONATION TOWARDS FIREWORKS FOR POLY DAYS:

May 16/23 MOVED BY Councillor Muir the request from the Alberta Beach Lion's Club for a donation towards the fireworks for poly days be approved in the amount of \$1,000.00.

ALBERTA 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.

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA ASVA ANNUAL CONFERENCE:

May 16/23 MOVED BY Councillor Durocher that the correspondence from the Association of Summer Villages of Alberta regarding the ASVA annual conference be accepted for information and further Council approve a donation for their silent auction.

COURAGEOUS COMPANIONS – COURAGEOUS K9 ADVERTISING:

May 16/23 MOVED BY Deputy Mayor Elwood that the request from Courageous Companions for sponsorship in their 2023 campaign be approved and further Council approve a business card advertisement in the amount of \$295.00.

ALBERTA BEACH LIBRARY BOARD APPOINTMENTS:

May 16/23 MOVED BY Deputy Mayor Elwood to appoint the following individuals to the Alberta Beach Library Board for the specified terms: Betty Meads – term expiry date October 31, 2024; Helen Purnell – term expiry date October 31, 2024; Cathy VandenBiggelaar – term expiry date October 31, 2024; Chaddie Langman – term expiry date October 31, 2024; Kathy Dion – term expiry date October 31, 2024; Riley Ekins – term expiry date October 31, 2024; Sharon Hansen – term expiry date October 31, 2024; Judey Jackson – term expiry date October 31, 2024; Judy Valiquette – term expiry date October 31, 2024; and Tara Elwood – term expiry date October 31, 2024.

ALBERTA BEACH SNOWMOBILE CLUB – LETTER OF SUPPORT:

May 16/23 MOVED BY Councillor Muir that Council approve a letter of support for the Alberta Beach Snowmobile Club's application to the Community Facility Enhancement Program small funding stream for the purchase of a new mechanical trail groomer.

LAC STE. ANNE COUNTY – HOME SUPPORT & PREVENTATIVE COUNSELLING SUBSIDY AGREEMENT:

May 16/23 MOVED BY Councillor Muir that the Lac Ste. Anne County Home Support & Preventative Counselling Subsidy Agreement be approved as presented.

ALBERTA PUBLIC SAFETY & EMERGENCY SERVICES – ENHANCED POLICING AGREEMENT:

May 16/23 MOVED BY Councillor Durocher that the Alberta Public Safety & Emergency Services Enhanced Policing Agreement be approved as presented.

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.

ALBERTA BEACH & DISTRICT MUSEUM & ARCHIVES SOCIETY – WALKING TOUR SIGN PROJECT:

Nov. 15/22 MOVED BY Councillor Muir that Council approve to provide in-kind support to the Alberta Beach & District Museum & Archives Society for their Walking Tour Project and further they be advised that Council has approved the public works department provide the labour and equipment to install the signs however any costs for supplies, equipment rental and concrete will be additional costs to the Alberta Beach Museum & Archives Society and further the work to install the signs will be completed around the public works schedule.

Dec. 20/22 Letter was sent to A.B. Museum. (Email was received from A.B. Museum advising they have received donation of \$3,500.00 from CNN for the project).

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DEVELOPMENT:

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

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

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

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

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

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

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

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

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

aboffice@albertabeach.com

From: LPRT CARB <lprt.carb@gov.ab.ca>
Sent: June 6, 2023 9:05 AM
Subject: Ministerial Order M:007/23 - Composite Assessment Review Boards
Attachments: MO 007 23.pdf

Please find attached new Ministerial Order M:007/23, replacing previous order M:001/10. The Ministerial Order sets out procedures and fees for adjudicative services provided to municipal Composite Assessment Review Boards by the Land and Property Rights Tribunal (LPRT).

The MO updates legislative and naming references, timelines for notifying the LPRT of cancelled CARB hearings, and provides clarification of fees for municipalities who participate in joint assessment review boards with other municipalities.

We're pleased to report that fees for services of a provincial member remain unchanged at \$450 per day of service.

Should you have any questions, please contact the LPRT at LPRT.CARB@gov.ab.ca or by telephone at 780 427 2444 (toll-free 310-000).

LPRT Administration



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Shaw*

MINISTERIAL ORDER NO. M:007/23

I, Rebecca Schulz, Minister of Municipal Affairs, pursuant to Section 579 of the *Municipal Government Act*, make the following order:

- 1) In this order a "provincial member" means a person defined in Section 453(1)(g) of the *Municipal Government Act*.
- 2) In this order "service" means all time spent by a provincial member for hearing preparation, sitting during a hearing, and decision-making and writing.
- 3) That a fee is established for the services of a provincial member payable by a municipality that receives the services of the provincial member.
- 4) The fee shall apply for any day during a part of which any service is provided.
- 5) That the fee established in 3) shall be as follows:
 - a) Subject to clauses b) and c), \$450 per day of service.
 - b) No fee shall be payable in regard to the services provided for any hearings related to any complaints made under Section 460 of the *Municipal Government Act* up to and including nine complaints in a taxation year.
 - c) Whether or not a municipality participates in a joint assessment review board, it is required to pay the fee for services rendered in respect of 10 or more complaints in a taxation year.
 - d) No fee is payable where a hearing is cancelled with at least two working days' notice of the cancellation provided to the Land and Property Rights Tribunal.
- 6) An invoice of the fees payable by the municipality to the Minister of Municipal Affairs must be paid within 30 days of the invoice date.

Dated at Edmonton, Alberta, this 27th day of April, 2023.

Rebecca Schulz
Minister of Municipal Affairs

aboffice@albertabeach.com

From: municipalservicesdivision@gov.ab.ca
Sent: June 8, 2023 4:54 PM
To: Kathy Skwarchuk
Subject: 2023 Minister's Awards for Municipal & Public Library Excellence - Deadline Extension
Attachments: AR110942.pdf

Attention: All CEOs and CAOs.

Please see the attached letter.

AR110942

June 8, 2023

Dear Chief Elected Official or Library Board Chair:

In late April, the Minister of Municipal Affairs contacted you, inviting submissions to the 2023 Minister's Awards for Municipal and Public Library Excellence, with submissions being accepted until June 15, 2023. Since that time, communities across the province have been facing challenges due to wildfires, evacuations, and difficult weather conditions. As expected, the level of collaboration and support in managing these challenges has been extensive and once again demonstrates the strength and resilience of Albertans, our local governments, and library boards.

Recognizing that these challenges have required considerable time and attention, we are extending the deadline for submissions to the Minister's Awards program to **July 15, 2023**. Municipalities and library boards are encouraged to share their successes in the following categories:

- **Building Economic Strength (open to all municipalities)** – The award will be given for an innovative initiative that builds the economic capacity and/or resiliency of the community, and/or improves the attractiveness of the community to businesses, investors, and visitors.
- **Enhancing Community Safety (open to all municipalities)** – The award will be given for an innovative initiative that engages the community to address a safety issue. This could involve crime prevention, infrastructure enhancements (e.g., lighting, accessibility, traffic calming measures), and community services initiatives.
- **Partnership (open to all municipalities)** – The award will be given for an innovative initiative involving a local or regional partnership that achieves results that could not have otherwise been accomplished by the municipality alone. This could involve cooperation, coordination, and collaboration with other municipalities, businesses, Indigenous communities, non-profit organizations, community groups, and other orders of government to achieve a specific outcome.
- **Public Library Services (open to library boards serving a population over 10,000)** – The two awards will be given for library service initiatives that demonstrate excellence and/or innovation. The initiatives should demonstrate responsiveness to community need(s) and provide direct benefit to the public.

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- **Public Library Services (open to library boards serving a population under 10,000)** – The two awards will be given for library service initiatives that demonstrate excellence and/or innovation. The initiatives should demonstrate responsiveness to community need(s) and provide direct benefit to the public.
- **Red Tape Reduction (open to all municipalities)** – The award will be given for an innovative initiative that improves a municipal program or service by saving time, money, and resources, or impacts municipal operations by reducing regulatory, policy, or process requirements.
- **Service Delivery Enhancement (open to all municipalities)** – The award will be given for an innovative initiative that improves, or presents a new approach to, how a municipality can deliver a program or service.
- **Smaller Municipalities (open to municipalities with populations less than 5,000)** – The award will be given for a municipal initiative that demonstrates leadership, resourcefulness, or innovation, or both, to better the community.

Further details about eligibility and submission requirements are available at www.alberta.ca/ministers-awards-municipal-public-library-excellence.aspx.

Municipalities can send their questions about the program to municipalexcellence@gov.ab.ca or reach a program advisor at 780-427-2225 (toll-free by first dialing 310-0000).

Library boards can send their questions about the program to libraries@gov.ab.ca or reach a program advisor at 780-427-4871 (toll free by first dialing 310-0000).

Again, the extended deadline for submission is **July 15, 2023**. I encourage you to share your success stories.

Sincerely,

Brandy Cox
Deputy Minister

Deputy Minister
18th Floor Commerce Place
10155 - 102 Street
Edmonton, Alberta T5J 4L4
Canada
Telephone: 780-427-4826
MA.DMO@gov.ab.ca

AR111594

Ms. Kathy Skwarchuk
Chief Administrative Officer
Village of Alberta Beach
PO Box 278
Alberta Beach AB T0E 0A0

Dear Ms. Skwarchuk:

Subject: Municipal Accountability Program Cycle 2

As you may know, the Municipal Accountability Program (MAP) was initiated in 2018 to collaboratively foster effective local governance and build administrative capacity in Alberta’s municipalities. Municipal Accountability Advisors review municipal processes and procedures to develop and enhance knowledge of mandatory legislative requirements. Through these efforts, Municipal Affairs supports Alberta municipalities with legislative compliance, and Chief Administrative Officers (CAOs) are able to confirm areas where the municipality is doing well and receive guidance on areas for improvement.

The first cycle of the program is complete, with 210 municipalities participating in a MAP review from 2018-22. The program is mandatory for municipalities with populations of 2,500 or less and may be offered to any municipality upon council request, if approved by the Minister.

I am pleased to advise Municipal Affairs is initiating the second cycle of the MAP in conjunction with continued support for municipalities to complete their remaining action plans for legislative compliance from Cycle 1. Your municipality is not included in the schedule for the 2023 program year; however, as a municipality with a population of 2,500 or less, Municipal Affairs will schedule a review within the five-year cycle between 2024 to 2027. As in the first cycle of the program, municipalities will be notified of their scheduling in advance of their review.

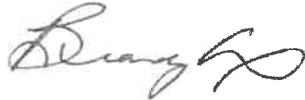
To ensure MAP continues to provide value to program participants and to the Ministry, the review areas in Cycle 2 have been expanded to include discretionary areas within the *Municipal Government Act*. During a MAP Cycle 2 review, the program team will work with you as the municipality’s CAO to highlight the municipality’s progress made through MAP Cycle 1. Additionally, the program team will assist in identifying areas to review and identify discretionary legislative provisions that apply or are likely to apply to your municipality. In your role as CAO, you will also be invited to identify other areas of focus for inclusion in the review.

.../2

If you have any questions or concerns, or if you wish to be added to the 2023 program year, please contact a Municipal Accountability Advisor with the Municipal Capacity and Sustainability Branch of Municipal Affairs, toll-free by first dialing 310-0000, then 780-427-2225.

On behalf of Municipal Affairs, thank you for your continued participation in this program. Through our collective efforts, we will continue to proactively address legislative compliance in a collaborative and constructive manner.

Sincerely,

A handwritten signature in cursive script, appearing to read "Brandy Cox".

Brandy Cox
Deputy Minister

Alberta Beach Village Office

From: Cathy Heron <president@abmunis.ca>
Sent: May 17, 2023 8:51 AM
To: Kathy Skwarchuk
Subject: Registration open for Summer 2023 Municipal Leaders' Caucus
Attachments: Agenda - Summer 2023 MLC.pdf

Registration is now open for Alberta Municipalities' Summer 2023 Municipal Leaders' Caucuses! This year, Alberta Municipalities is visiting the following five communities:

- June 13 – Diamond Valley
- June 14 – Delburne
- June 20 – Wembley
- June 21 – St. Paul
- June 22 – Spruce Grove (also offered virtually)

Exact locations within the municipalities are being finalized, and attendees will be contacted directly with addresses.

Caucus will consist of a one-day program and the agenda will be the same at all locations. The agenda will run from 10:00 a.m. to 3:00 p.m. each day, Registration for in-person attendance is \$105 for the day and includes light breakfast refreshments and lunch. The agenda is attached for your review.

The session on June 22 will be streamed on Zoom to allow for members to participate who are not able to attend in-person, at a cost of \$50.

If you have any other questions, please email events@abmunis.ca. We look forward to seeing you there.

Cathy Heron | President

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



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

Agenda for Summer 2023 Municipal Leaders' Caucus

*Subject to change

*Exact locations within the municipalities are being finalized and will be updated once all are confirmed.
Registrants will be notified via email.*

June 13	Diamond Valley
June 14	Delburne
June 20	Wembley
June 21	St. Paul
June 22	Spruce Grove

10:00 a.m.	Opening Remarks
10:05 a.m.	Welcome from the Mayor of the Host Municipality
10:10 a.m.	Welcome from MLA of the Host Constituency
10:15 a.m.	Icebreaker Activity
10:30 a.m.	Session I – Election Debrief
10:45 a.m.	President's Report (LGFF, EPR, MFR)
11:00 a.m.	Session II – The Future of Municipal Government: Recommendations to Enhance Collaboration
12:00 p.m.	Lunch
1:00 p.m.	Session III – The Best Dam Session: Water Management Principles
2:00 p.m.	Session IV (locally led)
2:55 p.m.	Closing Remarks

From: angeladuncan@albertabeach.com
Sent: June 10, 2023 6:42 PM
To: angeladuncan@albertabeach.com
Subject: Upcoming Municipal Leaders Caucus

Hello Villages West Mayors, Councillors, and CAO's,

Just sending a quick note to remind you of our upcoming Summer Leader's Caucus, coming to a community near you. There are three sessions being held in our zone this year, including one in our very own Village of Delburne! These sessions are a great opportunity to learn about municipal issues, emerging issues, and what your association is up to, they are also a great opportunity to meet and network with fellow elected officials.

MLC Dates and Locations:

- June 13 - Diamond Valley (Community Hall, 129 Main Street NE, Diamond Valley)
- June 14 - Delburne (Delburne Community Hall, 2034 21 Ave, Delburne)
- June 20 - Wembley (Philip J Currie Dinosaur Museum, 9301 112 Ave, Wembley)
- June 21 - St. Paul (Reunion Station 4112 53 Avenue, St. Paul)
- June 22 - Spruce Grove* (LOCATION TBD)

If you haven't yet registered and are interested, please visit our [Summer MLC event page](#).

Thank you,

Angela Duncan
Mayor, Alberta Beach
Vice President, Villages & Summer Villages, Alberta Municipalities
angeladuncan@albertabeach.com

14.1.e

cc: Council

aboffice@albertabeach.com

From: Cathy Heron <president@abmunis.ca>
Sent: June 6, 2023 6:12 PM
To: Kathy Skwarchuk
Subject: Join MLC to discuss recommendations on intermunicipal collaboration
Attachments: Draft Recommendation on the Future of Intermunicipal Collaboration.pdf

Dear Mayors, Councillors and CAOs,

Join us at Summer Municipal Leaders Caucus (MLC) to provide feedback on the attached draft Recommendations for the Future of Intermunicipal Collaboration. Register today for a MLC which runs from 10:00am to about 3:00pm June 13 in Diamond Valley, June 14 in Delburne, June 20 in Wembley, June 21 in St. Paul and June 22 Spruce Grove (with a virtual option).

Findings of ABmunis Future of Municipal Government (FOMG) project so far point to the importance of collaboration to building thriving communities. At the end of March almost 300 representatives from municipalities large and small of all types from across Alberta discussed collaboration at our President's Summit on FOMG. The draft recommendations are informed by these discussions.

The recommendations focus on opportunities for:

- The province to enhance legislation, policy and funding supports for collaboration
- Municipal associations to model collaboration and provide guidance and capacity building support
- Municipalities to learn from successes and challenges to enhance their collaborations.

I hope you will join us for this important conversation along with interactive sessions on water, follow-up on the provincial election, locally selected topics and updates on priority work ABmunis is undertaking for you.

Thank you!

Cathy Heron | President

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



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

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Recommendations on the Future of Intermunicipal Collaboration



 **Alberta
Municipalities
Strength
In Members**

DRAFT FOR FEEDBACK

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Executive Summary

Alberta Municipalities (ABmunis) has undertaken the Future of Municipal Government (FOMG) project to explore options for addressing critical municipal issues, such as municipal structure, climate adaptation, and leadership. One early outcome from the FOMG project is the reaffirmation that collaboration is an essential element of municipal governance. This report makes collaboration recommendations based on the common themes we heard from municipalities (ABmunis members and other municipalities) about their experience with Intermunicipal Collaboration Frameworks (ICFs).

The report outlines recommendations for improving intermunicipal collaboration in Alberta through:

- Changes to policy and legislation.
- Updates to funding programs and capacity-building tools.
- Best practices for collaboration.
- Topics requiring further consideration.

The report highlights the need for the provincial government to:

- Provide greater clarity and specific definitions in legislation.
- Improve the dispute resolution framework in legislation.
- Require accountability to ICFs.
- Support non-contiguous ICFs and exploring the possibility for non-contiguous amalgamations.
- Provide best-practice tools to support appropriate cost-sharing and joint economic development.

Many municipalities have a limited capacity for collaboration, meaning that the province needs to invest in:

- Funding collaborative initiatives, amalgamation exploration and implementation, and Growth Management Boards (GMBs).
- Supporting ABmunis and Rural Municipalities of Alberta (RMA) to update the ICF Workbook based on best practices.
- Collaborating with ABmunis and RMA to provide additional support for intermunicipal training, conflict resolution and facilitation, and shared resources.

Municipalities themselves can foster good intermunicipal collaborations by:

- Creating a culture of collaboration.
- Getting to know neighbouring municipalities and partners.
- Being strategic about collaborations.

During engagement, municipalities also identified topics for further consideration, including collaboration potential between ABmunis and RMA, broader collaboration with non-municipal partners, and perceived mediator and arbitrator bias.

The recommendations in this report will inform ABmunis' submission for the upcoming provincial review of ICFs in fall 2023. They will also guide our ongoing work with Municipal Affairs, RMA, and other municipal partners to support collaboration.

Purpose

Collaboration is essential for Alberta municipalities looking to tackle the challenges of municipal governance, including increasing service expectations from community members, downloading of responsibilities from the province, financial pressures, climate change and complex societal challenges. ABmunis has undertaken the FOMG project to explore options for addressing critical municipal issues.

Municipalities have shared their perspectives on how to improve current collaboration efforts, particularly ICFs. This report summarizes recommendations on how to optimize municipal collaboration and identifies actions for both the provincial and municipal levels of government, as well as the municipal associations.

The report is broken into four main recommendation sections:

1. Changes to policy and legislation.
2. Updates for funding programs and capacity building tools.
3. Best practices for intermunicipal collaboration.
4. Topics that require further consideration.

One early outcome from the FOMG project is the reaffirmation that collaboration is an essential element of municipal governance.

Future of Municipal Government Project

ABmunis launched the FOMG project in 2022 in response to the wide array of pressures that municipalities face. We partnered with the School of Public Policy at the University of Calgary to develop research papers that would serve as the foundation for dialogue on how to mitigate these pressures. The FOMG project is intended to explore and assess the options for municipal government structures that enable municipalities to build thriving communities into the future. One of the main project findings is the reaffirmation that intermunicipal collaboration is key to success. More information about the project is available on the [ABmunis FOMG webpage](#).

This report supports the FOMG project by making key recommendations to strengthen intermunicipal collaboration. These recommendations were developed using engagement feedback from the 2023 President's Summit on the Future of Municipal Government that included municipalities of all types and sizes from throughout Alberta, the 2023 Summer Municipal Leaders Caucus, and ongoing dialogue with municipal officials and administrators. The recommendations will inform ABmunis' submission for the upcoming provincial review of ICFs in fall 2023. They will also guide our ongoing work with Municipal Affairs, RMA, and other municipal partners to support collaboration.

Background

Municipalities currently face a variety of challenges:

- Community members within a municipality are constantly changing and often have increasing expectations for service provision, resulting in significant budget pressures.
- Municipalities are subject to the downloading of responsibilities from the provincial government without any accompanying increase in funding sources and revenue.
- Municipalities are at the epicentre of many complex societal challenges like homelessness, extreme weather (fires and floods), and economic recession.

Municipalities' collective experience confirms that collaboration is essential to overcome these challenges. The *Municipal Government Act* (MGA) was amended in 2017 to require collaboration between neighbouring municipalities, leading to the completion of 440 ICFs.

While collaboration is a long-standing tradition in Alberta, ICFs are relatively new, and the municipal experience has been widely varied.

Including collaboration as a municipal purpose in the MGA meant that collaboration became mandated rather than voluntary, with specific requirements outlined in the legislation. Broadly, ICFs require municipalities to:

- Assess whether collaboration would bring better effectiveness and efficiency to service provision at a regional scale.
- Determine how service delivery will be provided when collaborating.
- Negotiate various other ICF agreement details, including a dispute resolution framework.

When intermunicipal collaboration was mandated through ICFs, each municipality had three years to complete both their ICF and, where applicable, an Intermunicipal Development Plan. Some municipalities had only one ICF to complete. Others had many – some rural municipalities had to complete upwards of 15 to 20 ICFs. Also, the timelines and details of what was required in ICFs changed over time and was impacted by the COVID pandemic. In the end, this change to the MGA triggered a significant amount of work across the province in a short period of time, with mixed outcomes – some enthusiastically successful, some not at all successful, and everything in between. Some of the earliest ICFs led the charge and set the expectations for what an ICF should include. Other ICFs were completed at a very high level, with limited details, to comply with the legislated timeline. Municipalities are also required to review their ICFs within seven years from initial signing, or sooner if the parties agreed to a specific review timeline in their ICF. ABmunis anticipates municipalities benefiting from lessons learned and best practices identified through these reviews.

Just as Alberta is a widely diverse province, the municipal experience of ICFs was widely varied. Some municipalities found the experience strengthened already strong collaborative relationships. For others, the ICFs added strain to already tense relationships, or created strain where none had existed before. And in some cases, ICFs opened the door to collaboration in a way that hadn't been available previously. In listening to our municipalities, we learned that there is no single way to successfully collaborate.

Regardless of the outcome, negotiating ICFs has been a new experience for all Alberta municipalities and, like most significant undertakings, this process will benefit from continuous reflection and improvement. Based on our learning from the first round of negotiations, ABmunis is recommending changes to ICF legislation as well as enhanced support for municipalities to improve the ICF experience for the upcoming mandatory reviews.

Recommendations

ABmunis learned through engagement that the ICF legislation needs more clarity in several areas to avoid disagreement on collaboration parameters. Municipalities also need more supports and tools to enable them to develop appropriate partnerships.

The legislation does not need to add rigidity, but rather clarity on what needs to be addressed in ICFs and flexibility around how each municipal collaboration finds solutions.

Changes to Policy and Legislation

The success of ICFs depends on the legislative framework that regulates them. Based on our learnings from the first round of ICF negotiations, ABmunis recommends several key legislative changes to enhance the effectiveness of municipal collaborations into the future.

1. Definition Clarity

- **Basic ICF Services:** ABmunis recommends that a clear list of required ICF services be articulated in the legislation. This list should include basic municipal services such as transportation, water, wastewater, stormwater, waste management, emergency services, and recreation, while also allowing for other services to be addressed if necessary, such as libraries, cemeteries, school sites, FCSS. Like the MGA provisions for Intermunicipal Development Plans, if both municipalities agree that they do not need to address specific services in their ICF, it should not be mandatory to do so. Any municipality can revoke this agreement by giving written notice. ICFs can then be amended to include these specific services within one year.
- **GMB Municipalities:** For municipalities included in a GMB where any basic ICF service (as defined above) is not included in the GMB's agreements and plans, we recommend that the MGA require they be addressed. It is important that both the coordination and cost-sharing aspects of all basic ICF services be agreed to through either an ICF or alternate binding agreement.
- **Third-Party Services:** There is significant confusion and inconsistency as to how third-party services are addressed in ICFs. ABmunis recommends providing clear guidance on what types of third-party services should be included and in what circumstances. Our intent is to enable municipalities to explore collaboration on cost-sharing to support intermunicipal services rather than intervene in service delivery. Many services provided by third parties offer community members and businesses essential services for a complete community. Considering these services as part of the ICF process helps support a more regional approach to service delivery. The collaboration process in these cases could involve school boards, health boards, agricultural societies, major companies, and non-profit organizations. However, the nature of third-party service delivery is complex, so further review is required before a clear legislative definition is created.
- **Dispute Resolution Requirements:** ICFs must include a dispute resolution process, with sample options provided in the ICF Workbook. However, many municipalities prefer to have a clearly defined, minimum-standard approach included in the legislation so that they can focus on negotiating the content of the ICF rather than the negotiation process, especially when relationships are strained.

2. Accountability to the MGA

- **Order to Comply:** In instances where arbitration awards have been made, but are not being followed, ABmunis recommends that the MGA require a Ministerial order to ensure the municipalities in question comply with the arbitrator's award. Current practice shows that the Ministerial order is discretionary, so municipalities whose neighbours are non-compliant must resort to applying for an order from the Court of

King's Bench, which is time consuming. If a municipality applies for a judicial review of the arbitrator's award, we recommend that the municipality in question be required to comply with the award until the judicial review is complete.

3. Non-Contiguous Neighbour Collaborations and Amalgamations

ICFs are intended to support a more regional approach to service delivery. In some situations, having multiple municipalities party to an ICF, and even amalgamation, should be considered. The current legislation enables multi-party ICFs, but in practice few have been created.

- **Awareness:** Municipal Affairs, ABmunis, and RMA should continue to build awareness that ICFs can be used multi-laterally and there is no legislation limiting municipalities from collaborating with non-contiguous neighbours. Additional learnings from any existing multi-lateral ICFs should be developed and included in the ICF Workbook.
- **Non-Contiguous Amalgamation:** Based on the feedback, non-contiguous amalgamation should be explored, along with its inclusion in legislation. The application process for non-contiguous amalgamation may require different information to demonstrate benefits and mitigate risks. Ultimately, amalgamations are at the discretion of the Minister and no change to that authority is recommended. However, flexibility in the legislation would allow municipalities in unique situations to explore what could work best for their area.
- **Interim Measures:** **For municipalities interested in non-contiguous amalgamation, we would like to emphasize that non-contiguous ICFs are a good place to begin.** Amalgamations are labour-intensive, so starting to align systems (i.e., financial, IT, bylaws) and sharing resources can provide practical experience working together and be beneficial should amalgamation become possible.

4. Tools to Support Cost-Sharing

- **Cost-Sharing Options:** **Many municipalities would like to see a set of recommended cost-sharing methods and ABmunis members passed a 2022 resolution calling for guidance on this topic. Having a set of recommended best practices supported by Municipal Affairs, RMA, and ABmunis would allow municipalities to identify the type of cost-sharing most appropriate to their situation.** We do not recommend instituting a cost-sharing formula that would apply to all municipalities because we know that one size does not fit all. Lessons from similar cost-sharing experiences, such as off-site levies, are pertinent. Municipalities must clearly define the service, its costs, and the benefitting areas (or catchment areas) for off-site levies. These cost-sharing options can also address what the benefit is – whether that is direct use, or the ability to use. For example, in some situations, benefit is defined by how much of a service each user consumes (i.e., water). In other situations, benefit is more about having the service available for use should it be needed (i.e., emergency or disaster services). An additional consideration is whether the service is considered necessary to attract economic development or essential workers (i.e., doctors) who typically expect high quality regional services and amenities. Providing a toolkit with background information on how cost-sharing techniques are used, and why and how benefit can be determined, would help municipal collaboration by providing a resource to begin conversations.
- **Joint Development Initiatives:** While ICFs and many municipal collaborations are about cost-sharing, there are also opportunities to include joint development best practices. **Many intermunicipal collaborations are about more than just sharing costs; they seek to enhance the region's economic and community development. This means that municipalities should consider how to work together to attract business to their region.** In these cases, joint development agreements may support both municipalities actively engaging in economic development because both will share in the financial benefits. RMA's October 2022 Municipal Structures Report suggests the use of Joint Development Areas in concert with Intermunicipal Development Plans to identify development areas and share in the costs and revenues the area generates. The report also suggests the use of Joint Economic Development agreements that are similar in terms of costs and revenue, but more regional in nature rather than specific to a single area. The development of best practices for such tools would be a good resource.

Changes to Funding Programs and Capacity Building Supports

In addition to legislative changes, municipalities need financial, knowledge, and skill supports to build capacity and enable effective collaboration efforts.

1. Funding Programs

Successful collaboration requires significant time and energy to build relationships and develop mutual understanding. Collaboration grants have been available for many years, but an additional focus on grants and timing is critical to support ongoing efforts.

- **Additional Funding:** Municipalities need additional funds above what is currently available for the sole purpose of collaboration. It is not enough to have grants available for those times when parties are in conflict. **Municipalities require additional funds to coordinate and prepare for collaboration during their ICF negotiations, which will help prevent conflict.** While grants are available, they are not adequate nor accessible to all who need them.
- **Grant Criteria:** There are currently grants available for collaboration initiatives. However, successful collaboration should be rewarded by giving higher priority to all provincial grant applications submitted by more than one municipality. Grants should also be available for situations where one municipality's financial resources are significantly different from their neighbours. These grants can be used to support equitable participation.
- **Efficient Process:** The grant process should be streamlined and timelier. Municipalities need to know what funds are available, when applications are required, and how long it will take to access grant funds once an application has been submitted. Municipalities currently struggle with the grant process. **Collaborations are often time-sensitive processes that emerge quickly based on opportunities. Grants need to be available and accessible on an ongoing basis so they do not halt progress.**
- **Amalgamation Funds:** The costs associated with exploring amalgamation are high and municipalities need more financial support to adequately assess whether an amalgamation is feasible and appropriate.
- **GMB Funding:** Like ICFs, the costs associated with coordinating and organizing collaboration for GMBs are high. **Municipalities would like to see stable, predictable funding for GMBs.**



Stable and predictable funding is needed to build capacity for effective collaboration efforts.

2. Capacity-Building Supports

While funding supports are a primary need for municipalities, there is also a need to help municipalities expand their capacity for collaboration.

- Updated ICF Workbook: The ICF Workbook, prepared in partnership by Municipal Affairs, RMA, and ABmunis, was a useful tool for the first round of ICF negotiations. Now, the workbook needs to be updated to reflect the practical experiences of the last five years and focus on best practices. The workbook will also need to be promoted again to raise municipal awareness of the tool.
- Intermunicipal Collaboration Training: Elected officials often ask about whether training specific to collaboration can be offered. ABmunis currently partners with RMA to teach the Elected Officials Education Program's Regional Partnerships and Collaboration course, so greater awareness of this program could be fostered. Skill development is also a useful first step in intermunicipal collaborations and feedback from participants who take the course with their neighbouring municipalities has been positive. **Whichever way the training is delivered, broader intermunicipal collaboration training is frequently requested.**
- Conflict Resolution Option Awareness: **Destigmatizing mediation and arbitration will go a long way towards enabling municipalities to use these supports effectively.** Many municipalities suggested that having a neutral third-party facilitator lead the negotiation process is a key strategy in reaching a positive outcome. However, there seems to be a sense that municipalities have failed if they cannot collaborate without external help. We recommend Municipal Affairs continue to work with ABmunis and RMA to demonstrate the value these supports offer based on the real experiences of municipalities across Alberta.
- Facilitation Services: **Many municipalities have suggested collaborations would benefit greatly from a free facilitation service provided by the province, similar to community development facilitators.** Municipalities have had many positive experiences with community development facilitators, knowing that this service is readily available when needed and doesn't come with the burden of unknown costs.
- Shared Resources: Shared systems and data is the first step to better collaboration. There is a clear benefit to municipalities working together to determine what financial, IT, and asset management data systems are used, and then aligning these systems so that data comparisons are more useful. Having apple-to-apple comparisons of data can mean the difference between getting to an agreement or stalling out. Municipalities have suggested that ABmunis and RMA could provide joint support for identifying options for common systems.

Training, facilitation, shared resources, and destigmatizing mediation and arbitration are needed to expand municipality's capacity for collaboration.

Best Practices to Support Effective Collaboration

In addition to the recommendations above, municipalities have identified best practices that can be implemented in their everyday interactions to enhance collaboration. The following are some of the most frequently endorsed tips for municipalities to use today and into the future.

1. Create a Culture of Collaboration

- **Proactive Collaboration:** Municipalities should focus on the cultural aspects of collaboration. This means that relationships are built and fostered before any opportunities or challenges emerge. **Also, when new projects or opportunities do arise, partners should be brought to the table early so they participate in project ideation and key decisions impacting service delivery levels and funding options.**
- **Formal and/or Regular Arrangements:** One of the ways to foster ongoing relationships is to establish a cooperation protocol or a joint friendship committee that outlines the commitment to a relationship between two or more municipalities. These types of arrangements enable conversations that are far broader than those that focus only on ICF services and/or Intermunicipal Development Plans. Regular meetings between Councils, joint friendship committees, and/or Chief Administrative Officers (CAOs) provide an opportunity to better understand each municipality's unique circumstances.
- **Collaboration at All Levels:** Collaboration cannot and should not only take place between elected officials. **We should encourage collaboration between all levels of staff in municipalities, from the CAO to the grader operators.** We recommend enabling staff to develop joint recommendations for collaboration and then the elected officials only need to work out the most politically important components.
- **The Right Attitude and the Right People:** The right structure and commitments can get people part of the way down the road to collaboration, but the right attitude is the magic ingredient. Of course, there is no single "right" attitude, but what tends to work is leaving egos at the door by being a champion for regional benefits; staying positive and believing that collaboration is possible; and being solution-oriented when inevitable challenges arise. This sometimes means that the "right" people must be involved. **The right people aren't necessarily identified by their position; rather, they are the people that bring value to an initiative because they have the right set of skills for collaboration, as well as enough authority to make decisions and build momentum.**

2. Get to Know Each Other

- **Connect Socially:** Getting to know a neighbouring municipality's elected officials and staff goes a long way to supporting all types of community initiatives. If opportunities to connect socially are limited, at a minimum, municipalities can build social time into meetings and plan to have meals together. Ideally, municipalities should work on a diverse range of community initiatives together, including community boards and organizations. This will help build relationships that are robust, but also interconnected. Even when relationships are good, understanding what is challenging for neighbouring municipalities goes a long way towards supporting successful collaboration.
- **Learn About Your Neighbouring Municipality:** In addition to spending time together socially, elected officials and staff should take the time to learn more about the municipalities in their region. Do field trips and tours together as part of collaboration. Meet with community groups and companies doing business in the region. Talk about what's on each Council's agenda and strategic plan. **The more you understand about the opportunities and challenges your neighbour faces, the better you will be able to come up with joint solutions to regional issues.**

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3. Be Strategic About Your Collaborations

For the most part, collaboration doesn't just happen. It takes vision, planning, and coordination to execute successfully. There are many recommendations in the ICF Workbook that have guided the current round of collaborations and negotiations, and based on the feedback of municipalities, a few themes stand out.

- Consider an ICF or a Potential Collaboration to be a Project: Develop a strategic plan for the collaboration by working together to set goals, parameters, decision-making authority, roles and responsibilities, communication protocols, and metrics for success.
- Plan for Data-Driven Decisions: Wherever possible, prepare the appropriate information and data that will be necessary to the conversation in advance. If municipalities do not have the same types of data, or need neutral technical advice, consider hiring an external third party to prepare data to be used by both parties in the negotiations. Alternatively, work towards having similar information systems in place so data comparison and analysis are easier. Make sure decision-makers have the information and data in advance of meetings so they can prepare and even meet with their Council to get feedback.
- External Expertise: Consider engaging appropriate expertise in facilitation, conflict management, and/or legal support for your situation. We have often heard that bringing in a neutral, third-party facilitator early on enabled a much more straightforward negotiation and supported team-oriented relationships. The facilitator can help you stay focused on your strategic objectives and create space for elected officials to focus on content rather than process. Legal support has also been highly recommended to ensure that agreements made through dialogue are supported by legal backing. It is critical to assess your municipality's needs and ensure that your legal support matches your circumstances – the wrong support can make the process much more challenging.
- Normalize Disagreements: Conflict is almost always going to arise. Intermunicipal collaboration involves complex topics with large impacts to community members and ratepayers. There can be big stakes involved. **Differences of opinion and perspective are part of the experience, but ultimately, it is how you address conflict that matters.** Having a dispute resolution process in place is important so that when disputes arise, there is an already-agreed-upon process to follow that is clear and known to all parties. **Then, focus on the issue, not the people involved.** Normalizing conflict can be done in many ways, but generally, it helps to assume that conflicts will arise, talk about how you will deal with conflict, stay calm, take breaks when needed, and stay committed to working through the hard discussions so that conflict isn't avoided, but managed.

Topics Requiring Further Consideration

During our engagement, we identified additional topics for discussion outside of the provincial and municipal roles in collaboration. We believe these topics should be further explored to determine how they can complement collaboration initiatives.

1. Associations to Model Collaboration

- Some municipal feedback highlighted a perception that the relationship between RMA and ABmunis is strained. Still, the two associations have demonstrated valuable strength when working together on common issues. Municipalities see this relationship as an opportunity for the associations to model collaboration to their members and show the benefits of collaboration at all levels. The associations can strengthen their relationship by jointly hosting events and intermunicipal conversations. We can also build on the success of the ICF Workbook by working together to update this important resource and coach municipalities on intermunicipal best practices.

2. Broader Collaborations

- Municipalities should consider expanding their collaboration efforts to other interested parties, such as school boards, community-based non-governmental organizations, and businesses. We acknowledge that we are missing the participation of our Indigenous neighbours in both formal and informal municipal collaboration. **We therefore recommend that municipalities implement the Truth and Reconciliation Commission's Calls To Action and start to build relationships with their Indigenous neighbours before expecting collaboration on regional issues.** ABmunis has developed a Municipal Guide to the Truth and Reconciliation Commissions' Calls to Action and regularly includes information on municipal-Indigenous relations at our events.

3. Amalgamation

- For many municipalities, changing the MGA to require collaboration has been viewed as a precursor to forced amalgamations. Some municipalities fear what ICFs will ultimately lead to and agree that forced amalgamations would not be the right approach for most municipalities in Alberta. While municipalities generally support intermunicipal collaboration, cases of more difficult and less successful ICF negotiations tend to be highlighted in the media. **Municipalities would benefit from hearing ICF success stories to bolster perceptions about how well intermunicipal collaboration can work.**
- We also recognize that for some municipalities, amalgamation has potential value. There are many expectations and assumptions about what amalgamation will offer to communities exploring this option. To help municipalities better understand the risks and benefits of amalgamation, the province could develop and share case studies specific to Alberta. For municipalities exploring amalgamation, additional support should offered, with incentives for amalgamation should they decide to pursue this option.

4. Mediation and Arbitration Bias

- Municipalities generally support the use of mediation and dispute resolution options. However, some municipalities raised concerns that conflict resolution professionals may have an urban bias. Their perception is that because many conflict resolution professionals live in urban centres, they are biased in favour of urban municipalities.
- Professionally designated mediators (QMed or CMed) and arbitrators (QArb and CArb) are guided by professional ethical standards that are upheld by their regulatory board. These standards include being non-biased and having a neutral opinion of all parties involved in a dispute. Arbitrators make their awards based on the information presented to them and should not rely on their own body of knowledge, so awards should not reflect any inherent bias. Nonetheless, having a diverse range of conflict resolution professionals available to municipalities would be beneficial.

5. Viability

- Alberta is unique in having a viability review process that helps municipalities determine their ability to continue as a municipality or develop a plan that leads to viability. The process is intended to bring decision makers together and to enable communities to make decisions about their future based on an infrastructure study and viability review report. Municipal associations provided input on the development of the process and its evolution over the past decade. However, there is still opportunity for improvement.
- At their 2023 Convention, RMA members adopted a resolution to advocate for the Government of Alberta to enhance support for receiving municipalities in dissolutions resulting from the viability review process. Some ABmunis members have identified the need to greater support for those who decide to remain a municipality.
- The School of Public Policy is analyzing the process and outcomes of viability reviews and will release its findings in the fall, which provides the opportunity to discuss opportunities to enhance the process for all municipalities involved.

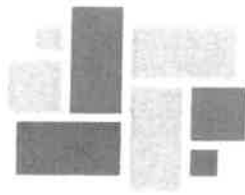
Summary

Collaboration is the preferred approach to address the challenges that municipalities currently face with respect to both service delivery and complex social, economic, and environmental issues.

The municipal experience with ICFs has highlighted the need for the provincial government to better support collaboration by providing clarity in legislation, adequate and streamlined funding programs, and capacity-building tools.

Municipalities should identify best practices for collaboration and take the time to invest in intermunicipal relationships. The recommendations and tips presented in this report aim to improve the experience of upcoming ICF renegotiations and promote enhanced collaborations between Alberta municipalities.



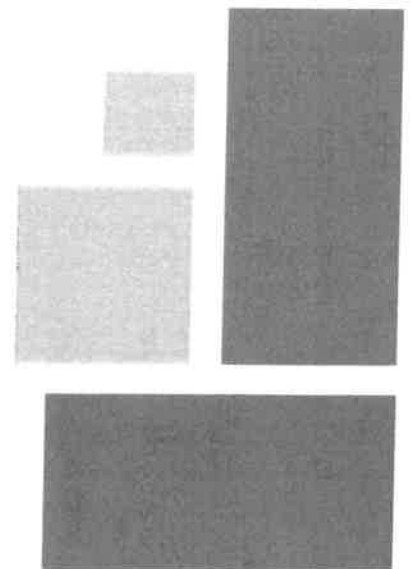


Alberta Municipalities Strength In Members

Connect

300, 8616 51 Avenue
Edmonton, AB T6E 6E6
780.433.4431 ■ 310.MUNI

abmunis.ca



Alberta Beach Village Office

From: Communities ChooseWell <choosewell@arpaonline.ca>
Sent: May 24, 2023 9:15 AM
To: aboffice@albertabeach.com
Subject: Exciting Funding Opportunities!



Hello Champions,

We wanted to share with you some awesome grant/funding opportunities that are currently open for applications!

Local Food Infrastructure Fund (Government of Canada)

The program is aimed at community-based, not-for-profit organizations with a mission to reduce food insecurity by establishing and strengthening their local food system.

Application Deadline: May 31, 2023

[Learn More!](#)

Community Wellbeing Grant (Alberta Blue Cross)

Alberta Blue Cross is marking their 75th anniversary with the new Community Wellbeing grant program. Through this program, Alberta Blue Cross will award 75 volunteers across

the province with \$1,000 each and an additional \$1,000 to each of the 75 charitable or non-profit organizations they volunteer with.

Nomination Deadline: June 30, 2023

[Learn More](#)

Built Together Grant (Alberta Blue Cross)

Alberta Blue Cross's Built Together Grant Program awards five \$50,000 grants for healthy living infrastructure projects across Alberta.

Application Deadline: September 18, 2023

[Learn More](#)

ARPA would like to acknowledge the First Nations, the Métis, and all of the people across Alberta who share a history and a deep connection with this land. We dedicate ourselves to moving forward in partnership with Indigenous communities in the spirit of reconciliation and collaboration.



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

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Edmonton Garrison

Military Family Resource Centre

Military Families. Strength Behind the Uniform

La famille : la force conjointe

Centre de ressources pour les familles militaires

de la garnison d'Edmonton

14.9

May 15, 2023

Deputy Mayor Tara Elwood
Village of Alberta Beach
Box 278
Alberta Beach AB. T0E 0A0

Dear Deputy Mayor Tara Elwood:

On behalf of the Edmonton Garrison Military Family Resource Centre (MFRC) I would like to express our gratitude for your support. The 17th Annual Yellow Ribbon Gala Dinner and Silent Auction was a tremendous success generating over \$50,000. Please find attached a receipt indicating the charitable portion, recognized as a donation, of the gala ticket you purchased.

The Edmonton Garrison MFRC is the only local non-profit organization nationally mandated as the frontline service provider to Canadian military families, the strength behind the uniform. Absences from family support systems, difficulties during deployments, solo parenting or coping with an injury or loss are realities for military and veteran families, which can have a significant impact on a family's well-being. The MFRC, has been committed to providing programs and services for over 30 years to enhance the strength and resilience of military families. The MFRC is here to make a difference in the lives of military families whether they want to feel connected in a new community, are looking for peer-support or seeking tools to cope during a deployment, they will find assistance with us.

Your generosity demonstrates your commitment to military families and enables the MFRC to continue to provide programs and services our military rely on in the areas of mental health and wellness; deployment support; child/youth development, parenting support; and community development and integration.

We are continually inspired by the dedication and generosity of our donors and sponsors! Thank you for your support. Should you have any questions please do not hesitate to contact Doyin Ademokunwa, Fund Development and Volunteer Coordinator, at 780-973-4011 ext. 2285 or by email at funddev@mfrcedmonton.com.

Sincerely,

Roza Parlin
Executive Director

PO Box 10500 Station Forces / C.P. 10500 Succ Forces

Edmonton, Alberta Canada T5J 4J5

Ph / Tél (780) 973-4011 Ext. 6300

Fax/ Télécopieur (780) 973-1401

www.CAFconnection.ca/Edmonton

information@mfrcedmonton.com

41



14, h

aboffice@albertabeach.com

From: Manager <manager@growthalberta.com>
Sent: June 9, 2023 5:15 AM
Subject: Annual General Meeting - GROWTH Alberta
Attachments: AGM 06.28.23.jpg

Good morning,

The Grizzly Regional Economic Alliance Society invites you to the GROWTH Alberta Annual General Meeting happening on **Wednesday, June 28 at 10:00 am** at the Woodlands County Council Chambers in Whitecourt.

Please RSVP your intentions to attend. If unable to attend in-person a Teams link will be provided for your connection.

Thank you,
Ellen



GROWTH Alberta
Your Business. Our Future.

Ellen MacCormac, Executive Director
t. 780.778.1142 e. manager@growthalberta.com
4911 - 52 St., P.O. Box 222 Mayerthorpe AB T0E 1N0

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GROWTH Alberta
Your Business. Our Future.

PLEASE JOIN US FOR OUR

ANNUAL GENERAL MEETING

JUNE 28 AT 10:00 AM

**WOODLANDS COUNTY HQ
1 WOODLANDS LANE
WHITECOURT**

RSVP TO MANAGER@GROWTHALBERTA.COM

Alberta Beach Village Office

From: Marlene Walsh <marlenehwalsh@gmail.com>
Sent: May 24, 2023 9:41 AM
To: Alberta Beach Village Office
Cc: Kathy Dion; Roger Montpellier; Al Christiansen
Subject: 60 Street Cost Share

Hi Kathy

At the May 17, 2023 Meeting, Council confirmed that in 2023, the Summer Village of Val Quentin is prepared to allocate \$25,000.00 in order to proceed with a cost share with Alberta Beach for the completion of the roadwork for 60th Street.

Please let me know if you have any questions.
Thank you

Marlene Walsh
CAO
Summer Village of Val Quentin
ph: 780 668 3182

Inbox



Alberta Beach Village Office

to me, cao

Hi Marlene,

Further to our joint meeting and our previous discussions, I wanted to touch base with you on the 60th Street project. What is the cost share that VQ is proposing on this road?

Thank you,

Kathy Skwarchuk,

CAO

Alberta Beach

aboffice@albertabeach.com

From: Kathy Dion <k.dion@valquentin.ca>
Sent: June 4, 2023 10:06 PM
To: Alberta Beach Village Office; Angela Duncan
Subject: Invitation: 6th Annual Community Picnic in the Park SV Val Quentin
Attachments: Picnic in the Park (1).pdf; Untitled attachment 00050.htm

Good Morning

The Summer Village of Val Quentin Council invites Mayor Angela Duncan to join us at our 6th Annual Community Picnic in the Park being held on Saturday, July 8, 2023 at Cantin Park!

It would be terrific if Mayor Duncan is able to attend and share an update with the residents of our community, and help us cook up a few hotdogs for our guests! Speeches will begin at approximately 12:30 PM.

We have also invited other community partners, including Northwest Fire Services, Alberta Beach Library staff and representatives from our surrounding municipalities! We do anticipate photo ops for publication in the local newspapers and social media.

We look forward to hearing from you.

Thank you

403-923-8694
Kathy Dion
Mayor
Summer Village of Val Quentin
k.dion@valquentin.ca
403-923-8694



July 8, 2023 Noon - 3 PM

**6TH ANNUAL
PICNIC IN THE PARK
AT CANTIN PARK**

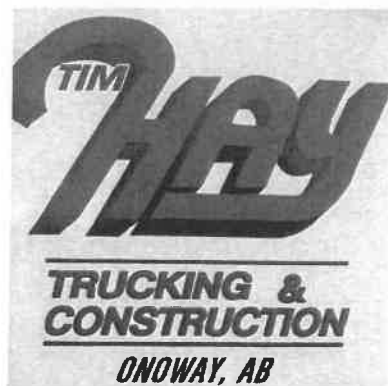
**Bring your family and your lawn chairs and enjoy an
afternoon of entertainment and fun!**

**Visit with Neighbours
Enjoy the Sounds of Trace Jordan**

Thank You to Tim Hay, Our Sponsor

**for the Community BBQ - Hot Dogs; Beverages
Watermelon**

Face Painting, Games, Demonstrations and More!



Save the Date

aboffice@albertabeach.com

From: Sherrie Westerlund <sherriewesterlund@gmail.com>
Sent: June 9, 2023 12:13 PM
To: Alberta Beach Village Office
Subject: Polydays
Attachments: image_6487327.JPG

Hello, I am reaching out to invite you to participate in the Polydays Parade, Saturday Aug 5th.

Sherrie Westerlund
Alberta Beach AG Society



2023 Polynesian Days Parade Entry Form

Sponsored by the Alberta Beach & District Agricultural Society
Saturday, August 5th, 2023

Note the timings: Assembly at the Agliplex parking lot at 11:00 a.m. Judging starts at 12:00 p.m. Parade rolls at 1:00 p.m.
Name of Entrant: _____

Responsible Person: _____

Mailing Address: _____ Postal Code: _____

City of Town: _____ Phone: _____

Email: _____

Description of Entry (Float, walking, vehicle, etc): _____

Number of Participants: _____

Please describe your entry so we are able to categorize it accurately: _____

I acknowledge that parade events like this one always involve some risk of injury. I am voluntarily participating in this parade despite that risk, and I am assuming that risk. I also agree to ensure that all persons participating in this parade entry conduct themselves safely and with due regard to the safety of others, including spectators.

Signed: _____ Date: _____

2023 Parade Guidelines

- 1. All participants are required to use caution in participating in the parade activities.
- 2. No alcohol is permitted.
- 3. Use of water guns, water balloons and water canons is prohibited.

For more information, please contact Sherrie Westerlund at 780-915-5967
Submit your entry for my email to sherriewesterlund@gmail.com

aboffice@albertabeach.com

From: K & T Scheiris <tkscheiris@gmail.com>
Sent: June 12, 2023 3:49 PM
To: Village of Alberta Beach; Valere Leifso; Jack's Auto Body - Candace; Donna Kerr; SV of Sunset Point; SV of Val Quentin
Subject: Poly Days 2023
Attachments: PolydaysSponsorLetter2023.docx; PolyDaysSponsorshipLevels2023.docx

Hello everyone please review attached sponsorship options for Poly Days 2023
Please respond by June 30, 2023
thanks
ABADAS



Alberta Beach & District Agriculture Society
PO Box 330
Alberta Beach, AB
T0E 0A0
abagsociety@gmail.com or abag.polynesiandays@gmail.com

June 1, 2023

Aloha!

Summer is fast approaching and so too, is our annual Polynesian Days event! We are staying close to our grass roots and focusing on the original Hawaiian theme. We hope to make this a super fun event for all!

This event is one of the major fundraisers for our organization. We use these funds to provide support for various local groups, organizations, and projects in our area, as well as maintaining our facility. In an economy where everyone is struggling, we are trying to keep this a low-cost event - so that every family, regardless of income or social status, can enjoy the festivities.

The success of this event is dependent not only on the numerous volunteers who work tirelessly to organize events, but also on the generosity of sponsors. Without sponsorship we would not be able to provide an event for families where festivities are low or no cost. We are approaching businesses in our local and surrounding area, as well as companies who are doing business directly in our community to ask for support for this event. Your sponsorship will give you the following: Logo in our website, brochures and social media. We also welcome donations of gift cards and smaller items to include in our prize packages for the scavenger hunt and colouring contest.

Please review the attached sponsorship package and let us know how you can help. Your response by June 30, 2023, is appreciated. We would like to count on your support in any amount and thank you in advance for your help to make a difference in our community!

Warm Regards,

Terry Scheris
AB AG. Society president
(780) 995-7619

Josie Puhov
Poly Days event organizer
(780) 970-3445

Polynesian Days 2023

Sponsorship Levels

The Big Kahuna- \$2500.00 (one available)

- ◇ **YOUR BUSINESS NAME ON ONE OF OUR MAJOR EVENTS – your choice of our Saturday Kids Park OR Sunday Outdoor Movie Night, individual banner placement**
- ◇ Name of organization (Logo) as event sponsor on Website, Facebook page
- ◇ Name of organization (Logo) as event sponsor on all advertisements in local papers, posters, event booklet
- ◇ Prominent signage throughout the event as a primary sponsor

Ke gula (Gold)- \$1250.00 (2 available)

- ◇ **PARTNERSHIP MENTION ON REMAINING MAJOR EVENT – whichever event the Big Kahuna does not choose to sponsor - shared banner placement with other Ke gula sponsors**
- ◇ Name of organization (Logo) as event sponsor on Website, Facebook page
- ◇ Name of organization (Logo) as event sponsor on all advertisements in local papers, Posters, event booklet
- ◇ Signage throughout the event

Ke kālā (Silver)- \$500.00 (4 available)

- ◇ Name of organization (Logo) as event sponsor on Website, Facebook page
- ◇ Name of organization (Logo) as event sponsor on all advertisements in local papers, Poster, event booklet
- ◇ Signage throughout the event

Keleawe (Bronze) - \$250 or less (unlimited available)

- ◇ Name of organization as event sponsor on all brochures, Website, and Facebook page.
- ◇ We are also looking for prizes of gift cards and other small items to include in our prize packages for the colouring contest and scavenger hunt

Contacts:

Terry Scheiris – (780) 995-7619
ABAG Society President
abagsociety@gmail.com

Josie Puhov – (780) 970-3445
Poly Days event organizer
abag.polynesiandays@gmail.com

Alberta Beach & District 50 Plus Club
P.O. Box 263 Alberta Beach, AB
T0E 0A0



May 24, 2023

2023 Alberta Beach Show & Shine

Alberta Beach 50 Plus Club are once again hosting the Alberta Beach Show & Shine on August 19, 2023.

In past years your company has generously donated money for plaques and/or donated items to be used as door prizes. It would be greatly appreciated if you would once again be able to help us in our quest to make this a great show and shine.

If you wish to SPONSOR a plaque that will be given to the top Entrants, the cost is \$40.00 each and your company name will be noted on the plaque as it's sponsor. Please make cheque payable to "Alberta Beach Seniors".

You can also donate prizes that will be used as door prizes that will be awarded at the event.

Thank you for all the support you have given us in the past. It is greatly appreciated and made the event a fun one.

Andre Brassard Phone # 780-625-7214

Coordinator of the Show and Shine Car Show for the 50 Plus Club

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6/15/2023,

15.d

cc: Council

aboffice@albertabeach.com

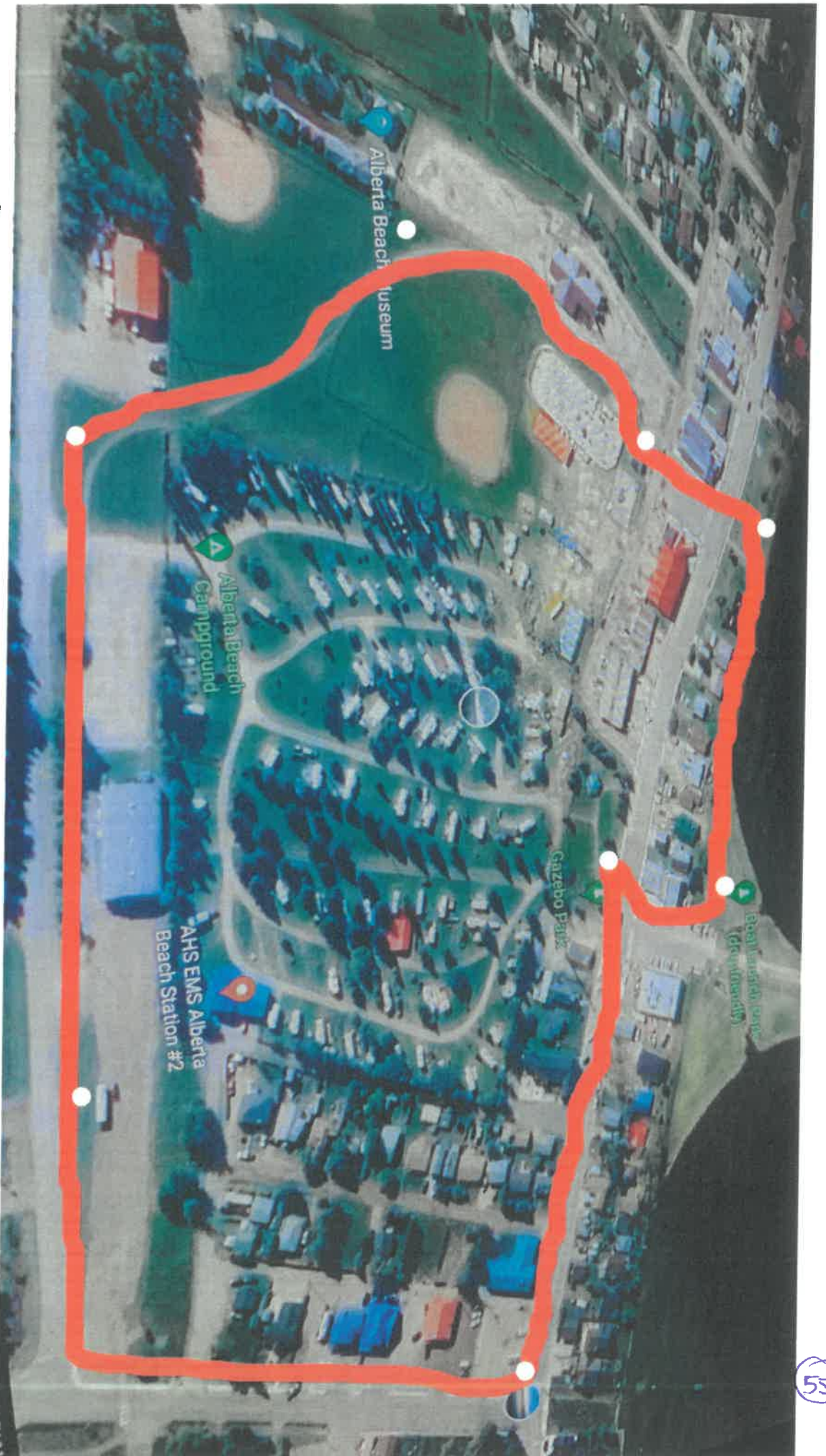
From: Richard Curtis <richardcon40@hotmail.com>
Sent: June 12, 2023 2:07 PM
To: Alina Beaulieu; Sylvia; Jocelyne April; aboffice@albertabeach.com
Subject: Fw: I am sharing 'Document' with you
Attachments: Document.docx

I am forwarding the two parts of the Walking Tour brochure to you to read, correct or add and approve for publication. The first page will be coming in a separate email.

From: Richard Curtis <richardcon40@hotmail.com>
Sent: June 7, 2023 11:30 AM
To: Richard Curtis <richardcon40@hotmail.com>
Subject: I am sharing 'Document' with you

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The red line shows the route of the walking tour. White dots indicate where you will see signs with pictures telling stories of the Alberta Beach history.

aboffice@albertabeach.com

cc: Connie

From: Richard Curtis <richardcon40@hotmail.com>
Sent: June 12, 2023 3:03 PM
To: Alina Beaulieu; Sylvia; Joy Lacombe; aboffice@albertabeach.com
Subject: Side one of walking tour brochure
Attachments: Adobe_Express_20230612_1455540_1.png

This is the first side of the walking tour brochure for your reading, suggestions and approval.
Connie

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The QR Codes on the signs link to the Alberta Beach Museum's website and allow access to the Edmonton Bulletin and Edmonton Journal news articles written about Alberta Beach in the early 1900's.

The Alberta Beach Heritage Village and Museum wishes to acknowledge and thank the following businesses for making this project possible:

A monetary donation from 

Creative guidance from XL Graphics.
Land placement and installation by the Village of Alberta Beach.
QR codes by Hornet Productions.

ALBERTA BEACH HERITAGE VILLAGE AND MUSEUM



Walking

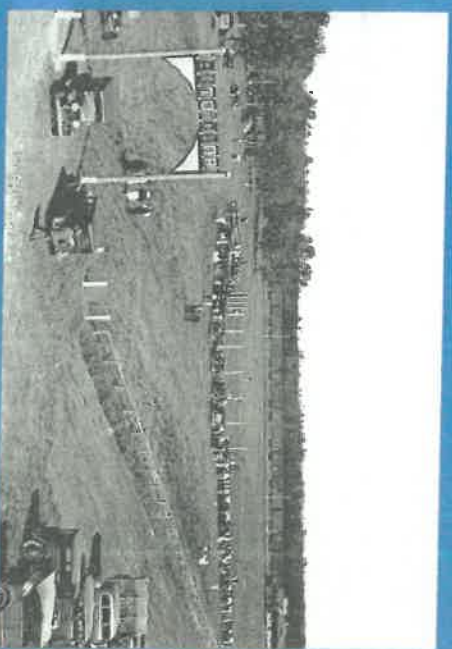
Tour



Take a walk through Alberta Beach history.

Learn how the Canadian Northern Railway opened up Alberta Beach as a retreat for their employees and their families.

Meet the people who settled in Alberta Beach and the hardships they endured.



READ ABOUT THE DIFFERENT AMENITIES THAT THE CN BUILT IN ALBERTA BEACH TO ATTRACT VISITORS TO THE AREA.

15.e

June 5th, 2023

Village of Alberta Beach
4935 50th Ave
Alberta Beach, AB
T0E 0A0



**QUBE INVESTMENT
MANAGEMENT INC**

Kendall Building
Suite 200 & 300
9414-91 Street
Edmonton, AB T6C 3P4

Phone 780.463.2688
Fax: 780.450.6582

qubeinvest.ca

RE: Investment Management for the Village of Alberta Beach

Qube Investment Management is an independent Portfolio Management firm registered with the Alberta Securities Commission.

We noticed that towns and villages lack the investment management options relative to what is available to businesses and private clients in larger cities. Historically, municipalities only invest in short term instruments and GICs. However, there are a range of other investable securities (if minister approved) that are not being utilized. Additional investment income would be beneficial for new infrastructure, covering expenses, and general economic growth.

Qube has launched an outreach initiative offering our portfolio management services to all municipalities across Alberta. Each portfolio and associated plan will be tailored to the respective municipalities' liquidity needs, risk tolerance, and investment horizon.

Since 2000, Qube has been providing investment advice and managing accounts for individuals, corporations, foundations, and trusts. We employ experienced investment professionals holding highly regarded designations, such as the CFA, CBV, and CIM. These professionals can generate an investment plan and portfolio for the betterment of the Alberta Beach and its constituents.

There are five steps for Alberta Beach to benefit from Qube's investment expertise:

1. Introduce our firm, history, and initiative at the monthly council meeting. If the council would like to proceed, we would then,
2. Meet with the CAO and/or Director of Finance/Corporate Services to understand current investments, future capital projects and annual expenses, gauge risk tolerance, liquidity needs, and investment horizon
3. Present a new or adjusted Investor Policy Statement (IPS) to the council. This presentation will outline the reasoning for asset allocations and each chosen security
4. If the council approves the IPS, they will then need to submit it to the Government of Alberta Municipal Affairs office for their approval as well
5. Once approval is received, we will onboard and invest according to the IPS

Qube Investment Management would like to reserve a slot at the next council meeting to discuss this initiative. Please confirm our reservation by emailing wyatt@qubeinvest.ca or calling (780) 463-2688 Ext. 110.

Sincerely,

Wyatt Lynds, BCOM
Equity Research Analyst
Qube Investment Management Inc.
E: wyatt@qubeinvest.ca | P: 780.463.2688 Ext.110

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Alberta Beach

RFD - Request for Decision

DATE: June 20, 2023
TO: Alberta Beach Council
FROM: CAO Kathy Skwarchuk

TOPIC: Round Table Meetings – July 11, 2023 and September 12, 2023

PROPOSAL/ACTION:

Cancellation of the July 11th, 2023 Round Table Meeting; and rescheduling of the September 12th, 2023 Round Table meeting from 3:30 pm to 5:30 pm.

BACKGROUND:

At the June 13, 2023 Round Table meeting Council discussed cancelling the July 11, 2023 Round Table meeting due to vacation schedules, as well as rescheduling the September 12, 2023 Round Table meeting from 3:30 pm to 5:30 pm. Council requested that the CAO include this on the next Council meeting agenda.

COSTS/SOURCE OF FUNDING (if applicable):

N/A

ENCLOSURES:

N/A

RECOMMENDED ACTION:

Request Council make a motion to approve that the July 11, 2023 Round Table meeting be cancelled and further the September 12, 2023 Round Table meeting be rescheduled from 3:30 pm to 5:30 pm.

Alberta Beach

RFD - Request for Decision

DATE: June 20, 2023
TO: Alberta Beach Council
FROM: CAO Kathy Skwarchuk

TOPIC: Emergency Management

PROPOSAL/ACTION:

To request membership in the Summer Village Regional Emergency Management Partnership.

BACKGROUND:

At the last Alberta Beach Emergency Advisory Committee meeting held on April 11, 2023 the Advisory Committee discussed with the DEM the opportunities and benefits for Alberta Beach to join the Summer Village Regional Emergency Management Partnership. It was agreed that it would be beneficial for Alberta Beach to join the partnership. The Advisory Committee requested a meeting be held to seek further information from the partnership as well as to discuss the possibility of Alberta Beach joining the group. A meeting was held between the Mayor, CAO, the Regional DEM, the Chair and Vice Chair of the partnership. Council was updated on the meeting and have since been advised that the partnership has approved in principle that Alberta Beach join their Summer Village Regional Emergency Management Partnership.

COSTS:

Alberta Beach includes funding in the budget for emergency management although it is expected that additional funding will be required for the Regional DEM to review & update the Alberta Beach Emergency Management Plan. Funding will be required for the partnership at the same rate as each summer village fee, however would be on a prorated basis for the current year. Alberta Beach would also be required to commit to their reserve account policy and submit funding at the same rate as each community has committed to the reserve.

NEXT STEPS:

Council to determine the direction for the Alberta Beach Emergency Management Agency and whether Council is in agreement to join the partnership, if Council is in agreement that Alberta Beach join the partnership, then the next steps are suggested as follows:

- A formal letter should be sent to the partnership to request membership.
- A letter is required to be sent to the Minister of Public Safety & Emergency Services to request authorization for Alberta Beach to join the partnership.
- A letter be sent to DEM Shari Ives to confirm Council's decision to join the partnership.
- The DEM in the Alberta Beach Emergency Management Bylaw needs to be amended.
- The Regional DEM needs to update the Alberta Beach Emergency Management Plan to ensure the plan is consistent with the level of the summer village's plans.
- The Regional DEM will provide the required partnership agreements and bylaws for Council's authorization upon the Minister's approval.

RECOMMENDED ACTION:

1. Motion to forward a letter to the Summer Village Regional Emergency Management Partnership to confirm that Alberta Beach wishes to join the partnership.
2. Motion 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.
3. Motion to forward a follow up letter to DEM Shari Ives to confirm Council's decision that Alberta Beach will be pursuing joining the Summer Village Regional Emergency Management partnership.
4. Motion to amend the Director of Emergency Management in the Alberta Beach Emergency Management Bylaw #271-20 to Janice Christiansen.

Alberta Beach

RFD - Request for Decision

DATE: June 20, 2023
TO: Alberta Beach Council
FROM: Alberta Beach Public Works Advisory Committee

TOPIC: 2023 Roadwork Projects

PROPOSAL/ACTION:

To request Council authorize the 2023 Roadwork Projects as recommended by the Alberta Beach Public Works Advisory Committee.

BACKGROUND:

At the last Alberta Beach Public Works Advisory Committee meeting held on June 6, 2023, the Advisory Committee reviewed the 2023 road work quotes and completed their recommendation for Council. The Public Works Manager had met with Border Paving, O'Hanlon Paving and Spectre Systems to request quotes on various roads discussed at previous committee meetings which included 60 Street, Rail Grade Road, 47th Avenue, areas on 47th Street and 50th Avenue as well as 51 Avenue.

The Advisory Committee is recommending Council to approve the following 2023 Roadwork Projects:

- Border Paving quote for 60 Street (from 50th Avenue to village boundary) in the amount of \$62,921.05 of which the Summer Village of Val Quentin has agreed to a cost share in the amount of \$25,000.00.
- Border Paving Quote for 47 Street (from 46th Avenue to Railgrade Road) in the amount of \$25,555.38.
- Border Paving Quote for Rail Grade Road (from fire hall to village boundary at 53 Street) in the amount of \$141,092.85.
- Border Paving Quote for 2 areas on 50th Avenue in the amount of \$3,444.00.
- Border Paving Quote for 47 Street near Ecko Marine in the amount of \$1,496.00.
- In addition to the above costs the mobilization cost will be \$8,540.00.

- The total 2023 Road Work cost recommended by the committee is \$243,049.28 less the S.V. of Val Quentin cost share on 60 Street in the amount of \$25,000.00 leaves a total cost to Alberta Beach in the amount of \$218,049.28.

The committee reviewed Border Paving Quote for 47 Avenue in the amount of \$43,055.10 however is not recommending this road at this time, as the committee was made aware that an area requires sub-grade repairs prior to paving, the committee has requested clarification on costs. Upon receiving clarification of the required work and costs this road may be requested for paving.

The committee discussed the paving of 46B Street however the road requires the drainage system prior to paving. The engineer is completing the drainage design which we are anticipating completion and implementation in the 2023 Drainage projects. This road upon the completion of the drainage system may be scheduled for paving possibly in the 2024 budget.

The committee discussed the paving of 51 Avenue however the road requires drainage work prior to paving as well a number of encroachments have been identified along this road. The engineer is recommending to complete a survey to identify the current encroachments and upon the correction of these encroachments the road be paved with a concrete swale to be installed in the center of the road which will slope to the lake access road ditches (A quote was received from O'Hanlon Paving to pave & install the concrete swale in the amount of \$557,556.00). The survey work is included in the 2023 Drainage Projects. This road may be scheduled for paving in the future upon the correction of encroachments and funding sources.

COSTS:

Alberta Beach included the 2023 Roadwork Projects in the 2023 budget at a cost of \$200,000.00 all of which are funded by MSI (Municipal Sustainability Initiative) and CCBF (Canada Community Building Fund).

Alberta Beach costs for the 2023 Roadwork Projects that the committee is recommending totals \$218,049.28 which is over-budget by \$18,049.28. This amount may be funded by the MSI funding, or operating reserves.

RECOMMENDED ACTION:

1. Motion to approve the 2023 Roadwork Projects in the amount of \$218,049.28 as recommended by the Alberta Beach Public Works Advisory Committee to be funded by the MSI and CCBF funding and operating reserves if required.

