

**ALBERTA BEACH
REGULAR COUNCIL MEETING
BEING HELD IN THE ALBERTA BEACH COUNCIL CHAMBERS
AND BEING HELD ELECTRONICALLY VIA ZOOM
AUGUST 20, 2024 AT 7:00 P.M.**

AGENDA

1. CALL TO ORDER
2. LAND ACKNOWLEDGEMENT
3. AGENDA ADDITIONS
4. ADOPTION OF AGENDA
5. CONFIDENTIAL – CLOSED MEETING SESSION (Section 197(2) of the MGA and Section 23 FOIP)
 - a. Regional Fire Services Model/Partnership
 - b. Intergovernmental Relations
 - c. Development Officer Contract
- p. 2-6 6. ADOPTION OF PREVIOUS MINUTES
 - a. Regular Council Meeting of June 18, 2024
- p. 7-29 7. DELEGATIONS
 - a. Yellowhead Regional Library – YRL 2023 Annual Report and 2023 Return on Investment Presentation
8. PUBLIC HEARINGS
9. MUNICIPAL PLANNING COMMISSION
- p. 30-32 10. OLD BUSINESS & CAO REPORT ACTION LIST
- p. 33-46 11. FINANCIAL REPORTS
 - a. Financial Report of June 30, 2024
12. BYLAWS & POLICIES
- p. 47 13. COUNCIL, COMMITTEES & STAFF REPORTS
14. CORRESPONDENCE – INFORMATION ITEMS
 - a. Alberta Beach Municipal Library – Thank you
 - b. Alberta Beach & District Lion's Club – 50th Anniversary Celebration
 - c. Alberta Municipal Affairs – 2024 Canada Community Building Funds (CCBF) Allocations
 - d. Alberta Municipalities – Important Announcement – Retirement of CEO Dan Rude
 - e. Alberta Municipalities – Notice of 2024 Annual General Meeting
 - f. Atco Gas & Pipelines Ltd. – Natural Gas Franchise
 - g. EarthShine Metaphysical and Art Centre – Thank you
 - h. Fire Rescue International & Alberta Health Services – Ambulance Statistics 2023
 - i. Fire Rescue International – Highway Dual Callout January 1st - December 31st, 2023
 - j. Fire Rescue International – Letter to Negotiating Partners (August 10, 2024)
 - k. Fire Rescue International – AFRRCS Radios
 - l. Lac Ste. Anne County – Decision Referral on Subdivision Application #024SUB2023
 - m. RMA Insurance – How RMA Insurance is Responding to Wildfire Risk
 - n. Summer Village of Nakamun Park – FRI Motion to Continue Services/Negotiations
 - o. Summer Village of Southview – Letter to Town of Onoway regarding Fire Services Communications
 - p. Summer Village of Val Quentin – FRI Motion to Continue Services
 - q. Summer Village Regional Emergency Management Partnership (SVREMP) – 2025 Proposed Budget
 - r. The Royal Canadian Legion, AB-NWT Command – Military Service Recognition Book
 - s. Yellowhead Regional Library – 2023 Return on Investment Statement for Alberta Beach Municipal Library
15. CORRESPONDENCE – ACTION ITEMS
 - a. Adam & Lori Seitz, Alberta Beach Adventures Ltd. – A.B. Family RV Park & Campground Seasonal Site
 - b. Alberta Beach & District Amateur Softball Association – Annual Golf Tournament
 - c. Alberta Beach Museum & Archives Society – Letter of Support for Governor General's Award
 - d. Alberta Municipalities – Matching Donations for the Jasper Fire Community Fund
 - e. Dianne & Robert Stewart – Combined Tax Statement & Assessment Notice and the Mayor's Message
 - f. Jolena Hove, Owner/Director, Lakeside Childcare Ltd. – Reserved Parking Request
 - g. MLA Shane Getson, Lac Ste. Anne-Parkland – Golf Cart Pilot Project
16. NEW BUSINESS
 - a. Lac Ste. Anne East End Bus Society – Partnership Agreement
 - b. Stantec Eng - WILD Phase 5A Waterline through Alberta Beach – Road Use & Crossing Agreement
 - c. Request for Decision – Appointment of Designated Officer
17. QUESTION PERIOD
18. ADJOURNMENT



6.9

**MINUTES OF THE REGULAR MEETING OF COUNCIL
OF ALBERTA BEACH IN THE PROVINCE OF ALBERTA
HELD IN THE ALBERTA BEACH COUNCIL CHAMBERS
AND HELD ELECTRONICALLY VIA ZOOM
JUNE 18, 2024 AT 7:00 P.M.**

PRESENT:

Mayor.....Kelly Muir
Deputy MayorBill Love
CouncillorDebbie Durocher
CouncillorTara Elwood
CouncillorDaryl Weber
CAOKathy Skwarchuk
Asst. CAOCathy McCartney (Zoom Administrator)

CALL TO ORDER:

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

LAND ACKNOWLEDGEMENT:

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

NATIONAL INDIGENOUS PEOPLES DAY:

Mayor Muir read a recognition statement as follows:
Alberta Beach would like to recognize that June 21 marks National Indigenous Peoples Day, a day recognizing and celebrating the cultures and outstanding contributions of the First Nations, Inuit, and Metis Indigenous Peoples of Canada. We are pleased to acknowledge, honour and celebrate the First Peoples and their relatives.

AGENDA ADDITIONS:

- 5.a Closed Meeting Session – Beachwave Park Meeting on June 12, 2024 (moved to end of meeting)
- 14.t Government of Alberta – Watershed Resiliency & Restoration Program
- 15.e Alberta Beach Ag Society – Polynesian Days 2024 Sponsorship
- 15.f Alberta Municipal Affairs – Meeting Request with Minister McIver

ADOPTION OF AGENDA:

MOTION #102-24

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

CARRIED UNANIMOUSLY

ADOPTION OF PREVIOUS MINUTES:

REGULAR COUNCIL MEETING OF MAY 21, 2024:

MOTION #103-24

MOVED BY Councillor Weber that the minutes of the Regular Council meeting held on May 21, 2024 be adopted as presented.

CARRIED UNANIMOUSLY

DELEGATIONS: None.

PUBLIC HEARINGS: None.

MUNICIPAL PLANNING COMMISSION MEETING: None.

OLD BUSINESS & CAO REPORT ACTION LIST:

FIRE RESCUE INTERNATIONAL (FRI):

MOTION #104-24

MOVED BY Mayor Muir that further to the Regional Fire Services Model Partnership Changes and Impact Assessment, Council approves in principle the following:

- o that Alberta Beach continue with Fire Rescue International (FRI) after the March 7th, 2025 termination of the existing agreement;
- o that Alberta Beach continue with Fire Rescue International (FRI) commencing January 2026 for a 5 or 10 year term;
- o that Alberta Beach be designated as Managing Partner for the purpose of insurance, licensing, external agreements, and holding of accounts, and that Wildwillow Enterprises Inc. being designated Administrative Partner to Alberta Beach for the purpose of governance matters; and
- o that the firm of Patriot Law (Michelle Gallagher) be designated to prepare all required agreements and legal requirements moving forward.

CARRIED UNANIMOUSLY

ACCEPTANCE OF CAO REPORT ACTION LIST:

MOTION #105-24

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

CARRIED UNANIMOUSLY

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FINANCIAL REPORTS: None.

BYLAWS & POLICIES:

GENERAL VILLAGE POLICY #G.2.9 COUNCIL REMUNERATION POLICY:

MOTION #106-24

MOVED BY Councillor Elwood that General Village Policy #G.2.9 Council Remuneration Policy be approved as presented.

CARRIED UNANIMOUSLY

PERSONNEL POLICY #P.3.1 NOTIFICATION OF SALARY/PAY POLICY:

MOTION #107-24

MOVED BY Deputy Mayor Love that Personnel Policy #P.3.1 Notification of Salary/Pay Policy be approved as presented.

CARRIED UNANIMOUSLY

PERSONNEL POLICY #P.4.4 BUSINESS EXPENSE POLICY:

MOTION #108-24

MOVED BY Councillor Weber that Personnel Policy #P.4.4 Business Expense Policy be approved as presented.

CARRIED UNANIMOUSLY

COUNCIL, COMMITTEES & STAFF REPORTS:

DEPUTY MAYOR LOVE

Deputy Mayor Love reviewed and submitted report on the following meeting:
Lac Ste. Anne East End Bus Committee meeting held on June 18, 2024.

COUNCILLOR WEBER:

Councillor Weber reviewed and submitted reports on the following meetings:
Community Futures Yellowhead East meeting held on May 22, 2024.
Sturgeon River Watershed Alliance meeting held on May 30, 2024.

COUNCILLOR DUROCHER:

Councillor Durocher reviewed and submitted reports on the following meetings:
Alberta Beach Ag Society Beachwave Park Operations Committee meeting held on June 12, 2024.
Alberta Beach & District Museum & Archives meeting held on June 12, 2024.

COUNCILLOR ELWOOD:

Councillor Elwood reviewed and submitted reports on the following meetings:
Alberta Beach Public Works Advisory Committee meeting held on June 4, 2024.
Alberta Beach Museum Bridge between Nations Project meeting held on June 4, 2024.
Joint Trivillage meeting & Water Distribution Feasibility Study meeting held on June 6, 2024.
Police Review Commission Community Stakeholder Engagements held on June 7 & 10, 2024.
West Inter-lake District (WILD) Water Commission meeting held on June 14, 2024.
Yellowhead Regional Library Board meeting held on June 17, 2024.

MAYOR MUIR

Mayor Muir reviewed and submitted reports on the following meetings:
Regional Municipalities meeting held on May 27, 2024.
FCSS Trivillage Committee meeting held on June 4, 2024.
Joint Trivillage meeting & Water Distribution Feasibility Study meeting held on June 6, 2024.
Beachwave Park meeting held on June 12, 2024.

DEVELOPMENT PERMIT REPORT:

Administration submitted a report for information on the 2024 Development Permits issued to date.

ACCEPTANCE OF COUNCIL, COMMITTEE AND STAFF REPORTS:

MOTION #109-24

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

CARRIED UNANIMOUSLY

CORRESPONDENCE – INFORMATION ITEMS:

ALBERTA BEACH & DISTRICT AGRICULTURAL SOCIETY – THANK YOU:

A thank you card was received from the Alberta Beach & District Agricultural Society for the support of their annual fundraiser What Women Want.

ALBERTA HEALTH SERVICES – OVERVIEW OF AHS NEEDS & CONSIDERATIONS FOR EVACUATIONS:

Correspondence was received from Alberta Health Services to provide an overview of AHS needs & considerations for future evacuations of healthcare facilities due to wildfires.

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ALBERTA MUNICIPAL AFFAIRS – LETTER FROM MINISTER MCIVER REGARDING BILL 20 HOUSE AMENDMENTS:

A letter and fact sheet was received from Alberta Municipal Affairs Minister McIver regarding the recent amendments to Bill 20: the Municipal Affairs Statutes Amendment Act, 2024 which was tabled on May 23, 2024 to further clarify the intent of the bill.

ALBERTA MUNICIPAL AFFAIRS – 2024 LOCAL GOVERNMENT FISCAL FRAMEWORK ALLOCATIONS:

A letter was received from Alberta Municipal Affairs to confirm the 2024 Local Government Fiscal Framework (LGFF) Capital & Operating allocations.

ALBERTA MUNICIPAL AFFAIRS – MUNICIPAL AFFAIRS NEWSLETTER:

Correspondence was received from Alberta Municipal Affairs to share their first issue of their newsletter which aims to provide key updates and issues of interest with CAOs across the province.

ALBERTA MUNICIPALITIES – NOMINATE A MUNICIPAL PEER FOR AN AWARD:

Correspondence was received from Alberta Municipalities regarding the 2024 ABmunis Awards which recognizes leaders who have made extraordinary contributions to their communities.

ALBERTA MUNICIPALITIES – FEEDBACK REQUESTED ON ALBERTA MUNICIPALITIES:

Correspondence was received from Alberta Municipalities requesting feedback on Alberta Municipalities' services through an online survey.

ALBERTA MUNICIPALITIES – ALBERTA DAY 2024:

Correspondence was received from Alberta Municipalities on behalf of Alberta Culture regarding Alberta Day held on September 1st to celebrate who we are as Albertans and what we can achieve together and that the Government of Alberta is providing funding through Alberta Municipalities to celebrate Alberta Day.

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA – ASVA'S 66TH ANNUAL CONFERENCE:

Correspondence was received from the Association of Summer Villages of Alberta regarding the ASVA's 66th Annual Conference being held on October 17-18, 2024 in Sherwood Park.

FIRE RESCUE INTERNATIONAL – 2023 YEAREND STATS POWER POINT:

The 2023 Yearend Statistics Power Point presentation was received from Fire Rescue International.

FIRE RESCUE INTERNATIONAL – HIGHWAY DUAL CALL OUT STATISTICS 2023:

The Highway Dual Callout Statistics 2023 Power Point presentation was received from Fire Rescue International.

FIRE RESCUE INTERNATIONAL – NEW ASSISTANT FIRE CHIEF:

Correspondence was received from Fire Rescue International to announce the appointment of Allan Wiess as their new Assistant Fire Chief.

FORTIS ALBERTA – FORTIS ALBERTA'S WILDFIRE RISK MANAGEMENT STRATEGIES:

Correspondence was received from Fortis Alberta regarding Fortis Alberta's wildfire risk management strategies.

HON. GERALD SOROKA, MP YELLOWHEAD – FEDERAL FUNDING TO HELP MUNICIPALITIES ADAPT TO CLIMATE CHANGE:

Correspondence was received from Hon. Gerald Soroka, MP Yellowhead regarding federal funding to help municipalities adapt to climate change.

LAC STE. ANNE COUNTY – DECISION REFERRAL SUBDIVISION APPLICATION 008SUB2024:

Correspondence was received from Lac Ste. Anne County to provide notification of approval on subdivision application #008SUB2024 on NE 35-54-03-W5M.

SUMMER VILLAGE OF CASTLE ISLAND – FIRE RESCUE INTERNATIONAL MOTION:

Correspondence was received from the Summer Village of Castle Island to advise on their Council motions to approve in principle to continue with Fire Rescue International after the March 7th, 2025 termination of existing agreement at costs as referenced in the Regional Fire Services Model Partnership changes and impact assessment; to continue with FRI commencing January 2026 for a 5-10 year term; to approve the managing partner; and approve Patriot Law for all legal requirements.

WILD WATER COMMISSION – WILD WATER COMMISSION EVENTS IN JUNE 2024:

Correspondence was received from WILD Water Commission regarding upcoming events and member engagements for the 2024 Business Plan and the Truck Fill Dedication Ceremony being held on June 26th.

YELLOWHEAD REGIONAL LIBRARY – STRONGER TOGETHER LIBRARY CONFERENCE:

Correspondence was received from Yellowhead Regional Library regarding the Stronger Together Library Conference being held on October 3-4, 2024 in Edmonton.

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ALBERTA MUNICIPAL AFFAIRS – UPDATE ON CANADA COMMUNITY BUILDING FUND (CCBF) RENEWAL AGREEMENT:

A letter was received from Alberta Municipal Affairs to provide an update that they are in active negotiations with the Government of Canada on a 10 year renewal agreement for the Canada Community Building Fund (CCBF) 2024-2034.

GOVERNMENT OF ALBERTA – WATERSHED RESILIENCY & RESTORATION PROGRAM:
Correspondence was received from the Government of Alberta regarding the Watershed Resiliency & Restoration Program (WRRP) 2024-2025.

**ACCEPTANCE OF CORRESPONDENCE INFORMATION ITEMS:
MOTION #110-24**

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

CORRESPONDENCE – ACTION ITEMS:

ALBERTA BEACH & DISTRICT AGRICULTURAL SOCIETY – LETTER OF PERMISSION FOR AGLIPLIX RENOVATIONS:

MOTION #111-24

MOVED BY Councillor Elwood that a letter of permission for the Alberta Beach & District Agricultural Society be approved for the Agliplex renovations.

CARRIED UNANIMOUSLY

ALBERTA BEACH & DISTRICT 50 PLUS CLUB – 2024 25TH ANNUAL ALBERTA BEACH SHOW & SHINE:

MOTION #112-24

MOVED BY Deputy Mayor Love that Council approves to sponsor a plaque in the amount of \$40.00 as well as a donation of promotional products to the Alberta Beach & District 50 Plus Club for the 2024 Alberta Beach Show & Shine.

CARRIED UNANIMOUSLY

ALBERTA MUNICIPAL AFFAIRS – LOCAL GOVERNMENT FISCAL FRAMEWORK MEMORANDUMS OF AGREEMENTS:

MOTION #113-24

MOVED BY Councillor Weber that the Alberta Municipal Affairs Local Government Fiscal Framework LGFF Capital and LGFF Operating Memorandums of Agreements be approved as presented.

CARRIED UNANIMOUSLY

SUMMER VILLAGE OF VAL QUENTIN – TRAFFIC CALMING – REQUEST FOR STOP SIGN ON 50TH AVENUE AT 60 STREET:

MOTION #114-24

MOVED BY Councillor Durocher that the Summer Village of Val Quentin request for a stop sign to be installed on 50th Avenue (Ste. Anne Trail) at 60 Street be approved on a one year trial.

CARRIED

ALBERTA BEACH AG SOCIETY – 2024 POLYNESIAN DAYS SPONSORSHIP:

MOTION #115-24

MOVED BY Councillor Elwood that Council approves to purchase a gold sponsorship package in the amount of \$1,250.00 from the Alberta Beach Ag Society for Polynesian Days 2024.

CARRIED UNANIMOUSLY

ALBERTA MUNICIPAL AFFAIRS – MEETING REQUEST WITH MINISTER MCIVER:

MOTION #116-24

MOVED BY Councillor Elwood that Council approves to request a meeting with Minister McIver at the Alberta Municipalities Convention and further that the topics include fire & EMS services along provincial highways.

CARRIED UNANIMOUSLY

NEW BUSINESS:

REQUEST FOR DECISION – COST OF LIVING ALLOWANCE:

MOTION #117-24

MOVED BY Deputy Mayor Love that a 3% cost of living allowance be approved and further that the increase be retroactive to January 1, 2024.

CARRIED UNANIMOUSLY

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REQUEST FOR DECISION – AMENDMENT TO COUNCIL COMMITTEE APPOINTMENTS:
MOTION #118-24

MOVED BY Mayor Muir that the Council committee appointment be amended for the Water Distribution Feasibility Study Steering Committee from Mayor Muir and Councillor Elwood to Mayor Muir and Deputy Mayor Love and further that Councillor Durocher remain the Alternate.

CARRIED UNANIMOUSLY

REQUEST FOR DECISION – MEETING CANCELLATIONS:
MOTION 119-24

MOVED BY Councillor Weber that the Round Table meeting scheduled for July 9, 2024 and the Regular Council meeting scheduled for July 16, 2024 be cancelled.

CARRIED UNANIMOUSLY

QUESTION PERIOD:

A brief discussion was held on the following topics: the Boat Launch Project, the installation of a stop sign and electronic speed signs.

CONFIDENTIAL – CLOSED MEETING SESSION:
Section 197(2) of the MGA & Section 23 of the FOIP Act

MOTION TO MOVE TO CLOSED MEETING:
MOTION #120-24

MOVED BY Mayor Muir that as per Section 197(2) of the MGA and Division 2, Part 1, Section 23 of the FOIP Act (Freedom of Information and Protection of Privacy Act) the meeting be closed to the public at 8:01 p.m. to discuss agenda item #5.a Beachwave Park Meeting of June 12, 2024.

CARRIED UNANIMOUSLY

Present for the closed meeting session:

Mayor Kelly Muir, Deputy Mayor Bill Love, Councillor Debbie Durocher, Councillor Tara Elwood, Councillor Daryl Weber, C.A.O. Kathy Skwarchuk and Assistant CAO Cathy McCartney were in attendance for the closed meeting session.

MOTION TO RE-OPEN MEETING TO THE PUBLIC:
MOTION #121-24

MOVED BY Mayor Muir that Council move to come out of closed meeting at 8:18 P.M.

CARRIED UNANIMOUSLY

ADJOURNMENT:

The meeting adjourned at 8:19 P.M.

Mayor -- Kelly Muir

C.A.O. -- Kathy Skwarchuk

aboffice@albertabeach.com

From: Laurie Haak <LHaak@yrl.ab.ca>
Sent: August 7, 2024 1:15 PM
To: Kathy Skwarchuk, Alberta Beach
Subject: RE: YRL Presentation
Attachments: YRL 2023 Annual Report.pdf; YRL 2023 ROI Statement for Alberta Beach Municipal Library.pdf; YRL Presentation to Alberta Beach Council - Aug. 20, 2024.pptx; YRL Presentation to Alberta Beach Council - Aug. 20, 2024.pdf

Hi Kathy,

Please find attached the following four documents for Hank and Karla's Council presentation on August 20th:

- 2023 Annual Report *and* 2023 Return on Investment Statement for the Alberta Beach Municipal Library (both sent previously)
- YRL presentation in both PowerPoint *and* PDF formats

If you need anything else, please do not hesitate to contact me.

Thank you and have a fantastic day!

Laurie Haak

SHE/HER
Executive Assistant

P: 780-962-2003 EXT 221
yrl.ab.ca | Box 4270, Spruce Grove, AB T7X 3B4



From: Laurie Haak <LHaak@yrl.ab.ca>
Sent: Wednesday, July 17, 2024 9:25 AM
To: 'aboffice@albertabeach.com' <aboffice@albertabeach.com>
Cc: AABM Chair <aabmchair@yrl.ab.ca>; Alberta Beach Library <ablibrary@yrl.ab.ca>; Tara Elwood <taraelwood@albertabeach.com>
Subject: RE: YRL Presentation

Good morning, Kathy, and my apologies for the delayed response.

Thank you so much for getting back to me. Hank and Karla are happy to present to Council on Tuesday, August 20 at 7pm.

I will send the presentation material by August 7; if you need it sooner, please let me know.

Thank you again and have a wonderful day!

Laurie Haak

SHE/HER

Executive Assistant

P: 780-962-2003 EXT 221

yrl.ab.ca | Box 4270, Spruce Grove, AB T7X 3B4



From: aboffice@albertabeach.com <aboffice@albertabeach.com>

Sent: Monday, July 15, 2024 1:10 PM

To: Laurie Haak <LHaak@yrl.ab.ca>

Cc: AABM Chair <aabmchair@yrl.ab.ca>; Alberta Beach Library <ablibrary@yrl.ab.ca>

Subject: RE: YRL 2023 ROI Statement

Thank you for this opportunity. We would like to schedule the presentation of the Yellowhead Regional Library's 2023 return on investment for the Alberta Beach Library. Alberta Beach Council meetings are held on the 3rd Tuesday of the month at 7:00 p.m.

Our next meeting dates are as follows:

- **Tuesday, August 20 at 7:00 p.m.**
- **Tuesday, September 17 at 7:00 p.m.**
- **Tuesday, October 15 at 7:00 p.m.**

Please let me know which of these dates YRL would prefer.

Thank you,

Kathy Skwarchuk,

CAO

Alberta Beach

Box 278

Alberta Beach, AB

T0E 0A0

Phone: 780-924-3181

Fax: 780-924-3313

aboffice@albertabeach.com

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From: Laurie Haak <LHaak@yrl.ab.ca>
Sent: Tuesday, July 9, 2024 11:26 AM
To: Kathy Skwarchuk, Alberta Beach <aboffice@albertabeach.com>
Cc: AABM Chair <aabmchair@yrl.ab.ca>; Alberta Beach Library <ablibrary@yrl.ab.ca>
Subject: YRL 2023 ROI Statement

Hi Kathy,

Please find attached Yellowhead Regional Library's 2023 Return on Investment Statement (ROI) for the Alberta Beach Municipal Library.

Board Chair Hank Smit and Director Karla Palichuk would welcome the opportunity to present to Council. Please contact me for scheduling options.

Thank you and have a great day!

Copies:
Chair Betty Meads, Village of Alberta Beach Library Board
Acting Manager Chaddie Langman, Alberta Beach Municipal Library

Laurie Haak

SHE/HER
Executive Assistant

P: 780-962-2003 EXT 221
yrl.ab.ca | Box 4270, Spruce Grove, AB T7X 3B4



We Deliver!

2023 Annual Report



Message from the Board Chair

We deliver! That's the theme of this year's annual report and it fits. The past year was incredibly accomplished, and I am grateful to my fellow board members for their contributions in guiding Yellowhead Regional Library staff. Thank you for your service.

We deliver on our Plan of Service. The ambitious plan outlines four pillar goals, and progress was made through 2023 on each.

We deliver advocacy. YRL demonstrated significant leadership last year as a key participant in the library systems advocacy committee. Efforts to demonstrate the value of libraries to elected officials resulted in a five per cent increase in Provincial funding and adoption of more current population data. Plus, we gave 11 presentations to municipal councils and 22 presentations to municipal library boards to further enhance their understanding of YRL's return on investment to them.

We deliver websites. All member library websites were upgraded to a new platform, providing better cybersecurity and functionality. To help those for whom English is a second language, each website has the ability to be translated into any language.

We deliver professional development. The Stronger Together Conference was presented in a unique format, virtual and in-person, with great results. We partnered with Northern Lights, Parkland Regional and Peace Library Systems to present two days of terrific content. A third day, presented by the Alberta Library Trustees' Association, helped library board members make connections and discuss important issues.

We deliver materials. With the last of the new library vehicles purchased, the YRL fleet is up-to-date and on the road. More than 2,400 van runs were made, delivering nearly two million resources to member libraries and beyond.

We deliver value. Together the collective buying power and resource sharing of the regional library system gives every library in our area access to the world of information, entertainment and knowledge.

We deliver for good. Libraries are the heart of our communities. They offer an open, free, welcoming space for everyone.

I'm very proud of the efforts of the entire board and staff of YRL, and look forward to great things in 2024.

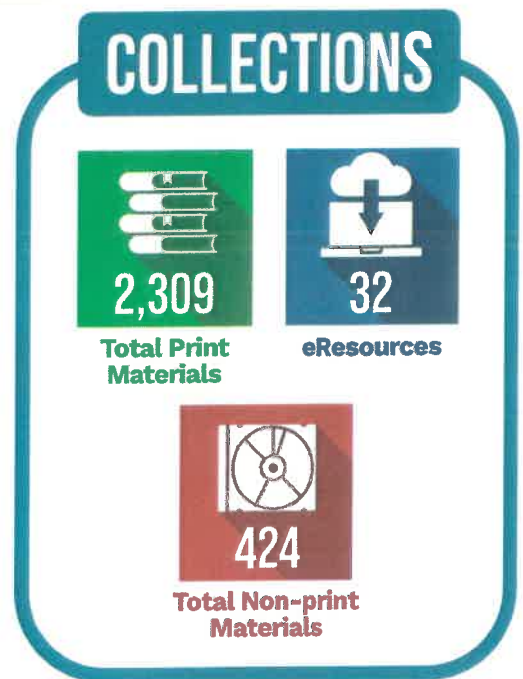
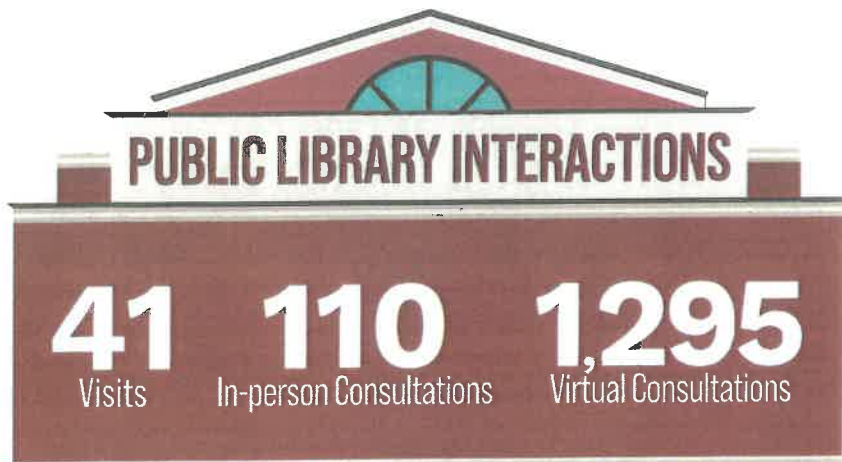
Hendrik (Hank) Smit

Chair, Yellowhead Regional Library Board of Trustees



"Overall, the staff and board of YRL focused on the deliverables in the first year of this plan of service, with the goal of ensuring supportive services from YRL so that the libraries can support their communities. Priorities shifted as the environment changed, partnerships were grown, and pilot programs developed."

Karla Palichuk
Director



“The Library Development Services team provided enhanced training and resources, outreach and services to our school libraries, and supported our public libraries, through their celebrations and challenges, as a hub for connection and learning. We are dedicated to the promotion and use of YRL services — from eResources to high-quality training — to be a foundation for the excellent library services offered to patrons within the YRL region.”

Jessica Knoch
 Manager, Library Development Services

“With a focus on increased efficiency and community impact, Technology Services spearheaded projects, like new websites that can be translated into the language of your choice, and implemented solutions to position YRL and its libraries for sustained success in an ever-evolving landscape of information access and technology.”

Stephanie Thero
 Manager, Technology Services





INDIGENOUS SERVICES



Program and Initiative Hours

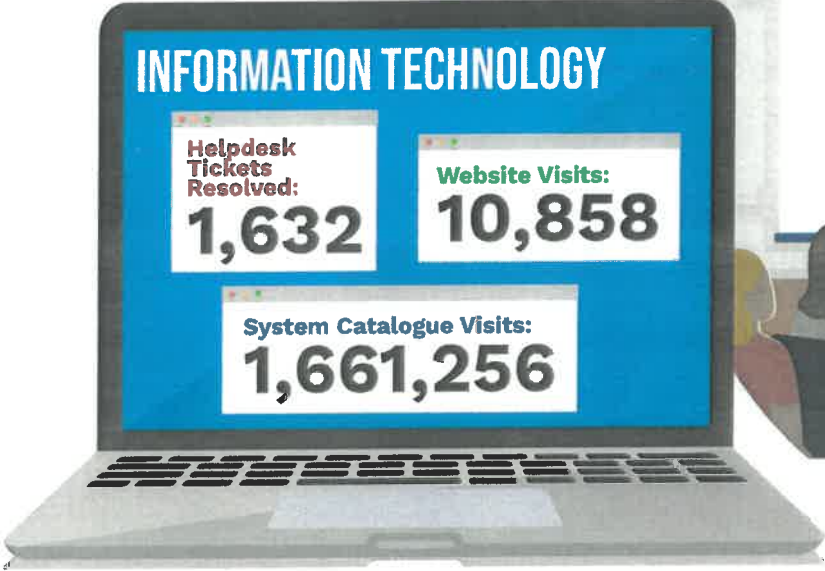


In-library or Community Programs

TRAINING



INFORMATION TECHNOLOGY



“In order to connect library collections to patrons, Collections and Resource Sharing staff facilitated the movement of more than 1.9 million items through YRL in 2023. To strengthen the Coordinated Collection Development tool, we invited two other library systems to share in the tool to generate sustainable funding for future innovations.”

Jocie Wilson
Manager, Collections and Resource Sharing

12



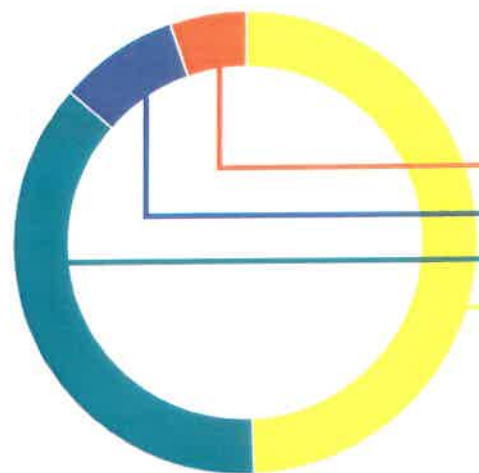
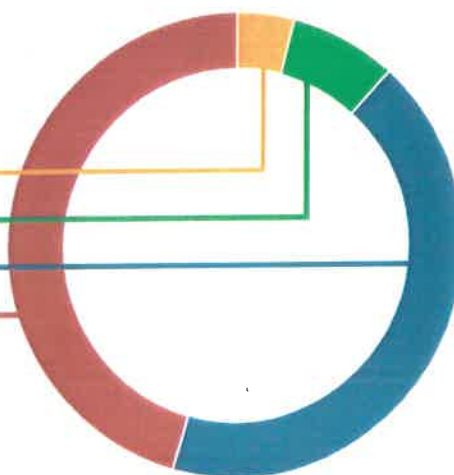
“In Administrative Services, we focused on getting a new vehicle for our fleet and maintaining our building premises to keep our core operations safe and secure.”

Wendy Sears Ilnicki
Deputy Director and
Manager, Administrative Services



Revenue

School Levies	\$147,278 (4.2%)
Contract Services	\$261,989 (7.5%)
Provincial Government	\$1,493,214 (43.0%)
Municipal Levies	\$1,574,103 (45.3%)
Total	\$3,476,584



Expenses

Administration	\$197,944 (5.4%)
Building and Capital	\$308,160 (8.4%)
Direct Services	\$1,354,594 (36.8%)
Staffing	\$1,816,505 (49.4%)
Total	\$3,677,203

Yellowhead Regional Library

Mailing Address

Box 4270, Spruce Grove, AB T7X 3B4

Building Location

433 King Street, Spruce Grove, AB T7X 2C6

Phone

780-962-2003

Toll-free

1-877-962-2003

yrl.ab.ca

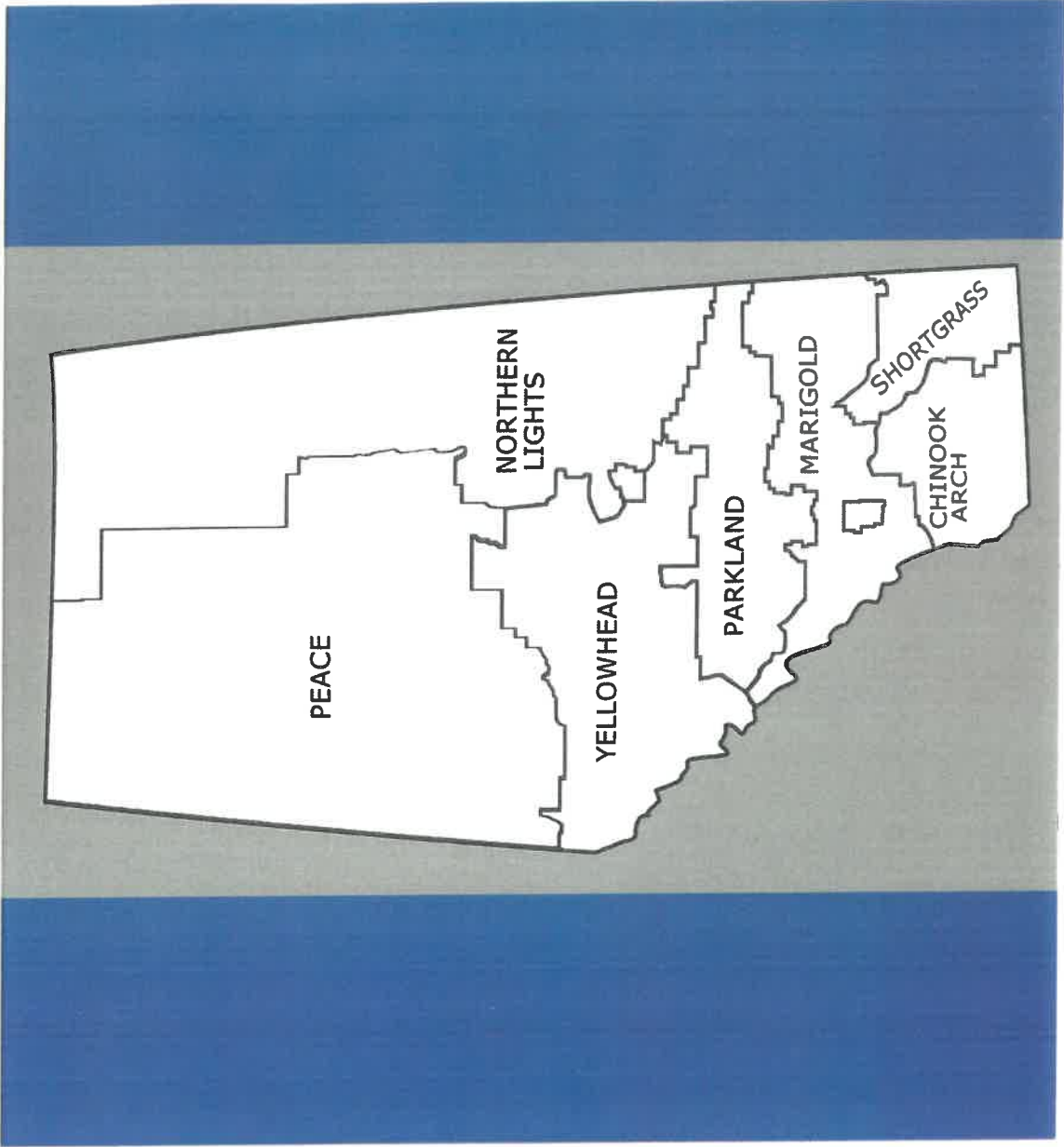


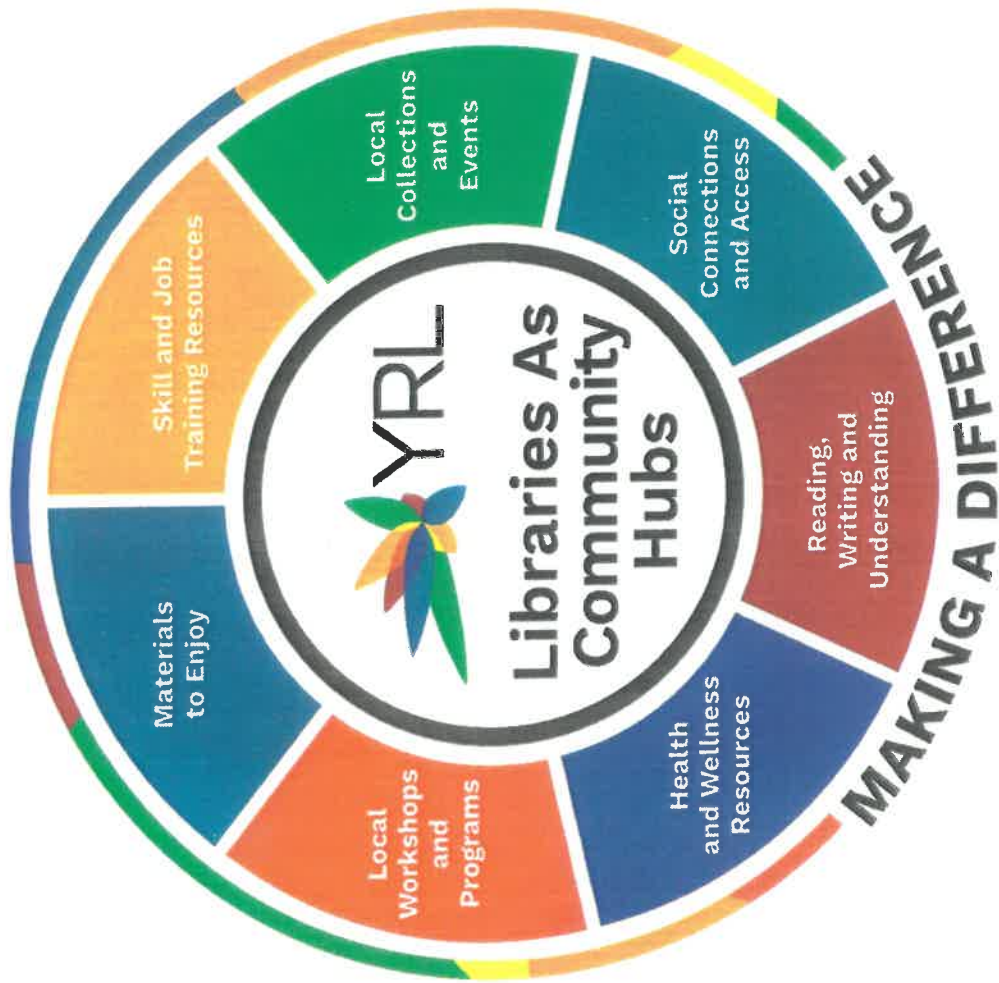
**Yellowhead
Regional
Library**



Village of Alberta Beach Council

August 2024







Yellowhead
Regional
Library

2023-2025 Strategic Plan

FOUR GOALS OF THE STRATEGIC PLAN

Broad Goals



- Hub for learning and connection.
- Quality information and resources.
- Share knowledge and skills.
- Excellent place to work.





**Yellowhead
Regional
Library**

2023 Results

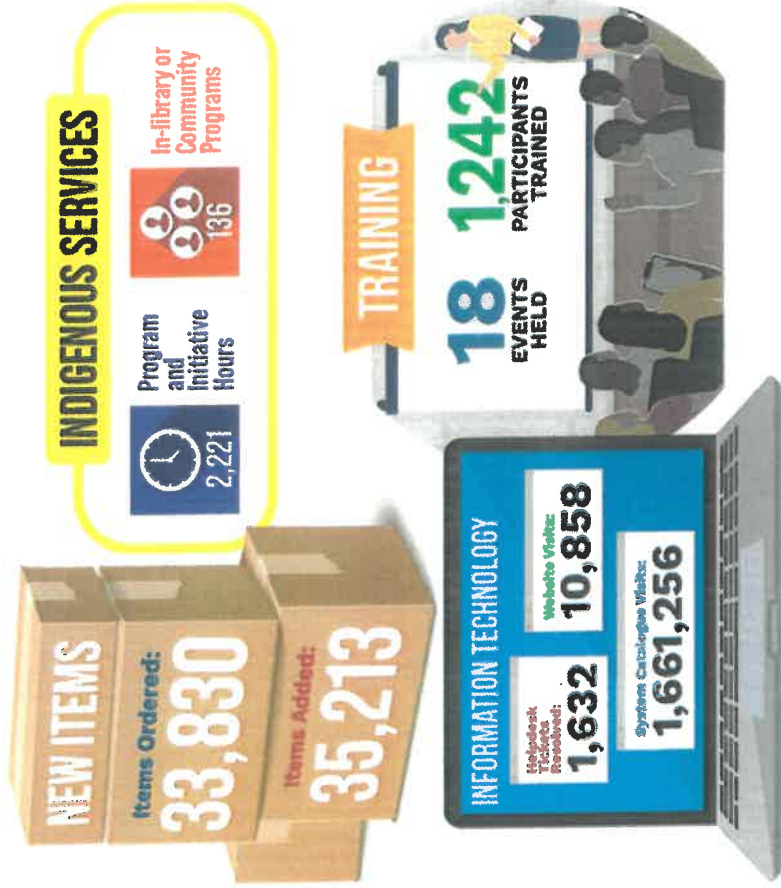
HIGHLIGHTS

Highlights for 2023

- Advocacy: provincial operating grant fund increase.
- New library websites: enhanced features, better security.
- Three-day conference: one online day and two in-person.
- Workshops: advocacy, budget preparation, disaster planning.
- Worked with municipal library boards: recruitment, performance management, policy development, space planning, collection management, strategic planning.
- Formal communications plan launched in the fall.
- Increased network security.



2023 Overview



2024 Goals

- Address remaining areas of potential cybersecurity threats including public access computers.



Yellowhead
Regional
Library

Return on Investment

DEMONSTRATING VALUE

Levies

- 2008-2019 \$4.30 per capita
- 2020 \$4.39 per capita
- 2021-2022 \$4.46 per capita
- 2023 \$4.54 per capita
- 2024 \$4.65 per capita
- YRL returns \$0.75 per capita to your library for purchasing library materials



Alberta Beach Municipal Library

- Membership levy for 2023 \$4,812
- Financial return for materials \$2,593
- Cost avoidance \$206,965
 - Technology, resource sharing and funded training
- **2023 Return on Investment \$1.00 = \$43.55**

Your citizens have access to:

- More than 3 million items via TRAC.
- Digital materials, such as 600,000+ eBooks, 111,000+ eAudiobooks, 300,000+ music albums, and much more.
- Free broadband internet through SuperNet and WiFi.



Yellowhead
Regional
Library

**We bring the
world to your
residents.**

Thank you!



Alberta Beach Municipal Library 2023 Return on Investment

Your Membership

Total Financial Benefits

\$209,558.61

Return on Investment

\$1.00 = \$43.55

Municipality Membership Levy

On behalf of Alberta Beach Municipal Library in 2023	\$4,812.40
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Direct Financial Return

2023 Materials allotment from YRL	\$795.00
Allotment from other municipalities (if applicable)	\$1,798.25

Total Funds	\$2,593.25
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Benefits of YRL Services

Technology

Website	\$848.15
Software and licensing	\$1,672.34
SuperNet and hardware	\$11,498.89
Cost avoidance	\$14,019.38

Resource Sharing

Items borrowed from other libraries: 6,888	\$99,876.00
Digital items borrowed through YRL: 1,652	\$82,600.00
Cost avoidance	\$182,476.00

Training

Free YRL training/workshop participation hours	49.5
<i>Note: May not reflect all training provided, such as informal sessions.</i>	
Crucial Conversations for Mastering Dialogue	\$305.00
EnviroNics	\$4,417.69
Homelessness Academy for Librarians	\$881.89
LibraryAware	\$2,901.18
Staff Training Academy	\$1,964.22
Understanding Financial Statements	\$0.00
Cost avoidance	\$10,469.98

Total Financial Savings	\$206,965.36
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With YRL membership, residents gain:

- Access to more than three million items in the TRAC¹ collection.
- Free Canada-wide resource sharing of physical material collections including interlibrary lending and onsite borrowing.
- Free digital content access (eAudiobooks, eBooks, eComics and eManga, eMagazines, movies, music, and television shows) through 32 online resources, including:
 - Accessible Alberta, Centre for Equitable Library Access and National Network for Equitable Library Service: provincial and national collections for those with print disabilities.
 - Beanstack: creation support for a community of readers in the YRL region.
 - CISCO Networking Academy and LinkedIn Learning: business and computer technology video tutorials to help develop the skills to participate in the modern workforce.
 - Cypress Resume: professional-looking cover letters and resumes.
 - Solaro: Alberta curriculum support for students in grades K-12.
- Supplementary shared eBooks with Parkland Regional Library System in Lacombe.

And, Alberta Beach Municipal Library has access to:

- Free broadband Internet connection via SuperNet (paid for by the Government of Alberta) and WiFi.
- Newly redesigned public library websites that went live in the spring are managed and supported by YRL and can be translated into 130+ languages.
- IT support and services including password managers for library leadership teams, cybersecurity awareness training, and wireless printing options.
- The library software that manages borrowers, circulation, and materials.
- An online catalogue and mobile app for the public to access library resources, manage their personal account and self-checkout items on the app.
- A bulk discount of 37% on library books purchased through YRL.
- Cataloguing and shelf-ready processing of purchased and donated materials.
- 125 shared specialty kit collections including Deakin, Indigenous, makerspace, storytime, storywalk, Xbox, world languages, and the UK's Happiness Programme.
- Free delivery and pick up of materials at least once every week.
- Physical library cards at no cost.
- Professional library expertise and access to regional knowledge sharing.
- Training and materials for onboarding, skill building and professional development of library staff and board members.
- An onsite Learning Lab including space and tools for group and individual facilitation and meetings – free for all YRL member libraries to reserve.
- Tools and resources that support library operations and governance, including subscriptions to Environics, LibraryAware and community profiles with data to support budget, plan of service, programming, collection development, and more.
- A comprehensive YRL Professional Development collection, available through TRACpac, with current resources on leadership, management, library operations and governance.

¹ Originally formed in 2001, The Regional Libraries Computer Automation Systems Consortium (TRAC) Society is comprised of Marigold Library System in Strathmore, Northern Lights Library System in Elk Point, Peace Library System in Grande Prairie, and YRL in Spruce Grove.

CAO REPORT – ACTION LIST **JUNE 2024**

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.

ALBERTA BEACH MUSEUM – SPONSORSHIP SUPPORT FOR BRIDGE BETWEEN NATIONS PROJECT:
Apr.16/24 MOVED BY Mayor Muir that the Alberta Beach & District Museum’s request for sponsorship support for their Bridge Between Nations Project be tabled to the next meeting.
May 21/24 MOVED BY Councillor Durocher that Council approves the request from the Alberta Beach & District Museum for sponsorship support for the Bridge between Nations Project and further that gold sponsorship be approved in the amount of \$1,000.00.
June 18/24 Sponsorship was submitted, the Bridge between Nations Dedication Ceremony will be held on July 4, 2024.

SUMMER VILLAGE OF VAL QUENTIN – 7TH ANNUAL PICNIC IN THE PARK:
May 21/24 An invitation was received from the Summer Village of Val Quentin regarding their 7th Annual Picnic in the Park being held on July 13, 2024 (Councillor Durocher confirmed she will attend).

ALBERTA MUNICIPAL AFFAIRS – MEETING REQUEST WITH MINISTER MCIVER:
June 18/24 MOVED BY Councillor Elwood that Council approves to request a meeting with Minister McIver at the Alberta Municipalities Convention and further that the topics include fire & EMS services along provincial highways.

ADMINISTRATION:

NORTHERN GATEWAY PUBLIC SCHOOLS – JOINT USE AND PLANNING AGREEMENT:
Dec.20/22 MOVED BY Councillor Muir that Council approve to send a letter to Northern Gateway Public School to express our interest in commencing discussions and begin negotiations on a joint use and planning agreement.
Jan.17/23 Letter was sent to NGPS.
Feb.21/23 Superintendent Kevin Bird has advised he will be sending a draft starting document for the JUPA this month.
Mar.21/23 Draft JUPA was rec’d and reviewed by Council, CAO will discuss changes with Superintendent Kevin Bird.
Apr.18/23 A letter was received Alberta Municipal Affairs advising that the deadline to complete the Joint Use & Planning Agreements (JUPAs) between municipalities and school boards has been extended to June 2025.
Feb.20/24 Email was sent to Trista at LSA County to inquire on their agreement.

LETTER TO MINISTER OF PUBLIC SAFETY & EMERGENCY SERVICES TO REQUEST AUTHORIZATION FOR ALBERTA BEACH TO JOIN THE S.V. REGIONAL EMERGENCY MANAGEMENT PARTNERSHIP:
June20/23 MOVED BY Councillor Durocher to forward a letter to the Minister of Public Safety and Emergency Services to request authorization for Alberta Beach to join the Summer Village Regional Emergency Management Partnership and further the partnership be copied on the letter.
July18/23 Letter was sent to the Minister.
Mar.19/24 SVREMP will be sending a request to the Minister for the revision of the ministerial order with copies of the signed agreements & bylaws of the participating municipalities.

TOWN OF ONOWAY – FIRE SERVICES AMENDING AGREEMENT:
Feb.20/24 MOVED BY Councillor Durocher that the Fire Services Amending Agreement with the Town of Onoway be approved as presented.
Mar.19/24 Agreement was signed and returned to Onoway for their signature.

2024 TAX RECOVERY PUBLIC AUCTION & REGISTRATION OF TAX FORFEITURE TITLES:
Mar.19/24 The CAO reported that the Tax Recovery Public Auction was held at 6:00 P.M.
That the two parcels which were offered for sale were as follows:
Tax Roll #235, Lot 1, Block 19, Plan 6269CG (5219 – 48A Avenue) Certificate of Title #042289457
Reserve Bid \$51,940.00; and
Tax Roll #755, Lot 3A, Block 3, Plan 9925067 (4516 – 46B Street) Certificate of Title #992241755

Reserve Bid \$85,800.00.

The CAO further reported that no bids were received on the parcels and therefore, Council has the option of requesting the Registrar cancel the existing certificate of titles and register Tax Forfeiture Titles in the name of Alberta Beach.

MOVED BY Councillor Elwood that Alberta Beach request the Registrar of Land Titles to cancel the existing certificate of title and issue a certificate of title in the name of Alberta Beach registered as a tax forfeiture title on Lot 1, Block 19, Plan 6269CG and Lot 3A, Block 3, Plan 9925067.

Apr.16/24 Tax Forfeiture Titles have been submitted to Land Titles.

May 21/24 Land Titles has processed the Tax Forfeiture titles and the information has been sent to the Assessor.

June 18/24 Amended assessments have been received & admin will be processing.

LAC STE. ANNE EAST END BUS SOCIETY – REQUISITION:

Apr.16/24 Correspondence was received from Lac Ste. Anne East End Bus Society regarding the requisitions from the municipal members being Lac Ste. Anne County, the Town of Onoway and Alberta Beach advising that the board elected to shift to a per-capita rate and that the standard rate for the Associate Members (i.e. Summer Villages) is proposed with a \$25 increase per municipality and further that the capital contribution was waived for 2024. It was reported that the society will forward draft memorandum of agreements for review.

May 21/24 Email was sent to LSAC to inquire & request update on the agreements.

ALBERTA BEACH AG SOCIETY – REQUEST FOR LETTER & FINANCIAL SUPPORT FOR CFEP GRANT:

May 21/24 MOVED BY Councillor Durocher that Council approve to provide a letter of support to the Alberta Beach Ag Society for their CFEP grant application to upgrade the entrance and washrooms at the Agliplex and further that Council approves to provide financial support to the project subject to the approval of the CFEP grant application and the financial support amount to be determined upon further discussions.

June 18/24 Letter of support was sent. Ag Society has not yet received a response from LSAC for funding on the project.

FIRE RESCUE INTERNATIONAL (FRI) MOTION:

June 18/24 MOVED BY Mayor Muir that further to the Regional Fire Services Model Partnership Changes and Impact Assessment, Council approves in principle the following:

- that Alberta Beach continue with Fire Rescue International (FRI) after the March 7th, 2025 termination of the existing agreement;
- that Alberta Beach continue with Fire Rescue International (FRI) commencing January 2026 for a 5 or 10 year term;
- that Alberta Beach be designated as Managing Partner for the purpose of insurance, licensing, external agreements, and holding of accounts, and that Wildwillow Enterprises Inc. being designated Administrative Partner to Alberta Beach for the purpose of governance matters; and
- that the firm of Patriot Law (Michelle Gallagher) be designated to prepare all required agreements and legal requirements moving forward.

GENERAL VILLAGE POLICY #G.2.9 COUNCIL REMUNERATION POLICY:

June 18/24 MOVED BY Councillor Elwood that General Village Policy #G.2.9 Council Remuneration Policy be approved as presented.

PERSONNEL POLICY #P.3.1 NOTIFICATION OF SALARY/PAY POLICY:

June 18/24 MOVED BY Deputy Mayor Love that Personnel Policy #P.3.1 Notification of Salary/Pay Policy be approved as presented.

PERSONNEL POLICY #P.4.4 BUSINESS EXPENSE POLICY:

June 18/24 MOVED BY Councillor Weber that Personnel Policy #P.4.4 Business Expense Policy be approved as presented.

ALBERTA BEACH AG SOCIETY – LETTER OF PERMISSION FOR AGLIPLIX RENOVATIONS:

June 18/24 MOVED BY Councillor Elwood that a letter of permission for the Alberta Beach & District Agricultural Society be approved for the Agliplex renovations.

ALBERTA BEACH 50 PLUS CLUB – 2024 25TH ANNUAL ALBERTA BEACH SHOW & SHINE:

June 18/24 MOVED BY Deputy Mayor Love that Council approves to sponsor a plaque in the amount of \$40.00 as well as a donation of promotional products to the Alberta Beach & District 50 Plus Club for the 2024 Alberta Beach Show & Shine.

ALBERTA MUNICIPAL AFFAIRS – LGFF MEMORANDUMS OF AGREEMENTS:

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CAO REPORT – ACTION LIST

JUNE 2024

June 18/24 MOVED BY Councillor Weber that the Alberta Municipal Affairs Local Government Fiscal Framework LGFF Capital and LGFF Operating Memorandums of Agreements be approved as presented.

ALBERTA BEACH AG SOCIETY – 2024 POLYNESIAN DAYS SPONSORSHIP:

June 18/24 MOVED BY Councillor Elwood that Council approves to purchase a gold sponsorship package in the amount of \$1,250.00 from the Alberta Beach Ag Society for Polynesian Days 2024.

REQUEST FOR DECISION – COST OF LIVING ALLOWANCE:

June 18/24 MOVED BY Deputy Mayor Love that a 3% cost of living allowance be approved and further that the increase be retroactive to January 1, 2024.

REQUEST FOR DECISION – MEETING CANCELLATIONS:

June 18/24 MOVED BY Councillor Weber that the Round Table meeting scheduled for July 9, 2024 and the Regular Council meeting scheduled for July 16, 2024 be cancelled.

PUBLIC WORKS:

S.V. OF VAL QUENTIN – REQUEST FOR STOP SIGN ON 50TH AVENUE AT 60 STREET:

June 18/24 MOVED BY Councillor Durocher that the Summer Village of Val Quentin request for a stop sign to be installed on 50th Avenue (Ste. Anne Trail) at 60 Street be approved on a one year trial.

PATROL:

PARKING OF OVERWEIGHT VEHICLES IN RESIDENTIAL – AMEND TRAFFIC BYLAW:

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

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

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

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

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

June20/23 D.O. has submitted a revised Traffic Bylaw to Patrol for their review and comments.

June 18/24 D.O. & Patrol are in the process of finalizing the draft bylaw, should be ready in the fall.

DEVELOPMENT:

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

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

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

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

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

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

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

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

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

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

June 18/24 D.O. is reviewing the file.

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Financial Report

June 30, 2024

BALANCE SHEET	Reg:000000000	End:30Jun2024	Type: A	C U	Name
ASSETS					
CASH ON HAND:					
CASH REGISTER FLOAT	100.00			1	A111
CASH ON HAND - PETTY CASH	100.00			1	A112
BANK	441,833.85			1	A121
INVESTED CASH - TERM DEPOSIT	0.00			1	A122
BANK - MUSH SAVINGS #25	971,499.92			1	A125
BANK CUSTOM PLAN #26 (1.3M)	0.00			1	A126
TOTAL CASH		1,413,533.77		2	TOTC
ACCOUNTS RECEIVABLE:					
TAXES & GRANTS-IN-LIEU REC	2,203,929.61			1	A210
RECEIVABLE FROM OTHER GOVTS:					
GST COLLECTED\PAID OUT-A230	9,161.39			1	A230
ITC	12,261.57			1	A231
GST SHARED SERVICES - A232	0.00			1	A232
CONDITIONAL PROV GRANTS	0.00			1	A248
RECEIVABLE OTHER LOCAL GOVT:	0.00			1	A250
ADMIN ACCOUNTS RECEIVABLE	59,771.26			1	A270
ADMIN RECEIVABLE - AFDA	6,309.88			1	A275
TRADE ACCOUNTS RECEIVABLE	0.00			1	A271
ALL OTHER RECEIVABLES	155,178.00			1	A290
TOTAL ACCOUNTS RECEIVABLE		2,409,468.81		2	TAR
PREPAID EXPENSES					
PREPAID EXPENSES	48,988.80			1	A412
REQUISITION UNDER\OVER LEVY	0.00			1	A413
SUPPLIES INVENTORY	12,369.85			1	A164
TAX SALE SURPLUS (BANK ACCT.)	0.00			1	A474
LAND HELD FOR RESALE	0.00			1	A570
FIXED ASSETS:					
ENGINEERING STRUCTURES	7,248,969.22			1	A610
ACCUM.AMORTIZATION-ENG.STRUC	3,914,184.02			1	A615
BUILDINGS	3,247,708.64			1	A620
ACCUM.AMORTIZATION-BUILDINGS	1,047,752.12			1	A625
MACHINERY & EQUIPMENT	976,238.11			1	A630
ACCUM.AMORTIZATION-MACH&EQ	754,370.06			1	A635
LAND	1,349,990.57			1	A640
ACCUM.AMORTIZATION-LAND	0.00			1	A645
VEHICLES	176,737.92			1	A650
ACCUM.AMORTIZATION-VEHICLES	148,440.42			1	A655
LAND IMPROVEMENTS	684,574.81			1	A660
ACCUM.AMORTIZATION-LAND IMPR	544,971.13			1	A665
TOTAL FIXED ASSETS		7,274,501.52		2	TFA
TOTAL ASSETS			11,158,862.75	3	TA
SHORT TERM LOANS					
SHORT TERM LOANS	0.00			1	L121
ACCOUNTS PAYABLE					
FEDERAL - G.S.T.	0.00			1	L230

Description	Reg:000000000	End:30Jun2024	Type: A	C U	Name
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BALANCE SHEET	Beg:000000000	End:30Jun2024	Type: A	C U	Name
FEDERAL - REC GEN	5,755.00			1	L231
PAYROLL - ACCRUED HOLIDAY PA	3,272.63			1	L235
PAYROLL - AMEBSWITH	0.00			1	AMEBSWITH
PAYROLL - R.R.S.P.	0.00			1	RRSPACC
PAYROLL - UNION	0.00			1	UNION
PAYROLL - ENPL RECEIVABLES	0.00			1	EMPLREC
PAYROLL - AHC PREMIUM	0.00			1	AHCWITH
PAYROLL - CANADA SAV BOND	0.00			1	CANSAV
PAYROLL - ADVANCES	0.00			1	ADV
PAYABLE TO OTHER LOC GOVT	17,882.00			1	L270
TRADE ACCOUNTS PAYABLE	2,173.76			1	L270TP
KIDS IN ACTION	0.00			1	KIDSIA
BIKES FOR KIDS	0.00			1	B4KIDS
VILLAGE MAP\BROCHURE	0.00			1	MAPAP
COMMUNITIES IN BLOOM	0.00			1	CIBLOOM
ALL OTHER PAYABLES	7,400.00			1	L290
DEPOSITS	17,841.50			1	L291
TOTAL ACCOUNTS PAYABLE		49,977.37		2	TAP
TAX SALE SURPLUS TRUST	0.00			1	L410
DEFERRED REVENUE	60,590.92			1	L411
DEFERRED REVENUE	0.00			1	L412
DEFERRED REVENUE	0.00			1	L413
ASSET RETIREMENT OBLIGATIONS	204,499.80			1	L500
RESERVES FOR OPERATING		0.00		2	L700
TAX RATE STABILIZATION		187,907.39		2	L701
ADMIN & P.W. INCOME-STAFF		0.00		2	L702
ADMIN & P.W. INCOME-VILLAGE		0.00		2	L703
INSURANCE PROCEEDS- HAYLAND		44,536.80		2	L704
DISASTER PREPAREDNESS		0.00		2	L705
STREET IMPROVEMENTS		0.00		2	L706
CAMPGROUND IMPROVEMENTS		0.00		2	L707
ECONOMIC DEVELOPMENT- 100 YR		7,295.92		2	L708
SALE OF PUBLIC LANDS		0.00		2	L709
SCHOOL PROJECTS		0.00		2	L710
DRAINAGE & WATER STUDY		0.00		2	L711
PROVINCIAL POLICE FUND		0.00		2	L712
REDEVELOPMENT PLAN		0.00		2	L713
TOTAL OPERATING RESERVES			239,740.11	3	L790
RESERVES FOR CAPITAL					
GENERAL CAPITAL		866,451.47		2	L750
ADMINISTRATIVE EQUIPMENT		10,803.01		2	L761
WASTE EQUIPMENT RESERVES		90,205.00		2	L762
PARK RESERVE SALE PROCEEDS		0.00		2	L763
PARKS AND RECREATION DEV		34,494.45		2	L764
PUBLIC WORKS EQUIPMENT		90,959.73		2	L765
CAMPGROUND DEVELOPMENT		0.00		2	L766
FIREHALL		0.00		2	L767
UNUSED RESERVES		0.00		2	L799

Description Beg:000000000 End:30Jun2024 Type: A C|U Name

BALANCE SHEET		Beg:000000000	End:30Jun2024	Type: A	C U	Name
ADMINISTRATIVE BUILDING		44,694.92		2	L768	
PATROL EQUIPMENT		57,664.00		2	L770	
AGLIPLEX RESERVES		50,000.00		2	L771	
BOAT LAUNCH RESERVES		25,000.00		2	L772	
ROADWORK RESERVES		65,000.00		2	L773	
TOTAL CAPITAL RESERVES			1,335,272.58	3	L760	
TOTAL EQUITY IN FIXED ASSETS		7,070,001.72		2	L800	
ACCUMULATED SURPLUS - 31\12\94	3,042,018.45-			1	L900	
ADJUSTED SURPLUS (PRIOR PERIOD	932,549.40-			1	L902	
SURPLUS FROM 1\1\95	4,712,012.15			1	L901	
APPROPRIATED SURPLUS	0.00			1	L905	
CURRENT FUNDS USED FOR TCA	0.00			1	L910	
CURRENT AMORTIZATON EXPENSE	1,225,399.57			1	L915	
NET BOOK VALUE OF TCA DISPOSAL	235,936.38			1	L920	
CONTRIBUTED TCA	0.00			1	L925	
TOTAL SURPLUS		2,198,780.25		2	ACCUMSURP	
TOTAL LIABILITIES			11,158,862.75	3	TL	
PROOF			0.00	3	PROOF	
DATED _____, 2023						

Analysis: INCOME STATEMENT

000000000

INCOME STATEMENT		(1)	(2)	(3)
Period 1: --- Begin		01Jan2024	01Jan2024	01Jan2024
Period 1: --- End		31Dec2024	31Dec2024	31Dec2024
(less) --- Type		B	A	A
Period 2: --- Begin		000000000	000000000	01Jan2024
Period 2: --- End		000000000	000000000	31Dec2024
Period 2: --- Type				B
Ratios: % of Account				
Graphs: # of Columns,Scale		0 0	0 0	0 0

Description	2024 BUDGET	2024 ACTUAL	DIFFERENCE
REVENUE			
RESIDENTIAL TAXES (MUNICIPAL)	852,703.15	852,703.05	0.10-
RESIDENTIAL TAXES (SCHOOL)	460,810.79	460,810.63	0.16-
COMMERCIAL TAXES (MUNICIPAL)	100,876.98	100,876.98	0.00
COMMERCIAL TAXES (SCHOOL)	35,502.82	35,502.83	0.01
FARM TAXES (MUNICIPAL)	73.66	73.67	0.01
FARM TAXES (SCHOOL)	39.81	39.81	0.00
POWER & PIPELINE (MUNICIPAL)	19,156.07	19,156.07	0.00
POWER & PIPELINE (SCHOOL)	6,741.82	6,741.82	0.00
DIP \ MACH & EQUIP (MUNICIPAL)	1,755.00	1,755.00	0.00
DIP \ MACH & EQUIP (SCHOOL)	70.45	70.45	0.00
DESIGNATED INDUSTRIAL (DI)	164.55	164.55	0.00
MUNICIPAL SERVICES TAX	831,020.00	830,020.00	1,000.00-
LIBRARY LEVY	0.00	0.00	0.00
MISC. OTHER LEVY	0.00	0.00	0.00
TOTAL TAXES	2,308,915.10	2,307,914.86	1,000.24-
PENALTIES & COSTS ON TAXES	73,000.00	48,140.54	24,859.46-
FRANCHISE - ATCO GAS	30,000.00	17,176.72	12,823.28-
FRANCHISE - FORTIS	60,000.00	34,569.79	25,430.21-
INVESTMENT INCOME	75,000.00	41,930.05	33,069.95-
PROVINCIAL GRANTS			
RESTRUCTURING GRANT	0.00	0.00	0.00
CONDITIONAL FGTF\CCBF	0.00	0.00	0.00
CONDITIONAL MUNICIPAL GRANTS	0.00	0.00	0.00
CONDITIONAL MSI GRANT	42,420.00	0.00	42,420.00-
FROM RESERVE\DEF.REV.	0.00	0.00	0.00
OTHER	0.00	154.30	154.30
ADMIN			
ADMINISTRATIVE SERVICE	5,400.00	5,400.00	0.00
SALES OF GOODS & SERVICES	2,000.00	1,779.14	220.86-
TAX CERTIFICATES	3,000.00	2,600.00	400.00-
PHOTOCOPIES\FAXES\POSTAGE	200.00	0.00	200.00-
PENALTIES\COSTS - N.S.F. FEES	200.00	35.00	165.00-
HAWKER PEDDLER LICENSES	500.00	300.00	200.00-
RENTAL AND LEASE	22,600.00	15,100.00	7,500.00-
PROV\FED CONDITIONAL GRANT	0.00	0.00	0.00
TRANSFER FROM RESERVE\DEF.REV.	0.00	0.00	0.00
PATROL			
SALES TO OTHER LOCAL GOV'T	45,337.00	0.00	45,337.00-
SALES OF GOODS & SERVICES	0.00	0.00	0.00

Description	2024 BUDGET	2024 ACTUAL	DIFFERENCE
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Analysis: INCOME STATEMENT

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Description	2024 BUDGET	2024 ACTUAL	DIFFERENCE
FINES	10,000.00	6,199.00	3,801.00-
SALE OF FIXED ASSETS	9,000.00	9,000.00	0.00
PROV CONDITIONAL GRANT	0.00	0.00	0.00
GRANTS FROM LOCAL AGENCIES	0.00	0.00	0.00
TRANSFER FROM RESERVES	0.00	0.00	0.00
FIRE DEPARTMENT - DONATIONS	0.00	0.00	0.00
FEES DUE TO COUNTY FROM UNPAID	0.00	0.00	0.00
RENTAL & LEASE	24,000.00	14,000.00	10,000.00-
UTILITIES REIMBURSEMENT	5,500.00	457.74	5,042.26-
PROVINCIAL CONDITIONAL GRANT	0.00	0.00	0.00
GRANTS FROM LOCAL AGENCIES	14,100.00	0.00	14,100.00-
TRANSFER FROM RESERVES	0.00	0.00	0.00
DISASTER SERVICES	0.00	0.00	0.00
AMBULANCE GRANT	0.00	0.00	0.00
AMBULANCE STATION RENTAL	10,200.00	5,950.00	4,250.00-
ANIMAL LICENSES	500.00	1,000.00	500.00
BY-LAW FINES	1,000.00	21.00-	1,021.00-
COMMON SERVICES			
PUBLIC WORKS SERVICES	3,000.00	0.00	3,000.00-
SALES OF GOODS & SERVICES	2,400.00	10,375.00	7,975.00
RENTAL AND LEASE	76,000.00	48,090.00	27,910.00-
CONDITIONAL GRANT	0.00	0.00	0.00
SALE OF FIXED ASSETS	25,000.00	32,240.00	7,240.00
TRANSFER FROM RESERVE	0.00	0.00	0.00
ROADS			
CONDITIONAL GRANT	0.00	0.00	0.00
SALE OF TCA	0.00	0.00	0.00
TRANSFER FROM RESERVE	0.00	0.00	0.00
STORM SEWER & DRAINAGE			
CONDITIONAL GRANT	0.00	0.00	0.00
GRANTS FROM LOCAL AGENCIES	0.00	0.00	0.00
SEWER			
LOCAL IMPROVEMENT CHGS	0.00	0.00	0.00
SEWER REVITALIZATION	244,800.00	244,800.00	0.00
PROV CONDITIONAL GRANT	0.00	0.00	0.00
TRANSFER FROM RESERVE\DEF.REV.	0.00	0.00	0.00
SOLID WASTE			
CONTRACT WITH OTHER MUNICIPAL	0.00	3,300.00	3,300.00
SALE OF GOODS & SERVICES	0.00	0.00	0.00
PROV CONDITIONAL GRANT	0.00	0.00	0.00
TRANSFER FROM RESERVE\DEF.REV.	0.00	0.00	0.00
ECONOMIC DEVELOPMENT	0.00	0.00	0.00
Description	2024 BUDGET	2024 ACTUAL	DIFFERENCE

Analysis: INCOME STATEMENT

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Description	2024 BUDGET	2024 ACTUAL	DIFFERENCE
MUNICIPAL PLANNING	0.00	0.00	0.00
DEVELOPMENT PERMITS	2,500.00	3,100.00	600.00
COMPLIANCE CERTIFICATES	500.00	200.00	300.00-
SUBDIVISION APPLICATIONS	0.00	0.00	0.00
ENCROACHMENT AGREEMENTS	0.00	0.00	0.00
PROV CONDITIONAL GRANT	0.00	0.00	0.00
TRANSFER FROM RESERVES\DEF.REV	0.00	0.00	0.00
SALE OF PUBLIC LAND	0.00	0.00	0.00
BOAT LAUNCH	10,000.00	0.00	10,000.00-
TRANSFER RESERVE\DEF.REV.	25,000.00	0.00	25,000.00-
PARKS			
FEDERAL\PROVINCIAL GRANT(ICAP)	0.00	0.00	0.00
CONDITIONAL GRANT	0.00	0.00	0.00
UNCONDITIONAL GRANT	0.00	0.00	0.00
GRANT FROM LOCAL AGENCIES	10,000.00	0.00	10,000.00-
PARKING LOT REVENUE	0.00	0.00	0.00
TRANSFER FROM RESERVE	0.00	0.00	0.00
RECREATION FACILITIES			
SALE OF SERVICE - FEES\CHARGES	0.00	0.00	0.00
REGIONAL RECREATION	25,140.61	18,855.46	6,285.15-
GRANT FROM LOCAL AGENCIES	0.00	0.00	0.00
CONDITIONAL PROVINCIAL GRANT	0.00	0.00	0.00
TRANSFER FROM RESERVE\DEF.REV.	0.00	0.00	0.00
CAMPGROUND			
USER FEES (SEASONAL)	277,200.00	262,782.04	14,417.96-
WEEKEND SITES	25,000.00	12,082.66	12,917.34-
CAMPGRD CABIN RENTAL	0.00	20.00	20.00
SALES OF GOODS & SERVICES	2,800.00	2,647.36	152.64-
WINTER STORAGE	25,200.00	1,200.00	24,000.00-
DEBIT MACHINE ADJUSTMENTS	0.00	0.00	0.00
RENTAL & LEASE	9,600.00	5,600.00	4,000.00-
M.R.T.A. GRANT	0.00	0.00	0.00
TRANSFER FROM RESERVE	0.00	0.00	0.00
CULTURE			
LIBRARIAN WAGE REIMBURSEMENT	0.00	0.00	0.00
GAIN ON SALE OF FIXED ASSET	0.00	0.00	0.00
TOTAL OPERATING REVENUE	3,507,012.71	3,156,978.66	350,034.05-
CAPITAL:			
CAPITAL PURCHASES-ADMIN	0.00	0.00	0.00
CAPITAL PURCHASES-PATROL	50,164.00	0.00	50,164.00-
CAPITAL PURCHASES-PUBLIC WORKS	53,000.00	0.00	53,000.00-
Description	2024 BUDGET	2024 ACTUAL	DIFFERENCE

Analysis: INCOME STATEMENT

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Description	2024 BUDGET	2024 ACTUAL	DIFFERENCE
CAPITAL PURCHASES-RECREATION	0.00	0.00	0.00
CAPITAL PURCHASES-PARKS	0.00	0.00	0.00
CAPITAL PURCHASES-CAMPGROUND	0.00	0.00	0.00
TOTAL	103,164.00	0.00	103,164.00-
CAPITAL PROJECTS:			
CAPITAL PROJECT-ROADS	280,000.00	0.00	280,000.00-
CAPITAL PROJECT-SHOP	0.00	0.00	0.00
CAPITAL PROJECT-DRAINAGE	40,000.00	3,889.80	36,110.20-
CAPITAL PROJECT-WALK PATHS	0.00	0.00	0.00
CAPITAL PROJECT-STORM OUTFALL	0.00	0.00	0.00
CAPITAL PROJECT-ADMIN BLDG	0.00	0.00	0.00
CAPITAL PROJECT-CAMPGRD W\R	0.00	0.00	0.00
TOTAL	320,000.00	3,889.80	316,110.20-
TOTAL CAPITAL REVENUE	423,164.00	3,889.80	419,274.20-
REQUISITIONS:			
SCHOOL FOUNDATION	0.00	0.00	0.00
ASFF	503,165.84	238,562.56	264,603.28-
OVER\UNDER LEVY UTILIZED	0.00	0.00	0.00
DESIGNATED INDUSTRIAL	164.55	0.00	164.55-
TOTAL REQUISITIONS	503,330.39	238,562.56	264,767.83-
BUSINESS INCOME PROFIT	0.00	0.00	0.00
TOTAL	3,426,846.32	2,922,305.90	504,540.42-
Description	2024 BUDGET	2024 ACTUAL	DIFFERENCE

Analysis: EXPENSE STATEMENT

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EXPENSE STATEMENT	(1)	(2)	(3)
--- Begin	01Jan2024	01Jan2024	01Jan2024
Period 1: - End	31Dec2024	31Dec2024	31Dec2024
--- Type	B	A	A
(less) --- Begin	000000000	000000000	01Jan2024
Period 2: - End	000000000	000000000	31Dec2024
--- Type			B
Ratios: % of Account			
Graphs: # of Columns,Scale	0 0	0 0	0 0

Description	2024 BUDGET	2024 ACTUAL	DIFFERENCE
COUNCIL			
COUNCIL HONORARIUMS - MAYOR	10,870.00	5,435.04	5,434.96-
COUNCIL HONORARIUMS	38,540.00	19,269.84	19,270.16-
MEETING FEES	20,000.00	10,488.16	9,511.84-
HONOURARIUM DEDUCTIONS	2,000.00	0.00	2,000.00-
COUNCIL TRAVEL	3,000.00	734.00	2,266.00-
CONFERENCE\PROFESSIONAL DEV	12,500.00	1,885.03	10,614.97-
INTERNET & PHONE EXPENSE	6,000.00	6,000.00	0.00
COUNCIL PROMOTIONAL	15,000.00	5,087.78	9,912.22-
MISC. SUPPLIES	2,000.00	744.54	1,255.46-
TOTAL	109,910.00	49,644.39	60,265.61-

ADMINISTRATION			
ADMINISTRATOR	128,000.00	64,398.11	63,601.89-
SALARIES	194,400.00	97,984.01	96,415.99-
PAYROLL TO\FROM BUS INC	0.00	0.00	0.00
SHARED SERVICES SALARIES	0.00	0.00	0.00
PAYROLL DEDUCTIONS	71,000.00	43,480.99	27,519.01-
SCP PAYROLL	0.00	0.00	0.00
FROM\TO RESERVE	0.00	0.00	0.00
TRAINING	1,000.00	0.00	1,000.00-
TRAVEL	200.00	0.00	200.00-
FREIGHT, POSTAGE, DELIVERY	3,500.00	2,522.25	977.75-
TELEPHONE\INTERNET\SATELLIT	4,000.00	1,874.87	2,125.13-
ADVERTISING	2,000.00	1,522.79	477.21-
SUBSCRIPTIONS\MEMBERSHIPS	4,300.00	3,230.26	1,069.74-
PRINTING	1,200.00	0.00	1,200.00-
LEGAL	5,000.00	4,610.00	390.00-
AUDITOR	14,000.00	10,000.00	4,000.00-
SERVICE CONTR-PHOTO, FAX, POS	5,700.00	2,913.63	2,786.37-
SERVICE CONTR - ALARM	300.00	300.00	0.00
PURCHASED EQUIPMENT REPAIR	9,000.00	6,841.08	2,158.92-
CONTRACT - JANITOR	7,400.00	3,718.30	3,681.70-
INSURANCE	57,500.00	3,621.07	53,878.93-
W.C.B.	22,000.00	13,460.31	8,539.69-
STATIONERY & SUPPLIES	5,000.00	3,661.91	1,338.09-
JANITORIAL SUPPLIES	800.00	366.36	433.64-
MISCELLANEOUS SUPPLIES	2,000.00	1,237.08	762.92-
VILLAGE PROMOTION	4,000.00	0.00	4,000.00-
100 YEAR ANNIVERSARY	0.00	0.00	0.00
UTILITIES	6,000.00	3,413.06	2,586.94-
DEBT REPAYMENT	0.00	0.00	0.00
SHORT TERM BORROWING FEES	0.00	0.00	0.00

Description	2024 BUDGET	2024 ACTUAL	DIFFERENCE
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Analysis: EXPENSE STATEMENT

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Description	2024 BUDGET	2024 ACTUAL	DIFFERENCE
BANK CHARGES	1,200.00	686.00	514.00-
TAX REBATES & CANCELLATIONS	0.00	0.00	0.00
OTHER & BLDG REPAIRS	10,000.00	1,382.51	8,617.49-
BAD DEBT EXPENSE	0.00	0.00	0.00
CAPITAL PURCHASES	0.00	0.00	0.00
CAPITAL PROJECTS	0.00	0.00	0.00
CAPITAL PROJECTS	0.00	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.01	0.01
TOTAL	559,500.00	271,224.60	288,275.40-
ELECTION \ CENSUS			
SALARIES & WAGES	0.00	0.00	0.00
ADVERTISING	0.00	0.00	0.00
GOODS & SUPPLIES	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00
ASSESSMENT SERVICES			
ASSESSMENT SERVICES	24,850.00	12,846.60	12,003.40-
TOTAL	24,850.00	12,846.60	12,003.40-
PATROL			
ADMINISTRATION	0.00	0.00	0.00
SALARIES & WAGES	89,000.00	43,790.37	45,209.63-
PROVINCIAL POLICE FUNDING	45,215.00	0.00	45,215.00-
RCMP ENHANCED POLICING	0.00	0.00	0.00
PAYROLL DEDUCTIONS	16,500.00	9,792.17	6,707.83-
TRAINING & DEVELOPMENT	2,000.00	0.00	2,000.00-
MILEAGE & SUBSISTENCE	500.00	151.07	348.93-
FREIGHT, POSTAGE, DELIVERY	0.00	0.00	0.00
TELEPHONE	7,000.00	5,078.42	1,921.58-
ADVERTISING & PROMOTION	500.00	0.00	500.00-
AUX PROG\CRIME PREVENTION	0.00	0.00	0.00
EQUIPMENT REPAIR	3,000.00	240.97	2,759.03-
VEHICLE REPAIR	6,000.00	6,157.47	157.47
JANITOR EXPENSES	0.00	0.00	0.00
LICENSES & PERMITS	0.00	0.00	0.00
STATIONERY & OFFICE SUPPLIES	1,000.00	598.03	401.97-
MISC. SUPPLIES	3,800.00	3,519.36	280.64-
UNIFORMS & ACCOTREMENTS	2,500.00	57.14	2,442.86-
FUEL & OIL	8,000.00	4,083.74	3,916.26-
UTILITIES	4,000.00	2,274.70	1,725.30-
CAPITAL PURCHASES	0.00	0.00	0.00
PROJECTS	0.00	0.00	0.00
TO RESERVE\DEF.REV.	7,500.00	0.00	7,500.00-
TOTAL	196,515.00	76,118.44	120,396.56-
BY-LAW ENFORCEMENT			
BYLAW\ANIMAL CONTROL	0.00	0.00	0.00
PARKING ENFORCEMENT	0.00	0.00	0.00
POUND FEES	2,000.00	1,900.00	100.00-
GENERAL GOODS AND SERVICES	10,000.00	3,449.40	6,550.60-
SIGNS	0.00	0.00	0.00
TOTAL	12,000.00	5,349.40	6,650.60-
Description	2024 BUDGET	2024 ACTUAL	DIFFERENCE

Analysis: EXPENSE STATEMENT

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Description	2024 BUDGET	2024 ACTUAL	DIFFERENCE
FIREFIGHTING			
FIRE DEPARTMENT HONORAIUMS	0.00	0.00	0.00
TELEPHONE	0.00	0.00	0.00
FIRE CONTRACT	103,225.00	76,476.44	26,748.56-
JANITOR EXPENSES	0.00	0.00	0.00
GOODS AND SUPPLIES	500.00	0.00	500.00-
MISCELLANEOUS	3,400.00	0.00	3,400.00-
BUILDING REPAIR	30,000.00	21,508.29	8,491.71-
UTILITIES	11,000.00	3,653.09	7,346.91-
CAPITAL	0.00	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00	0.00
TOTAL	148,125.00	101,637.82	46,487.18-
DISASTER SERVICES			
GENERAL GOODS AND SERVICES	21,500.00	11,983.00	9,517.00-
TO RESERVE\DEF.REV.	0.00	0.00	0.00
AMBULANCE SERVICES			
AMBULANCE CONTRACT	0.00	0.00	0.00
BUILDING REPAIRS	8,000.00	6,389.92	1,610.08-
UTILITIES	6,000.00	3,134.95	2,865.05-
CAPITAL PROJECTS	0.00	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00	0.00
TOTAL	14,000.00	9,524.87	4,475.13-
COMMON SERVICES			
PUBLIC WORKS MANAGER	0.00	0.00	0.00
PUBLIC WORKS WAGES	246,600.00	145,167.54	101,432.46-
EXTRA PERSON	25,000.00	0.00	25,000.00-
SUMMER PAYROLL	10,000.00	998.40	9,001.60-
PAYROLL DEDUCTIONS - MGR	0.00	0.00	0.00
PAYROLL DEDUCTIONS	56,500.00	34,411.66	22,088.34-
PAYROLL DEDUCTIONS - SUMMER	1,800.00	62.09	1,737.91-
FROM\TO RESERVE	0.00	0.00	0.00
SHARED SERVICES SALARIES	0.00	0.00	0.00
PAYROLL TO BUSINESS INCOME	0.00	0.00	0.00
TRAINING & DEVELOPMENT	2,000.00	0.00	2,000.00-
MILEAGE & SUBSISTENCE	300.00	221.49	78.51-
POSTAGE, FREIGHT & DELIVERY	0.00	0.00	0.00
TELEPHONE	2,000.00	1,197.61	802.39-
PURCHASE SERVICES	10,000.00	4,742.98	5,257.02-
EQUIPMENT REPAIR	25,000.00	17,928.43	7,071.57-
VEHICLE REPAIR	20,000.00	11,227.67	8,772.33-
EQUIPMENT RENTAL	1,500.00	457.32	1,042.68-
GENERAL GOODS	10,000.00	4,675.99	5,324.01-
SIGNS	1,000.00	2,470.16	1,470.16
BUILDING REPAIRS	5,000.00	1,396.97	3,603.03-
SAFETY SUPPLIES	2,500.00	277.38	2,222.62-
FUEL & OIL	25,000.00	14,125.14	10,874.86-
UTILITES - SHOP	18,000.00	8,789.61	9,210.39-
BOAT LAUNCH MTCE	0.00	0.00	0.00
CAPITAL PURCHASES	0.00	0.00	0.00
Description	2024 BUDGET	2024 ACTUAL	DIFFERENCE

Analysis: EXPENSE STATEMENT

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Description	2024 BUDGET	2024 ACTUAL	DIFFERENCE
CAPITAL PROJECTS	0.00	0.00	0.00
CAPITAL PROJECTS	0.00	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00	0.00
TOTAL	462,200.00	248,150.44	214,049.56-
ROADS AND STREETS			
GRAVEL\SAND\ETC.	25,000.00	26,617.27	1,617.27
CRACK FILLING\LINE PAINTING	30,000.00	17,521.00	12,479.00-
UTILITIES - STREET LIGHTS	108,000.00	59,103.44	48,896.56-
ROAD PROJECTS	0.00	0.00	0.00
ROAD PROJECTS	0.00	0.00	0.00
STREET LIGHT PROJECTS	0.00	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00	0.00
TOTAL	163,000.00	103,241.71	59,758.29-
STORM SEWER AND DRAINAGE			
GENERAL SUPPLY-CULVERTS	8,000.00	840.00	7,160.00-
DRAINAGE PROJECTS	0.00	0.00	0.00
DRAINAGE STUDY	0.00	0.00	0.00
TOTAL	8,000.00	840.00	7,160.00-
WATER SYSTEM			
WATER COMM. OPERATING	8,484.37	44,001.42	35,517.05
WATER COMM. DEBENTURES	71,034.10	0.00	71,034.10-
TO RESERVE\DEF.REV.	0.00	0.00	0.00
TOTAL	79,518.47	44,001.42	35,517.05-
SANITARY SEWER			
TVRSSC MAINTENANCE AGREE	282,280.00	141,140.00	141,140.00-
TVRSSC SEWER REVITALIZATION	244,800.00	0.00	244,800.00-
TVRSSC DEB. - LAGOON	85,826.00	42,913.00	42,913.00-
TVRSSC UPGRADE	0.00	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00	0.00
TOTAL	612,906.00	184,053.00	428,853.00-
GARBAGE COLLECTION			
GARBAGE WAGES	6,500.00	0.00	6,500.00-
GARBAGE CONTRACT	73,000.00	32,019.85	40,980.15-
REGIONAL LAND FILL	18,000.00	8,375.40	9,624.60-
RECYCLING	4,500.00	2,475.50	2,024.50-
ANNUAL WASTE ROUND-UP	0.00	0.00	0.00
FUEL & OIL	3,000.00	0.00	3,000.00-
TRUCK REPAIRS & MAINTENANCE	0.00	0.00	0.00
CAPITAL PURCHASES	0.00	0.00	0.00
TO RESERVE\DEF.REV.	20,000.00	0.00	20,000.00-
TOTAL	125,000.00	42,870.75	82,129.25-
COMPOST FACILITY			
PURCHASED SERVICE - CLEANUP	3,000.00	1,375.00	1,625.00-
GENERAL SUPPLIES	0.00	0.00	0.00
TOTAL	3,000.00	1,375.00	1,625.00-
Description	2024 BUDGET	2024 ACTUAL	DIFFERENCE

Analysis: EXPENSE STATEMENT

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Description	2024 BUDGET	2024 ACTUAL	DIFFERENCE
MUNICIPAL PLANNING			
CONTRACT - DEVELOPMENT OFF	22,750.00	11,369.22	11,380.78-
MUNICIPAL PLANNING	2,000.00	0.00	2,000.00-
GENERAL GOODS & SUPPLIES	500.00	490.70	9.30-
TO RESERVE\DEF.REV.	0.00	0.00	0.00
TOTAL	25,250.00	11,859.92	13,390.08-
ECONOMIC DEVELOPMENT			
ADVERTISING AND PROMOTION	3,400.00	395.00	3,005.00-
TELEPHONE AND UTILITIES	0.00	0.00	0.00
REVENUE & COST SHARE STUDY	0.00	0.00	0.00
GENERAL GOODS & SUPPLIES	500.00	0.00	500.00-
TO RESERVE\DEF.REV.	0.00	0.00	0.00
TOTAL	3,900.00	395.00	3,505.00-
LAC STE. ANNE FOUNDATION	48,132.74	36,099.56	12,033.18-
PIER\BOAT LAUNCH	25,000.00	0.00	25,000.00-
PIER TO RESERVE\DEF.REV.	0.00	0.00	0.00
RECREATION & FACILITIES			
REGIONAL RECREATION	31,425.75	31,425.76	0.01
GENERAL GOODS & SUPPLIES	25,000.00	8,697.23	16,302.77-
EAST END BUS	9,458.00	9,457.92	0.08-
LSA PHYSICIAN RECRUITMENT	0.00	0.00	0.00
UTILITIES	5,500.00	2,940.58	2,559.42-
CAPITAL PURCHASES	0.00	0.00	0.00
PROJECTS	0.00	0.00	0.00
PROJECTS	0.00	0.00	0.00
PROJECTS	0.00	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00	0.00
TOTAL	71,383.75	52,521.49	18,862.26-
PARKS			
CONTRACT SERVICES	20,000.00	4,299.50	15,700.50-
GENERAL GOODS & SUPPLIES	10,000.00	5,471.18	4,528.82-
UTILITIES	6,000.00	3,050.05	2,949.95-
PARKING LOT EXPENSES	3,098.00	3,098.33	0.33
PARK PROJECTS	0.00	0.00	0.00
PARK PROJECTS	0.00	0.00	0.00
CONTRIBUTED ASSETS	0.00	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00	0.00
TOTAL	39,098.00	15,919.06	23,178.94-
CAMPGROUND:			
ADVERTISING & SIGNS	400.00	194.35	205.65-
POSTAGE, FREIGHT, DELIVERY	0.00	0.00	0.00
PHONE\INTERNET\SATELLITE	2,100.00	1,047.34	1,052.66-
PRINTING	300.00	0.00	300.00-
CAMPGROUND MANAGER CONTRACT	62,000.00	7,500.00	54,500.00-
CAMPGROUND SUMMER HELP	0.00	0.00	0.00
PAYROLL DEDUCTIONS	0.00	0.00	0.00
EQUIPMENT REPAIR	1,000.00	852.00	148.00-
Description	2024 BUDGET	2024 ACTUAL	DIFFERENCE

Analysis: EXPENSE STATEMENT

00000000

Description	2024 BUDGET	2024 ACTUAL	DIFFERENCE
GENERAL GOODS & SUPPLIES	2,500.00	1,035.46	1,464.54-
JANITORIAL SUPPLIES	800.00	615.29	184.71-
WASTE DISPOSAL	3,700.00	1,840.38	1,859.62-
FUEL & OIL	1,500.00	532.97	967.03-
REPAIR MATERIALS	11,000.00	7,863.47	3,136.53-
CONSTRUCTION MATERIALS	2,000.00	1,160.70	839.30-
UTILITIES	40,000.00	12,182.33	27,817.67-
IMPROVEMENTS	4,600.00	0.00	4,600.00-
DEBIT\VISA BANK FEES	600.00	296.56	303.44-
CAMPGROUND PROJECTS	0.00	0.00	0.00
CAMPGROUND PROJECTS	0.00	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00	0.00
TOTAL	132,500.00	35,120.85	97,379.15-
CULTURE			
SALARIES & WAGES	0.00	0.00	0.00
PAYROLL DEDUCTIONS	0.00	0.00	0.00
REIMBURSE LIBR WAGE	0.00	0.00	0.00
UTILITIES	0.00	0.00	0.00
GRANT TO LIBRARY	13,452.48	13,452.48	0.00
YELLOWHEAD REGIONAL LIBRARY	5,104.88	2,552.44	2,552.44-
TOTAL	18,557.36	16,004.92	2,552.44-
LOSS ON SALE OF FIXED ASSET	0.00	0.00	0.00
AMORTIZATION OF TCA	65,000.00	0.00	65,000.00-
ACCRETION EXPENSE	0.00	0.00	0.00
CAPITAL:			
CAPITAL PURCHASES-ADMIN	0.00	0.00	0.00
CAPITAL PURCHASES-PATROL	60,000.00	52,628.22	7,371.78-
CAPITAL PURCHASES-PUBLIC WORKS	78,000.00	71,039.69	6,960.31-
CAPITAL PURCHASES-RECREATION	0.00	0.00	0.00
CAPITAL PURCHASES-PARKS	0.00	0.00	0.00
CAPITAL PURCHASES-CAMPGROUND	0.00	0.00	0.00
TOTAL	138,000.00	123,667.91	14,332.09-
CAPITAL PROJECTS:			
CAPITAL PROJECTS-ROADS	280,000.00	157,573.00	122,427.00-
CAPITAL PROJECTS-SHOP	0.00	0.00	0.00
CAPITAL PROJECTS-DRAINAGE	40,000.00	16,048.00	23,952.00-
CAPITAL PROJECTS-WALKING PATHS	0.00	0.00	0.00
CAPITAL PROJECTS-STORM OUTFALL	0.00	0.00	0.00
CAPITAL PROJECTS-ADMIN BLDG	0.00	0.00	0.00
CAPITAL PROJECTS-CAMPGRD W\R	0.00	0.00	0.00
TOTAL	320,000.00	173,621.00	146,379.00-
TOTAL CAPITAL EXPENSES	458,000.00	297,288.91	160,711.09-
BUSINESS INCOME EXPENSES	0.00	0.00	0.00
TOTAL	3,426,846.32	1,628,071.15	1,798,775.17-

Description	2024 BUDGET	2024 ACTUAL	DIFFERENCE
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Hello Alberta Beach Mayor and Council Members...

I am dropping a check off this morning and want to take the opportunity to extend our thanks and appreciation for your generosity to the Library. Bruce and his crew did alot of work on repairs to the Library... Most of it unseen work but very necessary. We sincerely thank you for the generous amount discounted on the labour portion of our invoice.

We also want to acknowledge and thank you for your on going annual support, as well as the yearly levy paid on our behalf to YRL. YRL is the best investment ever in our Library and for the people in our community. It is much appreciated. These funds help us with Community programing for adults, children and youth as well as maintaining staff and keeping the doors open.

The Library is a important spot in our Community....it's not only the place to get books and all things Library related but also a gathering place in Alberta Beach. We are grateful that we share common values and goals and that working together is for the common good of our community.

We also want to gratefully acknowledge our Council Rep Tara Elwood for her dedication and ongoing efforts to advocate for our Library in the community and from her Deputy Chair position at YRL. Thank you Tara.

Thank you to each of you for your vested interest in the Alberta Beach Municipal Library. We invite you to stop by the Library anytime for a visit.

Yours Truly,

Betty Meads
Chair
Alberta Beach Municipal Library Board

Alberta Beach Village Office

From: T & K Scheiris <
Sent: July 2, 2024 1:55 PM
To: Anita Theriault; lsac@lsac.ca; k.dion@valquentin.ca; gwen.jones@sunsetpoint.ca
Subject: New date for Lions 50th
Attachments: Lions 50th Poster Sept 28.png

Here is the new date for Lions 50th celebration.
thanks Kimberly Scheiris

Alberta Beach & District Lions Club

Sponsored by: St Albert Lions Club; 1974

Celebrating 50 Years of Service!

To Lions International, Our Community, And Our Members

**You Are Invited To Celebrate
This Very Important Milestone!**

Alberta Beach Agliplex SEPT 28, 2024

1. 10:00 AM Dog Walk,
Donation Forms
2. 1:00 PM Tour of Alberta
Beach Museum
3. Doors Open At 5:00 PM
Seated At 6:00 PM For
Dinner
4. Music & Dance

**Please RSVP by
SEPT 14, 2024**

Cost:
\$50

Contact:

**Lion Art | 780-975-3541
abrochu@telusplanet.net**

**Lion Kim | 780-267-0171
tkscheiris@gmail.com**

Send Payment to:
Box 126 Alberta Beach, AB T0E 0A0, or
etransfer to Lionsab74@gmail.com

50

CC: Heather

Alberta Beach Village Office

From: MA GEPTbranch <ma.geptbranch@gov.ab.ca>
Sent: July 23, 2024 10:43 AM
To: kellymuir@albertabeach.com
Cc: ! ABOffice
Subject: 2024 Canada Community-Building Fund (CCBF) Allocations
Attachments: Alberta Beach 2024 CCBF Funding Letter.pdf

Greetings.

Municipal Affairs is pleased to provide you with the attached 2024 CCBF allocation letter.

Attachment

Classification: Protected A



ALBERTA

MUNICIPAL AFFAIRS

Office of the Minister

MLA, Calgary-Hays

AR115493

July 23, 2024

His Worship Kelly Brian Muir
Mayor
Alberta Beach
PO Box 278
Alberta Beach AB T0E 0A0

Dear Mayor Muir:

I am pleased to announce that Canada and Alberta have signed an agreement renewing the Canada Community-Building Fund (CCBF) to March 31, 2034. I can also confirm that Alberta will receive \$265 million in funding in 2024 under the newly negotiated CCBF agreement. This partnership between the province and the federal government will help ensure local governments in Alberta can continue to make needed investments in local infrastructure.

To that end, I am happy to confirm the allocation amounts to your community for the CCBF program. For the Alberta Beach, the 2024 CCBF allocation is \$100,334.

Payments to local governments are anticipated to flow by the end of summer, as communities meet the payment criteria.

CCBF funding amounts for all municipalities and Metis Settlements are also posted on the Government of Alberta website at open.alberta.ca/publications.

Your community's allocation reflects an updated allocation formula under the CCBF agreement, which ensures base funding for all local governments, with the remainder of funds allocated on a per capita basis.

In addition, the renewed CCBF agreement involves several other changes, including to local government reporting and new housing-related reporting requirements for larger local governments. Municipal Affairs will share the updated CCBF program guidelines reflecting these changes as soon as possible.

.../2

The department will also be providing a Memorandum of Agreement for the renewed CCBF. Execution of this agreement is a condition to receive your community's 2024 CCBF allocation.

I look forward to working together with you and the federal government to help your community in addressing its infrastructure needs.

Sincerely,

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

Ric McIver
Minister

cc: Kathy Skwarchuk, Chief Administrative Officer, Alberta Beach

Alberta Beach Village Office

From: Tyler Gandam <president@abmunis.ca>
Sent: June 19, 2024 9:03 AM
To: Kathy Skwarchuk
Subject: Important Announcement to the Members of Alberta Municipalities

On behalf of the Board of Directors of Alberta Municipalities and Dan Rude, CEO:

We want to share some important news with Alberta Municipalities' members. After over 20 years of dedicated service to Alberta Municipalities, including 7 years as our CEO, Dan Rude has notified the board of his decision to retire effective December 31, 2024. Dan will continue to serve as our CEO until the end of this year.

The board has started a recruitment process with the objective of having Dan's successor in place for the start of 2025. Your association's board is fully committed to conducting a thorough and thoughtful search to ensure we find the right leader and CEO for ABmunis' next chapter. We are also confident that the organization's strong and capable administration team will make the transition seamless at Dan's retirement.

Leaders International has been selected by the Board to execute the recruitment process and we will update members on the CEO search in the months ahead.

"We are deeply grateful for Dan's contribution, commitment, and guidance over the years. Alberta Municipalities has achieved tremendous success under Dan's leadership. His passionate dedication to the organization and to our members has enabled Alberta Municipalities to be the formidable organization that it is today." Tyler Gandam, President

"It has been a privilege to lead Alberta Municipalities and witness the incredible growth and positive change we've achieved together. I am proud of what has been accomplished and have full confidence in the organization's continued success." Dan Rude, CEO

Thank you for your continued support and dedication to Alberta Municipalities.

Tyler Gandam, President and Dan Rude, CEO
Tyler Gandam | President

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



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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.

Alberta Beach Village Office

From: Exec. Assistant on behalf of Dan Rude <EA_DRude@abmunis.ca>
Sent: July 22, 2024 1:15 PM
To: Kathy Skwarchuk
Subject: Notice of 2024 Annual General Meeting (AGM)

Good day,

This email is being sent to all Regular Members of the Association of Alberta Municipalities (ABmunis) to provide details about our upcoming 2024 AGM.

Notice of Annual General Meeting

The Association of Alberta Municipalities' Annual General Meeting (AGM) will take place the morning of Friday, September 27, 2024.

The AGM is held in conjunction with the annual Convention taking place at Westerner Park, Red Deer.

Planning for the 2024 Convention & Trade Show is well underway. Further details, including those about the AGM, will be available in late August.

Please direct AGM-related questions to [Heather Barnhouse](#), Returning Officer.

Regards,

Dan Rude | Chief Executive Officer

D: 780.431.4535 | C: 780.951.3344 | E: drude@auma.ca
300-8616 51 Ave Edmonton, AB T6E 6E6
Toll-Free: 310-MUNI | 877-421-6644 | www.abmunis.ca



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aboffice@albertabeach.com

From: Herring, Chance <Chance.Herring@atco.com>
Sent: August 8, 2024 9:04 AM
To: Alberta Beach Village Office
Subject: Natural Gas Franchise
Attachments: Alberta Beach Signed.pdf

Good Morning Kathy,

We have completed a review of the Government of Alberta Utilities Affordability Status Amendment Act 2024 how outlined some required steps in the attached letter.

Please review and let me know if you have any questions.

Chance Herring
Senior Manager, Field Operations
Edmonton Region
ATCO Gas & Pipelines

C. 780-690-4666 O. 780-509-2215
A. 240 Portage Close Sherwood Park, AB T8H 2R6



In the spirit of reconciliation, we acknowledge the traditional territories and homelands on which many of our ATCO operations and facilities are located. We honour and respect the diverse history, languages, ceremonies, and culture of the Indigenous Peoples who call these areas home.

The information transmitted is intended only for the addressee and may contain confidential, proprietary and/or privileged material. Any unauthorized review, distribution or other use of or the taking of any action in reliance upon this information is prohibited. If you receive this in error, please contact the sender and delete or destroy this message and any copies.

August 7, 2024

Alberta Beach
PO Box 278
Alberta Beach, AB, T0E 0A0

Attention: Ms. Kathy Skwarchuk, Chief Administrative Officer

**Re: Impacts of New Provincial Legislation on Your Gas Distribution Franchise Agreement
Time-Sensitive and Action Required**

As you may be aware, the Government of Alberta's *Utilities Affordability Statutes Amendment Act, 2024*,¹ (the "Act") became law when it received Royal Assent on May 16, 2024. The Act makes several changes to various statutes governing franchise agreements. One of these changes affects the gas distribution franchise agreement you have with ATCO Gas and Pipelines Ltd. ("ATCO"):

- Section 49(5) of the *Gas Utilities Act* now states that a franchise granted by a municipality to an owner of a gas utility that has not been approved by the AUC after the coming into force of this subsection will terminate 270 days after the coming into force of that subsection.

This means that your gas distribution franchise agreement for Alberta Beach, which is current and valid, must be reviewed and re-approved by the Alberta Utilities Commission ("AUC") before March 17, 2025, or it will terminate by operation of law on that date. If it is terminated, all benefits provided under the agreement will end, including the payment of franchise fees to your municipality.

In response to this new legislation, the AUC has established a special process² to efficiently approve all existing current and valid gas distribution franchise agreements that are compliant with the new legislation before the March 2025 deadline. To qualify for this special process, no changes may be made to the previously approved franchise terms, including the expiry date and the existing franchise fee. As

¹ *Utilities Affordability Statutes Amendment Act, 2024*, SA 2024, c 8; www.alberta.ca/making-utility-bills-more-affordable

² <https://media.auc.ab.ca/prd-wp-uploads/News/2024/Bulletin%202024-12.pdf>

part of this special process, ATCO is required to submit information pertaining to your franchise agreement to the AUC at the end of this year, for its review and approval.

We require your collaboration with respect to certain aspects of the re-approval process, including (1) advertising your franchise agreement to your community using a template we will provide you, (2) recording any feedback from residents, (3) responding to feedback from residents and keeping records of your responses, and (4) providing ATCO with all of that information to submit to the AUC. We understand that this may be inconvenient and an imposition on your resources, but it cannot be avoided due to the changes made by the Act. The attached process document explains what must be done and by when.

Please note that if you think you may want to change your franchise fee rate for the full 2025 calendar year, it is necessary to complete the above-described re-approval process first, by early October, before commencing the franchise fee rate change process. Otherwise, franchise fee rate changes will be processed for an effective date of April 1, 2025, or later.

Thank you for your prompt attention to this matter. If you have any questions or concerns, please reach out to me at your earliest convenience at Chance.Herring@atco.com.

Regards,

Chance Herring

Chance Herring

Senior Manager, Edmonton Region Field Operations

ATCO Gas and Pipelines Ltd.

**Franchise Agreement Re-Approval Process
(Utilities Affordability Statutes Amendment Act, 2024)**

Step	Action/Event	Responsibility
1	<p><u>Contact ATCO</u> At Your Earliest Convenience</p> <p>Contact ATCO for a copy of the AUC Notice template, tailored to your community, that you must publish in your local print newspaper with the widest circulation in your community.</p>	Municipality
2	<p><u>ATCO Prepares & Sends You the Template</u> Within 7 Days of your Request</p> <p>Upon receiving your request, ATCO will tailor the AUC Notice template with information specific to your community.</p>	ATCO
3	<p><u>Publish the Notice</u> As Soon As Possible (15 November 2024 at the latest)</p> <p>Publish the Notice in your local print newspaper with the widest circulation in your community.</p>	Municipality
4	<p><u>Take a Picture of the Ad in the Newspaper</u></p> <p>On the day the Notice appears in your local print newspaper, take a photo of the page that the Notice appears on and send the photo to ATCO. A digital scan of the page will also suffice.</p> <p><u>This photo or scan must clearly show the Notice, the name of newspaper, and the date of publication.</u> Text must be legible..</p> <p>This photo (or scan) may be requested by AUC as part of the re-approval process, to prove that the Notice was published and that the public was notified as per AUC requirements.</p> <p>(Continued on next page...)</p>	Municipality

Step	Action/Event	Responsibility
5	<p><u>Wait 2 Weeks, Record Public Feedback and Your Responses to the Public</u></p> <p>The public has fourteen days to express any objections, concerns, or support regarding the franchise agreement and the financial impact on them. The public may send their feedback to your municipality, to ATCO, or to the AUC.</p> <p>If you receive any written feedback, please reply to the community member and keep a copy of all communication. If you receive verbal/telephone comments, please make note of the person's name, the date, and a brief summary of the conversation, including your response.</p> <p>Send copies of all feedback and your replies to ATCO.</p> <p>These communications will be included in the application to the AUC.</p> <p>If no comments are received, then a short email to ATCO saying so is sufficient.</p>	Municipality
6	<p><u>Application Made to the AUC As Soon As Possible (13 December 2024 at the latest)</u></p> <p>ATCO will submit the information you provide as well as other details about your franchise agreement, as required by the AUC, to the AUC for their review and approval.</p>	ATCO
7	<p><u>Application Reviewed and Decision Issued</u></p> <p>The AUC will review the information submitted. Provided everything is in order, the AUC will then issue a Decision to confirm that your franchise agreement is current, valid and compliant with the new legislation.</p> <p>If you would like a copy of the AUC Decision, please let your ATCO contact know and we will ensure one is sent to you.</p>	AUC

Frequently Asked Questions

Question: Why do we have to do this?

Answer: The Government of Alberta recently changed some laws. As a result, the Alberta Utilities Commission (AUC) must re-approve all existing gas franchise agreements to ensure they are compliant with the changes.

Question: What happens if we don't do this?

Answer: Your gas distribution franchise agreement will terminate on March 17, 2025, and all benefits provided under the agreement will end, including the payment of franchise fees to your municipality.

Question: Why must we advertise a Notice as part of this re-approval process?

Answer: The AUC requires it.

Question: Can we make changes to our gas distribution franchise agreement as part of this re-approval process?

Answer: No. Changes to the franchise agreement can only be made by renewing the franchise agreement. However, renewing a valid and current franchise agreement is not recommended at this time because of the high number of approvals the AUC will be processing in the coming months due to the change in legislation.

Question: Can we change our franchise fee percentage as part of this re-approval process?

Answer: No.

Question: What if we want to change our franchise fee for 1 January, 1 February or 1 March 2025?

Answer: First, the re-approval process must be completed by early October 2024. Then, we can help you through the franchise fee rate change process. Contact us as soon as possible for further details and to start the process.

Cc: Council

aboffice@albertabeach.com

From: EarthShine <earthshinemetartcenter@gmail.com>
Sent: June 30, 2024 2:05 PM
To: aboffice@albertabeach.com; Kellymuir@albertabeach.com;
 taraelwood@albertabeach.com; debbiedurocher@albertabeach.com
Subject: Thank you - Mayor & Alberta Beach Council

Hello! Mayor, Deputy Mayor & Councillors!

EarthShine Metaphysical & Arts Center would like to say thank you to the Alberta Beach Council for the warm welcome and congratulations on our business here at Alberta Beach. We are a family run business by a mother and daughter duo.

We have been a hidden gem located behind Tri-Village Pizza, however as of September 1st, 2024 we are excited to have the opportunity to move to the Main Street location at 5027 - 50th Avenue. (Beside Beach Front Liquor).

We are so excited to continue to bring our brand of wholesome experiences and art/metaphysical retail to Alberta Beach. With the larger location, we look forward to bringing fine art classes, metaphysical workshops, and events to our community that will be held in our store. We are blessed to offer a safe and creative space in our store to the community as a whole, but also to collaborate with the Alberta Beach Library, Active 50+ Club and any other local stores or facilities that would like to work with us.

We appreciate you for taking the time to reach out to us and we hope we can bring positive and creative experiences to the community.

Facebook Page:
EarthShine: Metaphysical and Art Center

Website:
earth-shine.ca

Regards,

Luna & DecolynneJo

ba



FIRE RESCUE INTERNATIONAL & ALBERTA HEALTH SERVICES AMBULANCE STATISTICS

2023



Alberta Health
Services

14.6

OUR ROLE



- Fire Rescue International is a useful tool for AHS before they arrive on scene as they provide basic life support to patients
- Most of FRI firefighters are Licenced Pre-Hospital Care Practitioners Emergency Medical Responder (EMR) Level or Higher
- FRI has been part of the Medical First Response program since it rolled out in 2017 This program is run and operated through AHS-This program offers medically based programs and supports to fire departments all over Alberta. In the end this helps the end user
- We provide critical life-saving interventions as a bridge in care between time of the 911 call and the arrival of a better-equipped ambulance
- Once AHS arrives on scene FRI falls under their command. They are the higher trained agency
- FRI job is to make the service and transition from their care to AHS as seamless as possible



Note: This is a stock photo-not our incident-All photos used in this power point are stock photos

HOW DO OUR AGENCIES MAKE THINGS SEAMLESS FOR THE PATIENTS?

- FRI trains and has become familiar with local AHS crews and their equipment
- Over the years FRI has worked at having a good working relationship with AHS
- FRI asks AHS what they need while on scene
- FRI has automatic aid with AHS. This has been in place since Fire Rescue International went into service
- FRI attend over 1400 different call types ranging from lift assists to CPR to MVC's (Motor Vehicle Collisions)
- AHS supports FRI by attending structure fire calls to ensure our safety as well as anyone else affected by the call



Stock Photo-Not Our Scene

FACT

- Often the fire department is there ahead of AHS due to many different reasons. This is no fault to the paramedics out there doing their best! One main issue is lack of resources in our health system. For instance: if there's a call at 10:15 am and another one at 10:30am, the ambulance in our area is likely tied up at the hospital with the first patient. There will be a delay for the ambulance in this case.
- Luckily we have an ambulance bay in Alberta Beach where they bring in another ambulance once they get a call. There can be a bit of a lag time in between those times. Best efforts are made and ambulances are called from other areas to fill in those gaps where they can.
- Having the FD there helps a lot as we can do some life saving interventions if needed as well as vitals etc.



LONGEST TIMES FRI HAS BEEN ALONE WITH A PATIENT IN 2023

Average time Fire Rescue International is alone with the Patient Before AHS Arrives: 9.7 mins

Longest times FRI has been on scene with a patient without AHS:

- Call #65 April 12 2023 25 mins Hemorrhage
- Call #134 June 20 2023 24 mins Overdose
- Call #123 June 7 2023 22 mins Motor Vehicle Collision
- Call #3 January 3 2023 20 mins Breathing Problems
- Call #153 July 8 2023 43 mins Chest pains



Hemorrhage

Case Study

Call #65 April 12 2023 0102(1:02am)

Patient had extreme pain in his abdomen and had been “spitting up pink”. Patient also had blood in his urine. Crews took vitals and full SAMPLE History, then contacted Alberta Health Services (AHS) on the radio for updates on this patient. The radio updates were important so as AHS had an idea of what to expect when coming on scene.

Crews kept patient calm and treated for shock while keeping the patient as comfortable as possible as the patient was in a great deal of pain. Crews monitored patient and took vitals every 5 minutes while waiting for AHS to arrive. This was a 25 minute wait so keeping the patient comfortable was important.

A fresh set of vitals was taken just before AHS arrived and a patch over was performed once paramedics arrived on scene.



Vein Artery Rupture (not real)-Stock Photo

DRUG OVER DOSE CASE STUDY

Call #134 June 20 2023 1911 (7:11pm)

This call originally came in as: Unconscious Fainting (Near)

- The patient had overdosed on Fentanyl
 - RCMP were already on scene
 - Naloxone was given (nasal spray by RCMP)
 - AHS advised they were approx. 20 mins out
 - Fire Dept. Arrives on scene
 - PT is starting to come around but not responding to first responders
 - SP02 (Oxygen Saturation in blood) was at 64% (normal is between 96% & 99%)
- Note: 64% SP02 is not sustainable-anything below 70% is life threatening
- FD applied oxygen via non-rebreather
 - SP02 improved to 92%
 - AHS arrives on scene
 - Patient is loaded into ambulance
 - All emergency units off scene



Between RCMP & Fire Rescue International, this patient had a better outcome with critical life saving interventions
Having emergency services on scene quickly saves lives
AHS does their best but can be stretched at times-this was a 24 minute wait from the time the FD arrived on scene
The Fire Department helps to augment the existing EMS system with fast response and basic life support

This is a Stock Photo only (istock photos)

CHEST PAIN

CASE STUDY

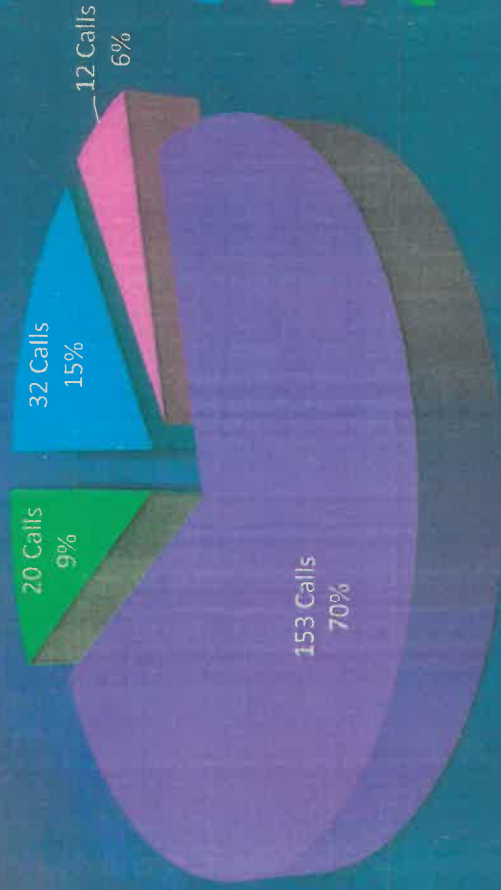
- Call # 153 July 8 2023 22:11 (10:11pm)
- FRI on scene
- 83 Y/O Male had been feeling sick all day & complaining of chest pain.
- Has A-Fib and several stints.
- SpO2 86% and pulse bouncing from low 40s to mid 80s. 2 X 81MG ASA provided as well as O2 at 4LPM via nasal cannula
- 22:12 Radio Update 83 YO MALE ILL ALL DAY COMPLAINING OF CHEST PAINS WORSENING THROUGHOUT DAY. ADMINISTERING ASA PROCEEDING WITH VITALS
- 22:15 Full Set of vitals taken
- 22:20 RADIO UPDATE: PULSE 81 BP 130/100 PT USUALLY HAS LOW PRESSURE SPO2 86 % HISTORY OF AFIB AND SEVERAL STINTS ADMINISTERS 2 81 MG ASA TABLETS
- Crews continue to collect PT history and a 2nd set of vitals (after interventions)
- 22:35 Full PT update provided to EMS via mutual aid 11. SPO2 Improved, pain subsiding, PT Comfortable. Pulse still bouncing.
- 22:54 EMS on scene
- During the 42 minute wait for EMS-FRI provided 2 life saving/improving interventions: ASA (Asprin) (slows blood clotting by reducing the clumping of platelets and O2 (oxygen) to make the patient more comfortable and improve their blood oxygen levels that were low-SPO2 levels were at 86 and normal is between 96 & 100



Stock Photo-Not Our Call

FIRE RESCUE INTERNATIONAL ATTENDED 217 MEDICAL CALLS WITH ALBERTA HEALTH SERVICES 2023

Calls Attended with AHS



- AHS First on scene
- Same Time Arrival
- FRI First
- Stood Down

THANK YOU FOR YOUR ATTENTION

- Together with AHS, FRI continues to provide better outcomes for patients
- Minutes and seconds count when having an emergency
- Early intervention is key



Highway Dual Callout January 1st-December 31st

2023



**Until Just Recently, Fire Rescue International and Lac Ste. Anne Fire Services
Worked Together to Save Lives & Improve Patient Care**

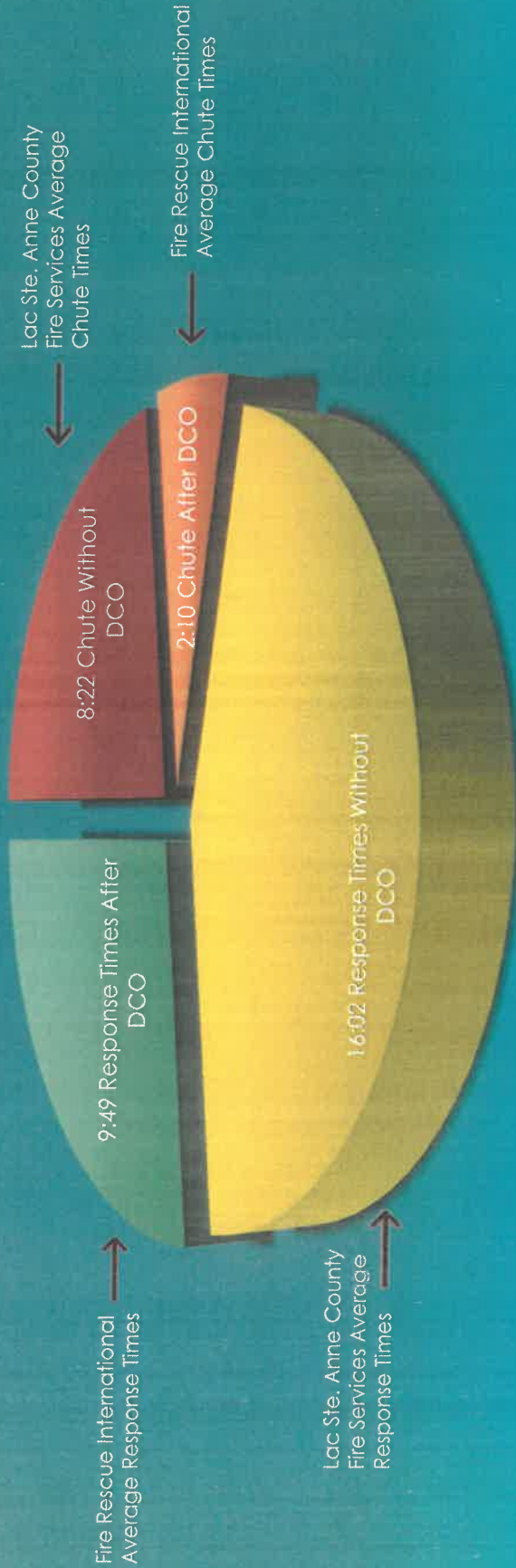


The Following Details the Success of Dual Callout (DCO) for
32 Mutual Aid Highway Calls
January 1st- Dec 31st 2023



Note: This is a stock photo-not our incident however; we do have calls like this from time to time

Average Chute & Response Times Without & After Dual Callout (in Minutes)



- Chute Time Without DCO
- Chute Time After DCO
- Response Time Without DCO
- Response Time After DCO

Note: "Chute Time" or "Turnout Time" refers to time it takes from time of page out to leave the fire station. "Response Time" is how long it takes from time of pageout to scene



Dual Callout (DCO) Average Time Savings to Scene in 2023

6.10 Minutes

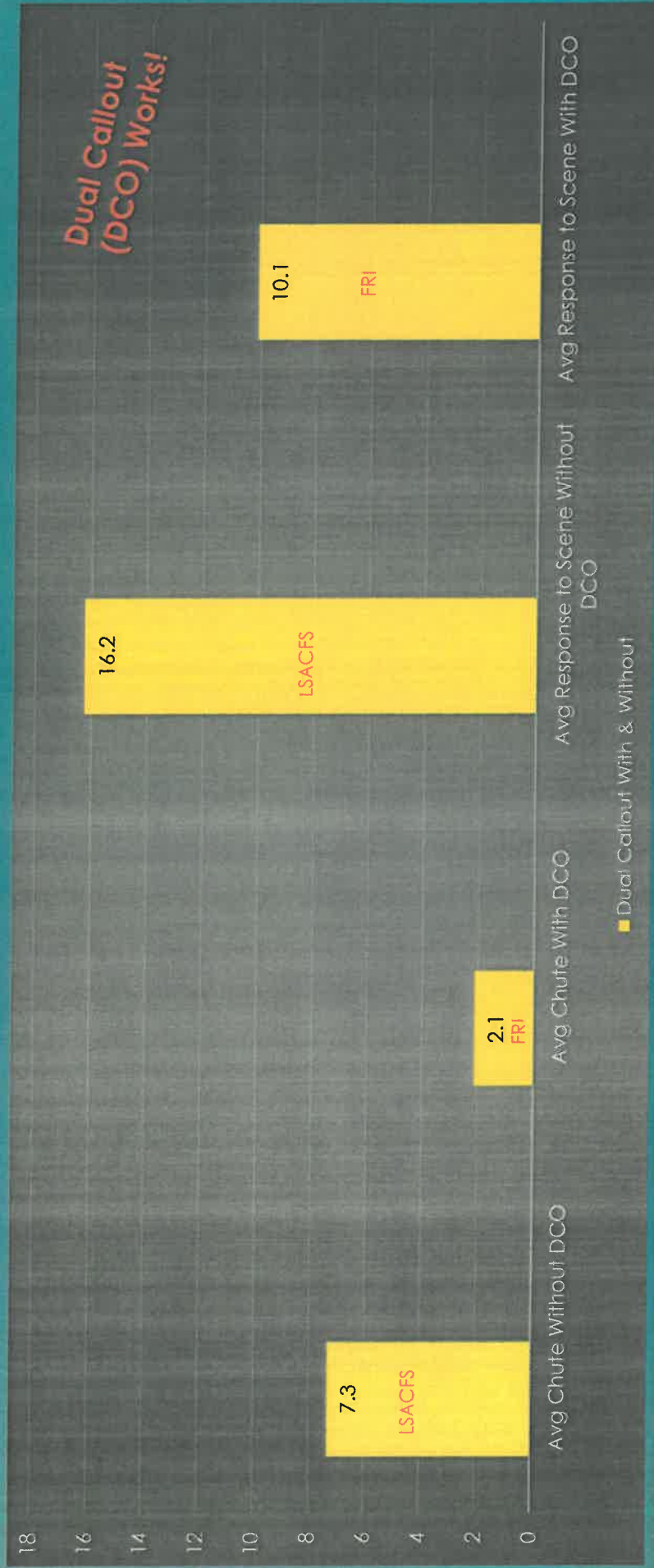
Saving Minutes Means: Saving Lives!



Enriched Medical Response

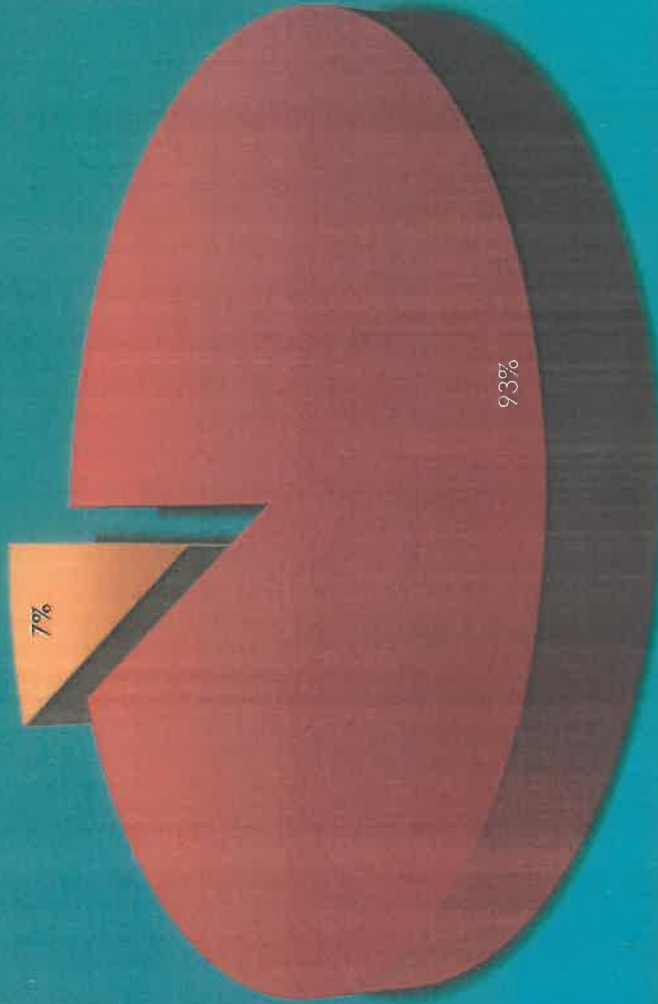
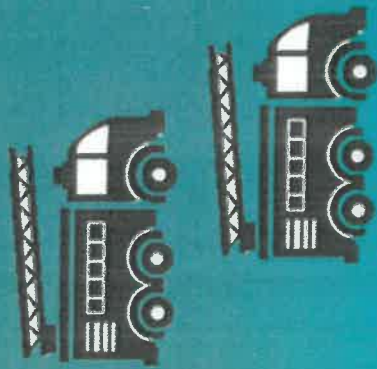


Getting Help to People Faster! Fire Rescue International & Lac Ste. Anne Fire Services Work Together to Improve Performance



7

Where Dual Callout Made a Difference in 2023



■ Faster ■ No Change



Making a Difference on the Highways

(Just a Few Examples)

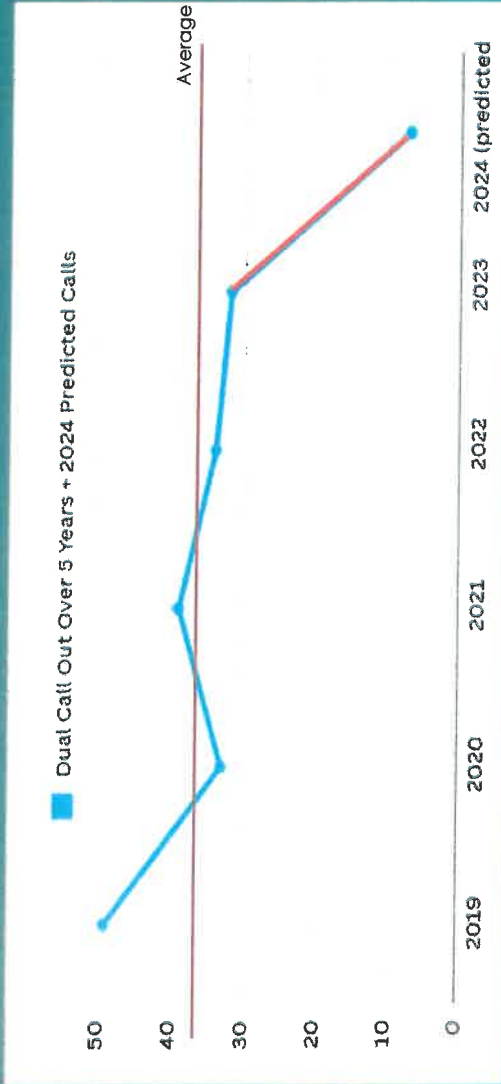


This is a Stock Photo-Not our Scene

Call #	Date	Location	Time to Scene Fire Rescue International	Time to Scene Lac Ste. Anne County Fire Services	Total Difference
27	February 10 2023	Hwy 43 & TWP Rd 554B	17 mins	25 mins	8 mins
43	March 9 2023	Hwy 633 & RR 32A	11 mins	20 mins	9 mins
53	March 22 2023	Hwy 43 & RR 34B	16 mins	26 mins	10 mins
76	April 24 2023	Hwy 43 East RR 33	18 mins	28 mins	10 mins
115	May 24 2023	Hwy 43 & RR 35	11 mins	22 mins	11 mins
223	October 1 2023	Hwy 37 & Hwy 43	11 min	21 mins	10mins



Highway Calls FRI Worked on with LSACFS Over the Past 5 Years



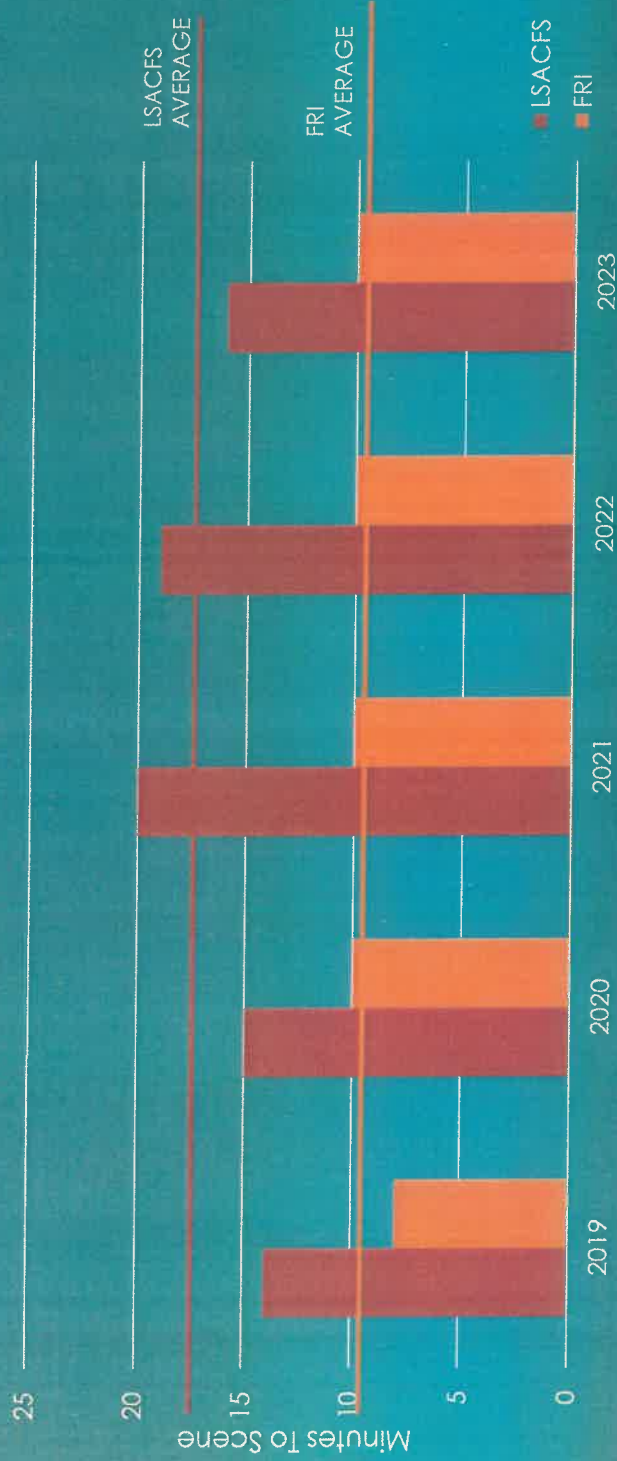
Stock Photo - Not Our Call

**NOTE: October 11 2023 Lac Ste. Anne decided to make a change to the highway protocol not allowing FRI to attend a large number of highway calls. Only a few calls were attended by FRI after this date

207 total highway Incidents over 5 years where both Fire Departments attended
-Faster times
-Better Faster Care

LSACFS & FRI Response Times Over 5 Years of Dual Call Out

Average Time to Scene Over 5 Years



Just over 7
Minutes
Difference



Highway Dual Call Out Level of Service Change

On October 11 2023 Lac Ste. Anne County decided to end dual highway call outs as we know them. This was not announced to stakeholders until December 4th. From December 4th to May 4th Dual Call out was only used **4** times. This is down **75%** from the 5-year average for this time period suggesting potentially **12 missed opportunities to lend help and protect lives.**



Stock Photo-Not Our Scene

Lack of Dual Call out Causes Delays

▶ The lack of an automatic page-out on highway emergencies has caused substantial delays in help arriving. Since December 4th, in the few instances where FRI has been permitted to attend, several requests have been made long after the call for help has occurred. For instance:

Dec 4 2023 Call # 2023-288 (as per dispatch notes on PECC run sheet)-Multi Casualty Incident-One Critically Injured

LSACFS (East End Str)

10:16:45 Dispatched

10:20:30 Enroute

10:30:06 On Scene

14 Minute Response

FRI

10:21:47 Dispatched

10:25:07 Enroute

10:28:25 On Scene

7 Minute Response

If there was no dispatch delay, help would have arrived 5-minutes earlier – including two registered pre-hospital care practitioners (registered medics).

EMS on Scene (one ambulance + STARS was required)

10:47:38

31 Minute Response



Stock Photo-Not our scene



Lack of Dual Call out Causes Delays Continued:

▶ February 28th Call # 2024-42

LSACFS

06:35:19 Dispatched

06:50:39 Enroute

06:56:39 On Scene

21 Minutes to Scene

FRI

06:51:07 Dispatched

06:55:53 Enroute

07:00:25 On Scene

9 Minutes to Scene

If FRI had been dispatched at the same time as LSACFS time to scene would've been Approx: 06:44 (12 mins faster)

EMS On Scene

07:13:09

38 Minutes to Scene



Lack of Dual Call out Causes Delays Continued

▶ March 9th 2024 Call #2024-49

LSACFS

13:03:46 Dispatched

County Fire Chief Spoke with Fire Rescue's Fire Chief on the Phone and Decided to Stand his Crews Down-FRI then continued on with the call without LSACFS

FRI

13:06:26 Dispatched

13:07:28 Enroute

13:10:06 On Scene

4 Minutes to scene

If FRI was called at the same time as LSACFS they would've been on scene at approximately: 13:07 (Shaving off 3 mins)

EMS on scene 13:14:47

11 Minutes to Scene



Stock Photo-Not Our Scene





Lets Get Back to Automatic Dual Call out

Because critical life-saving interventions can not wait and suffering inside a car wreck is in no one's best interest. Fire Rescue international advocates for an immediate return to the proven process of automatic dual dispatch on area highways or at the very least, a change in Lac Ste Anne County's application of their new policy to match what was agreed-upon with Bernie Poulin, Onoway Regional Fire Services – Executive Committee Chair person:

"I have clarified for you the protocol and it was confirmed at the meeting with the County on Jan 05/24 In attendance from the County was Reeve Blakeman, Trista Court and CAO Michael Primeau. ORFS will be paged out for any call when AHS is dispatched "HOT" to the scene and/or "DELTA ECHO" priority calls as both dispatch protocols signify an urgent life-safety matter. The status is clear and resolved at the elected level and administrative levels."

THIS DOES NOT APPEAR TO BE HAPPENING

Automatic Dispatch and Dual Call Out SAVES LIVES!



Everyone Deserves the Fastest, Best Care When They're Hurt or Sick

Lets Do What's Best for the Travelling Public!



Stock Photo-Not Our Call

Proven Model

Automatic Aid will allow Fire Rescue International to be automatically dispatched to all highway calls within our area along with Lac Ste. Anne County Fire.

Although the County of Lac Ste. Anne rejects formalized Automatic Aid, Fire Rescue International remains a staunch supporter of a formal agreement ensuring the (As recommended by Alberta Fire Commissioner Spence Sample) fastest and best care is always provided to the public

Automatic Aid works-Our Fire Services have had auto aid with AHS and RCMP for Highway calls-This works very well

It has been proven that responding with both fire services greatly increases the chances of survivability on highway calls

A car accident can happen very quickly. If this were to happen to you or your loved ones, wouldn't you want the fastest response? Seconds and minutes count when in a critical motor vehicle collision.



DO THE
RIGHT THING

**THANK YOU
FOR YOUR TIME**





14.j

FIRE RESCUE INTERNATIONAL (DIVISION 7801)

August 10, 2024

**Village of Alberta Beach
Summer Village of Nakamun Park
Summer Village of Castle Island
Summer Village of Val Quentin
Summer Village of South View
Summer Village of Silver Sands
C/O Village of Alberta Beach
4935 50 Ave,
Alberta Beach,
AB T0E 0A0**

Dear Negotiating Partners,

I hope this letter finds you well. I am writing to formally acknowledge that the six municipalities listed above have expressed their intent to negotiate with Fire Rescue International (FRI) regarding the Fire Services Agreement. In light of this, I anticipate that you will form the "Negotiation Steering Committee," as previously decided during the first "Group of Nine" meeting following Onoway's unexpected decision.

Allow me to provide an update from the perspective of your fire department on the activities of the past six months and the path forward.

Activities of the Past Six Months:

- Following Onoway's announcement, FRI promptly communicated with all member municipalities to reaffirm our unwavering commitment to continue providing services until December 31, 2025, and to express our intent to enter into a new agreement for the next decade (five years, with the option to renew for an additional five years).
- During the first three months, I personally visited as many member communities as possible. My goal was to ensure that no one felt alarmed, to confirm that all matters were under control, and to verify that the input provided during previous council meetings remained aligned with the communities' goals. I am pleased to report that the feedback was overwhelmingly positive, with a consensus that both the fire services agreement and FRI's performance were satisfactory. Any concerns were primarily focused on the potential economic impact of Onoway's departure and the governance, administration, and management process. As you know, these issues are beyond my direct responsibility. Many communities expressed a preference for

**www.firerescueinternational.net 855-710-3473 info@firerescueinternational.net
4935-50th Ave P.O. Box 278 Alberta Beach, Alberta T0E-0A0**

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FIRE RESCUE INTERNATIONAL (DIVISION 7801)

accelerating the negotiation process, and a few municipalities were particularly eager to receive a new proposal from FRI. In response, we promptly developed an initial proposal for discussion, which was reviewed alongside the CAOs' assessments at the subsequent "Group of Nine" meeting.

- Over the next three months, significant progress was made by both FRI and several CAOs. We established a structure for monthly CAO and FD meetings to enhance communication and address administrative matters. CAO Moskalyk worked diligently to analyze the numbers based on member requests, while I developed a final "Worst Case" budget figure. We also addressed various member concerns raised during these meetings. However, it is worth noting that the scheduled July meeting of the elected "Group of Nine" did not take place. As we approached the end of this quarter, FRI reached out to the three municipalities that had not yet expressed formal interest in joining the negotiation team, emphasizing the urgency of the situation and the need to ensure a transition and implementation period before March 7, 2025.

Goals for the Next Three Months:

- **August (Month 7):** FRI will complete its review of the level of service and modernize the existing Fire Services Agreement. Based on feedback from our member partners, we do not anticipate any substantial changes to the fire department's operations. I will meet with CAO Moskalyk next week to initiate this process. Once revisions to the agreement are finalized, we will seek input from each CAO on the negotiation team before presenting FRI's final version for review by elected officials. We expect to complete this process by the first week of September.
- **September (Month 8):** It is my advice that this month should be dedicated to addressing any concerns related to governance, management, and administration. It is widely recognized that these areas are of greater concern to most participants than any other aspect. Unfortunately, meetings and discussions aimed at addressing these issues have been delayed, likely due to the absence of a designated leader for the governance/administration/management agreement. However, I am encouraged to report that the mayors of the Tri-Village area have recently committed to leading this portion of the negotiations. I believe they will be proposing a long workshop-style meeting of the elected on Sept 11th to hash everything out and put pen-to-paper.
- **October (Month 9):** October should be the month of ratification, as it is essential that this process reaches a conclusion, one way or another. FRI has been deferring capital purchases due to uncertainty regarding our future, which will eventually impact our capacity and performance. Both FRI and the communities wishing to continue with the current fire service must be informed of their future while there is still time to either implement the new agreement or pivot to a "Plan B." To this end, FRI anticipates submitting its formal contract directly to the councils of both the negotiation partners (you six) and any other interested municipalities. Our preference is to submit the level of service and Fire Services Agreement in conjunction with the Tri-Village's proposed governance/administration/management contract. However, provisions will be made to ensure that FRI can offer its contract services with or without a separate governance/administration/management agreement.



FIRE RESCUE INTERNATIONAL (DIVISION 7801)

The Final Three Months:

- During the final three months of the existing contract, FRI will either work closely with our go-forward partners to ensure a seamless transition on March 7, 2025, or we will begin the wind-down process while our partner agency, Unlimited Safety, relocates closer to its revenue sources.
- Our plan, of course, is to move forward with our partners into another long-term contract. Even after the contracts are signed, there will be considerable work to do. Some examples include:
 - Negotiating new mutual aid agreements
 - Applying for AFRCS licensing
 - Programming new AFRCS channels on all radios
 - Changing volunteer firefighter insurance
 - Securing and moving fire station locations as needed
 - Reviewing and updating 911 dispatch agreements
 - Adjusting dispatch and response protocols based on the above

These past six months have been challenging for your fire department, as well as for the CAOs who have worked tirelessly to gather the information needed for councils to make informed decisions. I would like to express my deepest gratitude to the six municipalities for your unwavering support and guidance. I look forward to our continued collaboration and to bringing this process to a positive and timely conclusion, allowing us all to refocus on the important work we do for the communities we proudly serve.

Sincerely,
Fire Rescue International

David Ives,
Fire Chief

CC:

- Summer Village of Ross Haven
- Summer Village of Sunset Point
- Summer Village of Yellowstone

www.firerescueinternational.net 855-710-3473 info@firerescueinternational.net
4935-50th Ave P.O. Box 278 Alberta Beach, Alberta T0E-0A0

(91)



FIRE RESCUE INTERNATIONAL (DIVISION 7801)

August 13, 2024

**Village of Alberta Beach
Summer Village of Nakamun Park
Summer Village of Castle Island
Summer Village of Val Quentin
Summer Village of South View
Summer Village of Silver Sands
C/O Village of Alberta Beach
4935 50 Ave,
Alberta Beach,
AB T0E 0A0**

Dear Negotiating Partners,

We have recently received a demand from the Town of Onoway that requires our attention and may impact fire operations down the road. The town has insisted that FRI confirm in writing that all AFRCs radios will be returned to them by March 7th, 2025. This includes the radios you own but have generously lent to the fire department to avoid the expense of new radios and VHF radio license fees. Their demand is as follows:

- “1) Inventory list of all radios and bases, including serial numbers and location of units provided by August 15, 2024, to the Town of Onoway;
2) Confirmation that all property owned by the Town of Onoway and member municipalities will be returned to the Town of Onoway on March 7, 2025, or confirmation that the member municipality is allowing possession of such items after March 7, 2025.”*

This demand presents a two-fold challenge for us:

- A) When FRI was entrusted with these radios to serve your fire needs, they were delivered in bulk, without clear identification of ownership. As a result, we do not have an inventory of which radios belong to whom.
- B) Should we reach a new fire services agreement as anticipated, with Alberta Beach as the proposed new managing partner, we will need your radios in hand for reprogramming to a new “Fleet Map” owned by Alberta Beach. Therefore, we cannot commit to returning the radios by the town’s requested date.

Your assistance in this matter would be invaluable. If you have any documentation or lists of ownership for the radios, providing that information would help clarify the situation for all parties. Furthermore, it would significantly alleviate the pressure on FRI if your municipality could send a letter to the Town of Onoway (with

**www.firerescueinternational.net 855-710-3473 info@firerescueinternational.net
4935-50th Ave P.O. Box 278 Alberta Beach, Alberta T0E-0A0**



FIRE RESCUE INTERNATIONAL (DIVISION 7801)

FRI CC'd) stating that you are in ongoing negotiations with us to continue fire services and that you permit your radios to remain under FRI's care and control. In the unlikely event that negotiations do not come to fruition, your municipality will address the return of property directly with FRI, making it clear that the Town of Onoway need not concern itself with this matter.

Given the approaching deadline, any assistance you can provide would be greatly appreciated.

Thank you for your prompt attention to this matter.

Sincerely,
Fire Rescue International

David Ives,
Fire Chief

aboffice@albertabeach.com

From: Dev Referrals <DevReferrals@lsac.ca>
Sent: July 4, 2024 3:16 PM
To: Dev Referrals; 'historical.lup@gov.ab.ca'; 'LMPlan@gov.ab.ca'; 'Aep.epeacapitalregion@gov.ab.ca'; 'Aep.wacapitalregion@gov.ab.ca'; 'luapps-wcrt@gov.ab.ca'; 'Bruce.VanOs@gov.ab.ca'; 'Craig.plitt@gov.ab.ca'; 'land.admin@atcogas.com'; 'HP.Circulations@atco.com'; 'jeffrey.way@canadapost.ca'; 'david.kruger@canadapost.postescanada.ca'; 'onoway_area@equs.ca'; 'landserv@fortisalberta.com'; Mike Primeau; 'rhett.czaban@ngps.ca'; 'subdivisions@contractlandstaff.com'; 'kpearson@steannegas.com'; 'circulations@telus.com'; Matthew Ferris - Summer Village of Sunset Point; Kathy Skwarchuk
Subject: Decision Referral 024SUB2023
Attachments: DecisionReferral_024SUB2023_20240704.pdf

Please see the attached approval/refusal letter.

Thank you,

Sarah Gibbs

Development Clerk, Lac Ste. Anne County

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

PHONE: 780.785.3411 | TOLL-FREE: 1.866.880.5722 | FAX: 780.785.2985 | lsac.ca

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From: Dev Referrals
Sent: Thursday, May 9, 2024 11:43 AM
To: 'historical.lup@gov.ab.ca' <historical.lup@gov.ab.ca>; 'LMPlan@gov.ab.ca' <LMPlan@gov.ab.ca>; 'Aep.epeacapitalregion@gov.ab.ca' <Aep.epeacapitalregion@gov.ab.ca>; 'Aep.wacapitalregion@gov.ab.ca' <Aep.wacapitalregion@gov.ab.ca>; 'luapps-wcrt@gov.ab.ca' <luapps-wcrt@gov.ab.ca>; 'Bruce.VanOs@gov.ab.ca' <Bruce.VanOs@gov.ab.ca>; 'Craig.plitt@gov.ab.ca' <Craig.plitt@gov.ab.ca>; 'land.admin@atcogas.com' <land.admin@atcogas.com>; 'HP.Circulations@atco.com' <HP.Circulations@atco.com>; 'jeffrey.way@canadapost.ca' <jeffrey.way@canadapost.ca>; 'david.kruger@canadapost.postescanada.ca' <david.kruger@canadapost.postescanada.ca>; 'onoway_area@equs.ca' <onoway_area@equs.ca>; 'landserv@fortisalberta.com' <landserv@fortisalberta.com>; Mike Primeau <mprimeau@lsac.ca>; 'rhett.czaban@ngps.ca' <rhett.czaban@ngps.ca>; 'subdivisions@contractlandstaff.com' <subdivisions@contractlandstaff.com>; 'kpearson@steannegas.com' <kpearson@steannegas.com>; 'circulations@telus.com' <circulations@telus.com>; Matthew Ferris - Summer Village of Sunset Point <office@sunsetpoint.ca>; 'aboffice@albertabeach.com' <aboffice@albertabeach.com>
Subject: Referral 024SUB2023

Please find the attached information regarding subdivision application 024SUB2023 for your review.

Thank you,

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Sarah Gibbs

Development Clerk, Lac Ste. Anne County

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

PHONE: 780.785.3411 | TOLL-FREE: 1.866.880.5722 | FAX: 780.785.2985 | lsac.ca

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**SUBDIVISION REFERRAL
APPROVED
NOTIFICATION of Email Correspondence**

of Pages EMAILED: 9

Date: July 4, 2024

Re: PROPOSED SUBDIVISION
Legal: NE 26-54-03 W5M
Lac Ste. Anne County

FILE #: 024SUB2023

Attached is a copy of a subdivision application form and sketch proposing to subdivide the above land as shown. The subdivision proposal is to create one (1) 45.9 +/- acre parcel from an unsubdivided quarter-section. By this EMAIL we request you submit brief, relevant comments and supporting information, with regard to the subdivision application. Unless we have heard from you, **within 21 days**, we will process the proposal as though you have no objections.

Please email or fax your comments to the undersigned at your earliest convenience.

**Email: Desiree Hamilton,
Planning/Development Clerk
DevReferrals@LSAC.ca OR
FAX your response to (780) 785-2985**

**Email: Sarah Gibbs,
Planning/Development Clerk
DevReferrals@LSAC.ca OR
FAX your response to (780) 785-2985**

If you have concerns or comments that you wish to discuss with staff, please contact the staff member as indicated below:

Mitchell Kofluk
Development Officer
780-785-3411
Ext.: 3601
mkofluk@LSAC.ca

Craig Goldsmith
Development Officer
780-785-3411
Ext.: 3684
cgoldsmith@LSAC.ca

Amy Roberts
Development Officer
780-785-3411
Ext.: 3731
aroberts@LSAC.ca

Tanya Vanderwell
Development Officer
780-785-3411
Ext.: 3685
tvanderwell@LSAC.ca



July 4, 2024
File: 024SUB2023

Graham, Sharly

Graham, Sharly & Craig, Robert

APPLICANT

LANDOWNER

Dear Sir/Madame:

**Re: Proposed Subdivision
NE 26-54-03 W5M,
Lac Ste. Anne County**

This application for subdivision was considered complete by Lac Ste. Anne County on May 03, 2024 and was considered by the Subdivision Approving Authority on July 3, 2024 and was **APPROVED, subject to conditions and is valid for twenty-four (24) months.**

A conditionally approved subdivision means that you must fulfil the approval conditions prior to the Plan of Subdivision being registered with Alberta Land Titles to legally create the new title(s). Please note that you are responsible for retaining the services of an Alberta Land Surveyor to prepare the Plan of Subdivision for registration at Alberta Land Titles.

The decision may be appealed within twenty-one (21) days of the postmark of this letter by submitting a written notice to the Subdivision and Development Appeal Board (SDAB) or the Land and Property Rights Tribunal (LPRT) as indicated within the attached pages of this decision.

Following the appeal period, an instrument (a Descriptive Plan or a Plan of Survey) completed by an Alberta Land Surveyor must be submitted to this office for endorsement. We recommend that your Surveyor contact Alberta Land Titles directly in order to confirm whether a Descriptive Plan or Plan of Survey will be required. The appeal period must lapse before this office may endorse the instrument received.



Additionally, endorsement cannot be given until the attached conditions have been met. Please confirm that all appropriate documentation has been received by this Office when submitting your registerable instrument.

The instrument must be prepared on your behalf by an Alberta Land Surveyor in a manner satisfactory to the Alberta Land Titles Office (10365-97 Street, Edmonton, AB T5J 3W7; Phone 780-427-2743).

This application was evaluated with respect to its conformance and/or consistency with applicable legislation, statutory plans, and bylaws. Consideration was also given to the various land use evaluation criteria, and responses from adjacent landowners as described below:

Topography	The property is rolling with a mixture of trees and field.
Soils	Class 4: Soils in this class have severe limitations that restrict the range of crops or require special conservation practices. The limitations are so severe that the soils are not capable of use for sustained production of annual field crops. The soils are capable of producing native or tame species of perennial forage plants, and may be improved by use of farm machinery. The improvement practices may include clearing of bush, cultivation, seeding, fertilizing, or water control. Subclass T: adverse topography-either steepness or the pattern of slopes limits agricultural use.
Storm Water	No storm water issues for the proposed parcel.
Flooding Risk	No flood issues are expected on the property.
Access	Access is currently provided through a registered access easement through the local road system.
Water Supply	The remainder of the quarter is currently serviced. Water may be obtained through cistern or well for the proposed parcel.
Private Sewage System	The remainder of the quarter-section is serviced by field system. Conformance to new property lines and to plumbing code to be confirmed. A variety of private sewage disposal systems may be used on the proposed



	acreage.
Adjacent Land Uses	Adjacent land uses are a mix of acreages, Lakeview Place, Summer Village of Sunset Point and agricultural operations.
Landowner Concerns:¹	None

The Subdivision Approving Authority has determined that this application shall be:

✓ **APPROVED, SUBJECT TO THE FOLLOWING CONDITIONS:**

STANDARD CONDITIONS:

1. All subdivision conditions must be fulfilled within twenty-four months of date of subdivision approval.
2. Pursuant to Section 654 of the Municipal Government Act, R.S.A. 2000, all outstanding property taxes be paid.
3. Applicant/Landowner is required to submit a survey drafted by an Alberta Land Surveyor. Any alterations to the subdivision design from the date of referral may require a new application and referral process.
4. This decision shall be valid for two (2) years from the date of issuance; if this decision is appealed (to Subdivision and Development Appeal Board {SDAB} or Land and Property Rights Tribunal {LPRT}), any new decision will be valid for a time specified by the appeal body as listed within a revised decision (SDAB decision or LPRT order).
5. Re-districting — rezoning to a more suitable district (i.e.: Country Residential) is required for applications of 4 parcels or less per quarter-section, with a parcel size of 30.0 acres or less.

ACCESS/ROAD CONDITIONS:

6. Pursuant to Section 655 of the Municipal Government Act, R.S.A. 2000, the Owner and/or Developer shall enter into and abide by the provisions of a development agreement with Lac Ste. Anne County to the County’s satisfaction and at the Developer’s expense. This agreement may include, but not necessarily be limited to:
 - a. Approach #2 (remainder of quarter-section with existing access easement through adjacent quarter-section NW 26): Location OK, Sightline to North OK, Sightline to

¹ Note: This Office does not guarantee that all verbal comments or written comments received after the conclusion of the referral period will be addressed in this decision, however, all comments will be reviewed by the Approving Authority.



South Trees to be cut back for better sightline, Culvert ends to be reshaped and exposed, ditchline to be cleared and reshaped either side of culvert inlet/outlet, rip rap to be employed to culvert ends, remove overgrowth on top face and top up gravel in low areas. Build to County Standard/Policy.

- b. Approach #3 (proposed parcel – access through Lakeview Place): 7.0 metre roadway to be extended to parcel property line; existing turnaround bubble to remain, culvert length and size to be determined upon build of parcel approach assess, culvert ends to be bevelled, employ rip rap to culvert ends. Roadway extension to be built to County's General Municipal Servicing Standards (GMSS) and Approach/Culvert Policy

Once the above-noted work has been completed on your approach(es), you MUST return your "Final Approach Inspection Form" to the Planning and Development Department to have your approach(es) inspected. The proposed survey (from your surveyor) must be submitted before Public Works can complete the inspection of the approach(es).

7. Landowner/Developer shall install signage indicating "Approach Access" (for Approach #3 – end of right-of-way Lakeview Place).
8. Pursuant to Section 661 of the Municipal Government Act, R.S.A., 2000, 5.2 metres (17.1 ft.) of road widening adjoining all municipal road allowances is required and may be registered through caveat. Caveat and agreement to be provided by the Surveyor for road widening on Range Road(s) and Township Road(s).
9. Proposed subdivision to be re-designed as per amended drawing dated July 2, 2024.
10. That a caveat be placed on title providing access (future road allowance) along south boundary across the proposed parcel to a width of 30 metres for future access/connection to Township Road 544A. Lac Ste. Anne County does not require the road to be constructed at this time and would be satisfied if the subdivision authority required road to be dedicated for future.

ENVIRONMENTAL RESERVE AND/OR CONSERVATION EASEMENT CONDITIONS:

11. That a Caveat be placed on Title, as per the attached sketch, indicating the restrictions for development for the watercourse and environmentally sensitive areas throughout the quarter section in relation to setbacks from water bodies.

MISC WATER/SEWER CONDITIONS:

12. Developer/Landowner to provide professional verification that on-site sewage disposal system is functioning properly and within the requirements of the Safety Codes Act, or to confirm replacement/upgrade of existing system to one which conforms to provincial and municipal requirements. Cost of Inspection (\$235.00).



13. The existing residential buildings shall be connected to municipal service (water and/or sewer) at the Applicant's expense within one year from registration of this subdivision.
14. Any proposed development shall be connected to municipal service (water and/or sewer) at the Applicant's expense within one year from approval of said development.

UTILITY RIGHT-OF-WAY AGREEMENTS:

15. Lac Ste. Anne County will require a blanket drainage easement and restrictive covenant to the County's satisfaction be registered on the parcel within sixty days (60) of the date of this approval to ensure current and future drainage is accommodated to the satisfaction of the Municipality.

Please note the following:

1. All conditions must be met prior to receiving endorsement.
2. You must complete all conditions of approval prior to twenty-four months from the date of this letter.
3. Lac Ste. Anne County is unable to endorse this application until 14 days have passed from the date of receipt of this letter to allow for appeal submissions. A maximum of five (5) additional days are allowed for mailing where this notice is issued through regular mail.
4. Appeals may be commenced by the applicant, subject landowner, the approving authority and required referral agencies. Under provincial statute, appeals are not allowed by adjacent landowners, community associations, or other non-statutory interests.
5. It is strongly recommended that subdivision boundaries in proximity to buildings be reviewed by a surveyor to ensure than no encroachments exist.
6. ***The final plan must be submitted by the Surveyor in *.pdf format to this Office.***
7. ***MIMS (Municipal Information Management System) Compatible Drawings" must be submitted for all subdivisions. Current version is 4.2.5. The support line phone number for MIMS is 1-866-646-7473.***
8. It is the responsibility of the developer to make suitable arrangements with utility service providers to provide services to new properties.

In accordance with Section 678 of the Municipal Government Act, R.S.A., 2000, should you wish to appeal this decision, you may do so by filing notice of your intent to appeal on the required Appeal Form in writing, to the following address, along with the applicable application fee:



Land and Property Rights Tribunal
2nd Floor, Summerside Business Centre
1229 91 Street SW
Edmonton Alberta T6X 1E9
Phone: 780-427-2444, Toll free: 310-0000 before the phone number (in Alberta)
Fax: 780-427-0986
Email: lpert.appeals@gov.ab.ca
Website: <https://www.alberta.ca/subdivision-appeals.aspx#jumplinks-1>

The required Appeal Form may be obtained by contacting the Land and Property Rights Tribunal or on the LPRT website.

The decision may be appealed within 21 days from the date of this letter, prior to 4:30 p.m. on July 25, 2024. If the appeal date falls on a weekend or holiday, Lac Ste. Anne County will accept the appeal form along with the applicable fee on the next business day.

Yours truly,

A handwritten signature in black ink, appearing to read "Tanya Vanderwell".

Tanya Vanderwell
Senior Development Officer
Planning & Development Department
Lac Ste. Anne County

Encl: Proposed Sketch/Drawing
Existing Sewage System Application
Final Approach Inspection Form
Environmental Reserve Easement - Draft
Overland Drainage Easement and Restrictive Covenant

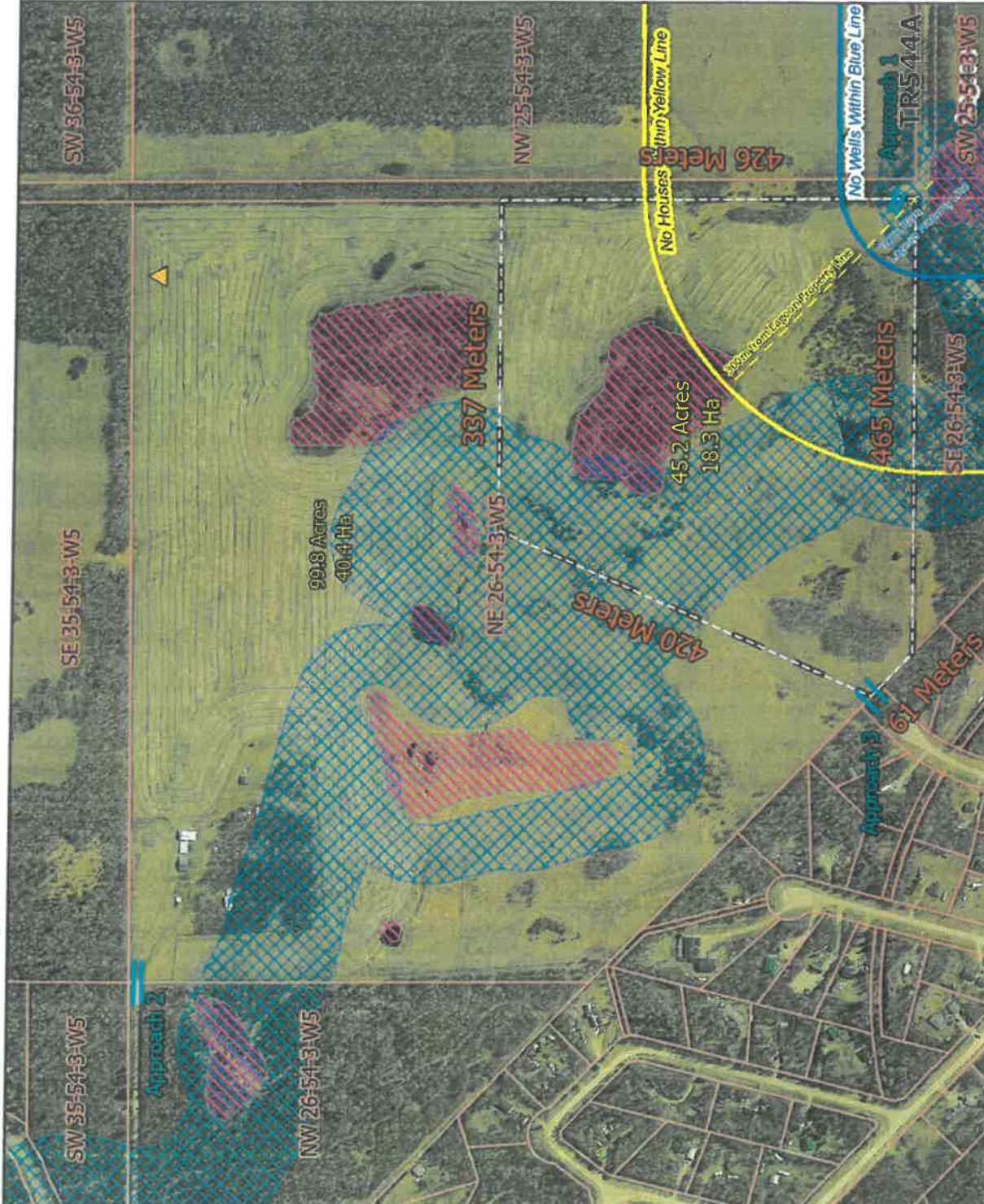


Proposed Subdivision Lac Ste. Anne County

024SUB202

July 2, 2024

- Proposed Parcel
- Proposed or Existing Approach
- Land Parcels
- Setbacks Area 40m
- No Mowing or Grazing 40m
- Pipeline Right-Of-Ways
- STATUS**
- Abandoned Line
- Operating Line
- Other Line Status
- Wells
- Priority Wetlands
- Waste Facility House Boundary
- Waste Facility Well Boundary
- Waste Facilities



LSACGIS Department

NE 26-54-3-W5	024SUB2023
Graham, Sharly	2024
All dimensions to be verified by an Alberta Land Surveyor. ECE boundaries to be determined by field survey of stream bank. Coordinate System: NAD 1983 10TM AEP Forest	

Location Overview

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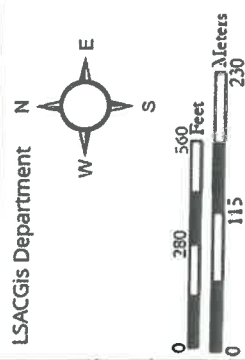
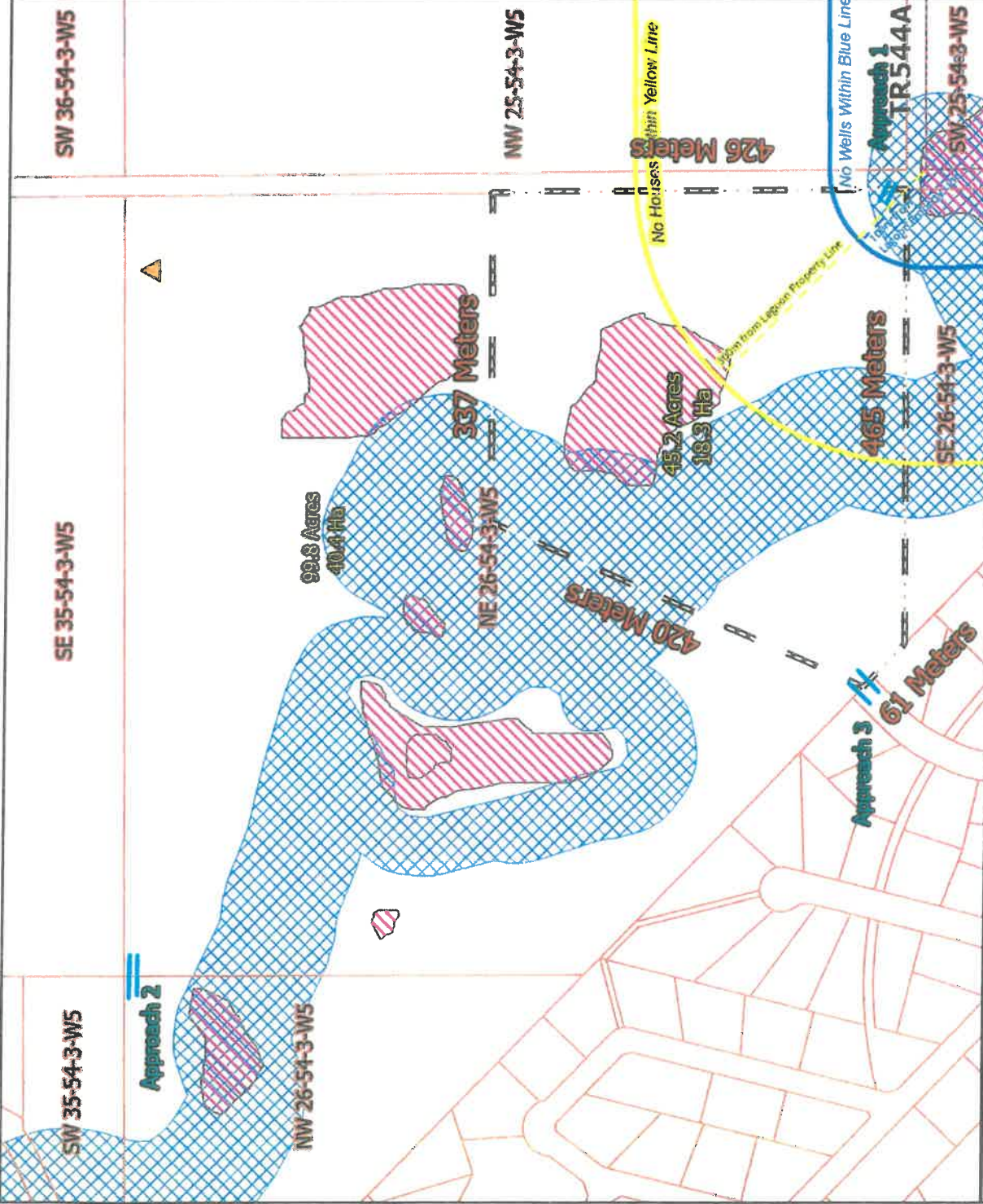


Proposed Subdivision Lac Ste. Anne County

024SUB2023

July 2, 2024

- Proposed Parcel
- Proposed or Existing Approach
- Land Parcels
- Setbacks Area 40m
- No Mowing or Grazing 40m
- Pipeline Right-Of-Ways
- STATUS**
- Abandoned Line
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- Other Line Status
- Wells
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LSAGIS Department	NE 26-54-3-W5	024SUB2023
	2024	
Graham, Sharly		
All dimensions to be verified by an Alberta Land Surveyor. ECE boundaries to be determined by field survey of stream bank.		
Coordinate System: NAD 1983 10TM AEP Forest		



Alberta Beach Village Office

From: RMA Insurance <risk@rmainurance.com>
Sent: June 26, 2024 9:59 AM
To: aboffice@albertabeach.com
Subject: How RMA Insurance is Responding to Wildfire Risk



How RMA Insurance is Responding to Wildfire Risk

Dear Members,

We are excited to inform you that RMA Insurance and Genesis have partnered with Wildfire Defence Systems (WDS) to enhance the protection of your insured properties and provide wildfire loss prevention for the 2024 wildfire season. Since its establishment in 2008, WDS has responded to over 1,300 wildfire events, achieving a 99% success rate for structure survivability, and reducing average annual losses by up to 35%, depending on clients' risk profiles. Genesis is the first insurer in Canada to partner with WDS.

Headquartered in Bozeman, Montana, WDS is the largest private-sector wildfire property loss intervention ground service provider in North America, operating at a scale larger than many public wildfire agencies. To effectively serve clients in Canada, WDS coordinates with the Canada Border Services Agency and U.S. Customs and Border Protection to meet all emergency entry regulations and receive priority access when practicable. They also may pre-position firefighters on the U.S. side near the Canadian border in an effort to speed up response times in case of a fire event.

This collaboration is a proactive step toward mitigating wildfire damage risk to your insured properties. WDS is contracted for all RMA Insurance and Genesis-insured properties, so you will not need to initiate contact during a wildfire event. This value-added service is fully funded by Genesis and will not impact member premiums.

WDS leverages its decades of wildfire experience and an understanding of wildfire behaviour to enhance structure survivability. They employ an intelligence and information team and use machine learning to gather dynamic wildfire data online and through other resources. This data helps identify fire locations, predict spread, and relay information to field teams. Satellite imagery is also used to detect heat signals, helping to anticipate fire perimeters and potential spread.

Once a fire is identified, WDS takes the following steps to ensure the safety of your properties:

- **Smoke Check and Assessment:** WDS conducts a smoke check to assess the fire perimeter, fuels, dense timbers, topography, drought conditions, local weather conditions, forecasts, and other factors influencing wildfire behaviour. They determine the fire's growth rate and proximity to clients' properties, notifying you even if the fire is not an immediate threat.
- **Decision to Respond:** If WDS decides to respond, they share information with border services, specifying the port of arrival, client representation, municipality, and fire name. They also communicate with Alberta wildfire officials to ensure response efficiency. Clients are informed of all developments via emails and a dashboard accessible to the RMA Insurance team.
- **Dispatch and Information Relay:** WDS dispatches firefighters to the incident, providing estimated travel times and fire intelligence. They also relay details about the incident command team's location and any health and safety considerations.
- **Loss Intervention Actions:** Upon arrival, the WDS team checks in with the incident command team and coordinates response actions. Once granted access, they implement necessary loss intervention actions.

During a fire event, the primary goal is to employ tactics that break the ignition cycle. Depending on the fire and structure, loss prevention tactics could include:

Pre-Fire Measures

- Assessing infrastructure vulnerabilities to enhance structure survivability
- Removing litter, plant debris, firewood, and other flammable materials from and around the structure, gutters, and decks
- Removing combustibles like patio furniture, propane tanks, and welcome mats and every item where a fire ember could get dislodged in and cause an ignition

- Sealing vents, closing windows and doors, and applying vent tapes to prevent ember entry
- Applying biodegradable gels to help water adhere to structures
- Building fire lines by removing vegetation down to mineral soil to halt fire advancement
- Setting up sprinkler kits to increase relative humidity and soil moisture

Post-Fire Actions

- Extinguishing any remnant fires and remaining sources of ignition which could include cold trailing to identify any subsurface smouldering
- Returning the property to its initial state, including repositioning patio furniture and removing vent tape
- Removing temporary sprinkler systems and washing off biodegradable gels from structures.

At RMA Insurance, we are committed to safeguarding your properties. With WDS's advanced wildfire loss intervention services, you can face the 2024 wildfire season with greater peace of mind, knowing your property has an extra layer of defense.

Craig Pettigrew

General Manager of Insurance

780.955.8407

craig@RMAinsurance.com



RMAAlberta.com



[Facebook](#)



[@RuralIMA](#)



[LinkedIn](#)

Our mailing address is:

2510 Sparrow Drive
Nisku, AB T9E 8N5

You are receiving this email because you are subscribed to RMA Insurance.

[unsubscribe from this list](#) [update subscription preferences](#)

aboffice@albertabeach.com

From: ddm@kronprinzconsulting.ca
Sent: June 21, 2024 10:36 AM
To: aboffice@albertabeach.com; wendy@wildwillowenterprises.com; SV Silver Sands; svsouthview@outlook.com; cao@valquentin.ca; office@sunsetpoint.ca; cao@rosshaven.ca; svcastle@telus.net; Dave Ives; office@svyellowstone.ca
Subject: SVNP - FRI - Motion to Continue Services/Negotiations

Good morning all,

Please be advised that during our June 19th, 2024 regular meeting, Council for the Summer Village of Nakamun Park reviewed the matter of fire services and next steps, and passed the following motion:

MOVED by Councillor Charter that Council approve the continued participation of the Summer Village of Nakamun Park in negotiations for a continued fire service through Fire Rescue International beyond the Mach 7th, 2025 termination date with the Town of Onoway, based on the following, as discussed:

- i. Cost to remain same or similar to those outlined on May 28th, 2024 in the Impact Assessment Report;
- ii. Consideration of both a 5-year and 10-year term, with a 2 year termination clause, beginning in 2026 or earlier if feasible;
- iii. Alberta Beach to act as Managing Partner, with Wildwillow Enterprises as Administrative Partner;
- iv. Endorsement of Michelle Gallagher, Patriot Law, for casual legal services in drafting the required agreement templates for same.

CARRIED.

We look forward to continuing to work together as stakeholders, and partners, in this important service delivery model for our communities.

Thank you,

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DDM

Dwight Darren Moskalyk

Chief Administrative Officer

Summer Village of Nakamun Park

aboffice@albertabeach.com

From: Summer Village of South View <svsouthview@outlook.com>
Sent: July 2, 2024 9:17 AM
To: Jennifer Thompson
Cc: Alberta Beach Village Office; 'Nakamun Park'; Summer Village Office; Rosshaven CAO; 'Summer of'; office@svyellowstone.ca; cao@valquentin.ca; office@sunsetpoint.ca; wendy wildwillowenterprises.com
Subject: South View letter Re Fire Services Communication
Attachments: 24 06 28 Onoway re meeting & hall closure.pdf

Hello Jennifer,

Please see the attached letter from Mayor Benford for Onoway Mayor and Council.

Thank you, .

Angela Duncan

Assistant CAO

Summer Village of South View

780-967-0271

<http://www.summervillageofsouthview.com/>



Box 8,
Alberta Beach, AB T0E 0A0
Phone: 780-967-0271
Fax: 780-967-0431
Email:
svsouthview@outlook.com

June 28, 2024

Attention: Mayor Kwasny and Town of Onoway Council
Delivered via email: cao@onoway.ca

Re: **Meeting Cancellations and Fire Hall Closures**

Dear Mayor Kwasny and Town of Onoway Council,

As a member of the Onoway Regional Fire Services (ORFS), the Summer Village of South View would like to express our ongoing disappointment and concern regarding decisions and communications by the Fire Services Administration and Town Council. These concerns were first addressed in correspondence from a number of members of ORFS, dated February 29, 2024. We had hoped that improvements would be made, however, recent decisions and their lack of communication have shown otherwise.

At the April 3, 2024 all-member ORFS meeting, a meeting date of June 18, 2024 was set by the membership to discuss the state of ORFS including the orderly wrap up and transition of the current administration and fire service, as a result of Onoway prematurely ending the contract. On June 13, 2024 we received an email from the Town that the meeting was cancelled as per a Town of Onoway Council Resolution. We do not understand how the Town of Onoway Council can cancel a meeting that was NOT set by the Town of Onoway and was scheduled to address Administration concerns caused by Onoway Council withdrawing from the contract prior to its natural end-date. The inability of Onoway to separate its administration from the administration of ORFS has been a concern over the past year and we request that you keep this in mind moving forward until the end of the contract. We require a meeting to be scheduled for the purpose of discussing the orderly wrap up and transition of ORFS.

Also of great concern to us is the fact that the Town planned infrastructure work that caused the temporary closure of the fire hall without ANY notice to the ORFS membership. To date, South View has learned about this through other sources, and has still not formally been made aware of this closure. Our contract with the Town, section 4.1, states *"The Town shall provide the Fire Services with 24 hour on-call, stand-by fire, rescue and medical first response service, based out of two (2) fire hall locations..."*. We understand the need for infrastructure improvements and the reason that the hall was closed. However, as a member of ORFS, we are impacted by this and should have been informed of the closure and what steps had been taken to ensure continuity of service. Please keep this in mind moving forward.

South View is hopeful that ORFS Administration is more communicative with the ORFS membership for the remainder of the contract and that the Town understands the importance of separating Town of

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Onoway Administration from ORFS Administration moving forward. Further, we would like to stress that ORFS Administration is responsible to the Fire Executive and ORFS membership, NOT Town of Onoway Council.

Sincerely,

Sandi Benford
Sandi Benford
Mayor

CC: Onoway Regional Fire Services Membership

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Alberta Beach Village Office

From: Marlene Walsh <marlenehwash@gmail.com>
Sent: June 20, 2024 8:46 AM
To: David Ives
Cc: Kathy Dion; Al Christiansen; Roger Montpellier
Subject: FIRE RESCUE INTERNATIONAL (FRI) SUMMER VILLAGE OF VAL QUINTIN

Good Morning Chief Ives

At the Summer Village of Val Quentin Council Meeting held on Wednesday, June 19, 2024 the following resolution was approved:

Res #055 24-06-19

Moved by Mayor Kathy Dion that further to the Regional Fire Services Model Partnership Changes and Impact Assessment, Val Quentin Council approves in principle the following:

- Val Quentin continue with Fire Rescue International (FRI) after the March 7th, 2025 termination of the existing agreement
- Val Quentin continue with Fire Rescue International (FRI) commencing January 2026 for a 5 year term
- Alberta Beach be designated as Managing Partner for the purpose of insurance, licensing, external agreements and holding of accounts and Wildwillow Enterprises Inc. be designated Administrative Partner to Alberta Beach for governance matters; and
- the firm of Patriot Law (Michelle Gallagher) be designated to prepare all required agreements and legal requirements moving forward.

In attendance and voting at the meeting:

Mayor Kathy Dion; Deputy Mayor Alan Christiansen; Councilor Roger Montpellier
CARRIED

Thank you

Marlene Walsh
Chief Administrative Officer
Summer Village of Val Quentin
Phone: (780) 668 3182
email: cao@valquentin.ca

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Alberta Beach Village Office

From: Kathy Skwarchuk
Sent: July 30, 2024 8:55 PM
To: Village of Alberta Beach
Subject: Fwd: SVREMP: 2025 PROPOSED BUDGET
Attachments: _SV-2025 PROPOSED BUDGET.xlsx - 2025 (2).pdf

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

From: SVREMP <summervillage.remp@gmail.com>
Date: Fri, Jul 26, 2024, 6:34 p.m.
Subject: SVREMP: 2025 PROPOSED BUDGET

Good Afternoon

In preparation for the SVREMP Advisory Committee Meeting being planned for Saturday, October 5, 2024 starting at 9:00 AM at

Alberta Beach Council Chambers
4935 - 50 Avenue Alberta Beach

we have attached the SVREMP Proposed 2025 Budget for your review and discussion at your upcoming Council Meetings.

We welcome any questions or concerns that may arise as you review this proposed budget. Ideally, the goal is to present this proposed budget for approval at the October 5, 2024 SVREMP Advisory Committee meeting.

Warm regards

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

Marlene Walsh, RDDEM

Regional Deputy Director of Emergency Management
Ste. Anne Summer Villages Regional Emergency Partnership

STE ANNE SUMMER VILLAGES REGIONAL EMERGENCY MANAGEMENT PARTNERSHIP

2025 BUDGET (PROPOSED AS AT 2024 07 19)

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

EXPENDITURES:

Regional DEM	no increase from previous years	-\$18,000.00
Regional Deputy DEM	no increase from previous years	-\$16,000.00
Administration/Treasury	no increase from previous years	-\$2,000.00
Committee Honorarium	Meetings for Chair role and Sub-Committee's outside of regular meetings for all members (10 @ \$75.00/meeting)	-\$750.00

MATERIALS

Facility Rental & Food	Training and Meetings	-\$450.00	
Exercise	2025 Tabletop Exercise	-\$500.00	
Exercise	Full Scale Joint Mutual Aid	\$0.00	Grant Funding
Mileage		-\$800.00	
Subscriptions	Office Suite/Norton	-\$125.00	
Office Supplies/copies	Paper, toner, photocopy services	-\$375.00	-\$39,000.00

NET SURPLUS/DEFICIT

\$0.00

BANK	GIC'S	\$15,000.00	NOTE:	<i>Additional approved \$10,000.00 GIC not completed due to inadequate funds available due to outstanding AR item (\$3500.00) & expenses incurred but not within approved</i>
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CASH FLOW:

TOTAL PROJECTED CASH ON HAND

THE ROYAL
CANADIAN
LEGION



14.7

ALBERTA-NWT
COMMAND

Military Service Recognition Book

Dear Valued Supporter,

Please find enclosed a copy of the **Alberta-NWT Command's Military Service Recognition Book - Volume XVI** recognizing Veterans in Alberta and the Northwest Territories who have served our country so valiantly. We have also included a Certificate of Appreciation acknowledging your organization's generous support for our Veterans.

You will find the advertisement that you purchased during our **2023 Telephone Appeal** printed.

Your ongoing support for this important project is sincerely appreciated. Proceeds raised are used to fund bursaries, youth programs including cadets and of course The Legion's tireless support for Veterans and their families throughout Alberta and the Northwest Territories.

You may have recently been called or will receive a call in 2024 regarding this important Legion initiative.

Please do not hesitate to contact us at 1-800-506-1888, if we can be of assistance.

Once again, *thank you!*

Respectfully,

**Rosalind LaRose
President**

RECEIVED JUL 10 2024

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Certificate of Appreciation

Presented to

Village of Alberta Beach

For supporting the Alberta-NWT Command's Military Service Recognition Book - Volume XVI. Your acknowledgement and support for Veterans in Alberta and the Northwest Territories is sincerely appreciated. Thank you for your participation.

Rosalind LaRose
President

Tammy Wheeler
Executive Director

2024

ALBERTA-NWT COMMAND OF THE ROYAL CANADIAN LEGION

"LEST WE FORGET"

Alberta Beach Village Office

From: Laurie Haak <LHaak@yrl.ab.ca>
Sent: July 9, 2024 11:26 AM
To: Kathy Skwarchuk, Alberta Beach
Cc: AABM Chair; Alberta Beach Library
Subject: YRL 2023 ROI Statement
Attachments: YRL 2023 ROI Statement for Alberta Beach Municipal Library.pdf

Hi Kathy,

Please find attached Yellowhead Regional Library's 2023 Return on Investment Statement (ROI) for the Alberta Beach Municipal Library.

Board Chair Hank Smit and Director Karla Palichuk would welcome the opportunity to present to Council. Please contact me for scheduling options.

Thank you and have a great day!

Copies:
Chair Betty Meads, Village of Alberta Beach Library Board
Acting Manager Chaddie Langman, Alberta Beach Municipal Library

Laurie Haak
SHE/HER
Executive Assistant

P: 780-962-2003 EXT 221
yrl.ab.ca | Box 4270, Spruce Grove, AB T7X 3B4





Alberta Beach Municipal Library 2023 Return on Investment

Your Membership

Total Financial Benefits

\$209,558.61

Return on Investment

\$1.00 = \$43.55

Municipality Membership Levy

On behalf of Alberta Beach Municipal Library in 2023 **\$4,812.40**

Direct Financial Return

2023 Materials allotment from YRL \$795.00

Allotment from other municipalities (if applicable) \$1,798.25

Total Funds \$2,593.25

Benefits of YRL Services

Technology

Website \$848.15

Software and licensing \$1,672.34

SuperNet and hardware \$11,498.89

Cost avoidance \$14,019.38

Resource Sharing

Items borrowed from other libraries: **6,888** \$99,876.00

Digital items borrowed through YRL: **1,652** \$82,600.00

Cost avoidance \$182,476.00

Training

Free YRL training/workshop participation hours 49.5

Note: May not reflect all training provided, such as informal sessions.

Crucial Conversations for Mastering Dialogue \$305.00

Envionics \$4,417.69

Homelessness Academy for Librarians \$881.89

LibraryAware \$2,901.18

Staff Training Academy \$1,964.22

Understanding Financial Statements \$0.00

Cost avoidance \$10,469.98

Total Financial Savings \$206,965.36

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With YRL membership, residents gain:

- Access to more than three million items in the TRAC¹ collection.
- Free Canada-wide resource sharing of physical material collections including interlibrary lending and onsite borrowing.
- Free digital content access (eAudiobooks, eBooks, eComics and eManga, eMagazines, movies, music, and television shows) through 32 online resources, including:
 - Accessible Alberta, Centre for Equitable Library Access and National Network for Equitable Library Service: provincial and national collections for those with print disabilities.
 - Beanstack: creation support for a community of readers in the YRL region.
 - CISCO Networking Academy and LinkedIn Learning: business and computer technology video tutorials to help develop the skills to participate in the modern workforce.
 - Cypress Resume: professional-looking cover letters and resumes.
 - Solaro: Alberta curriculum support for students in grades K-12.
- Supplementary shared eBooks with Parkland Regional Library System in Lacombe.

And, Alberta Beach Municipal Library has access to:

- Free broadband Internet connection via SuperNet (paid for by the Government of Alberta) and WiFi.
- Newly redesigned public library websites that went live in the spring are managed and supported by YRL and can be translated into 130+ languages.
- IT support and services including password managers for library leadership teams, cybersecurity awareness training, and wireless printing options.
- The library software that manages borrowers, circulation, and materials.
- An online catalogue and mobile app for the public to access library resources, manage their personal account and self-checkout items on the app.
- A bulk discount of 37% on library books purchased through YRL.
- Cataloguing and shelf-ready processing of purchased and donated materials.
- 125 shared specialty kit collections including Deakin, Indigenous, makerspace, storytime, storywalk, Xbox, world languages, and the UK's Happiness Programme.
- Free delivery and pick up of materials at least once every week.
- Physical library cards at no cost.
- Professional library expertise and access to regional knowledge sharing.
- Training and materials for onboarding, skill building and professional development of library staff and board members.
- An onsite Learning Lab including space and tools for group and individual facilitation and meetings – free for all YRL member libraries to reserve.
- Tools and resources that support library operations and governance, including subscriptions to Environics, LibraryAware and community profiles with data to support budget, plan of service, programming, collection development, and more.
- A comprehensive YRL Professional Development collection, available through TRACpac, with current resources on leadership, management, library operations and governance.

¹ Originally formed in 2001, The Regional Libraries Computer Automation Systems Consortium (TRAC) Society is comprised of Marigold Library System in Strathmore, Northern Lights Library System in Elk Point, Peace Library System in Grande Prairie, and YRL in Spruce Grove.



Alberta Beach Town Council

Hello we are Lori & Adam Seitz. We are the owners of Alberta beach adventures. We officially opened our company May 25, 2020 serving Alberta beach and area with our amazing adventures!!! We started off with one ice shack and a pontoon boat and as our business has grown we continue to add amazing adventures on and off the water, not only to area residents but also attracting customers from as far as Toronto.

We now offer 3 ice shacks, pontoon boat a air bnb located in robb, alberta with our newest adventure being camper rental. Our camper rental has been fairly busy, but as we are learning delivering the camper takes time, wear and tear and can make for not a great return (business wise)

We would like to expand and rent a seasonal lot at Alberta Beach and family campground. We have done some research and have learnt that subletting is not allowed according to your policies. By agreeing to change this policy not only will it help our small family run business, it will also bring in more revenue for the existing businesses and the village.

We will have our own policies to ensure our guests follow all rules and regulations as well as screen our guests to ensure the ut most respect for other owners, campers.

Thank you for your time and consideration.

Adam & Lori Seitz

Alberta Beach Adventures Ltd.

RECEIVED JUL 25 2024

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15.c

aboffice@albertabeach.com

From: Tara Elwood <taraelwood@albertabeach.com>
Sent: July 14, 2024 4:10 PM
To: aboffice@albertabeach.com
Subject: Fwd: Letter of support request

Tara Elwood
Councillor
Village of Alberta beach.

Begin forwarded message:

From: Jocelyne April <
Date: July 14, 2024 at 10:45:48 AM MDT
To: Tara Elwood <taraelwood@albertabeach.com>
Subject: Letter of support request

Hello Tara,

Catching up on emails now that BBN is behind me, I found the email regarding the Governor General's award.

I am working on the application for this Award for Excellence in Community Programming for our Bridge Between Nations projects. See link below for information about the award. The complete application requires 2 letters of support. I hope you can help us get a letter from the Village for us.

Note that the application is due July 15th. Sorry for the late request.

[Excellence in Community Programming - The Governor General's History Awards](#)

Jocelyne

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The Governor General's History Awards

Excellence in Community Programming

About the Award

The Governor General's History Award for Excellence in Community Programming aims to inspire small or volunteer-led community organizations in the creation of innovative programming that commemorates unique aspects of our heritage and encourages greater public interest in the past.

Organizations are invited to submit projects or initiatives for consideration of the award.

Two recipients (one from a francophone community and one from an anglophone community) will receive \$2,500 each, and travel and accommodation for two project representatives from a major city to attend the awards ceremony.

Application Process

Applicants will need to complete a form consisting of five questions as

APPLY

Opens

Mar 1 2024 12:00 AM (CST)

Deadline

Jul 15 2024 11:59 PM (CDT)



Alberta Beach

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

July 15, 2024

To Whom It May Concern:

On behalf of the Village of Alberta Beach, we would like to express our support for the application made by the Alberta Beach & District Museum & Archives Society for the Award of Excellence in Community Programming for their "Bridge Between Nations" project, showcased at the Heritage Village Park, stands as a testament to the invaluable contributions of our community's history and culture.

The Heritage Village Park is not merely a collection of artifacts but a vibrant hub that bridges our past, present, and future. This project, spearheaded by the Alberta Beach & District Museum & Archives Society along with the assistance from the Alberta Cultural Heritage Initiatives Program, has significantly enriched our community. Through the installation of a tipi and informative storyboards, planned in collaboration with the Alexis Nakota Sioux Nation, visitors and residents alike are offered a profound education on the indigenous history of our region. This initiative not only honors the cultural heritage of the Alexis Nakota Sioux Nation but also enriches the understanding and appreciation of indigenous history among the broader community.

The dedication ceremony held on July 5th, 2024, marked a monumental success and underscored the tremendous effort and dedication of all involved. We commend the Alberta Beach & District Museum & Archives Society for their unwavering commitment to preserving and promoting our region's indigenous heritage through the "Bridge Between Nations" project.

Once again, we extend our full support for their application for the Award of Excellence, recognizing the profound impact of their work in our community and beyond.

Sincerely,

Kelly Muir,
Mayor

15.d

aboffice@albertabeach.com

From: Tyler Gandam <president@abmunis.ca>
Sent: August 13, 2024 3:35 PM
To: Kathy Skwarchuk
Subject: We are matching donations for the Jasper Fire Community Fund

Hello CAOs,

Please note: Mayors and Councillors included for information purposes only

The Municipality of Jasper is navigating a difficult time due to the wildfire that damaged their community. Unfortunately, wildfires and other natural disasters are happening more often in Alberta's communities. As a member-driven organization, we recognize that it is important for us to continue to evolve how we support our members when they go through significant, community-wide disasters.

We want to support the Jasper community in a meaningful way that doesn't add to their challenges. The Jasper Community Team Society (JCTS) is a non-profit, volunteer-run organization working closely with the Municipality of Jasper. They are accepting donations for their Jasper Fire Caring Community Fund. 100% of donations support the Jasper community. The fund currently supports residents who have been denied emergency relief funds and those without rental/tenant insurance.

Alberta Municipalities (ABmunis) is working directly with Jasper administration, and we are taking a number of steps to support the municipality and their staff. Of note, between now and **September 20, 2024, ABmunis will match any member-municipality's donations and donations from municipal employees up to an aggregated total of \$15,000.** So please feel free to forward this email to your municipal staff.

To donate:

1. Click on this [this link](#) and click on the donate button
2. Enter in your information.
3. On item #4, **under additional information, select the 'Jasper Fire Caring Community Fund' and 'Alberta Municipalities'** (like the screenshot below) so we and JCTS can track which donations come from our members, enabling us to match them dollar-for-dollar.

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4. Additional Information

Choose a fund*

To donate to Jasper Fire recovery and relief, please choose Jasper Fire: Caring Community Fund

Jasper Fire: Caring Community Fund

Health and Well-being Fund

Mental Health Crisis Fund

Child Youth and Participation Fund

Santas Anonymous

Matching donations*

Is an organization/business matching your donation?

YES

NO

If YES

Please select the organization/business below

Alberta Municipalities



Thank you for considering a donation to this fund. Many Alberta organizations and community members have already held fundraising events such as bake sales and food drives, which is wonderful! All these efforts really demonstrate the strength of communities supporting each other.

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Tyler Gandam | President

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



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

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

June 22, 2024

15e

To: Mayor Kelly Muir

Upon receiving our Alberta Beach Combined Tax Statement and Assessment Notice, and the Mayor's message in Newsletter form, we would like more information on highlighted items (see attached). Please include locations, costs, start and completion dates, and any grants received to date, etc.

- "variety of projects the Beach is working on"
- "community infrastructure enhancement"
- "community facility" enhancement
- "updates to paving"
- "drainage systems"
- "planned enhancement at the Boat Launch area"
- "list of surge in new business establishments"
- "list of influx of enterprises"
- ALL "ON-GOING" projects focused on enhancing infrastructure"
- "possible \$100 sewage levy increase per household in 2025". We agree that every city, village, town etc. have items flushed that have no place in sewer systems. Pump repairs are part of maintenance. Does the Tri-Village Sewer System have a contingency fund in the budget for unforeseen emergencies? How many households are there in A. Beach, Val Quentin + Sunset Point?

Thank you in advance for your response and we look forward to the information. We also agree that "direct communication helps to ensure clear and accurate information is shared".

Respectfully,

Dianne + Robert Stewart

Alberta Beach

RECEIVED JUN 24 2024

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ALBERTA BEACH 2024 ANNUAL NEWSLETTER

OFFICE HOURS & GENERAL CONTACT INFORMATION
Open Tuesday - Friday from 9:00 a.m. to 4:00 p.m.



Alberta Beach
Box 278, Alberta Beach, AB T0E 0A0
(4935-50 Avenue)
Administration: 780-924-3181
Fax: 780-924-3313
Email: aboffice@albertabeach.com
Website: www.albertabeach.com

Development Officer – Paul Hanlan
Phone: 780-994-1883
Email: developent@albertabeach.com

Alberta Beach Family RV Park & Campground
Phone: 780-924-2333
Email: campground@albertabeach.com

Public Works: 780-924-3322
Email: publicworks@albertabeach.com

Municipal Assessor – Dan Kanuka
Phone: 780-939-3310

Patrol Department: 587-212-0039
Email: patrol@albertabeach.com

RCMP Non-Emergency Complaint Line
Phone: 1-825-220-7267

Emergency—Police/Fire/Ambulance 911

MAYOR'S MESSAGE

The Village of Alberta Beach has been bustling with activity as we work on a variety of projects focused on enhancing the community's infrastructure and facilities. The recent improvements include upgrades to paving and drainage systems, as well as planned enhancements at the boat launch area. These initiatives are a concerted effort to make Alberta Beach a more welcoming and convenient place for residents and visitors alike. With the goal of creating a more attractive and accessible environment, the Village is dedicated to making meaningful changes that will benefit the community for years to come. Through these ongoing efforts, Alberta Beach is striving to maintain its charm and appeal while also meeting the evolving needs of its residents.

Beyond physical enhancements, Alberta Beach has experienced a surge in new business establishments, fostering potential for economic growth and development. This influx of enterprises signifies the strong confidence that entrepreneurs place in Alberta Beach as both a thriving and hospitable community.

It is essential to emphasize that while social media is a fantastic platform to share personal experiences and updates, it is not a communication tool utilized by the Village for addressing community concerns. Directly contacting the office administration or councillors enables a more efficient and prompt response to issues that need attention. This direct communication allows for a personalized approach in addressing concerns, providing updates on ongoing projects, and sharing information about upcoming events. By utilizing this method, the Village can effectively address any issues or inquiries that residents may have, fostering a stronger sense of community engagement and connection. Additionally, engaging in direct communication helps to ensure clear and accurate information is shared, ultimately improving the overall communication and collaboration within the community.

Pride in our community is not just a fleeting emotion; it is a fundamental aspect that contributes to the success and well-being of Alberta Beach. With its rich history and tightly-knit community spirit, residents have every reason to feel proud of where they live. Polynesian Days and SnoMo Days are shining examples of the sense of community and camaraderie that exists in Alberta Beach.

See Other Side



PROPERTY TAXES ARE DUE BY AUGUST 9TH, 2024

These events, which bring people together and create lasting memories, would not be possible without the countless hours of dedication and hard work put in by volunteers. Their selfless efforts and passion for their community are what make Alberta Beach such a vibrant and engaging place to live. It is this spirit of volunteerism and pride that not only strengthens the bonds between residents but also makes Alberta Beach a welcoming and thriving village for all who call it home.

Over the past year, there have been many events and undertakings that contributed to a growing sense of optimism and pride within the community. The ongoing projects focused on enhancing infrastructure, and the addition of new businesses, have demonstrated noteworthy progress and growth in the area. This has not only improved the overall quality of life for residents but has also led to continued growth in community pride. Residents are encouraged to take ownership of their community by getting involved in volunteering efforts, which will further contribute to making Alberta Beach an exceptional place to live. With a promising future ahead, Alberta Beach is truly a community on the rise.

Sincerely,

Kelly Muir,
Mayor

MAYOR & COUNCIL



Kelly Muir, Mayor
kellymuir@albertabeach.com

Daryl Weber, Councillor
aboffice@albertabeach.com

Bill Love, Deputy Mayor
aboffice@albertabeach.com

Tara Elwood, Councillor
taraelwood@albertabeach.com

Debbie Durocher, Councillor
debbiedurocher@albertabeach.com

In order to save on costs, and be more environmentally friendly, the full Annual Newsletter is no longer being mailed out with your Tax Statement and Assessment Notice. Please visit our website to view the full Newsletter or for your convenience, scan the QR Code below on the right. Hard copies of the newsletter are still available at the Village office or can be requested through email or telephone.



How to scan a QR code on your phone

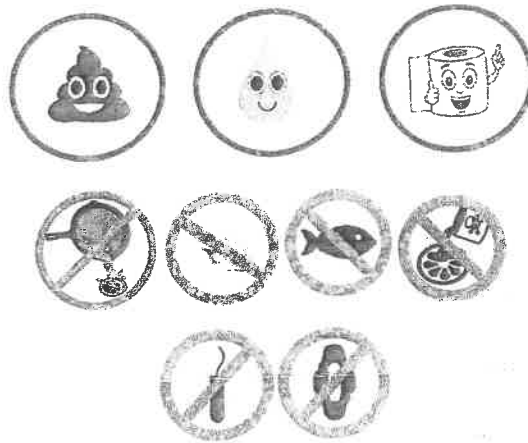
- Open your phone's camera app.
- Move your camera so the QR code is in the frame.
- The QR code's URL will appear over it...tap on it.

Scan the code on the right-hand side with your mobile device for the link to the 2024 Annual Newsletter.



The Tri Village Regional Sewer Services Commission owns and operates the sewer system in Alberta Beach, Val Quentin, and Sunset Point.

What are you putting down the drain?



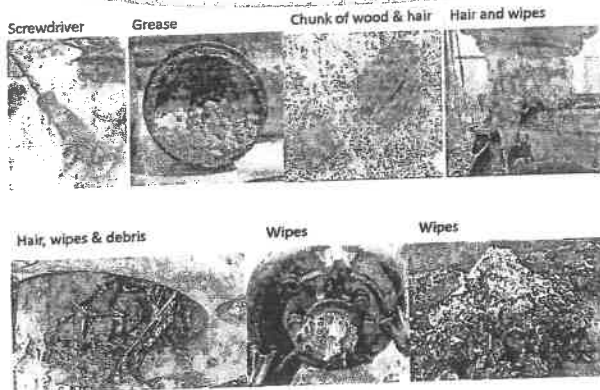
Toilets are meant for the 3 P's – Pee, Poop, and (Toilet) Paper!
(no flushable wipes, please!)

Even if something is marketed as flushable, doesn't mean that it is. Grey and Black water is the only thing that should be going down your drain and into your sewer system.

Is it worth the cost?

We are seeing a significant increase in maintenance costs for the Tri Village Sewer System, which we can link directly to items being flushed that have no place in our sewer system. These items clog the lines and cause major damage to the pumps. In 2023, emergency pump repairs cost us \$130,000! This amounts to more than \$100/household! We perform regular maintenance, but it does not matter if the wrong things are going down the drain. If un-flushable items continue to damage pumps, there will be no choice but to increase sewer levies, which means increased taxes, which no one wants to see.

****pics of actual items we have pulled from our pumps****



Alberta Beach Village Office

From: Alberta Beach Village Office <aboffice@albertabeach.com>
Sent: June 27, 2024 9:53 AM
To:
Subject: Re: Increase in 2024 Property Taxes Inquiry
Attachments: 2024 Tax Comparison.pdf

Good morning, Mrs. Stewart,

I apologize for the delay in addressing your inquiry regarding the 2024 property taxes for your properties located at 5011 & 5019-50 Avenue. I appreciate your patience; I will do my best to explain. Below is an explanation for the increase in property taxes:

For the 2024 fiscal year, there was an approximate 3% increase in your taxes compared to 2023, please see the attached spreadsheet.

The breakdown of this increase is as follows:

- The Municipal Services Tax increased by \$50.00, approximately 5%. This rise reflects increased costs for various services detailed at the bottom of your tax statement, which includes assessment, fire services, patrol, RCMP, streetlights, sewer, and water commission.
- The School Levy increased slightly, approximately 5%, the province sets the School Levy. Unfortunately, local authorities have no control over these costs.
- The Municipal Levy decreased slightly by approximately 2.5%.

Overall, your property taxes increased by approximately 3% from 2023 to 2024.

Additionally, I would like to advise that I have received your letter addressed to Mayor Kelly Muir, dated June 22, 2024, regarding the Combined Tax Statement & Assessment Notice and the Mayor's Message in the Newsletter. Council will receive your letter at their next meeting on August 20th, 2024, however, Mayor Muir may respond to you sooner.

Thank you,

Kathy Skwarchuk,
CAO

Alberta Beach
Box 278
Alberta Beach, AB
T0E 0A0
Phone: 780-924-3181
Fax: 780-924-3313
aboffice@albertabeach.com

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15.f

aboffice@albertabeach.com

From: Jolena Hove <admin@lakesideab.com>
Sent: August 9, 2024 11:36 AM
To: Alberta Beach Village Office
Subject: Reserved Parking Request

Hello,

I would like to request that the parking spaces in front of the daycare entrance at 4723 47 St be reserved for the daycare.

I met a Village employee at the building to discuss parking. I understood that the parking along the street was not for the building and could not be reserved, but the front spots were. I apologize for putting up signs. We put them up during the Pilgrimage when there was an increase in people leaving their vehicles in those spots.

We request these reserved spots to protect the children being dropped off and picked up. We have 25 children who come to the daycare and could potentially have 37. Between 4:00 and 5 pm is the busiest time, as most of the children are picked up at this time. This also appears to be one of the busiest times at the post office, as people pick up the mail on their way back from work. We've already witnessed a vehicle from the post office back into a parent's vehicle at pick-up.

Having the spots in front of the building reserved for daycare parking will decrease the number of families walking their children through the busy streets and high traffic, promoting the safety of the small children attending the daycare.

Thank you in advance for your consideration.

Jolena Hove
Owner/Director
Lakeside Childcare Ltd.



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aboffice@albertabeach.com

From: Kelly Muir <kbmuir@gmail.com>
Sent: August 13, 2024 5:24 PM
To: Village of Alberta Beach
Subject: Fwd: FW: Golf Cart Regulations
Attachments: Guidelines.pdf; Application Form.pdf

Hi Kathy. Here are the regulations the province is looking to approve. Can we discuss this at our meeting on August 20th? Thank you.

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

From: **Kristen Blakeman - Lac Ste. Anne-Parkland** <Kristen.Blakeman.LSP@assembly.ab.ca>
Date: Tue, Aug 13, 2024 at 9:20 AM
Subject: FW: Golf Cart Regulations
To: kellymuir@albertabeach.com <kellymuir@albertabeach.com>

Good morning, Kelly, I have attached the guidelines and information regarding the golf cart pilot project.

Kristen

From: TEC Minister <Transportation.Minister@gov.ab.ca>
Sent: Wednesday, August 7, 2024 3:19 PM
To: Shane Getson <Shane.Getson@assembly.ab.ca>
Cc: Josh Bilyk <Josh.Bilyk@gov.ab.ca>; Shaun Holtby <Shaun.Holtby@gov.ab.ca>; Pamela Sooley <Pamela.Sooley@gov.ab.ca>; Kristen Blakeman - Lac Ste. Anne-Parkland <Kristen.Blakeman.LSP@assembly.ab.ca>
Subject: RE: Golf Cart Regulations

Dear MLA Getson:

Thank you for your email regarding amending bylaws to participate in Alberta's golf cart pilot project. As the Chief of Staff to the Honourable Devin Dreeshen, Minister of Transportation and Economic Corridors, I am able to provide the following information.

Transportation and Economic Corridors passed the Pilot Project (Golf Carts) Regulation, and the department is currently finalizing the website content regarding the Golf Cart Pilot Project. This information will be found on Alberta.ca when complete. In the meantime, I have attached the document outlining the guidelines for the approval of municipal bylaws and the Golf Cart Municipal Bylaw Approval Request that will assist the summer villages with starting the process of bylaw amendment. This request form will also soon be available online, but for now, the summer villages are welcome to use this manual form.

If the summer villages have questions regarding participating in the golf cart pilot project or the attached documents, they are invited to contact Ms. Pamela Sooley, Director of Permitting and Evaluation, to discuss how to amend their bylaws. Ms. Sooley can be reached toll-free by first dialing 310-0000, then 780-422-4229, or at pamela.sooley@gov.ab.ca.

Thank you for taking the time to write.

Sincerely,

Josh Bilyk

Chief of Staff to the Minister of Transportation and Economic Corridors

cc: Pamela Sooley, Director, Permitting and Evaluation, Transportation and Economic Corridors

Attachments

Classification: Protected A

From: Kristen Blakeman - Lac Ste. Anne-Parkland <Kristen.Blakeman.LSP@assembly.ab.ca>

Sent: Thursday, August 01, 2024 1:27 PM

To: Heather Malekoff <heather.malekoff@gov.ab.ca>

Subject: Golf Cart Regulations

CAUTION: This email has been sent from an external source. Treat hyperlinks and attachments in this email with care.

Good afternoon, Heather, MLA Getson asked that I reach out to you regarding the recent regulations changes for golf cart usage.

We are asking our summer villages to have a look at it to review their current bylaws and have them amended. Does the department have any verbiage or template they can use to amend the bylaws?

Many thanks!



Kristen Blakeman

Constituency Manager for

MLA Shane Getson, Lac Ste Anne – Parkland

And Chief Government Whip

Tel: 780-967-0760

Box 248, #18, 4708 – Lac Ste. Anne Trail, N

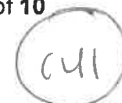
Onoway AB T0E 1V0

Guidelines for the approval of municipal bylaws

Related to the Pilot Project (Golf Carts) Regulation

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Introduction

Alberta has created a five-year pilot project regulation to allow interested municipalities to pilot the use of golf carts on select public roads. The Pilot Project (Golf Carts) Regulation (the Regulation) exempts golf carts and their operators from certain requirements under the *Traffic Safety Act* and its regulations that ordinarily make the operation of golf carts on public roadways illegal. These exemptions only apply when municipal bylaws, as approved by the Registrar of Motor Vehicle Services (Registrar), are in place. For bylaws to be approved they must include minimum requirements and limitations as outlined in the Regulation and identify proposed routes. Municipalities may include additional safety requirements, based on what is best for their communities, so long as they do not conflict with the Regulation.

The Regulation will expire on June 14, 2029, at which time municipal bylaws made under this authority will no longer be valid.

Alberta will collect and analyze data throughout the pilot project and will communicate with municipalities regarding next steps prior to the expiry of the Regulation.

Provincial Requirements

The Regulation outlines minimum requirements and limitations for golf carts to be legally allowed on public roads. The Regulation also states requirements for municipal bylaws to be approved.

The Regulation authorizes the Registrar to add additional requirements to the golf cart pilot project. In this event, municipalities will be notified and must amend their bylaws within 60 days to adopt a Registrar-added requirement, in accordance with section 11 of the Regulation.

Minimum Requirements and Limitations

- operators must be 14 years of age or older
- may not be operated during nighttime
- the number of passengers is limited to the number of seats as provided by the manufacturer
- operators must carry at all times and show proof of municipal authorization for the golf cart upon request of any bylaw, peace or police officer
- operation of golf carts is only allowed on roads within a municipality:
 - that have been identified in a municipal bylaw
 - where the maximum speed limit is 50 km/h or less
 - that cross a road with a speed limit over 50 km/h only at points that have been specified in municipal bylaw
 - in communities that have erected signage as specified in municipal bylaw
- maintained as prescribed by the manufacturer, i.e., golf carts:
 - must be in good working order
 - may not be home-built or modified
- no towing of vehicles or equipment is allowed
- operators must follow all rules of the road unless otherwise included in above operating parameters
- commercial vehicles (i.e., golf carts that aren't private passenger vehicles under the *Traffic Safety Act*) aren't eligible for use in this pilot project, unless owned by a municipality and used by a municipal employee in the course of their employment
- unless specified in the Regulation, golf carts are subject to all other rules, terms and conditions as if they were a motor vehicle, and must be operated as such

Municipal Requirements

Municipal bylaws must:

- note coming into force and expiry date
- include any operating parameters that exceed the requirements and limitations in the Regulation
- specify the form, process and fees for operators to obtain proof of municipal authorization (i.e., permit or registration)
- clearly designate routes and include a map of such routes
 - when submitting proposed bylaws and routes, municipalities also include a document that explains why the routes (highways) were selected, and demonstrates consideration of:

- collision statistics for the routes
- traffic volume for the routes
- whether the routes are primarily used for local or recreational traffic
- indicate that data will be collected and reported as required by the Registrar
- specify that operators must report any collision resulting in property damage, of any amount, injury or death directly to the municipality and outline the form and manner in which that information must be reported
- be amended within 60 days, in accordance with the Regulation, to include any terms added by the Registrar

Additional Considerations for Municipalities

Operating Parameters

The provincial requirements and limitations are intended to provide a base level of safety. Municipalities may want to consider additional requirements or limitations that could improve safety depending on the needs of their communities. For example, prohibiting use seasonally, requiring reflectors on the golf cart, having an operator age minimum higher than 14 years of age, or adding a requirement for all passengers to be seated upright in their own seat.

Route Selection

The Regulation requires that bylaws clearly designate routes and include a map of the routes. A document that explains why proposed designated routes (highways) were selected must be provided along with the application/municipal bylaws submitted for approval. This document should demonstrate consideration of:

- collision statistics for the routes;
- traffic volume for the routes;
- whether the routes are primarily used for local or recreational traffic; and
- surrounding environment (i.e., proximity to schools, hospitals, or other infrastructure).

If proposed designated routes will cross a highway with a speed limit over 50 km/h, municipalities should also consider the conditions at these crossing points (e.g., surrounding environment/community, visibility, existing traffic control devices and if additional signage should be posted at crossing locations).

Signage

The Regulation requires that municipalities erect signage at their cost. The intent is to warn regular motor vehicle traffic that they may encounter golf carts. Signage could also be a tool to let golf cart operators know where they are permitted within a community. Municipalities are best positioned to consider the type, number and location for these signs as appropriate for their communities. Municipalities can decide if it is more appropriate to include signs only at community entrance points and at points where routes may intersect with higher speed traffic routes, and/or if they should they be placed at regular intervals along designated routes.

Parking

In addition to restricting where golf carts may operate, municipalities may further restrict where they are allowed to park. Similar to motor vehicle parking, municipalities may want to consider:

- The penalty structure that should apply if a golf cart is not parked in a designated location (e.g., ticket, tow, impound).
- Whether additional signage required in certain locations.

Municipal Authorization

The Regulation requires that golf carts must be authorized by the participating municipality, but does not prescribe the form of proof (which must be carried by operators at all times) or process of this authorization. The Regulation also gives municipalities the ability to charge a fee for a "permit", but does not prescribe the amount of the fee. These details must be outlined in bylaws.

Municipalities should consider how they will invite golf cart owners to apply. This requirement is an opportunity to educate owners and operators about the pilot project, the requirements and limitations, general safety and any other considerations. It can also be used to collect some of the data that must be reported to the Registrar, such as:

- Golf cart make, model, number of seats, fuel/power source, and vehicle equipment such as headlamps, signal and brake lights
- Number and age of operators
- Intended frequency of use

Alberta recommends that permits be issued annually or per operating season for better tracking of pilot project uptake.

Offences and Penalties

Unless otherwise stated in the Regulation, golf carts are required to follow the rules of the road and will be subject to penalties for violations of the *Traffic Safety Act* and its regulations the same as a motor vehicle.

Additionally, municipalities may create offences and set penalties for any violations of their bylaws. Should they choose to do so, these must be specified within municipal bylaws. The province recommends that municipal bylaws, at minimum, include a provision that makes it an offence to contravene any of the provisions in the Regulation and set a penalty so that municipal bylaw officers may issue tickets for these offences (see Appendix A, provision 16).

Duty to Report Collisions

Like all drivers, golf cart operators must report collisions to police when damage is above the \$5,000 threshold, or there are injuries or fatalities.

Under the Regulation, golf cart operators have an additional reporting requirement. Collisions resulting in property damage of any amount, or injury or death must be promptly reported to the municipality.

Municipalities may wish to consider provincial reporting requirements and forms when deciding how golf cart operators should be required to report collisions to them.

Data Collection and Reporting

Municipalities are required to collect and report data as requested by the Registrar. Reporting requirements include:

- Major Incidents: Notify the Registrar within 24 hours
 - Collisions resulting in damage over \$5,000
 - Injuries requiring medical care
 - Fatalities
- Quarterly on January 31, April 30, July 31 and October 31
 - Number of permits issued
 - All collisions, regardless of damage thresholds
- On November 30 of each year
 - Pilot project report that provides details on golf carts, users, resident feedback, and other municipal issues and concerns

Reporting templates and further information on data collection will be provided upon approval. Additional questions or concerns regarding data collection can be emailed to tec.permitprojects@gov.ab.ca

Submitting Bylaws for Approval

Ensure you have the following:

- Application
- Draft Bylaws
- Route list and map
- Explanation of selected routes

Please email the above documents to: Permitting and Exemption – tec.permitprojects@gov.ab.ca

Post Bylaw Approval

Communication

Municipalities are responsible for ensuring that any changes to bylaws are communicated to golf cart owners, operators and the general public as needed. This includes both municipally initiated changes as well as any new required provisions added by the province as may be required throughout the pilot project (see sections 6 and 11 of the Regulation).

Amendments

Depending on the nature of an amendment, municipalities will need to either notify the Registrar, or submit amendments to the Registrar for approval.

- Municipalities must submit amendments to the Registrar for changes such as:
 - Adding any new routes
 - Withdrawing a requirement or limitation (provided it is not in conflict with the Regulation)
 - Adding a new requirement or limitation
 - Incorporating a new provision as required by the Registrar under section 11 of the Regulation* (municipalities must submit their bylaw for approval within 60 days in such cases)
- Municipalities must notify the Registrar within 30 days (no approval required) when:
 - Removing the designation of a highway from the list of approved routes
 - Repealing a golf cart bylaw, and not replacing it with a new bylaw

NOTE - If the Registrar only removes a provision as a requirement, municipalities do not need to notify or submit the amended bylaws to the Registrar for approval.

Data Collection & Reporting

In addition to reporting requirements and deadlines outlined above, municipalities are encouraged to document feedback from residents to share any concerns with the Registrar on an ongoing basis.

To submit data collection templates and reports, to share additional feedback or for more information, municipalities can contact: Permitting and Exemptions – tec.permitprojects@gov.ab.ca

Appendix A – Sample Bylaw Provisions

The sample provisions in this Appendix are provided for illustration only. This is not a template. Municipalities are encouraged to consult with their legal counsel in development of this bylaw.

The following provisions have been taken from various sources, including other jurisdictions, and adapted for illustration only. They are intended to provide examples of how various provisions might be written.

Please see the Provincial Requirements section of this document for items that must be included in bylaws. Municipalities are responsible to ensure their bylaws do not conflict with the Pilot Project (Golf Carts) Regulation and *Traffic Safety Act* and its regulations, regardless of the example provisions provided below.

City / Town of _____

Province of ALBERTA

Number _____

A BYLAW OF THE CITY / TOWN OF _____, IN THE PROVINCE OF ALBERTA TO
REGULATE THE PILOT TESTING OF GOLF CARTS ON SELECT PUBLIC ROADS

WHEREAS, the Council of the City/Town of _____, duly assembled, deems it advisable to set forth the terms and conditions to regulate the pilot testing of golf carts on select public roads in and through the City/Town of _____;

NOW THEREFORE, the Council of the City/Town of _____, under the authority vested in it by the Pilot Project (Golf Carts) Regulation under the *Traffic Safety Act*, R.S.A. 2000, c. T-6 as well as its general bylaw-making powers under the *Municipal Government Act*, R.S.A. 2000, c. M-26 and the *Traffic Safety Act*, R.S.A. 2000 c. T-6, hereby enacts as follows:

1. This Bylaw may be cited as the "Golf Cart Pilot Project Bylaw".
2. The purpose of the Bylaw is to regulate the operation of golf carts pursuant to the Pilot Project (Golf Carts) Regulation, the *Traffic Safety Act* and its regulations.
3. Definitions in the Pilot Project (Golf Carts) Regulation, and definitions in the *Traffic Safety Act* and its regulations, as applicable, are adopted for the purposes of the interpretation and the application of this Bylaw.

[OPERATING PARAMETERS]

4. All persons operating Golf Carts in accordance with the provisions of this Bylaw shall conform in all respects to the requirements of the Pilot Project (Golf Carts) Regulation, as amended from time to time, a copy of which is attached as Schedule "A" hereto.
5. It shall be unlawful to operate a golf cart on any roadways with a posted speed greater than 50km/h and the travelled portion of Provincial Highways [#X], within the Municipality of _____, except for the purpose of crossing the highway [at a specified location, or unless such operation is permitted by posted signage].
6. No person shall operate a golf cart on any designated walking or ski trail, or on any area that is ditched or designed to provide drainage unless such operation is permitted by posted signage.
7. No person shall operate a golf cart on any Municipal Reserve, Park, Green Space, Cemetery, or Playground unless such operation is permitted by posted signage.

8. No person shall operate a golf cart:
 - a) Without exercising due care and attention,
 - b) Without reasonable consideration for other persons in the area or who might reasonably be expected to be in the area,
 - c) With more seated passengers than the design of the golf cart can safely handle,
 - d) With a person being towed on any type of equipment attached to the golf cart, or
9. Every operator of a golf cart shall:
 - a) When approaching an oncoming vehicle, pass the vehicle on the right,
 - b) Yield the right of way to vehicles approaching from their right,
 - c) When overtaking another vehicle, pass that vehicle on the left,
 - d) Yield the right of way to all pedestrians that are approaching so close as to present a hazard,
 - e) Except when overtaking another vehicle, maintain a safe following distance behind any other vehicle, and
10. A person shall, when requested by a Peace Officer, produce for the Officer's inspection
 - a) Proof of Municipal authorization (permit/registration) as required by Section "X" of this Bylaw.

[ROUTES/SIGNAGE]

11. No person shall operate a golf cart on a public road within the corporate limits of the City/Town of _____, unless
 - a) The road is an approved routes as list/shown on the map in Schedule "X", attached to and forming part of the Bylaw; and
 - b) The road is identified by such signs, as shall be posted, set out in Schedule "X", attached to and forming part of this Bylaw.

[PARKING]

12. Golf carts may be parked along any route approved for golf cart operation according to the terms and conditions of municipal parking bylaw [insert bylaw number and/or section numbers] unless specifically prohibited by posted signage as set out in Schedule "X".

OR

Golf carts may not be parked on any public roadway unless specifically permitted by posted signage as set out in Schedule "X".

[REPORTING AND PERMITS]

13. Persons shall register their golf cart using the form shown in Schedule "X" of this Bylaw by:
 - a) confirming that the golf cart has, and while registered/permited will continue to have, the features required by the Pilot Project (Golf Carts) Regulation and Section "X" of this Bylaw;
 - b) acknowledging understanding of all terms and conditions related to the operation of golf carts as required by the *Traffic Safety Act* and its regulations, the Pilot Project (Golf Carts) Regulation and this Bylaw;
 - c) acknowledging that all information collected in connection with the permit/registration may be shared with the Registrar in accordance with the Municipality's reporting responsibilities as required by the Pilot Project (Golf Carts) Regulation; and noted in Section 13 of this Bylaw; and
14. A person operating a golf cart shall forthwith report to the Municipality a collision resulting in property damage of any amount, or an injury or fatality.

[OFFENCES AND PENALTIES]

15. A person who contravenes any provision of this bylaw may have their municipal registration/permit for their golf cart seized by a bylaw enforcement officer or revoked by the municipality.
16. A person who contravenes any provision of this bylaw is guilty of an offence.
17. [A Municipality may insert enforcement and penalty provisions of the type typically used by the Municipality for enforcement of their municipal bylaws]

[COMING INTO FORCE]

18. This Bylaw comes into force on XXX date, subject to the Bylaw's approval on or before that date by the Registrar of Motor Vehicle Services and the installation of signs as required by section 13 of the Regulation on or before the Bylaw's coming into force date.

READ A FIRST TIME IN COUNCIL

THIS _____ DAY OF _____, 20_____

READ A SECOND TIME IN COUNCIL

THIS _____ DAY OF _____, 20_____

APPROVED BY THE [*the Minister responsible for Alberta Transportation and Economic Corridors, or delegated representative*]

THIS _____ DAY OF _____, 20_____

(Signature)

READ A THIRD AND FINAL TIME IN COUNCIL

THIS _____ DAY OF _____, 20_____

(Mayor)

(Secretary)



Golf Cart Municipal Bylaw Approval Request

Protected A (when completed)

Part 1 Application

Name of Municipality

Contact Name

Phone Number

Mailing Address

City

Postal Code

Email Address

Application Checklist

Ensure the following are attached with this application:

- Draft Bylaws
- List of Proposed Routes
- Map of Proposed Routes
- Explanation of Route Selection (see "route selection" in Bylaw Guidelines)

How does the municipality intend to educate golf cart operators about the rules, requirements and safety considerations for operating golf carts on public roads (e.g. signage, information session, educational brochure, radio campaign, etc.)?

Indicate the type, number, and location of signage that will be erected prior to enacting your bylaws:

Part 2 Certification

By submitting these bylaws for approval, the municipality agrees to collect and submit information to Transportation and Economic Corridors (TEC) via email at tec.permitprojects@gov.ab.ca, using the template provided by TEC.

Reporting must be submitted as follows:

- Quarterly on January 31, April 30, July 31 and October 31 – see "Bylaw Guidelines" for quarterly data reporting criteria.
- On November 30 of each year - see "Bylaw Guidelines" for annual data reporting criteria.

Municipalities must also notify TEC via email at tec.permitprojects@gov.ab.ca within 24 hours of any major incidents that involve damages over \$5,000, injuries that require medical care, or fatalities.

I certify that I understand and agree to abide by the above requirements, and that information provided in this application is true and correct.

Name	Title
<input type="text"/>	<input type="text"/>
Date	Signature
<input type="text"/>	<input type="text"/>

Completed application form and supporting documents must be submitted by email to tec.permitprojects@gov.ab.ca.

Part 3 Approval

The bylaws and routes submitted as part of this application have been APPROVED by the Director, Permitting and Evaluation.

Name	Title
<input type="text"/>	<input type="text"/>
Date	Signature
<input type="text"/>	<input type="text"/>

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15.9
additional
information

aboffice@albertabeach.com

From: Alberta Municipalities <communications@abmunis.ca>
Sent: August 14, 2024 10:15 AM
To: aboffice@albertabeach.com
Subject: The Weekly - August 14, 2024

[View this email in your browser](#)



THE WEEKLY

August 14, 2024

Quick links

[Join a committee today!](#)

[2024 Convention & Trade Show early-bird](#)

[Call for Nominations 2024 – Alberta Municipalities Board of Directors](#)

[Notice of ABmunis Annual General Meeting](#)

[Casual Legal: Golf carts... coming to a road near you!](#)



[Take online survey, help shape ABmunis' advocacy efforts](#)

Help us help you by completing an online survey on grant funding and participating in one of our focus groups this month.

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UPDATES

Join a committee today!

Have you considered sitting on one of ABmunis' many committees in 2024-25? See what it takes & find out how to apply.

Call for Nominations 2024 – Alberta Municipalities Board of Directors

Alberta Municipalities is seeking nominations of qualified candidates to serve on its Board of Directors. Submit your nomination today!

Notice of ABmunis Annual General Meeting

Our AGM will take place on September 27 in Red Deer. Read on to learn more...

Casual Legal: Golf carts... coming to a road near you!

This week's column presents helpful information about a provincial pilot project that allows golf carts to be driven on certain public roads.

EVENTS

2024 Convention & Trade Show early-bird deadline August 16

Our annual Convention and Trade Show will take place in Red Deer at Westerner Park in 2024. Programming will include breakout sessions, amazing keynote speakers, resolutions, elections, two Minister dialogue sessions, and more!

GRANTS

Explore ALL available grant opportunities for your municipality at this [website](#) and use the Municipalities option in the Industry filter. And while you're there, make sure you sign up for the Grants newsletter so you can hear about the newest grants as they are announced!

CASUAL LEGAL: GOLF CARTS... COMING TO A ROAD NEAR YOU!

[Home](#) / [News](#) / Casual Legal: Golf carts... coming to a road near you!

← News

By Justine Fay
Reynolds Mirth Richards Farmer LLP
Alberta Municipalities Casual Legal Service Provider

The Government of Alberta has created a pilot project which enables municipalities to permit the use of golf carts on certain public roads.

Here is what you need to know:

1. The pilot project is made possible through the Pilot Project (Golf Carts) Regulation (the "Regulation"). The Regulation sets out certain minimum standards and exempts golf carts and their operators from certain aspects of the *Traffic Safety Act*, which would otherwise make driving golf carts on public roads illegal.
2. The Regulation only applies when municipalities enact a bylaw that meets certain requirements set out in the Regulation. For example, the bylaw must clearly designate the roads that golf carts are permitted upon and provide for a permit or registration system.
3. The bylaw can impose additional safety requirements, but it cannot exceed the minimum requirements and limitations in the Regulation. For example, the Regulation states that golf carts cannot be driven on roads with a maximum speed over 50 km/hr. A municipality could enact a bylaw that lowers this to 30 km/hr, but could not increase the maximum speed beyond the limit in the Regulation.
4. The bylaw must be approved by the Registrar of Motor Vehicle Services.
5. The registrar can add additional requirements to the regulation. If he or she opts to do so, municipalities will be notified and have 60 days to bring their bylaws up to date.

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6. The Regulation expires on June 14, 2029, at which time the municipal bylaws will no longer be valid.

The minimum requirements can be found at sections 14, 15, 16, and 17 of the Regulation. Specific requirements for municipal bylaws can be found in section 4.

If you would like more information regarding the pilot project or would like a draft bylaw reviewed, please contact our office.

*To access Alberta Municipalities Casual Legal Helpline, Alberta Municipalities members can call 1-800-661-7673 or send an **email** to reach the municipal legal experts at Reynolds Mirth Richards and Farmer LLP. For more information on the Casual Legal Service, call 310-MUNI (6864) or send an **email** to speak to Alberta Municipalities Risk Management staff. Any Regular or Associate member of Alberta Municipalities can access the Casual Legal Service.*

DISCLAIMER: This article is meant to provide information only and is not intended to provide legal advice. You should seek the advice of legal counsel to address your specific set of circumstances. Although every effort has been made to provide current and accurate information, changes to the law may cause the information in this article to be outdated.

Aug 13

2024

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16.a

BOX 540 ONOWAY, ALBERTA T0E 1V0
780.905.3934

June 20, 2024

Alberta Beach
Box 278
Alberta Beach, AB T0E 0A0

Dear Mayor & Council:

Re: Lac Ste. Anne East End Bus Society – Partnership Agreement

Lac Ste. Anne East End Bus Society wishes to formalize the partnership arrangements between the three key municipal stakeholders who contribute to the success of our program. As such, we have been working on the development of an agreement and have approved the attached document. It is now being presented to Alberta Beach Council, Town of Onoway Council and Lac Ste. Anne County Council for consideration.

Although the commitments of each municipality have been established for years, an official agreement has never been entered into.

We ask that you consider the proposed agreement and should you resolve to approve same, a final copy will be circulated for endorsement by the partners.

Should you have any questions or concerns, kindly share those with:

Trista Court

General Manager of Community Engagement, Lac Ste. Anne County
tcourt@LSAC.ca / 1-866-880-5722

She will attempt to provide answers directly, or engage the Society further if required.

We thank you for your continued support.

Kind regards,

Lorne Olsvik
Chairperson

RECEIVED JUN 25 2024

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Approved by Society; Proposed to Municipal Partners
MEMORANDUM OF AGREEMENT entered into this ___ day of _____, 2024.

BETWEEN:

LAC STE. ANNE COUNTY
Box 219, Sangudo, AB T0E 2A0
A Municipal Corporation in the Province of Alberta

-and-

TOWN OF ONOWAY
Box 540, Onoway, AB T0E 1V0
A Municipal Corporation in the Province of Alberta

-and-

ALBERTA BEACH
Box 278, Alberta Beach, AB T0E 0A0
A Municipal Corporation in the Province of Alberta

WHEREAS the Municipal Councils of the parties wish to enter into a written agreement to jointly provide bus transportation and programming to serve the seniors in the east end of Lac Ste. Anne County, as outlined in the attached Schedule "A."

NOW THEREFORE THIS AGREEMENT witnesseth that in consideration of these premises and the mutual covenants hereinafter contained, the Parties hereto agree as follows:

1. Formation of a Society

The Parties agree to establish the Lac Ste. Anne East End Bus Society (hereinafter referred to as "the Society"), which shall be the body responsible to manage the operations of this service and is further described in the Objectives and Bylaws of the Society.

2. Membership Appointments to the Society

Where a Municipality is a Party to this Agreement, it shall appoint one member to the Society at its' annual organizational meeting.

Appointments shall be made in accordance with the Lac Ste. Anne East End Bus Society Bylaws (hereinafter referred to as "the Bylaws").

3. Vehicle Ownership

All Parties agree that the Society shall be 100% registered owner of all vehicles listed on the attached Schedule "B."

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4. Program Financing

Each party to this Agreement shall pay to the Society the annual requisition as set out in Schedule "C" within one month of the invoice date.

Increases of the requisitions outlined in Schedule C constitute an amendment to this agreement, which shall be passed in accordance with paragraph 7.

5. Municipal Obligations

The Town of Onoway will appoint a staff member to act as Treasurer to the Society, who will oversee the financial administration of the Society. The Treasurer will not have voting rights.

The Town of Onoway will appoint a staff member to act as the Recording Secretary to the Society, who shall be responsible for recording minutes for all meetings. The Recording Secretary will not have voting rights.

The Town of Onoway will be responsible for keeping the official records of the Society, in accordance with records policies established by the Society.

Although the Society is legally responsible for its' employees and contractors, the Town of Onoway will provide administrative support to meet statutory requirements of employment.

Alberta Beach will be responsible to provide annual funding to the Society for the rental of facilities to house the fleet, in the amount outlined in Schedule "C" of this Agreement.

Lac Ste. Anne County will be responsible to provide annual funding to the Society for vehicle repairs and maintenance, in the amount outlined in Schedule "C" of this Agreement.

Lac Ste. Anne County will be responsible to provide annual funding to the Society for vehicle insurance, in the amount outlined in Schedule "C" of this Agreement.

6. Withdrawal from Agreement

Any party may withdraw from this agreement by the 31st day of December in any given year, provided that it gives notice to the other parties and the Society on or before the 30th day of June in the current year. Notwithstanding the withdrawal of a party, all parties shall remain jointly liable for the due performance or obligations entered into by them up to the effective date of withdrawal.

The withdrawal from the Agreement by any party may trigger dissolution of the Society, which will be managed in accordance with the Bylaws of the Society.

7. Amendment to Agreement

This agreement may be mutually amended at any time by the parties to this agreement.

8. Amendment to the Entire Agreement

This agreement, and all other documents referred to or incorporated herein, constitute the entire agreement between the Parties, and replaces and supersedes all previous communications, representations, understandings and agreements whether written or verbal between the parties.

9. Notices/Communications to Parties

All notices or other communications required or permitted under this agreement shall be in writing and shall be directed to the Parties at the following addresses:

- To the Committee at: c/o Box 420
Onoway, AB T0E 1V0

- To Lac Ste. Anne County at: Box 219
Sangudo, AB T0E 2A0

- To the Town of Onoway at: Box 540
Onoway, AB T0E 1V0

- To Alberta Beach at: Box 278
Alberta Beach, AB T0E 0A0

and shall be sent by certified mail with return receipt requested, or by fax with confirmed receipt, or by email with confirmed receipt, or by recognized overnight delivery service. Notice sent shall be deemed received:

- a) when sent, if sent by fax or email; or
- b) three (3) business days after being sent, if sent by registered mail, or
- c) one (1) business day after being sent, if sent by overnight delivery service.

Any party may change its address for notice as aforesaid by giving notice of the new address in one of the foregoing matters.

IN WITNESS WHEREOF, the parties have affixed their corporate seals, as attested by the signatures of their duly authorized signing officers.

Lac Ste. Anne County

Town of Onoway

Alberta Beach

Reeve

Mayor

Mayor

County Manager

CAO

CAO

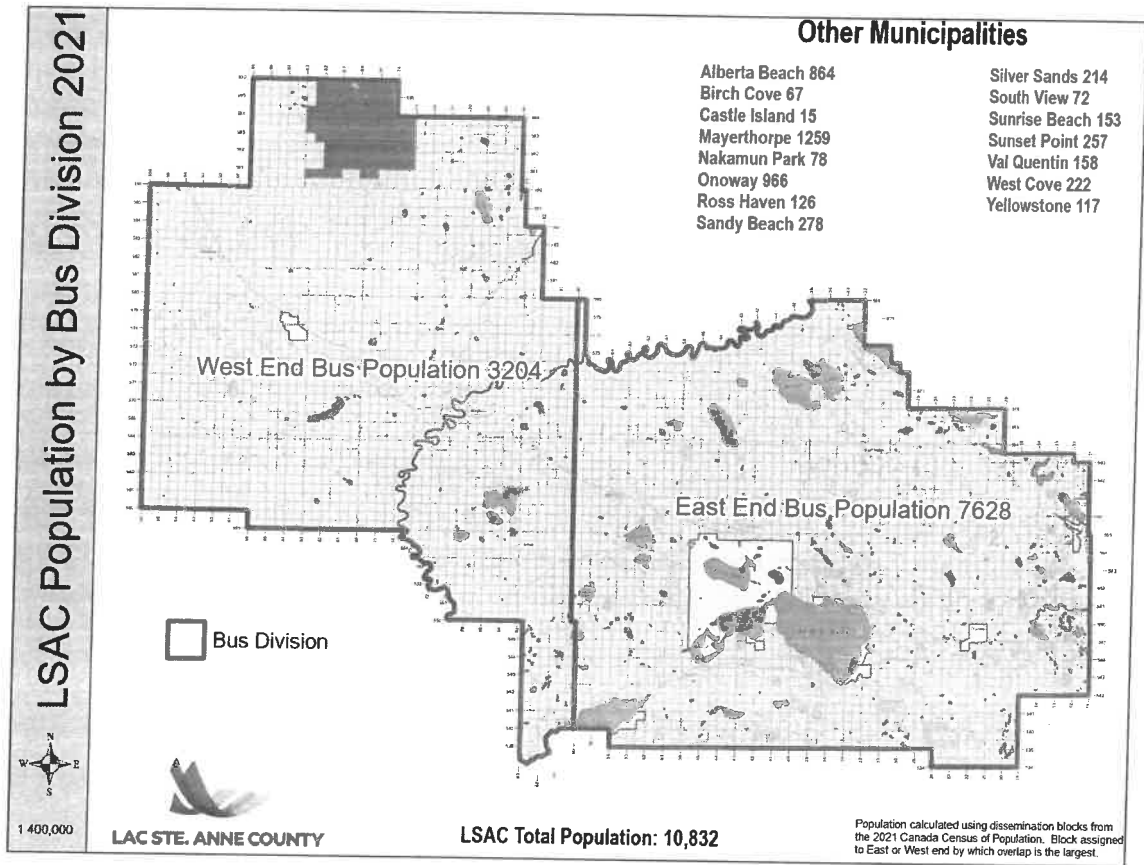
Date

Date

Date

SCHEDULE "A"

PROGRAM AREA



SCHEDULE "B"

VEHICLE OWNERSHIP

Year: 2016

Make: Mercedes

Model: Sprinter Minibus – 12 Seats w/Lift

VIN #: WDAPF4DC5GP337101

SCHEDULE "C"

COST SHARE FOR PROGRAM/SERVICE EXPENSES

Municipal Funding Requisition – Operations

Lac Ste. Anne County	\$6.78 per capita (based on program area)
Town of Onoway	\$6.78 per capita
Alberta Beach	\$6.78 per capita

Municipal Funding Requisition – Capital Bus Replacement Requisition

Lac Ste. Anne County	\$2.42 per capita (based on program area)
Town of Onoway	\$2.42 per capita
Alberta Beach	\$2.42 per capita

[Any exemption to the Capital Bus Replacement Requisition will be applied through the Society's budget approval and/or by resolution].

Facility Rental

Alberta Beach will be responsible to provide annual funding to the Society for the rental of facilities to house the fleet, to a maximum of \$3,600.

Fleet Repairs & Maintenance

Lac Ste. Anne County will be responsible to provide annual funding to the Society for vehicle repairs and maintenance and vehicle insurance, to a maximum of \$4,000.

Administration

The Town of Onoway will be responsible to provide in-kind administrative services to the Society, for an estimated in-kind value of \$5,000.

aboffice@albertabeach.com

From: Sadowski, Sophie <Sophie.Sadowski@stantec.com>
Sent: August 15, 2024 2:07 PM
To: aboffice@albertabeach.com; taraelwood@albertabeach.com; cao@albertabeach.com
Cc: 'John Van Doesburg'; Lowell Haynes; Mostakim, Abeer; Fritz, Sam
Subject: WILD Phase 5A Waterline Through Village of Alberta Beach
Attachments: WILD_AB_Beach_mtg_20240723_ds.pdf; AB_Beach_CROSSING_AGREEMENT and road use_20240815.docx; WILD_Pipeline_AB_Beach_stub location.pdf

Hello All,

I tried to add as many people as I could find contact information for to this email. Please forward to Kathy Swarchuk's email if I have not captured it here!

I have attached the meeting minutes from the meeting between the Village of Alberta Beach and the WILD Water Commission on July 23rd meeting. As well as a draft crossing/road use agreement for the work.

Please review the agreement and let me know if you have any questions/comments. It is directly adapted from our standard agreement with Lac Ste Ann County.

I have also attached a Progress drawing of the Alberta Beach Stub location for Village confirmation.

Thank you,

Sophie Sadowski EIT
Project Coordinator
Cell: 403-392-0895
Sophie.Sadowski@Stantec.com

Stantec
10220 -103 Avenue NW, Suite 400
Edmonton AB T5J 0K4 CA



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Please consider the environment before printing this email.

Item	Action
<ul style="list-style-type: none"> • Can the village provide load restrictions on the roads? • Tara suggested a tap off at the AB beach firehall - Would like to have a hydrant. Cannot feed directly off the WILD line, but you can install a reservoir/tank and air gap from the system and fill off the reservoir. • North of firehall between FH and the multi-use building, a future reservoir and distribution pumping system is anticipated. • The Village would prefer the Alberta Beach portion be put in earlier in the project, in the fall. 	<p>Village of Alberta Beach</p> <p>Info</p> <p>Info</p> <p>Info</p>
<p>Alignment of Pipeline</p> <ul style="list-style-type: none"> • Reviewed attached alignment in person • 46A Avenue in the rail grade and then down main street onto RR32 • ATCO regulation station- Multiple line crossings – Utility is 13ft down (Black Iron material) • Steep ditch on main road. 	<p>Info</p>
<p>Discussion</p> <p>a. How do we communicate to residents</p> <ul style="list-style-type: none"> i. Resident SV emails ii. Council is having an open house on September 14th 10-12pm <p>1. Stantec can provide some information. We should know the Contractor by that time too.</p> <p>b. Main contact - Bruce and Kathy Swarchuk.</p> <p>c. Taps – Where would you like to see this?</p> <ul style="list-style-type: none"> i. Tara suggested a tap off at the AB beach firehall - Would like to have a hydrant. Cannot be directly off the WILD line, but you can install a reservoir/tank and air gap from the system and fill off the reservoir. 	
<p>Next Steps</p> <p>a. ATCO pipeline crossing</p> <p>b. Stantec to send proposed tap location</p>	<p>Stantec to provide</p>

Item	Action
c. Stantec to send Alberta Beach drawings	
d. Stantec to look at the steep ditch along the main road	
e. Road crossing agreement with AB Beach.	
f. Road use agreement – Evolve / Stantec to prepare a draft for Village review.	
Contacts	
Adjournment	

The meeting adjourned at 2pm.

The foregoing is considered to be a true and accurate record of all items discussed. If any discrepancies or inconsistencies are noted, please contact the writer immediately.

Regards,

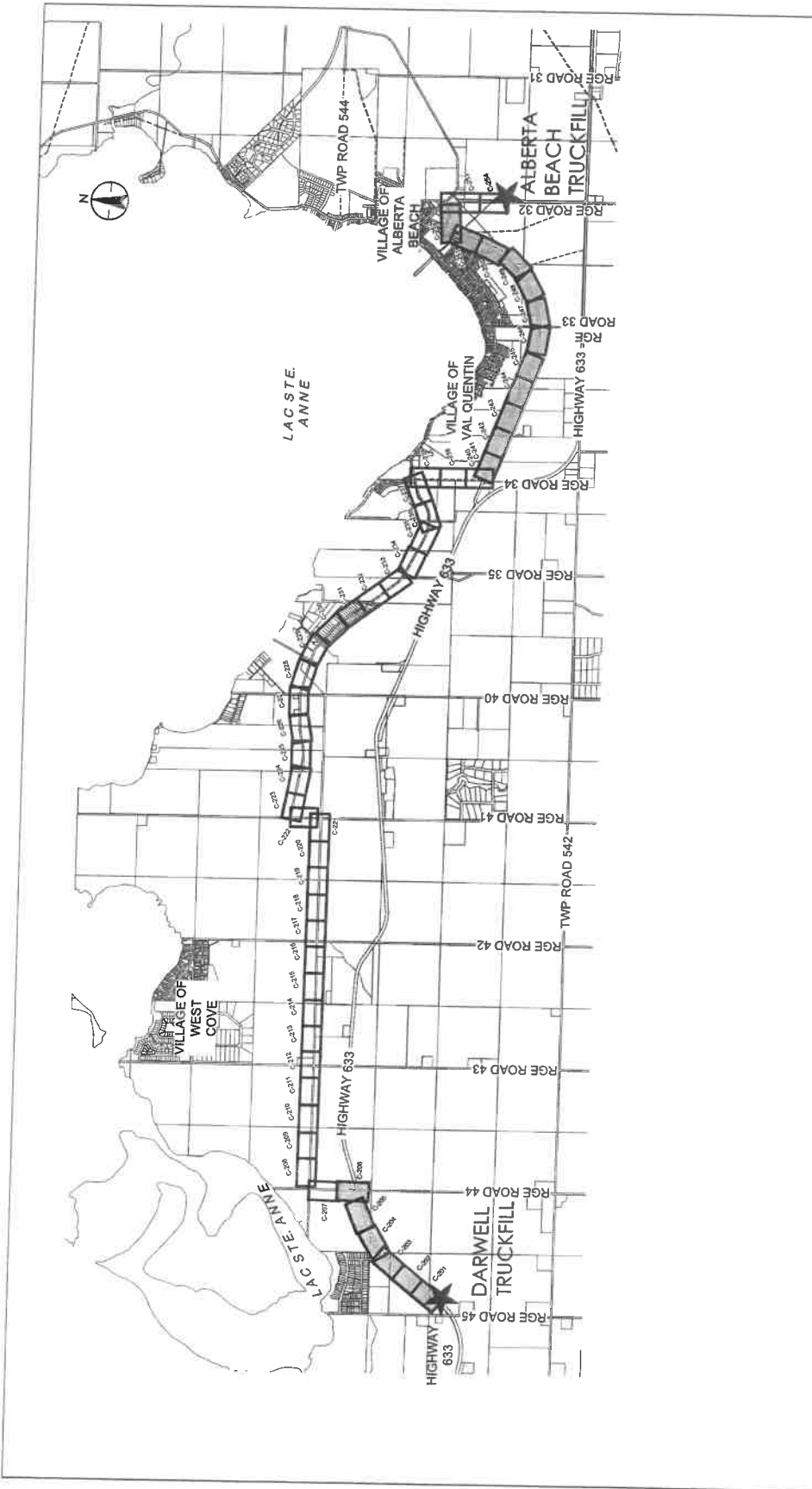
STANTEC CONSULTING LTD.

 Digitally signed by
Sophie Sadowski
Date: 2024.08.15
09:49:19-06'00'

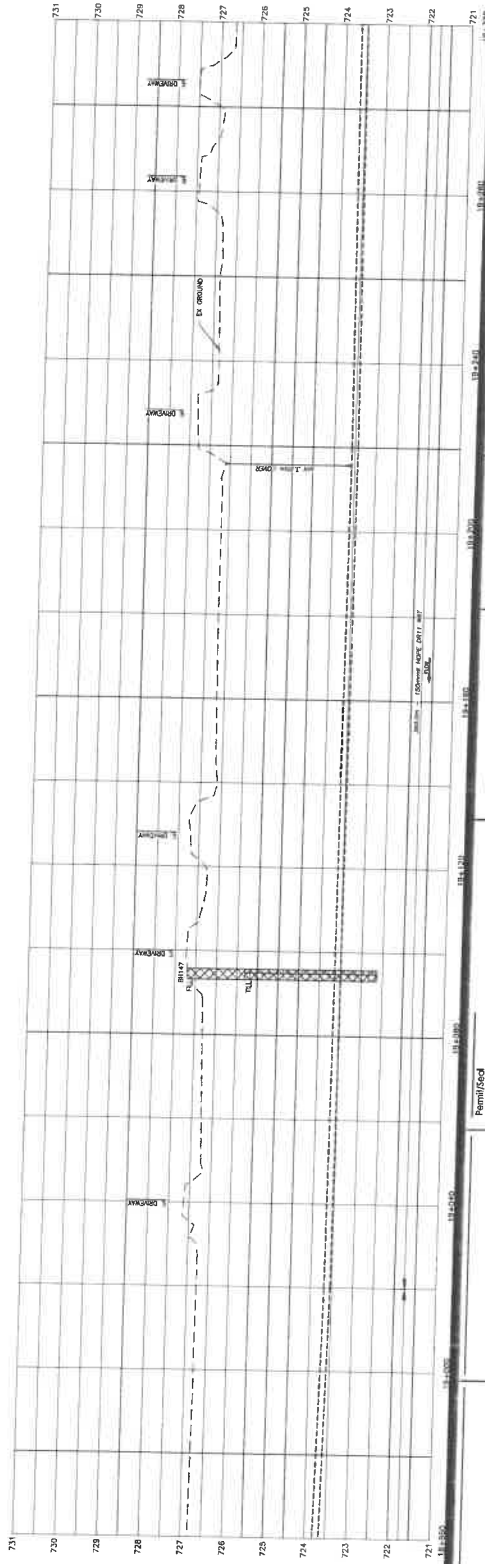
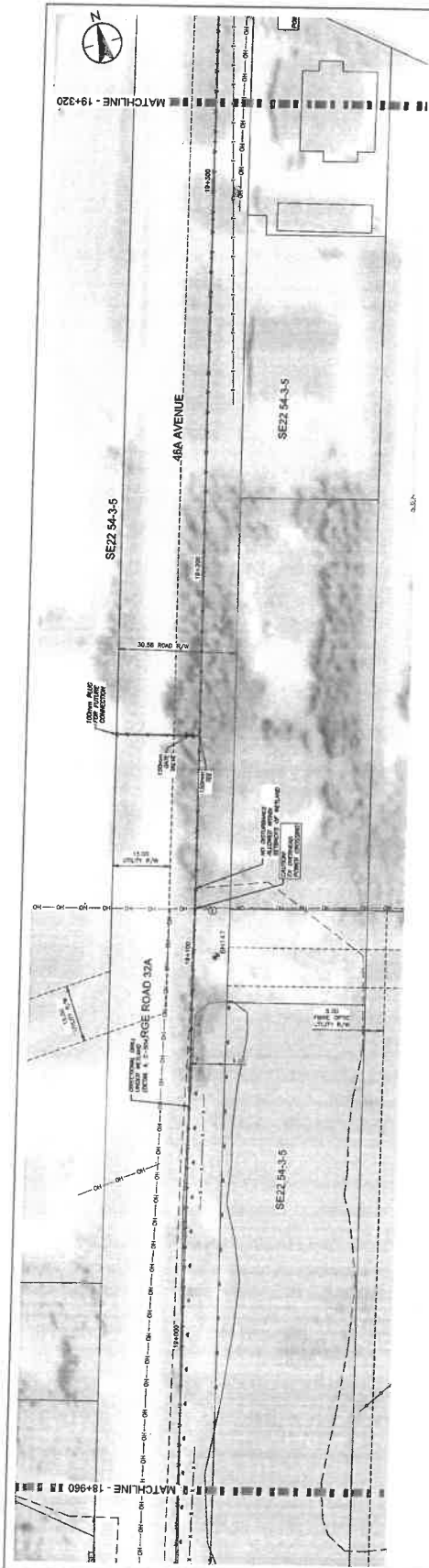
Sophie Sadowski EIT
Project Engineer
Phone: 403-392-0895
sophie.sadowski@stantec.com

Attachment: Alignment discussed in meeting

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Title GENERAL DRAWING LIST & LOCATION PLAN		Project No. 0000		Scale NTS		Drawing No. G-002	
Client/Project WEST INTER LAKE DISTRICT REGIONAL WATER SERVICES COMMISSION WILD WATERLINE PHASE 5 Loc: Ste Anne County, All Canada		Revision 0		Sheet 2 of 20		Drawn [Blank]	
Client/Project Logo 		Permit/Seal 		Drawn [Blank]		Checked [Blank]	
Copyright Reserved No part of this drawing may be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, photocopying, recording, or by any information storage and retrieval system, without the prior written permission of Stantec Inc.		Drawn [Blank]		Checked [Blank]		Approved [Blank]	



Client/Project WEST INTER LAKE DISTRICT REGIONAL WATER SERVICES COMMISSION WILD WATERLINE PHASE 5A Loc 516 Anne County, AB Canada <small>18.0000 2022/02/24 04:00:00</small>		Title CIVIL PLAN AND PROFILE PLAN & PROFILE STA. 18+960 - 19+320 <small>18.0000 2022/02/24 04:00:00</small>																										
Client/Project Logo 		Scale Horizontal: 1:100 Vertical: 1:20 Drawing No. 0 56 of 65																										
Revision <table border="1"> <thead> <tr> <th>No.</th> <th>Description</th> <th>By</th> <th>Checked</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>ISSUED FOR PERMIT</td> <td>AW</td> <td>AW</td> <td>2022/02/24</td> </tr> <tr> <td>2</td> <td>FOR CONSTRUCTION</td> <td>AW</td> <td>AW</td> <td>2022/02/24</td> </tr> </tbody> </table>		No.	Description	By	Checked	Date	1	ISSUED FOR PERMIT	AW	AW	2022/02/24	2	FOR CONSTRUCTION	AW	AW	2022/02/24	Permit/Ascd <table border="1"> <thead> <tr> <th>Permit No.</th> <th>Issued</th> <th>By</th> <th>Checked</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>		Permit No.	Issued	By	Checked	Date					
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2	FOR CONSTRUCTION	AW	AW	2022/02/24																								
Permit No.	Issued	By	Checked	Date																								

ROAD USE AND CROSSING AGREEMENT

AGREEMENT MADE THIS _____ DAY OF _____ AD 2020;
BETWEEN

Village of Alberta Beach
(Hereinafter Called the Municipality)
OF THE FIRST PART

-AND-

West Interlake District Regional Water Services Commission
A Municipal Corporation with its Office at the Town of Onoway
In the Province of Alberta
Box 8
Alberta Beach, AB T0E 0A0
(Hereinafter referred to as the "Commission")
OF THE SECOND PART

DESCRIPTION OF MUNICIPAL ROADS THIS AUTHORIZATION COVERS:

Roads:
46A Avenue, Main Street, onto RR32

CONSTRUCTION SHALL BE COMPLETED BY:

WHEREAS Village of Alberta Beach has the control and management of the public highways and roads (hereinafter referred to as "the road allowances") within the Municipality pursuant to Section 18 of the Municipal Government Act, being Chapter M26 of the Revised Statutes of Alberta, 2000 and amendments thereto.

AND WHEREAS the Commission (Grantee) is desirous of obtaining the Municipality's permission to enter upon a road allowance for the purpose of making thereon such excavation as will permit the Commission to install and bury its pipeline across and beneath the said road allowance (the said excavating and installing of the pipeline beneath the road allowance to be hereinafter referred to as "the crossing") all upon the terms and conditions as are outlined in this agreement.

NOW THEREFORE WITNESSETH that in consideration of the mutual covenants, terms and conditions hereinafter set forth the parties hereto each agree with the others as follows:

1. The Municipality does hereby in consideration of the sum of One Dollar (\$1.00) paid to the Municipality by the Commission, the receipts of which sum is hereby acknowledged, and in consideration of the covenants and conditions hereinafter set forth, grant and transfer unto the Commission the rights, privilege and license to construct a crossing under such road allowance and at such location as is, from time to time, described in the maps, plans and drawings delivered to the Municipality by the Commission pursuant to the provisions contained in Paragraph 3 hereof.
2. Village of Alberta Beach allows the WILDRWSC to place the water line within the Municipal Right of Way 3 meters off property line at the required depths and conditions listed below.
3. The Commission shall propose a location for the crossing area which gives due consideration to any features of the roads which may have a detrimental effect on the operation of roads or pipelines in the crossing area. These crossings shall be marked out in advance in order that a representative from the Municipality may inspect and make recommendations prior to the Municipality reviewing the proposal.

4. The Commission shall furnish the Municipality with detailed maps, plans and any specifications on the pipeline which the Municipality deems necessary in order to make a decision. This information shall be submitted 30 days prior to the commencement of any construction. Construction shall not commence prior to the Commission receiving written confirmation from the Municipality that the proposed location and specifications are acceptable to the Municipality.
5. The said right, privilege and license are hereby granted by the Municipality to the Commission for the purposes of the laying down, replacing, repairing, maintaining, inspecting, operating and removing of the Commission's pipeline within the crossing.
6. At a crossing where a pipeline is installed by the Commission, the said pipeline must be installed at a minimum depth of 2.5 metres below the existing ditch bottom or 2.4 metres below the centre of the roadway whichever is greater. The depth of such pipeline will be continuously maintained throughout the crossing at a minimum of 2.5 metres for the entire width of the road allowance.
7. The Commission shall construct a crossing so that:
 - a. the pipeline crosses the road allowance as nearly as possible at a ninety-degree angle;
 - b. the pipeline shall contain no bends in that portion of the pipeline passing under the road.
8. A developed road allowance shall be crossed using the boring method crossing.
9. Undeveloped road allowances may be crossed using the open cut method of crossing subject to obtaining approval for such a method from the Municipality.
10. Crossings which have been approved by the Municipality to be open cut or. Crossings under roads which are scheduled to be upgraded at a later date may be requested to be installed deeper. The depth of these installations shall be determined individually and to be at the discretion of the Municipality.
11. Where it is required that traffic be detoured around any road allowance construction area on account of the construction of a crossing by the Commission, a detour shall be provided by the Commission and shall be adequately maintained, with ample lights, flares, barricades and warning signs and devices being erected throughout and adjacent to the construction area.
12. The crossings shall be restored by the Commission to their original condition as nearly as possible and to the satisfaction of the Municipality and the Commission shall maintain the crossings to the continued satisfaction of the Municipality.
13. The Commission shall be responsible for properly marking the crossing with warning signs. All such warning signs shall be placed and maintained on each side of the road allowance to identify the crossing location.
14. The Commission or the operator of any existing pipeline must locate, expose, lower or move if necessary, any pipeline to facilitate road construction at a future date at the Commission's expense.
15. The Commission or operator of the pipeline shall be responsible for the locating and exposing of that pipeline within 48 hours of receipt of notice to do so. The method of exposing the pipeline on municipal road allowance shall conform to the Alberta Occupational Health and Safety Regulations.
16. The Commission shall provide to the Municipality, prior to the commencement of construction of the crossing, 48 hours notice of its intention to commence construction.

17. The crossing shall be inspected by an appointed authority on behalf of the Municipality before the excavation may be backfilled. If the crossing is backfilled before inspection has been made the Municipality may request the pipe to be hand exposed by the Commission or operator in order to verify its location.
18. Suitable markers shall be installed on both sides of the road allowance indicating the location of the pipeline crossing the road allowance and shall be maintained for the entire existence of the pipeline.
19. In the case of default by the Commission in carrying out any of the provisions of this Agreement, the Municipality may give notice thereof to the Commission. If the Commission fails to commence to remedy such default within 15 days after receipt of such notice and diligently complete such remedy thereafter, the Municipality may take such steps as are appropriate to remedy such default and the Commission shall be liable for and shall pay all reasonable costs and expenses incurred by the Municipality in remedying the default. The Municipality shall provide the Commission with 3 months prior written notice of the requirement for the relocation, lowering or protection of the said crossing whereby it is found to be necessary by the Municipality and in the best interest of the public, at the expense of the said Commission.
20. Upon the execution of this agreement and receiving written confirmation that the proposed crossing location and specification are acceptable to the Municipality, and at all times thereafter the Commission may enter upon and occupy the crossing for the purposes provided in this agreement.
21. Nothing contained in this agreement shall be deemed to limit or in any manner prohibit the Municipality from fully using and enjoying any portions of the said road allowance where the crossing has been installed in any lawful manner whatsoever and the right, privilege and license herein granted to the Commission is strictly limited to the rights expressly granted herein to the said Commission.
22. The Commission agrees to at all times hereinafter indemnify and keep the Municipality indemnified against all actions, claims and damages that may be lawfully brought or made against the Municipality by reason of anything done by the Commission its agent or contractors, in the exercises or purported exercise of the rights, privileges and licenses herein granted to the Commission.
23. The Commission agrees to provide, prior to the commencement of construction of the crossing and within TEN (10) days of being requested so to provide by the Municipality, security in such amount and of such type as the Municipality shall in its discretion, request.
24. In the case of breakage of the Commission's pipeline or other emergency no prior written notice shall be required to be given to the Municipality for the Commission to enter a road allowance to attend to the emergency, however, the Municipality shall in all instances be advised forthwith of such emergency.
25. No assignments of this agreement or rights hereunder by the Commission shall be valid without the written consent of the Municipality.
26. This agreement shall ensure to the benefit of and be binding upon the parties, their respective heirs, executors and administrators.
27. Whenever under the provision of this Agreement any notices, demands or requests are required to be given by either party to the other, such notice, demand or request may be given by delivery by hand to, or by prepaid single registered mail sent to, the respective addresses hereinafter provided for, and if given by mail shall be deemed to have been served and given on the fifth business day following the day of mailing, the respective addresses of the parties being:

Village of Alberta Beach, 4935 50th Ave, Alberta Beach AB T0E0A0

West Interlake District Regional Water Services Commission, Box 8, Alberta Beach, AB T0E 0A0

provided however, that such addresses may be changed upon five (5) days notice; and provided further that if in the event that notice served by mail at a time when there is an interruption of mail service affecting the delivery of such mail, then notice shall not be deemed to have been served until one (1) week after the date that normal service is restored.

IN WITNESS WHEREOF the parties hereto have hereunto caused their corporate name and seals to be affixed, attested under the hands of their proper officers in that behalf, the _____ day of _____ A.D 2020

Village of Alberta Beach
Per:

Reeve

Manager

West Interlake District Regional Water Services Commission
Per:

Chairman

Manager

Alberta Beach RFD - Request for Decision

Date: August 16, 2024
To: Alberta Beach Council
From: CAO Kathy Skwarchuk

Topic: Appointment of Designated Officer

Regarding: Bylaw 276-20

Background:
As per Bylaw No. 276-20, Section 7.2 Council shall by resolution appoint one or more persons to the Designated Officer position, in the capacity of Bylaw Enforcement Officer. Andrew Darragh was hired on August 1, 2024 to fill the position of Community Peace Officer / Bylaw Enforcement Officer and to fulfill the duties, I request he be appointed a Designated Officer. At each Council Organizational meeting in October Council will also ratify the Designated Officer positions.

Request:
To approve that Andrew Darragh be appointed a Designated Officer in the capacity of Bylaw Enforcement Officer.

Costs/Source of Funding:
N/A

Attachments:
Bylaw No. 276-20

Recommendation:
Request a motion that Council approve to appoint Andrew Darragh as a Designated Officer in the capacity of Bylaw Enforcement Officer.

**ALBERTA BEACH
BYLAW NO. 276-20
Municipal Government Act RSA 2000 Chapter M-26
Part 6 Sections 205-212**

**A BYLAW OF ALBERTA BEACH IN THE PROVINCE OF ALBERTA TO
ESTABLISH THE POSITIONS OF CHIEF ADMINISTRATIVE OFFICER AND
DESIGNATED OFFICERS.**

WHEREAS the *Municipal Government Act* provides that a Council must establish by bylaw a position of Chief Administrative Officer;

AND WHEREAS the *Municipal Government Act* provides that a Council may by bylaw establish one or more positions to carry out the powers, duties or functions of a Designated Officer;

AND WHEREAS Council wishes to exercise its authority pursuant to the *Municipal Government Act* by establishing the positions of Chief Administrative Officer and Designated Officers;

NOW THEREFORE the Municipal Council of Alberta Beach, in the Province of Alberta, duly assembled, hereby enacts as follows:

1. TITLE

- 1.1. This Bylaw may be cited as the "Designated Officer Bylaw".

2. INTERPRETATION

- 2.1. In this Bylaw, the following terms shall have the following meanings:
- a) "Bylaw" means this Designated Officer Bylaw;
 - b) "CAO" means the Chief Administrative Officer for the Village appointed pursuant to this Bylaw and as defined in the *Municipal Government Act*;
 - c) "Council" means the municipal Council of the Village;
 - d) "Designated Officer" has the same meaning as defined in the *Municipal Government Act*;
 - e) "FOIP" means the *Freedom of Information and Protection of Privacy Act*, RSA2000cF-25 and the regulations thereunder;
 - f) "*Municipal Government Act*" or the "Act" means the *Municipal Government Act*, RSA 2000,cM-26 and the regulations thereunder;
 - g) "Qualified Person" means a person who holds the credentials required, if any, to perform the powers, duties and functions of a Designated Officer; and
 - h) "Village" means the municipal corporation of Alberta Beach.
- 2.2. Any references in this Bylaw to any statutes, regulations, bylaws or other enactments is to those statutes, regulations, bylaws or other enactments as amended or replaced from time to time and any amendments thereto.
- 2.3. Whenever a singular or masculine form of a word is used in this Bylaw, it shall include the plural, feminine or neutral form of the word as the context requires.
- 2.4. The headings in this Bylaw do not form part of this Bylaw and shall not affect its interpretation.

3. CHIEF ADMINISTRATIVE OFFICER

- 3.1. The position of the CAO is hereby established.
- 3.2. The CAO shall be given the title "Chief Administrative Officer".
- 3.3. The CAO shall be appointed by resolution of Council and may be engaged by an employment or other contract. If applicable, all aspects of employment not addressed in the employment contract shall be addressed by the Village personnel policies.
- 3.4. The CAO shall have all the powers, duties and functions of a Chief Administrative Officer as set out in the *Municipal Government Act*.

**ALBERTA BEACH
BYLAW NO. 276-20
Municipal Government Act RSA 2000 Chapter M-26
Part 6 Sections 205-212**

- 3.5. Without limiting the generality of section 3.4 of this Bylaw, the CAO is the head of the local public body for the Village within the meaning of *FOIP*.
- 3.6. Unless a Designated Officer is expressly appointed in this Bylaw or another bylaw of the Village, the CAO has all the powers, duties and functions given to a Designated Officer under the *Municipal Government Act* or any other statute or enactment.
- 3.7. The powers, duties and functions assigned to the CAO by this Bylaw are in addition to any other powers, duties or functions assigned or delegated by Council to the CAO.

4. DELEGATION BY CAO

- 4.1. The CAO is authorized to delegate and to authorize further delegations of any powers, duties and functions assigned to the CAO by Council under the *Municipal Government Act* and under this or any other bylaw to a Designated Officer or an employee or agent of, or contractor for, the Village.
- 4.2. Without limiting the generality of section 4.1 of this Bylaw, the CAO is authorized to appoint an Assistant CAO and delegate the CAO's powers, duties and functions to that Assistant CAO and to authorize that Assistant CAO to act as the CAO during absences of the CAO.
- 4.3. Without limiting the generality of section 4.1 of this bylaw, the CAO is authorized to appoint an acting Designated Officer during an illness, scheduled absence or other incapacity of a Designated Officer.

5. DEVELOPMENT AUTHORITY

- 5.1. The Designated Officer position of Development Authority is established.
- 5.2. Council shall by resolution appoint a Qualified Person to the Designated Officer position of Development Authority and such Designated Officer may be engaged by a contract, including a contract as an independent contractor.
- 5.3. In addition to any additional powers given to the Development Authority by the *Municipal Government Act*, by the CAO or Council, or through other bylaws, the Development Authority shall exercise the powers, duties, and functions, and is the Designated Officer for the following sections of the Act:

Section 624	Development Authority
Section 545	Order to remedy contraventions
Section 546	Order to remedy dangers and unsightly property
Section 645	Stop order

6. SUBDIVISION AUTHORITY

- 6.1. The Designated Officer position of Subdivision Authority is established.
- 6.2. Subject to the restrictions outlined in section 7.4 below, Council shall by resolution appoint a Qualified Person to the Designated Officer position of Subdivision Authority and such Designated Officer may be engaged by a contract, including a contract as an independent contractor.
- 6.3. In addition to any additional powers given to the Subdivision Authority by the *Municipal Government Act*, by the CAO or Council, or through other bylaws, and subject to the express restriction outlined below, the Subdivision Authority shall exercise the powers, duties, and functions, and is the Designated Officer for the following sections of the Act:
 - Section 623 Subdivision Authority
- 6.4. The authority of the Subdivision Authority is restricted in that the decision to grant approval, with or without conditions, or to refuse subdivision approval, shall be retained by the Village and shall be delegated expressly to Council.

**ALBERTA BEACH
BYLAW NO. 276-20
Municipal Government Act RSA 2000 Chapter M-26
Part 6 Sections 205-212**

7. BYLAW ENFORCEMENT OFFICER

- 7.1. The Designated Officer position of Bylaw Enforcement Officer is established.
- 7.2. Council shall by resolution appoint one or more Qualified Persons to the Designated Officer position of Bylaw Enforcement Officer and such Designated Officer may be engaged by an employment or other contract.
- 7.3. In addition to any additional powers given to the Bylaw Enforcement Officer(s) by the *Municipal Government Act*, by the CAO or Council, or through other bylaws, the Bylaw Enforcement Officer(s) shall exercise the powers, duties, and functions, and is(are) a Designated Officer for the following sections of the Act:

Section 542	Municipal Inspections and enforcement
Section 544	Inspecting Meters
Section 545	Order to remedy contraventions
Section 546	Order to remedy dangers and unsightly property

8. ASSESSMENT REVIEW BOARD CLERK

- 8.1. The Designated Officer position of Assessment Review Board Clerk is established.
- 8.2. Council shall by resolution appoint a Qualified Person to the Designated Officer position of Assessment Review Board Clerk and such Designated Officer may be engaged by a contract, including a contract as an independent contractor.
- 8.3. In addition to any additional powers assigned to the Assessment Review Board Clerk by the *Municipal Government Act*, by the CAO or Council, or through other bylaws, the Assessment Review Board Clerk shall exercise the powers, duties, and functions, and is the Designated Officer for the following sections of the Act:

Section 456(1)	Duties of the clerk of Assessment Review Board
Section 461 and 462	Assessment Complaints
Section 469(1)	Notice of decision of Assessment Review Board
Section 483	Decision admissible on judicial review

9. MUNICIPAL ASSESSOR

- 9.1. The Designated Officer position of Municipal Assessor is established.
- 9.2. Council shall by resolution appoint a Qualified Person to the Designated Officer position of Municipal Assessor and such Designated Officer may be engaged by a contract, including a contract as an independent contractor.
- 9.3. In addition to any additional powers given to the Municipal Assessor by the *Municipal Government Act*, by the CAO or Council, or through other bylaws, the Municipal Assessor shall exercise the powers, duties, and functions, and is the Designated Officer for the following sections of the Act:

Section 284.2	Carry out duties and responsibilities of a municipal Assessor
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10. SUBDIVISION AND DEVELOPMENT APPEAL BOARD CLERK

- 10.1. The Designated Officer position of Subdivision Development and Appeal Board Clerk is established.
- 10.2. Council shall by resolution appoint one or more Qualified Persons to the Designated Officer position of Subdivision and Development Appeal Board Clerk and such Designated Officer may be engaged by a contract, including a contract as an independent contractor.
- 10.3. In addition to any additional powers given to the Subdivision and Development Appeal Board Clerk by the *Municipal Government Act*, by the CAO or Council, or through other bylaws, the Subdivision and Development Appeal Board Clerk shall exercise the powers, duties, and functions, and is a Designated Officer for the following sections of the Act:

**ALBERTA BEACH
BYLAW NO. 276-20
Municipal Government Act RSA 2000 Chapter M-26
Part 6 Sections 205-212**

Section 627.1

Duties of the clerk of the Subdivision and Development
Appeal Board

11. GENERAL

- 11.1. Unless otherwise directed by Council, the CAO shall establish the remuneration payable and other terms and conditions of employment, if applicable, or the contract terms in the case of independent contractors, for the Village's Designated Officers.
- 11.2. Unless otherwise directed by Council, Designated Officers are accountable to, and are under the supervision of, the CAO.
- 11.3. The Village will indemnify and save harmless Designated Officers in relation to errors and omissions made in the good faith exercise of their powers, duties and functions as Designated Officers.
- 11.4. Each provision of this Bylaw is independent of all other provisions. If any provision of the Bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.
- 11.5. This Bylaw shall come into full force when it receives THIRD and FINAL reading and is duly signed.
- 11.6. The Bylaw rescinds any previous bylaw in reference to designation of the Chief Administrative Officer or appointment of Designated Officers in their entirety, including any amendments thereto, and without limiting the generality of the foregoing, rescinds the following bylaws:
 - Bylaw 160-00 (to establish the position of Municipal Assessor);
 - Bylaw 191-04 (to establish the position of Chief Administrative Officer);
 - Bylaw 272-20 (to establish a Development Authority); and
 - Bylaw 273-20 (to establish a Subdivision Authority).

12. COMING INTO FORCE

This Bylaw shall come into effect upon the third and final reading and signing of this Bylaw.

READ a first time this 15th day of December, 2020.

READ a second time this 15th day of December, 2020.

UNANIMOUS CONSENT to proceed to third reading this 15th day of December, 2020.

READ a third and final time this 15th day of December, 2020.

SIGNED by the Mayor and Chief Administrative Officer this 16th day of December, 2020.



Mayor, Jim Benedict



Chief Administrative Officer, Kathy Skwarchuk