

**ALBERTA BEACH
REGULAR COUNCIL MEETING
BEING HELD IN THE ALBERTA BEACH COUNCIL CHAMBERS
AND BEING HELD ELECTRONICALLY VIA ZOOM
JUNE 16, 2026 AT 7:00 P.M.**

AGENDA

1. CALL TO ORDER
2. LAND ACKNOWLEDGEMENT
3. AGENDA ADDITIONS
4. ADOPTION OF AGENDA
5. ADOPTION OF PREVIOUS MINUTES
 - a. Regular Council Meeting of May 19, 2026
6. DELEGATIONS
7. PUBLIC HEARINGS
8. MUNICIPAL PLANNING COMMISSION
9. OLD BUSINESS & CAO REPORT ACTION LIST
10. FINANCIAL REPORTS
11. BYLAWS & POLICIES
 - a. Bylaw #304-26 – Access to Information Bylaw
 - b. Bylaw #305-26 – Protection of Privacy Bylaw
 - c. Privacy Management Plan
12. COUNCIL, COMMITTEES & STAFF REPORTS
13. CORRESPONDENCE – INFORMATION ITEMS
 - a. Alberta Arts, Culture and Status of Women – Update on the Provincial FCSS Team
 - b. Alberta Municipal Affairs – Early Engagement on Federal Agreements under the Provincial Priorities Act
 - c. Alberta Municipal Affairs – Provincial Education Requisition Credit (PERC) Program Extension
 - d. Alberta Municipalities – Summer 2026 Municipal Leaders’ Caucus
 - e. Alberta Municipalities – Abmunis Priority Issues Key Messages
 - f. Coalition of Alberta Public Libraries – Bill 28 and Alberta’s Libraries
 - g. Community Futures Yellowhead East RIAMS – Local Intel AI Marketing Tool Demo
 - h. Community Futures Yellowhead East RIAMS – Alberta Site Selector Tool - RIAMS Guide
 - i. Fire Underwriters Survey – 2026 National Fire Chief of the Year Awards Alberta Municipal Affairs
 - j. North Saskatchewan Watershed Alliance – NSWA AGM Package
 - k. SV REMP – FRIAA Grant Funding for Community Events
 - l. Wicked Automotive – Notice of Vacating Commercial Premises
 - m. David Ives, Fire Rescue International – New Developments – High-Acuity Highway Dispatch Deviation
 - n. Fire Rescue International – 2025 Fire Rescue International Stats
14. CORRESPONDENCE – ACTION ITEMS
 - a. Alberta Beach Ag Society – 2026 Polynesian Days Sponsorship
 - b. Alberta Beach Ag Society – 2026 Polynesian Days Parade
 - c. Alberta Beach Seniors 50 Plus Club – 2026 27th Annual Alberta Beach Show & Shine
 - d. Kelly Kovac – Request for Family Plaque (Shannon)
 - e. Summer Village of Val Quentin – Resolution for Water Feasibility Study
15. NEW BUSINESS
 - a. Lac Ste. Anne County – Home Support Agreement
 - b. Northern Gateway Public Schools – Draft Joint Use and Planning Agreement
 - c. Request for Decision – July Meeting Cancellations
16. QUESTION PERIOD
17. CONFIDENTIAL – CLOSED MEETING SESSION
 - a. Legal Matters
18. ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF COUNCIL OF ALBERTA BEACH IN THE PROVINCE OF ALBERTA HELD IN THE ALBERTA BEACH COUNCIL CHAMBERS AND HELD ELECTRONICALLY VIA ZOOM MAY 19, 2026 AT 7:00 P.M.

PRESENT:

Mayor.....Tara Elwood
Deputy MayorDebbie Durocher
CouncillorDecolynneJo Burns
CouncillorKelly Muir (via zoom)
CAOKathy Skwarchuk
Asst. CAOCathy McCartney (Zoom Administrator)

ABSENT:

CouncillorDaryl Weber

CALL TO ORDER:

Mayor Elwood called the meeting to order at 7:05 P.M.

LAND ACKNOWLEDGEMENT:

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

AGENDA ADDITIONS:

- 13.n Lac Ste. Anne County – SARTUC Committee Letter
- 13.o Lac Ste. Anne County – SARLUC Committee Letter
- 13.p Lac Ste. Anne County – Beachwave Park Committee Letter
- 13.q Lac Ste. Anne County – Interlakes Regional Master Plan Committee Letter
- 13.r Alberta Municipal Affairs – Municipal Affairs and Housing Statutes Amendment Act, 2026
- 13.s Police Review Commission – May 2026 PRC Update
- 14.e Capital Region Assessment Services Commission – Additional Appointment of ARB Official

Councillor Muir arrived in the meeting via zoom at 7:07 P.M.

ADOPTION OF AGENDA:

MOTION #069-26

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

CARRIED UNANIMOUSLY

ADOPTION OF PREVIOUS MINUTES:

REGULAR COUNCIL MEETING OF APRIL 21, 2026:

MOTION #070-26

MOVED BY Councillor Burns that the minutes of the Regular Council meeting held on April 21, 2026 be adopted as presented.

CARRIED UNANIMOUSLY

MUNICIPAL PLANNING COMMISSION MEETING OF APRIL 21, 2026:

MOTION #071-26

MOVED BY Councillor Burns that the minutes of the Municipal Planning Commission meeting held on April 21, 2026 be adopted as presented.

CARRIED UNANIMOUSLY

DELEGATIONS:

SGT MITCH SHERRARD, PARKLAND RCMP – PRESENTATION OF PARKLAND RCMP CRIME STATISTICS FOR ALBERTA BEACH:

Sgt Mitch Sherrard of the Parkland RCMP met with Council to present the Parkland RCMP crime statistics for Alberta Beach. Sgt Sherrard gave an overview of the detachment, he reported staffing includes 94 members and 37 administration personnel, reviewed the detachment boundaries, the RCMP App, their facebook statistics, modernization initiatives including body worn cameras, new shirts, new vehicle design and new conducted energy weapon (taser) as well as the new service pistol. In reviewing the Crime Statistics he reported on various person crimes, property crimes and other criminal code statistics. Mayor Elwood thanked Sgt Sherrard for his presentation and for attending the meeting.

MOTION TO ACCEPT PARKLAND RCMP CRIME STATISTICS PRESENTATION:

MOTION #072-26

MOVED BY Deputy Mayor Durocher that the Parkland RCMP Crime Statistics presentation be accepted for information.

CARRIED UNANIMOUSLY

PUBLIC HEARINGS: None.

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MUNICIPAL PLANNING COMMISSION MEETING: None.

OLD BUSINESS & CAO REPORT ACTION LIST:

ACCEPTANCE OF CAO REPORT ACTION LIST:

MOTION #073-26

MOVED BY Councillor Burns that the CAO Report Action List be accepted for information.
CARRIED UNANIMOUSLY

FINANCIAL REPORTS:

DOYLE & COMPANY – FINANCIAL STATEMENTS OF DECEMBER 31, 2025:

MOTION #074-26

MOVED BY Councillor Muir that the Financial Statements of December 31, 2025 from Doyle & Company as well as the oversight report and management letters be accepted as presented.
CARRIED UNANIMOUSLY

2026 BUDGET:

MOTION #075-26

MOVED BY Deputy Mayor Durocher that the 2026 Budget be approved as presented.
CARRIED UNANIMOUSLY

2026 COST OF LIVING ALLOWANCE:

MOTION #076-26

MOVED BY Councillor Burns that a 2.0% cost of living allowance be approved and further that the increase be retroactive to January 1, 2026.
CARRIED UNANIMOUSLY

BYLAWS & POLICIES:

BYLAW # 303-26 A BYLAW TO AUTHORIZE THE RATES OF TAXATION FOR 2026:

MOTION TO APPROVE FIRST READING OF BYLAW #303-26:

MOTION #077-26

MOVED BY Deputy Mayor Durocher that Bylaw #303-26, being a bylaw to authorize the rates of taxation for 2026 be read a first time.
CARRIED UNANIMOUSLY

MOTION TO APPROVE SECOND READING OF BYLAW #303-26:

MOTION #078-26

MOVED BY Councillor Muir that Bylaw #303-26 be read a second time.
CARRIED UNANIMOUSLY

MOTION TO PROCEED TO THIRD READING OF BYLAW #303-26:

MOTION #079-26

MOVED BY Councillor Burns that unanimous consent be given to proceed to third reading of Bylaw #303-26.
CARRIED UNANIMOUSLY

MOTION TO APPROVE THIRD AND FINAL READING OF BYLAW #303-26:

MOTION #080-26

MOVED BY Councillor Burns that Bylaw #303-26 be read a third & final time.
CARRIED UNANIMOUSLY

COUNCIL, COMMITTEES & STAFF REPORTS:

COUNCILLOR MUIR:

Councillor Muir reported on the following meetings:
WILD Water Annual General meeting held on May 4, 2026.
Darwell Lagoon Commission Open House held on May 7, 2026.

COUNCILLOR BURNS:

Councillor Burns reported on the following meetings:
Alberta Beach Campground Advisory Committee meeting held on May 4, 2026.
Alberta Beach Public Works Advisory Committee meeting held on May 4, 2026.
Community Futures Yellowhead East and RIAMS Business Retention & Expansion Project
Alberta Beach & District Heritage Village & Museum Opening held on May 16, 2026.

DEPUTY MAYOR DUROCHER:

Deputy Mayor Durocher reported on the following meetings:
Alberta Beach & District Museum & Archives meeting held on April 15, 2026.

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Beachwave Park report of May 19, 2026.
Lake Isle & Lac Ste. Anne Stewardship Society meeting held on April 28, 2026.

MAYOR ELWOOD:

Mayor Elwood reported on the following meetings:
Alberta Beach Public Works Advisory Committee meeting held on May 4, 2026.
Alberta Beach Campground Advisory Committee meeting held on May 4, 2026.
Yellowhead Regional Library Executive Board meeting held on May 11, 2026.
Alberta Municipalities & S.V. of Val Quentin zoom meeting regarding resolution for regional water infrastructure funding support held on May 12, 2026.
CFCW 840 Radio Interview held on May 13, 2026.
West Inter-lake District (WILD) Water Commission AGM meeting held on May 4, 2026.

DEVELOPMENT PERMIT REPORT:

Administration submitted a report on the 2026 Development Permits issued to date.

ACCEPTANCE OF COUNCIL, COMMITTEE AND STAFF REPORTS:

MOTION #081-26

MOVED BY Deputy Mayor Durocher that the Council, committee and staff reports be accepted for information.

CARRIED UNANIMOUSLY

CORRESPONDENCE – INFORMATION ITEMS:

ALBERTA MUNICIPALITIES – RESOURCES TO INCREASE AWARENESS OF PROVINCIAL PROPERTY TAXES:

Correspondence was received from Alberta Municipalities which included resources to increase awareness of provincial property taxes which municipalities are responsible for collecting in the municipal property tax statements.

ALBERTA MUNICIPALITIES – APRIL 2026 AB MUNIS PRIORITIES UPDATE VILLAGES WEST:

Correspondence was received from Alberta Municipalities which included an April 2026 Villages West priorities update.

ALBERTA MUNICIPALITIES – UPDATE AND WEBINAR ON RECENT SCHOOL SITE CHANGES:

Correspondence was received from Alberta Municipalities to provide an update and notice of webinar on the recent school site changes and capital planning.

ALBERTA MUNICIPALITIES – ALBERTA DAY 2026:

Correspondence was received from Alberta Municipalities regarding Alberta Day to celebrate who we are as Albertans and what we can achieve together, further that to create a province-wide celebration of our heritage and cultural identity, the Government of Alberta is providing funding through Alberta Municipalities to celebrate Alberta Day events between August 29 and September 1, 2026 and is accepting expression of interest applications.

ALBERTA MUNICIPALITIES – OPPORTUNITY TO SERVE ON THE SAFETY CODES COUNCIL:

Correspondence was received from Alberta Municipalities regarding the opportunity to serve as the ABmunis representatives on two of the Safety Codes Council's Sub-Councils for Gas and Private Sewage.

COMMUNITY FUTURES YELLOWHEAD EAST – RIAMS BUSINESS RETENTION & EXPANSION:

Correspondence was received from Community Futures Yellowhead East regarding the RIAMS project business retention & expansion survey.

GOVERNMENT OF ALBERTA – ALBERTA DAY:

Correspondence was received from the Alberta Government regarding funding available for municipalities to host Alberta Day events to support a province-wide celebration of Alberta's Heritage and cultural identity between August 29 and September 1, 2026 and is encouraging municipalities to submit an expression of interest application.

NORTH SASKATCHEWAN WATERSHED ALLIANCE – WETLANDS OF THE NORTH SASKATCHEWAN WORKSHOP:

Correspondence was received from the North Saskatchewan Watershed Alliance regarding the Wetlands of the North Saskatchewan workshop being hosted by Ducks Unlimited in collaboration with NSWA on September 10, 2026.

NORTHWEST OF 16 REGIONAL TOURISM ASSOCIATION – MAY 2026 NEWSLETTER:

The May 2026 newsletter was received from the Northwest of 16 Regional Tourism Association.

POLICE REVIEW COMMISSION – QUARTERLY DATA REPORT:

Correspondence was received from the Police Review Commission which included a quarterly data report and a PRC April 2026 update.

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SUMMER VILLAGE OF VAL QUENTIN – ALBERTA BLUE CROSS COMMUNITY GRANT:
Correspondence was received from the Summer Village of Val Quentin to advise on their application for the Alberta Blue Cross Active Living & Community Wellbeing Grant Program which they submitted for Beachwave Park, also attached was Alberta Beach’s letter of support for their application.

SVREMP – REGIONAL EMERGENCY MANAGEMENT FUNCTIONAL EXERCISE:
Correspondence was received from the Ste. Anne Summer Villages Regional Emergency Management Partnership (SVREMP) to advise that the regional emergency management functional exercise has been rescheduled to the fall being either September 28-29, 2026 or October 1-2, 2026.

SVREMP – WORK PLAN MONTHLY UPDATE FOR APRIL 2026:
An April 2026 work plan & monthly update was received from the Ste. Anne Summer Villages Regional Emergency Management Partnership.

LAC STE. ANNE COUNTY – SARTUC COMMITTEE LETTER:
A letter was received from Lac Ste. Anne County advising that upon a review of all committees of Council that County Council is removing their representation from the Ste Anne Regional Trail Use Committee (SARTUC) and further advising that any future trail development can be addressed through the Intermunicipal Collaboration Framework (ICF).

LAC STE. ANNE COUNTY – SARLUC COMMITTEE LETTER:
A letter was received from Lac Ste. Anne County advising that upon a review of all committees of Council that County Council is removing their representation from the Ste. Anne Recreational Lake Use Committee (SARLUC) and further advising that any future lake or water development can be addressed through the Intermunicipal Collaboration Framework (ICF).

LAC STE. ANNE COUNTY – BEACHWAVE PARK COMMITTEE LETTER:
A letter was received from Lac Ste. Anne County advising that upon a review of all committees of Council that County Council determined that the Beachwave Park Committee would be better suited a part of the ICF agreement between Alberta Beach & Lac Ste. Anne County, further advising that Council appreciates the work the committee performs for our community and will continue to help where and when they can, are happy to attend annual general meetings and share updates with their ratepayers.

LAC STE. ANNE COUNTY – INTERLAKES REGIONAL MASTER PLAN COMMITTEE LETTER:
A letter was received from Lac Ste. Anne County advising that upon a review of all committees of Council that County Council is removing their representation from the Interlakes Regional Master Plan Committee and as the initiative was completed in May 2024, any future trail development partnerships can be addressed through the Intermunicipal Collaboration Framework (ICF), further advising that Council appreciates the work the committee has performed and values the time and resources put into the study.

ALBERTA MUNICIPAL AFFAIRS – MUNICIPAL AFFAIRS & HOUSING STATUTES AMENDMENT ACT, 2026:
Correspondence was received from Alberta Municipal Affairs advising that Bill 28 the Municipal Affairs & Housing Statutes Amendment Act, 2026 received Royal Assent on May 14, 2026, Bill 28 made amendments to the *Municipal Government Act* to modernize municipal rules, improve clarity and consistency, and strengthen service delivery.

POLICE REVIEW COMMISSION – MAY 2026 PRC UPDATE:
The Police Review Commission forwarded the May 2026 PRC update for information.

ACCEPTANCE OF CORRESPONDENCE INFORMATION ITEMS:
MOTION #082-26
MOVED BY Councillor Muir that the correspondence information items be accepted for information.
CARRIED UNANIMOUSLY

CORRESPONDENCE – ACTION ITEMS:
EDMONTON MILITARY FAMILY RESOURCE CENTRE – INVITATION TO DONOR APPRECIATION EVENT:
MOTION #083-26
MOVED BY Councillor Burns that Council approves Mayor Elwood to attend the Edmonton Military Family Resource Centre Donor Appreciation Event being held on June 18, 2026 at the Military Family Resource Centre in Lancaster Park.
CARRIED UNANIMOUSLY

LAC STE. ANNE METIS COMMUNITY ASSOCIATION – INVITATION TO 2026 MAMAWIHITOWIN SUMMER GATHERING:
MOTION #084-26
MOVED BY Councillor Muir that Council approves Mayor Elwood to attend the Lac Ste. Anne Metis Community Association 2026 Mamawihitowin Summer Gathering being held on July 25, 2026 at the Heritage Park in Stony Plain.
CARRIED UNANIMOUSLY

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MP MICHAEL COOPER & MLA SHANE GETSON – INVITATION TO TOWN HALL:

An invitation was received from MP Michael Cooper & MLA Shane Getson regarding the Town Hall being held on May 21, 2026 at the Cherhill Community Hall.

SUMMER VILLAGE OF VAL QUENTIN – INVITATION TO 9TH ANNUAL PICNIC IN THE PARK:

MOTION #085-26

MOVED BY Councillor Muir that Council approves Mayor Elwood, Deputy Mayor Durocher and Councillor Burns to attend the Summer Village of Val Quentin 9th Annual Picnic in the Park being held on July 11, 2026.

CARRIED UNANIMOUSLY

CAPITAL REGION ASSESSMENT SERVICES COMMISSION – ADDITIONAL APPOINTMENT OF ARB OFFICIAL:

MOTION #086-26

MOVED BY Deputy Mayor Durocher that Council approves the appointment of Braden Lanctot as an additional ARB official certified panelist for the Capital Region Assessment Services Commission ARB members for 2026.

CARRIED UNANIMOUSLY

NEW BUSINESS:

ALBERTA MUNICIPAL AFFAIRS – ALBERTA COMMUNITY PARTNERSHIP (ACP) CONDITIONAL GRANT AGREEMENT:

MOTION #087-26

MOVED BY Deputy Mayor Durocher that Council approves the Alberta Community Partnership (ACP) Intermunicipal Collaboration conditional grant agreement for a sewer master plan project.

CARRIED UNANIMOUSLY

REQUEST FOR DECISION SUBMITTED BY MAYOR ELWOOD – LETTER TO MINISTER TO SUPPORT ONGOING ADVOCACY EFFORTS FOR PTSD COVERAGE FOR CPO'S:

MOTION #088-26

MOVED BY Councillor Burns that Council approves the letter to Honourable Joseph Schow, Minister of Jobs, Economy and Trade regarding expanding presumptive PTSD coverage under the Workers Compensation Act to all Peace Officers appointed under the Peace Officer Act and further the letter be copied to the Premier of Alberta.

CARRIED UNANIMOUSLY

REQUEST FOR DECISION SUBMITTED BY MAYOR ELWOOD – ALBERTA MUNICIPALITIES RESOLUTION FOR REGIONAL WATER INFRASTRUCTURE FUNDING SUPPORT:

MOTION #089-26

MOVED BY Deputy Mayor Durocher that Council approves to submit a Resolution to Alberta Municipalities to request that Alberta Municipalities support regional water infrastructure funding and further advocate to the Government of Alberta and the Government of Canada for the establishment of enhanced and dedicated funding opportunities specifically targeted toward regional rural water infrastructure projects including distribution systems.

CARRIED UNANIMOUSLY

QUESTION PERIOD:

A brief discussion was held on the Lac Ste. Anne weir and Lake Isle & Lac Ste. Anne Stewardship Society (LILSA).

CONFIDENTIAL – CLOSED MEETING SESSION:

MOTION TO MOVE TO CLOSED MEETING:

MOTION #090-26

MOVED BY Councillor Burns that as per Section 197(2) of the MGA and Division 2, Section 32 of the Access to Information Act the meeting be closed to the public at 8:30 p.m. to discuss agenda item #17.a legal matters.

CARRIED UNANIMOUSLY

Present for the closed meeting session:

Mayor Tara Elwood, Deputy Mayor Debbie Durocher, Councillor DecolynneJo Burns, Councillor Kelly Muir, 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 #091-26

MOVED BY Councillor Burns that Council move to come out of closed meeting at 8:44 P.M.

CARRIED UNANIMOUSLY

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TAX FORFEITURE PROPERTY (LOT 3A, BLOCK 11, PLAN 7720268):

MOTION #092-26

MOVED BY Deputy Mayor Durocher that Council approves that the CAO work with legal Counsel in proceeding forward with the tax forfeiture property described Lot 3A, Block 11, Plan 7720268.

CARRIED UNANIMOUSLY

ADJOURNMENT:

The meeting adjourned at 8:46 P.M.

Mayor – Tara Elwood

C.A.O. – Kathy Skwarchuk



CAO REPORT – ACTION LIST

MAY 2026

COUNCIL:

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

EDMONTON MILITARY FAMILY RESOURCE CENTRE – INVITATION TO DONOR APPRECIATION EVENT:
May19/26 MOVED BY Councillor Burns that Council approves Mayor Elwood to attend the Edmonton Military Family Resource Centre Donor Appreciation Event being held on June 18, 2026 at the Military Family Resource Centre in Lancaster Park.

LAC STE. ANNE METIS COMMUNITY ASSOCIATION – INVITATION TO 2026 MAMAWIHWITOWIN SUMMER GATHERING:
May19/26 MOVED BY Councillor Muir that Council approves Mayor Elwood to attend the Lac Ste. Anne Metis Community Association 2026 Mamawihitowin Summer Gathering being held on July 25, 2026 at the Heritage Park in Stony Plain.

SUMMER VILLAGE OF VAL QUENTIN – INVITATION TO 9TH ANNUAL PICNIC IN THE PARK:
May 19/26 MOVED BY Councillor Muir that Council approves Mayor Elwood, Deputy Mayor Durocher and Councillor Burns to attend the Summer Village of Val Quentin 9th Annual Picnic in the Park being held on July 11, 2026.

ADMINISTRATION:

2025 TAX RECOVERY:

Jan.21/25 The following tax recovery properties will be offered for sale at public auction:

| Roll # | Lot | Block | Plan | Municipal Address | C. of Title | 2024 Assessment |
|--------|-----|-------|---------|-------------------|-------------|-----------------|
| #380 | 3A, | 11, | 7720268 | 5012 – 56 Street | 892237665 | \$159,670.00 |
| #617 | 3A, | 15, | 6476MC | 4828 – 53 Street | 972134540 | \$61,390.00 |

MOVED BY Mayor Muir that Lot 3A, Block 11, Plan 7720268 and Lot 3A, Block 15, Plan 6476MC be offered for tax sale by public auction on March 28, 2025 at 11:00 A.M. in the Alberta Beach Municipal Office at 4935 – 50 Avenue (Ste. Anne Trail), Alberta Beach and further that the parcels be offered for sale subject to the following conditions;

The parcels will be offered for sale subject to a reserve bid, and to the reservations and conditions contained in the existing certificate of title; The Lands are being offered for sale on an "as is, where is" basis, and Alberta Beach makes no representation and gives no warranties whatsoever as to the adequacy of services, soil conditions, land use districting, building and development conditions, absence or presence of environmental contamination, or the development ability of the subject land for any intended use by the purchaser; No bids will be accepted where the bidder attempts to attach conditions precedent to the sale of the parcels; No terms and conditions will be considered other than those specified by Alberta Beach; Alberta Beach may, after the public auction, become the owner of any parcel of land not sold at the public auction; Terms: Cash, Certified Cheque or Bank Draft. 10% non-refundable deposit on the day of the sale and balance due within 14 days of the Public Auction, GST will apply if applicable; and Reserve bids will be set at the 2024 assessed values. Feb.18/25 Advertisements have been submitted to the Alberta Gazette, Community Voice & LSA Bulletin.

Apr.15/25 The CAO reported that the Tax Recovery Public Auction was held on March 28, 2025 at 11:00 A.M. and further reported that no bids were received on the parcels. The minutes of the tax recovery public auction as well as the municipal responsibilities following the auction was distributed to Council for information. The CAO advised that in discussions with the Lawyer it is recommended to hold off on a motion to register tax forfeiture titles until the next Council meeting.

Oct.21/25 CAO contacted Lawyer regarding proceeding with registration of tax forfeiture titles, Lawyer is reviewing file.

Nov.18/25 MOVED BY Councillor Burns 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 3A, Block 11, Plan 7720268 and Lot3A, Block 15, Plan 6476MC.

Jan.20/26 Administration has completed & submitted the forms to Land Titles.

Apr.21/26 Tax Forfeiture Titles have been rec'd, Assessor will be re-assessing properties, CAO has contacted Lawyer to discuss next steps.

May 19/26 Lawyer prepared letter for tenant for Roll #380 and letter has been delivered.

MOVED BY Deputy Mayor Durocher that Council approves that the CAO work with legal Counsel in proceeding forward with the tax forfeiture property described Lot 3A, Block 11, Plan 7720268.

ADDITIONAL MUTUAL AID PARTNERS:

Dec.16/25 MOVED BY Councillor Muir that Council approves to forward a second request for fire mutual aid agreements to Parkland County; Sturgeon County; Barrhead County; Westlock County; Yellowhead County; and Alexis Nakota Sioux Nation and further that the letters be more specific in identifying the municipalities we are requesting are covered in each of the agreements.

Feb.17/26 Letters were sent to request mutual aid agreements. Response was rec'd from Parkland County to deny request. Westlock County approved a mutual aid agreement.

Mar.17/26 Westlock County Mutual Aid Agreement has been signed, returned & distributed to member municipalities and FRI. Response was rec'd from Sturgeon County to deny request.

Apr.21/26 Response was rec'd from Yellowhead County to deny request.

2026 TAX RECOVERY:

The following tax recovery properties will be offered for sale at public auction:

| Tax Roll # | Lot | Block | Plan | Municipal Address | Certificate of Title | 2025 Assessment |
|------------|-----|-------|---------|-------------------|----------------------|-----------------|
| #127 | 6, | 11, | 3321BQ | 4808 – 51 Street | 162242396 | \$81,050.00 |
| #829 | 2, | 7, | 7821242 | 4811 – 59 Street | 112316338 | \$70,000.00 |

Dec.16/25 MOVED BY Councillor Muir that Lot 6, Block 11, Plan 3321BQ; and Lot 2, Block 7, Plan 7821242 be offered for tax sale by public auction on Wednesday, February 25, 2026 at 10:00 A.M. in the Alberta Beach Municipal Office at 4935 – 50 Avenue (Ste. Anne Trail), Alberta Beach and further that the parcels be offered for sale subject to the following conditions;

The parcels will be offered for sale subject to a reserve bid, and to the reservations and conditions contained in the existing certificate of title;

The Lands are being offered for sale on an "as is, where is" basis, and Alberta Beach makes no representation and gives no warranties whatsoever as to the adequacy of services, soil conditions, land use districting, building and development conditions, absence or presence of environmental contamination, or the development ability of the subject land for any intended use by the purchaser;

No bids will be accepted where the bidder attempts to attach conditions precedent to the sale of the parcels;

No terms and conditions will be considered other than those specified by Alberta Beach;

Alberta Beach may, after the public auction, become the owner of any parcel of land not sold at the public auction;

Terms: Cash, Certified Cheque or Bank Draft. 10% non-refundable deposit on the day of the sale and balance due within 14 days of the Public Auction, GST will apply if applicable; and

Reserve bids will be set at the 2025 assessed values as presented.

Jan.20/26 Public Auction to be held on Feb.25th, 2026, advertising has been completed.

Mar.17/26 The CAO reported that the Tax Recovery Public Auction was held on February 25, 2026 at 10:00 A.M. and that no bids were received on the parcels. The minutes of the Public Auction was included in the agenda as well as the municipal responsibilities following the public auction.

MOVED BY Councillor Muir 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 Tax Roll #127, Lot 6, Block 11, Plan 3321BQ and Tax Roll #829, Lot 2, Block 7, Plan 7821242.

May 19, 2026 Administration has completed and submitted forms to Land Titles.

LETTER TO MINISTER OF TRANSPORTATION REGARDING EMERGENCY DISPATCH PRACTICES ON A PROVINCIALLY SIGNIFICANT TRANSPORTATION CORRIDOR:

Jan.20/26 MOVED BY Deputy Mayor Durocher that Council approve Mayor Elwood's letter to Honourable Devin Dreeshen, Minister of Transportation and Economic Corridors regarding emergency dispatch practices on a provincially significant transportation corridors.

Feb.17/26 Letter was sent to the Minister & copies were sent to MLA, LSAC & summer villages. MLA sent thank you for keeping him informed on letter to Minister.

ALBERTA MUNICIPAL AFFAIRS – MEETING REQUEST WITH MINISTER:

Jan.20/26 MOVED BY Councillor Weber that Council approve to request a meeting with Alberta Municipal Affairs Minister Dan Williams at the ABmunis Spring Municipal Leaders Caucus and further the topics include emergency response along provincial highways, provincial grants for municipal water distribution systems, and the Police Funding Model and further that the Minister of Transportation be invited to attend the meeting.

Feb.17/26 Request for meeting with the Minister was sent to Municipal Affairs.

Mar.17/26 Response was rec'd from Municipal Affairs advising that due to the large number of meeting requests, the Minister is unable to meet with Council during the Alberta Municipalities Spring Municipal Leaders Caucus and further if Council believes a meeting is still necessary to contact the Minister's office to request a meeting at a later date.

MOVED BY Councillor Muir that Council approve to request a meeting with Alberta Municipal Affairs Minister Dan Williams and further the topics include emergency response along provincial highways and provincial grants for municipal water distribution systems and further that the Minister of Transportation & Economic Corridors as well as the Minister of Public Safety & Emergency Services be invited to the meeting.

Apr.21/26 Request for meeting was sent to the Minister's office.

ATCO GAS & PIPELINES LTD. – SURFACE LEASE – RENTAL REVIEW NOTICE:

Jan.20/26 MOVED BY Councillor Weber that Council approves to request a review of the rate of annual compensation payable under the ATCO Gas & Pipelines Ltd. Surface Leases at the October 19, 2026 anniversary date.

Feb.17/26 Notice was sent to Atco Gas to request a review of the rate of annual compensation.

DOYLE & COMPANY – FINANCIAL STATEMENTS OF DECEMBER 31, 2025:

May19/26 MOVED BY Councillor Muir that the Financial Statements of December 31, 2025 from Doyle & Company as well as the oversight report and management letters be accepted as presented.

2026 BUDGET:

May19/26 MOVED BY Deputy Mayor Durocher that the 2026 Budget be approved as presented.

2026 COST OF LIVING ALLOWANCE:

May19/26 MOVED BY Councillor Burns that a 2.0% cost of living allowance be approved and further that the increase be retroactive to January 1, 2026.

BYLAW # 303-26 A BYLAW TO AUTHORIZE THE RATES OF TAXATION FOR 2026:

May19/26 MOVED BY Deputy Mayor Durocher that Bylaw #303-26, being a bylaw to authorize the rates of taxation for 2026 be read a first time.

MOVED BY Councillor Muir that Bylaw #303-26 be read a second time.

MOVED BY Councillor Burns that unanimous consent be given to proceed to third reading of Bylaw #303-26.

MOVED BY Councillor Burns that Bylaw #303-26 be read a third & final time.

CAPITAL REGION ASSESSMENT SERVICES COMMISSION – ADDITIONAL APPOINTMENT OF ARB OFFICIAL:

May19/26 MOVED BY Deputy Mayor Durocher that Council approves the appointment of Braden Lanctot as an additional ARB official certified panelist for the Capital Region Assessment Services Commission ARB members for 2026.

ALBERTA MUNICIPAL AFFAIRS – ALBERTA COMMUNITY PARTNERSHIP (ACP) CONDITIONAL GRANT AGREEMENT:

May19/26 MOVED BY Deputy Mayor Durocher that Council approves the Alberta Community Partnership (ACP) Intermunicipal Collaboration conditional grant agreement for a sewer master plan project.

RFD SUBMITTED BY MAYOR ELWOOD – LETTER TO MINISTER TO SUPPORT ONGOING ADVOCACY EFFORTS FOR PTSD COVERAGE FOR CPO'S:

May19/26 MOVED BY Councillor Burns that Council approves the letter to Honourable Joseph Schow, Minister of Jobs, Economy and Trade regarding expanding presumptive PTSD coverage under the Workers Compensation Act to all Peace Officers appointed under the Peace Officer Act and further the letter be copied to the Premier of Alberta.

RFD SUBMITTED BY MAYOR ELWOOD – ALBERTA MUNICIPALITIES RESOLUTION FOR REGIONAL WATER INFRASTRUCTURE FUNDING SUPPORT:

May19/26 MOVED BY Deputy Mayor Durocher that Council approves to submit a Resolution to Alberta Municipalities to request that Alberta Municipalities support regional water infrastructure funding and further advocate to the Government of Alberta and the Government of Canada for the establishment of enhanced and dedicated funding opportunities specifically targeted toward regional rural water infrastructure projects including distribution systems.

PUBLIC WORKS:**MICHAEL WELLER – 47A AVENUE DRAINAGE:**

Oct.15/24 MOVED BY Councillor Weber that the correspondence from Michael Weller regarding the 47A Avenue drainage be accepted for information and further he be advised the matter will be referred to the engineer and our public works department to review and provide an update on the drainage project.

Nov.19/24 Public Works Manager has contacted the engineer, Bolson Eng will review the project with the contractor, they will be resurveying the culverts. Admin has updated Mr. Weller.

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Aug.19/25 Public Works met with Mr. Weller, he is requesting that public works install a trench along the area of the alley behind the daycare where he said it was years ago. On Aug.18 after the rain, public works checked the ditch and found no standing water.

Dec.16/25 Public Works has advised the project will be completed in the spring.

ALBERTA BEACH MUSEUM – SIGNAGE FOR ALBERTA BEACH HERITAGE VILLAGE & MUSEUM:

May20/25 MOVED BY Councillor Durocher that the Alberta Beach & District Museum be advised that Council does not object to the installation of signage for the Heritage Village & Museum subject to further clarification on the sign locations and referral to the Development Officer; as well Council approves that the public works department assist with the installation of the signs subject to any additional material costs be the expense of the Alberta Beach Museum.

June 17/25 The Museum members were advised on Council's motion and they are contacting the Development Officer. Councillor Durocher confirmed the sign locations: one sign is on the main beach and the other sign is located on the Beachwave Park fence behind the Lift Station.

Sept.16/25 Signs are not ready.

JOLENA HOVE, LAKESIDE CHILDCARE LTD. – SAFETY NEAR LAKESIDE CHILDCARE:

Aug.19/25 MOVED BY Mayor Muir that the correspondence from Jolena Hove of Lakeside Childcare Ltd. be accepted for information and further she be advised that as requested a crosswalk was approved and was painted across 47A Avenue between the day care and the post office; that Council will request our public works department repair the crushed culvert; and that her request that 47A Avenue be changed to one way traffic with angled parking at the post office and daycare be denied.

Sept.16/25 Email was sent to Lakeside Childcare to confirm Council motion, and email sent to public works to request repair of crushed culvert.

Oct.21/25 First Call was submitted and work has been scheduled to replace culvert.

Dec.16/25 Public Works has advised the project will be completed in the spring.

DEVELOPMENT:

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11.a

ALBERTA BEACH
BYLAW NO. 304-26
PAGE 1 of 1

**A BYLAW OF ALBERTA BEACH, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSES OF
THE ACCESS TO INFORMATION ACT AND TO SET FEES THEREUNDER**

WHEREAS, pursuant to section 98(a) of the *Access to Information Act*, SA 2024, c A-1.4, Alberta Beach (hereinafter called the "Municipality") must designate a person or group of persons as the head of the Municipality for the purpose of the Act;

AND WHEREAS, pursuant to section 98(b) of the *Access to Information Act*, SA 2024, c A-1.4, the Municipality may set any fees the Municipality requires to be paid under section 96, which must not exceed the fees provided for in the Regulations;

NOW THEREFORE, under the authority of the *Municipal Government Act*, RSA 2000, c M-26, the Council of Alberta Beach enacts as a Bylaw as follows:

PART 1 TITLE

1.1 This Bylaw shall be known as the "Access to Information Bylaw."

PART 2 DEFINITIONS

- 2.1 "Act" means the *Access to Information Act* SA 2024, c A-1.4, as amended;
- 2.2 "Applicant" means a person who makes a request for access to information under the Act;
- 2.3 "Chief Administrative Officer" means the Chief Administrative Officer of Alberta Beach;
- 2.4 "Municipality" means Alberta Beach;
- 2.5 "Regulations" means the Access to Information Act Regulation, Alta Reg 133/2025.

PART 3 INTERPRETATION

3.1 The headings in this Bylaw are for reference purposes only.

PART 4 DESIGNATED HEAD OF THE MUNICIPALITY

- 4.1 For the purposes of the Act, the Chief Administrative Officer is designated as the head of the Municipality.
- 4.2 The head of the Municipality, or designate, will recommend policies in accordance with the Act and they may be implemented or amended from time to time by Council resolution.

PART 5 FEES

5.1 Where an Applicant is required to pay a fee for services, the fee payable shall be in accordance with the Act and the regulations, as amended from time to time, or any successor regulation that sets fees for requests to access information.

PART 6 SEVERABILITY

6.1 Should any provision of this Bylaw be invalid, then such provision shall be severed, and the remainder of the Bylaw shall remain in force.

PART 7 TRANSITION AND COMING INTO FORCE

7.1 This Bylaw takes effect on the final passing and signing thereof and, on such final passing, Bylaw No. 155-99 is hereby repealed.

Read a first time this ___ day of June, 2026.
Read a second time this ___ day of June, 2026.
Unanimous consent given to proceed to third reading this ___ day of June, 2026.
Read a third time and passed this ___ day of June, 2026.
Signed by the Mayor and C.A.O. this ___ day of June, 2026.

Mayor, Tara Elwood

C.A.O., Kathy Skwarchuk

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ALBERTA BEACH
BYLAW NO. 305-26
PAGE 1 of 1

A BYLAW OF ALBERTA BEACH, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSES OF THE PROTECTION OF PRIVACY ACT, TO ESTABLISH A DIRECTORY OF PERSONAL INFORMATION BANKS, AND TO ESTABLISH A PRIVACY MANAGEMENT PROGRAM

WHEREAS, pursuant to section 55(1) of the *Protection of Privacy Act*, SA 2024, c P-28.5, Alberta Beach (hereinafter called the "Municipality") may delegate to any person any power, duty, or function of the head of the Municipality under the Act, except the power to delegate;

AND WHEREAS, pursuant to section 55(2) of the *Protection of Privacy Act*, SA 2024, c P-28.5, a delegation must be in writing and may contain any conditions or restrictions the head of the public body considers appropriate;

AND WHEREAS, pursuant to section 57(2) of the *Protection of Privacy Act*, SA 2024, c P-28.5 the head of the Municipality must publish a directory, in printed or electronic form, that lists the Municipality's Personal Information Banks;

AND WHEREAS, pursuant to section 6(1) of the *Protection of Privacy Act* (Ministerial) Regulation, Alta Reg 143/2025, the Municipality must establish a Privacy Management Plan;

NOW THEREFORE, under the authority of the *Municipal Government Act*, RSA 2000, c M-26, the Council of Alberta Beach enacts as a Bylaw as follows:

PART 1 TITLE

1.1 This Bylaw shall be known as the "Protection of Privacy Bylaw."

PART 2 DEFINITIONS

- 2.1 "Act" means the *Protection of Privacy Act*, SA 2024, c P-28.5, as amended;
- 2.2 "Chief Administrative Officer" means the Chief Administrative Officer of Alberta Beach;
- 2.3 "Municipality" means Alberta Beach;
- 2.4 "Regulations" means the *Protection of Privacy Act* (Ministerial) Regulation, Alta Reg 143/2025.

PART 3 INTERPRETATION

3.1 The headings in this Bylaw are for reference purposes only.

PART 4 DESIGNATED HEAD OF THE MUNICIPALITY

4.1 For the purposes of the Act, the Chief Administrative Officer is designated as the head of the Municipality.

PART 5 PRIVACY OFFICER

5.1 For the purposes of the Act, the Chief Administrative Officer shall designate a member of the Municipal staff as the Privacy Officer.

PART 6 PERSONAL INFORMATION BANKS DIRECTORY

6.1 For the purposes of the Act, the head of the Municipality is empowered to publish a directory, in printed or electronic form, that lists the Municipality's personal information banks.

PART 7 PRIVACY MANAGEMENT PROGRAM

7.1 The Municipality's privacy management program may be approved by the Council by resolution.

PART 8 SEVERABILITY

8.1 Should any provision of this Bylaw be invalid, then such provision shall be severed, and the remainder of the Bylaw shall remain in force.

PART 9 TRANSITION AND COMING INTO FORCE

9.1 This Bylaw takes effect on the final passing and signing thereof.

Read a first time this ___ day of June, 2026.
Read a second time this ___ day of June, 2026.
Unanimous consent given to proceed to third reading this ___ day of June, 2026.
Read a third time and passed this ___ day of June, 2026.
Signed by the Mayor and C.A.O. this ___ day of June, 2026.

Mayor, Tara Elwood

C.A.O., Kathy Skwarchuk

aboffice@albertabeach.com

From: FCSS Admin <FCSSAdmin@gov.ab.ca>
Sent: June 5, 2026 9:09 AM
Cc: FCSS Admin
Subject: From the Executive Director's Desk: Update on the Provincial FCSS Team
Importance: High

Sent on behalf of Marilea Pattison-Perry, Executive Director:

Good morning,

On June 2, 2026, the Government of Alberta reorganized some ministries and responsibilities, realigning legislation, staff, and operational responsibilities.

As part of this reorganization, the Family and Community Support Services program and legislation has been moved from the ministry of Assisted Living and Social Services to the ministry of **Arts, Culture, and Status of Women**.

The minister of Arts, Culture, and Status of Women is Tanya Fir.

This reorganization does not change the FCSS program or legislation or the FCSS Accountability Framework or the funding agreements and reporting processes with municipalities and Metis Settlements. It only changes the ministry where the FCSS program, the provincial program staff, and FCSS provincial budget is located within the Alberta Public Service.

We are working to update information materials and brief our new leadership on the history and nuances of the FCSS program. During this transition, our focus will be on continuity of operations and minimizing disruption of services to our external partners and, most importantly, Albertans.

Contact information for the FCSS provincial team remains the same.

Warmly,

Marilea Pattison-Perry (she/her)
Executive Director, Civil Society & Community Initiatives
Arts, Culture, and Status of Women (ACSW)
Government of Alberta

Tel 780.903.4748 | Marilea.PattisonPerry@gov.ab.ca

Classification: Protected A

aboffice@albertabeach.com

From: MA.ProvincialPrioritiesAct@gov.ab.ca
Sent: May 21, 2026 9:03 AM
To: Kathy Skwarchuk
Subject: Early Engagement on Federal Agreements under the Provincial Priorities Act

Dear Chief Administrative Officers:

As we continue to refine our processes for approvals under the *Provincial Priorities Act (PPA)*, I encourage you to engage Municipal Affairs department staff early when a municipal provincial entity is considering a new, time-sensitive, or large federal agreement, particularly where provincial Ministerial or Cabinet approval may be required.

Municipal provincial entities are encouraged to provide proactive notification regarding an upcoming *PPA* submission. Early engagement with Municipal Affairs can:

- help identify any potential concerns or conflicts at an earlier stage;
- clarify how federal program requirements may interact with the requirements of the *PPA*;
- support coordination and scheduling where Cabinet or Ministerial decision-making is required; and
- ensure the appropriate information is available to support a complete and efficient review once a formal submission is made.

This engagement will provide an opportunity for informal discussion and preliminary review that can be beneficial to both municipalities and the province.

If you have questions about early engagement, the *PPA* intake process, or any other *PPA* matters, please contact MA.provincialprioritiesact@gov.ab.ca. Additional information is available at [Provincial Priorities Act – Municipal Sector](#).

Thank you for your continued cooperation and for your efforts to support timely, compliant submissions under the *PPA*. We appreciate your partnership as we work together to protect Alberta's interests while maintaining access to federal funding opportunities.

Jonah Mozeson
Deputy Minister

aboffice@albertabeach.com

From: TaxProgramDelivery@gov.ab.ca
Sent: June 5, 2026 11:53 AM
To: Kathy Skwarchuk
Subject: Provincial Education Requisition Credit (PERC) Program Extension
Attachments: PERC Extension.pdf

Dear Chief Elected Officials,

Please see the attached letter from the Minister regarding the extension of the Provincial Education Requisition Credit (PERC) and Designated Industrial Requisition Credit (DIRC) programs.

Thank you,

Municipal Affairs



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Peace River*

AR122263

May 26, 2026

Dear Chief Elected Officials:

While most oil and gas companies pay their property taxes promptly, the Government of Alberta recognizes the ongoing challenges unpaid oil and gas property taxes pose for municipalities, particularly in rural areas.

In response, the Government of Alberta recently partnered with the Rural Municipalities of Alberta and municipal and industry stakeholders through the Property Tax Accountability Strategy (PTAS) Working Group to develop recommendations to address this issue. The final report was released on March 16, 2026, and is available at <https://open.alberta.ca/publications/property-tax-accountability-strategy-final-report>.

Alberta is taking the report's recommendations under consideration with the intent of responding with an actionable set of regulatory, administrative, and system-level improvements to promote oil and gas industry property tax compliance and municipal tax recovery.

As part of these considerations, I am pleased to announce the Provincial Education Requisition Credit (PERC) and the Designated Industrial Requisition Credit (DIRC) programs are approved for a three-year extension through 2028. This extension aligns with recommendation 12 of the PTAS report and will provide continued support to municipalities, while PTAS recommendations are examined.

Key details of the program extension include:

- continued eligibility of uncollectable education property taxes and designated industrial requisition amounts retroactive to the 2015 tax year, with credits to be considered up to and including the 2028 tax year; and
- an increase in the annual PERC program cap to \$7 million, reflecting the growing level of claims in recent years.

Our government is committed to a practical and balanced approach and will continue to work collaboratively with municipalities, industry, and partners to identify opportunities to streamline the PERC/DIRC programs, strengthen tax recovery tools, and improve program delivery.

.../2

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Thank you for your continued collaboration and partnership as we work together to address the challenges created by uncollectable property taxes.

Sincerely,

A handwritten signature in black ink, consisting of a large, stylized 'D' followed by a cursive 'W'. A horizontal line extends to the right from the bottom of the signature.

Dan Williams, ECA
Minister

cc: Chief Administrative Officers

13.d

cc: Council

aboffice@albertabeach.com

From: Dylan Bressey <president@abmunis.ca>
Sent: May 21, 2026 9:17 AM
To: Kathy Skwarchuk
Subject: Full Program for Summer 2026 Municipal Leaders' Caucus Now Available
Attachments: Summer 2026 MLC - Agenda - Webinar for North.pdf; Summer 2026 MLC - Agenda - In Person.pdf

Hello,

I'm pleased to share the full program for the Summer 2026 Municipal Leaders Caucus, now available in the attached document.

This year's caucus includes in-person events across the province and a virtual session for the North, featuring timely policy discussions, interactive workshops, and opportunities to connect with fellow municipal leaders. Dates and locations are:

- June 10 – Town of Vegreville
- June 12 – Town of Coaldale
- June 16 – Webinar for the North
- June 24 – City of Red Deer

Registration is now open at <https://www.abmunis.ca/events>.

I look forward to seeing you this summer.

Dylan Bressey | President

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



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

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Agenda for Spring 2026 Municipal Leaders Caucus (Webinar)

SUBJECT TO CHANGE

June 16 – Webinar for the North

10:00 a.m. **Opening remarks and President's Report**

10:15 a.m. **Property Taxes Reimagined: Revenue Tools You Can Control and Looking Beyond Alberta**
Municipal leaders are increasingly looking for ways to grow revenues from tools that they can control. Some municipalities are charging different tax rates on certain types of property, and some are using local improvement taxes to pay for specific services. This session will walk you through the tools that are currently available to your council. Then we'll put on our binoculars and look at how municipalities in other provinces generate revenue. Together, we'll explore whether any of those tools could, or should, be available to Alberta councils.

11:05 a.m. **Municipal Indicators: A Slap on the Wrist or a Proactive Planning Tool?**
The Government of Alberta currently uses 13 indicators to monitor the performance of municipal governments. Like an annual report card from your teacher, your municipality is contacted if it triggers specific indicators. Alberta Municipal Affairs is questioning if improvements can be made to this system and we have some ideas. We'll use this session to collect your input on how the municipal indicators should be reformed to better serve your council in strategic planning.

11:55 p.m. **Wrap Up**

Agenda for Summer 2026 Municipal Leaders Caucus

SUBJECT TO CHANGE

June 10 – Town of Vegreville

June 12 – Town of Coaldale

June 24 – City of Red Deer

9:00 a.m. **Registration and Continental Breakfast**

10:00 a.m. **Opening remarks**

10:05 a.m. **Welcome from the Mayor of the Host Municipality**

10:10 a.m. **Welcome the MLA of the Host Constituency**

10:15 a.m. **Icebreaker Activity**

10:30 a.m. **Property Taxes Reimagined: Revenue Tools You Can Control and Looking Beyond Alberta**

Municipal leaders are increasingly looking for ways to grow revenues from tools that they can control. Some municipalities are charging different tax rates on certain types of property, and some are using local improvement taxes to pay for specific services. This session will walk you through the tools that are currently available to your council. Then we'll put on our binoculars and look at how municipalities in other provinces generate revenue. Together, we'll explore whether any of those tools could, or should, be available to Alberta councils.

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12:00 p.m. **Lunch**

1:00 p.m. **Water System Viability Workshop**

This interactive workshop explores how well current water policies reflect today's realities of aging, largely underground infrastructure. Participants will share practical experiences to identify where policy supports—or falls short in—real-world decision-making. Input will help inform updates to ABmunis municipal water system viability policy.

2:00 p.m. **President's Report**

2:15 p.m. **Break**

2:30 p.m. **Stories That Matter: How Family and Community Support Services (FCSS) Makes a Difference**

Through real stories from FCSS providers, explore the tangible impact of prevention in communities across Alberta. Members will leave better equipped to advocate for increased FCSS funding and will have the opportunity to share insights to help shape ABmunis' advocacy.

3:30 p.m. **Making the Most of the Summer BBQ Season**

Learn about ABmunis' top advocacy priorities and how you – our members – can help amplify our message and advance the interest of municipalities across Alberta. The session will also provide guidance on how to effectively advocate for your communities' interests.

3:45 p.m. **Closing Remarks**

aloffice@albertabeach.com

From: Dylan Bressey <president@abmunis.ca>
Sent: May 29, 2026 9:34 AM
To: Kathy Skwarchuk
Subject: ABmunis priority issues key messages

Hello,

As we approach the summer BBQ season, I wanted to share with you key messages on our top priorities, with the hope that you can help amplify our collective voice to provincial and federal decision makers as you engage with them at events over the coming months, including at the FCM conference in Edmonton next week. Speaking with one voice will help reinforce the strength of our shared priorities, build credibility with government partners, and ensure our advocacy is clear, consistent, and aligned across every conversation.

The messages below have been crafted by our advocacy team and will be used by our board members to advance our priorities over what we anticipate will be a busy summer of engagement. I also hope they serve as a useful starting point for broader conversations about our shared advocacy priorities and where we can continue to align our efforts in the months ahead. We encourage you to use local examples to showcase the benefit of investing in municipalities. For example, is your municipality struggling to cover the costs of building and maintaining the underground water infrastructure needed to support growth and maintain quality services to existing residents and businesses?

Thanks for your public service and your efforts to draw attention to our shared municipal needs and priorities.

Infrastructure Funding/Property Taxes Reimagined

Key Messages

- Rising costs, increased need for services, and the cumulative impact of provincial decisions are driving up property taxes
- We need to reimagine how schools, municipal services and infrastructure will be paid for in the future so that our communities continue to be an attractive place to live and do business.
- While the province has not increased personal, corporate, or sales taxes, they have increased provincial property taxes by \$1 billion over three years.
- More than any other tax, property taxes are challenging for residents on fixed incomes and for families and businesses facing challenging times.
- Property taxes often create immediate cash flow issues when businesses invest in expansion, while other types of taxes can often be deferred.
- This means that property taxes are the wrong revenue lever to pull as the province seeks to support affordability and economic diversification.
- As part of Alberta Municipalities Property Taxes Reimagined, and as acknowledged in the government's fiscal plan, we need to have a conversation about sustainable fiscal planning in Alberta, and municipal leaders need to be part of finding the solution.

Additional Speaking Points

- Every Alberta government over the last 15 years has decreased its funding to municipal governments and made decisions that have cut revenues and increased costs for municipalities.
- The cost of things that municipalities must buy has substantially increased over that time.
- Water issues that have been in the news recently are just a symptom of a broader issue facing all municipal governments in Alberta – not enough investment in infrastructure.
- Many municipalities also need to build new infrastructure to handle Alberta's rising population.
- All combined, municipalities have to choose between allowing their infrastructure to crumble or drastically raising their property taxes or water rates.

- The province is also increasing its property tax – a 12% increase last year and 15% in 2026, meaning a billion-dollar tax increase over the last three years.
- This is not about one government or one budget cycle. We need a long-term solution.
- ABmunis' Property Taxes Reimagined project helps explain why property taxes are going up and why Alberta needs to talk about how local public services should be paid for in the future.

Family and Community Support Services (FCSS) and Preventive Funding

Key Messages

- ABmunis was very disappointed to not see an increase in FCSS funding in the 2026 Provincial Budget.
- By not investing in locally driven prevention programming, the province is missing a critical opportunity to reduce costs on already stretched systems such as healthcare, emergency services, and policing.
- ABmunis will continue collaborating with partners and the provincial government to find ways to grow this vital funding.

Calls to Action for Members

- Senior provincial officials have indicated a willingness to consider incremental increases to FCSS funding going forward and pursuing this investment will remain a top priority for ABmunis.
- In order to keep the pressure on, ABmunis is asking members to continue to support advocacy to the province. If you are meeting with your local MLA or other provincial leaders, please share the following message:
- ABmunis is disappointed that the 2026 Provincial Budget does not include an increase to FCSS funding.
- Prevention is the foundation of strong communities. FCSS programs help people before they reach crisis – reducing pressure on healthcare, emergency services, and policing.
- Despite nearly one million new Albertans and more than a decade of inflation, FCSS funding has remained essentially flat for 11 years. That gap is no longer sustainable.
- ABmunis is urging the province to increase core FCSS funding to \$162 million and index it annually to population growth and inflation, so prevention services can keep pace with Alberta's needs.

Additional Speaking Points

- By not investing in FCSS, the province is further downloading these costs to municipalities.
- Investing \$245 million in FCSS and wider community support programs in 2024 – municipalities almost doubled their 2015 spending. Often exceeding their required 20 percent commitment.
- Every dollar invested in prevention leads to lower costs in emergency services, policing, and health care. Strong, vibrant Albertan communities depend on preventing people from falling into crisis in the first place.

Federal Housing and Infrastructure Funding/Off-site Levies

Key messages

- Alberta is leading the country in housing starts.
- We need the federal government to support us and not dictate to us.

Additional Speaking Points

- Despite a historically large budget, the federal government has not provided municipalities with the support they need to provide the infrastructure essential to housing development and what funding is provided has strings attached that don't make sense in Alberta.
- The federal government's 'one-size-fits-all' approach risks undermining the very infrastructure that enables new housing in Alberta.
- Our members use off-site levies responsibly and transparently to ensure growth pays for growth.
- The Canada Community Building Fund (CCBF) structure for funding supported autonomy and community-led decision-making. ABmunis believes this is a more valuable approach for funding infrastructure in municipalities.

For Provincial Officials

- How can ABmunis and the Province join forces to advocate that the federal government deliver programs that work for Alberta communities?

For Federal Officials

- How can ABmunis partner with the federal government to develop funding streams which work in Alberta?

GST on Franchise fees

Key messages

- This is a tax on a tax. Franchise fees are charged by local governments as a cost-recovery tool. They exist to recoup costs from electrical companies using right-of-ways.
- Ultimately, residents are paying these fees AND the related GST. This affects residents in all
- Alberta municipalities.
- ABmunis' members are seeking to make electricity more affordable for residents by eliminating GST on franchise fees to the benefit of all.

Background

- In March, ABmunis members passed an RFD at our Spring Municipal Leaders Caucus calling for municipal franchise (local access) fees collected by regulated electricity and natural gas distributors to no longer be subject to GST/HST on customer utility bills.

Dylan Bressey | 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.

CC: Mayor Elwood ✓

aboffice@albertabeach.com

From: CAPLibraries Media <media@caplibraries.ca>
Sent: May 22, 2026 8:51 AM
Subject: Webinar: Bill 28 and Alberta's libraries — what it means for your municipality

Good morning,

On May 13, the Government of Alberta passed Bill 28, significantly amending Alberta's Libraries Act and creating new requirements for public library operations in the province. The Coalition of Alberta Public Libraries (CAP Libraries) invites you to a virtual town hall to walk through what the legislation now requires, what is still being decided in the regulations, and most importantly what the implementation will likely mean for your municipality.

What: Webinar on Bill 28 and Alberta's Public Libraries

When: Friday, May 29, 2026 | 12:00 PM (noon) Mountain Time | 60 minutes

Register here: https://us02web.zoom.us/webinar/register/WN_nCp5PHAdS2i_jrX9EnEI9w

The session is built for officials who will be asked to fund, oversee, and ultimately be accountable for Bill 28's rollout at the local level: mayors, councillors, CAOs, county reeves, library board members, and library directors.

We will cover:

- What Bill 28 changes in the Libraries Act, and what remains to be determined through regulation
- Early findings from a province-wide survey on the operational and financial impacts on local library systems
- Practical actions councils and boards can take through the summer to shape the regulations before they take effect

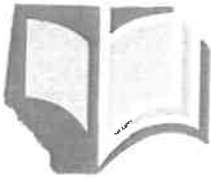
This discussion will be led by Pilar Martinez (CEO, Edmonton Public Library), Ron Sheppard (CEO, Parkland Regional Library System), and other members of CAP Libraries' Steering Committee. The session will be moderated, with a Q&A function allowing participants to ask questions to the panellists. It will also be recorded for colleagues who cannot attend.

CAP Libraries represents all seven of Alberta's regional library systems and the 324 service points that serve every community in the province. While we agree with the Government's stated goal of ensuring age-appropriate access, Bill 28 creates substantive concerns related to the mechanism, scope, timeline, and – critically – the absence of any funding commitment to support municipalities and library boards in carrying it out.

Please register at the link above. If you have a colleague who should be in the room, please forward this note.

With thanks,

Coalition of Alberta Public Libraries



COALITION OF
ALBERTA
PUBLIC LIBRARIES

media@caplibraries.ca



aboffice@albertabeach.com

From: Tara Zeller <tara@tarazeller.ca>
Sent: May 25, 2026 10:26 AM
To: Aboffice; Michelle Jones; Jennifer Thompson; bill@townofswanhills.com; Trista Court; Bert Roach; Town CAO; DecolynneJo Burns; Dawn Fedorvich; Rhonda Woods; Jenny Bruns; Ann Mitchell
Subject: Local Intel AI Marketing Tool Demo

As mentioned in our last Marketing Committee Meeting (and in the meeting minutes), we have an opportunity to purchase the new Local Intel AI Marketing tool as a region, if there is enough interest.

- It would cost you \$9,800 per year individually if you purchased this as a municipality, and they are offering it to us as a region for \$14,000/year.

If you are interested in learning more, join a live demo with Local Intel to see if this is something you would like to invest in for your community.

I have created a Doodle Poll to seek interest and availability - <https://doodle.com/group-poll/participate/avx3nLgd>

As always, if you have any questions, please reach out.

Tara

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780.827.1778
tara@tarazeller.ca
www.tarazeller.ca

INVESTMENT ATTRACTION
MARKETING STRATEGIST



COMMUNITY DEVELOPMENT
& PROJECT SPECIALIST



My working day may not be your working day. Managing work and life responsibilities is unique for everyone. I have sent this email at a time that works for me. Please respond at a time that works for you.

I respectfully acknowledge that I work and live on Treaty 8 territory, the traditional lands of the Mountain Métis and Rocky Mountain Cree, as well as Treaty 6 territory, home of the Alexis Nakota Sioux people.

13. h

aboffice@albertabeach.com

From: Tara Zeller <tara@tarazeller.ca>
Sent: June 5, 2026 9:08 AM
To: Aboffice; Michelle Jones; Jennifer Thompson; bill@townofswanhills.com; Trista Court; Bert Roach; Town CAO; DecolynneJo Burns; Dawn Fedorovich; Rhonda Woods; Jenny Bruns; Treena Lane; tlesco@lsac.ca; lilian.wisser@woodlands.ab.ca
Subject: Alberta Site Selector Tool - RIAMS Guide
Attachments: Site Selector EBook.pdf

Good morning!

As part of our ongoing efforts to strengthen investment readiness across the region, I am pleased to share a new resource developed through the RIAMS project:

Put Your Property on the Investment Map: A Practical Guide to Using Alberta's Site Selector Tool to Attract Investment and Increase Property Visibility

This guide was created to help municipalities, landowners, realtors, developers, and you to better understand:

- What the Alberta Site Selector Tool is and why it matters
- How investors and site selectors use the platform when evaluating locations
- How to list available commercial, industrial, and development properties
- How property listings are connected through Spacelist
- Tips for creating stronger, more attractive property listings
- A practical property listing checklist to help ensure opportunities are investment-ready

One of the key messages in the guide is that investors cannot consider opportunities they cannot find. By increasing the number and quality of property listings within our region, we can improve visibility and help showcase the investment opportunities available across our communities.

I have attached a copy of the guide for you to share. You can email it, place it on your website, or print it - whatever works best for you. It is also located on the CFYE website: [Site Selector EBook](#) (it will eventually live on our new RIAMS website).

I will run a social media campaign from the CFYE page over the next few weeks - so please watch for it and share it if you can. If you would like a copy of the social media assets to customize for your municipality, please reach out and I will send to you.

I encourage you to:

- ✓ Review the guide
- ✓ Share it with local landowners, developers, commercial property owners, and realtors
- ✓ Promote it through your municipal website, newsletters, and social media channels
- ✓ Use it as a resource when discussing investment attraction and property development opportunities within your community

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Over the coming months, RIAMS will continue promoting the Alberta Site Selector Tool and encouraging property owners to take advantage of this free platform to increase visibility and support regional investment attraction efforts.

Please don't hesitate to reach out if you have questions or would like assistance navigating the Alberta Site Selector Tool.

Tara

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INVESTMENT ATTRACTION
MARKETING STRATEGIST



📞 780.827.1778

✉️ tara@tarazeller.ca

🌐 www.tarazeller.ca

COMMUNITY DEVELOPMENT
& PROJECT SPECIALIST



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Put Your Property on the Investment Map

**A Practical Guide to Using Alberta's Site Selector Tool
to Attract Investment and Increase Property Visibility**

Why Property Visibility Matters

Every year, businesses, developers, investors, and site selectors search for locations to expand, relocate, or invest.

One of the first places they look is online.

If your property isn't visible where investors are searching, you may be missing opportunities to attract buyers, tenants, and investment.

The Alberta Site Selector Tool was created to help showcase available commercial, industrial, and development properties while providing investors with the data they need to make informed location decisions.

Whether you are a property owner, realtor, municipality, or economic development professional, this guide will help you understand how the tool works and how to ensure your property can be found.

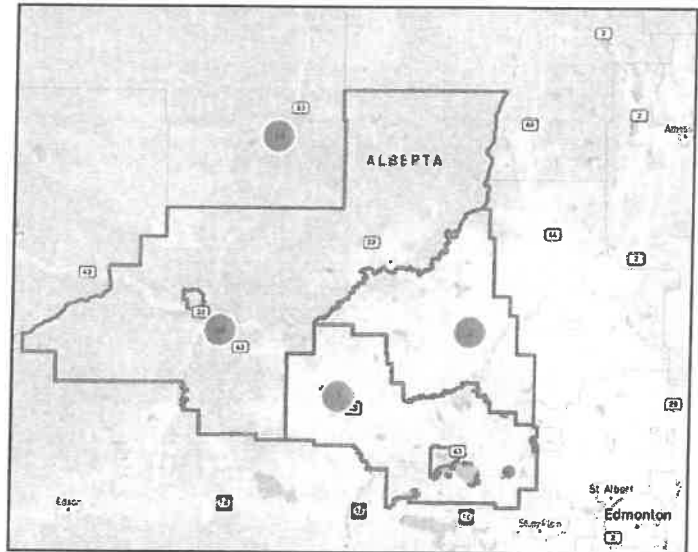
The Alberta Site Selector Tool helps investors discover available land and buildings across Alberta. Learn how your property or community can gain greater visibility and connect with potential investors.

Alberta's Online Investment Attraction Platform

The Alberta Site Selector Tool is an interactive mapping platform that helps investors search available properties and evaluate communities across Alberta.

Investors can explore:

- Commercial properties
- Industrial properties
- Development land
- Office space
- Retail opportunities
- Community demographics
- Labour force information
- Transportation infrastructure
- Utilities and services



Alberta Regional Dashboard & Site Selector



Why List Your Property?

Properties displayed on Alberta's Site Selector Tool receive exposure to:

- Businesses looking to expand
- Developers seeking opportunities
- Site selection consultants
- Investors
- Entrepreneurs
- Economic development organizations

Benefits of Listing

- Free Exposure
- Reach potential investors without additional advertising costs



9ac
Land
Sangudo
W:5 R:7 T:57 S:1 Q:SE W:5 R:7 T:57 S:1 Q:SE



2400ft²
Retail
Sangudo
4916 50 Street

Help showcase opportunities within your community and region.

Your property can be discovered anytime, anywhere!

How to List Your Property

The Alberta Site Selector Tool automatically consolidates information on property listings from Spacelist, a third-party site that allows users to post commercial real estate listings for free.

Municipalities and brokerages can upload available land and properties by creating a free account on Spacelist.ca. Property information on the tool is automatically updated every 24 hours to ensure accuracy and relevance.

Alberta Site Selector Tool: How-to Video
YourAlberta (Government of Alberta)

MAP > TERS

Watch on YouTube

WATCH VIDEO

SCAN HERE

Listing Management spacelist™

1 Create a Free Spacelist Account

Visit: www.spacelist.ca

Create an account and select the appropriate listing type.

2 Add Your Property

Include: Property address, Property type, Sale or lease details, Property size, Pricing information, High-quality photos, Contact information

3 Publish Your Listing

Once published on Spacelist, the property feed is automatically shared with Alberta's Site Selector Tool. No additional action is required.

4 Verify Your Listing

Within approximately 24 hours:

- Visit Alberta's Site Selector Tool
- Search your property
- Confirm information is accurate
- Update photos or details if necessary

5 Let Investors Find You

Your property will appear alongside Labour force data, Population statistics, Infrastructure information, Utility information, Community profiles, & Economic indicators

FAQ's



SCAN HERE

Make Your Property Stand Out

Use Professional Photos. First impressions matter.

Include:

- Building exterior
- Interior spaces
- Site access
- Yard/storage areas
- Aerial photos if available



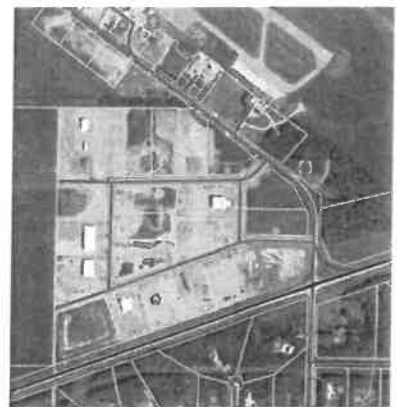
Highlight Key Features:

- Highway access
- Rail access
- Utilities available
- Lot dimensions
- Zoning
- Expansion potential



Think Like an Investor. Answer questions such as:

- Why would a business choose this property?
- What industries would benefit?
- What advantages does this location offer?



Put Your Property on the Map

Use this checklist to ensure your property is presented professionally and ready to attract potential investors, buyers, and tenants.

Before you Create your Listing:

Property Information

- Confirm the property address is accurate
- Verify legal land description (if applicable)
- Confirm property ownership or listing authority
- Determine whether the property is for sale, lease, or both
- Verify asking price and/or lease rates
- Confirm property size (building and/or land area)
- Identify current zoning
- Note permitted and discretionary uses
- Identify available utilities (water, sewer, power, natural gas, internet)
- Confirm property tax information (if applicable)
- Identify any site restrictions or development considerations

Photos & Visuals

- Take clear exterior photos
- Take interior photos (if applicable)
- Include multiple building angles
- Capture access roads and entrances
- Photograph yard or storage areas
- Include aerial/drone imagery (if available)
- Ensure photos are current and high quality
- Remove clutter and distractions before photographing
- Rename and organize photos for easy uploading

Property Features

- Prepare a list of key property features
- Identify nearby highways and transportation routes
- Note proximity to rail access
- Identify nearest airport(s)
- Highlight available parking and yard space
- Identify loading docks or industrial infrastructure
- Note expansion opportunities
- Identify nearby amenities and services
- Highlight any competitive advantages

Property Description

- Write a clear and concise property overview
- Describe potential business uses
- Highlight key selling points
- Include transportation and logistics advantages
- Mention available services and utilities
- Include development potential
- Avoid jargon and overly technical language
- Proofread for spelling and accuracy

Listing Creation Checklist

Spacelist Setup

- Create a Spacelist account (www.spacelist.ca)
- Select the correct property category
- Upload all required property information
- Upload high-quality photos
- Add accurate contact information
- Include website links (if available)
- Review listing for accuracy
- Publish listing
- Record the listing URL

After your Listing is Published

Verify Visibility

- Confirm listing is live on Spacelist
- Search for the property on Alberta's Site Selector Tool
- Verify property information displays correctly
- Confirm photos appear properly
- Test all links and contact information
- Verify map location is accurate

Promote Your Property

- Share listing with your municipality
- Notify your local economic development office
- Share listing on social media
- Add listing to your website
- Include listing in newsletters
- Share with local realtors and developers
- Promote through business networks

Maintain Your Listing

- Review listing quarterly
- Update photos annually
- Update pricing when necessary
- Update availability status
- Remove sold or leased properties
- Add new information or improvements
- Respond promptly to inquiries

Need Help?

Contact your local economic development office or Community Futures Yellowhead East.

yellowheadeast.alberta.ca

aboffice@albertabeach.com

From: FUS EMailer <OptaFUSEmailer@verisk.com>
Sent: May 21, 2026 5:34 AM
To: contacts@fireunderwriters.ca
Cc: gabriela.banyi@verisk.com
Subject: 2026 National Fire Chief of the Year Awards / Appel de mises en candidatures 2026 - AB

English Version

Dear CAO,

Fire Underwriters Survey (FUS) and the Canadian Association of Fire Chiefs (CAFC) are pleased to announce the call for nominations for the **2026 National Fire Chief of the Year Awards**.

Each year, FUS and CAFC jointly present these awards to recognize contributions that go beyond the expected role of a Fire Chief at the local, provincial, or national level.

Two awards will be presented: one for a **Volunteer Fire Chief** and one for a **Full-Time Fire Chief**. These awards recognize Fire Chiefs whose leadership, service, and contributions have made an exceptional impact on public safety in their communities.

If you believe your Fire Chief deserves the prestigious title of **Canada's Fire Chief of the Year** and the criteria outlined in the nomination form, please complete and submit the nomination form by **Tuesday, June 30, 2026**.

This is an opportunity to recognize not only your Fire Chief's excellence, but also your community's commitment to public safety.

NOMINATION DEADLINE: Tuesday, June 30th, 2026

Thank you,

Fire Underwriters Survey

Version française

À l'attention du directeur général/directrice générale,

Le Service d'inspection des assureurs incendie (SIAI) et l'Association canadienne des chefs de pompiers (ACCP) ont le plaisir d'annoncer l'appel aux candidatures pour les **Prix nationaux des chefs des pompiers de l'année 2026**.

Chaque année, le SIAI et l'ACCP remettent conjointement ces prix pour reconnaître les contributions de ces directeurs et directrices des Services de sécurité incendie et qui vont au-delà de leur rôle normal à l'échelle locale, provinciale ou nationale.

Deux prix seront décernés : l'un dans la catégorie de **Chef des pompiers à temps partiel (volontaire)** et l'autre dans la catégorie de **Chef des pompiers à temps plein**. Ces prix visent à souligner le leadership, l'engagement et la contribution exceptionnelle de ces directeurs et directrices à la sécurité publique de leur collectivité.

Si vous évaluez que votre responsable de votre Service de sécurité incendie mérite le prestigieux titre de **Chef des pompiers de l'année** au pays, et répond aux critères énoncés dans le formulaire de mise en candidature, nous vous invitons à remplir et à soumettre le formulaire au plus tard le **mardi 30 juin 2026**.

Il s'agit d'une belle occasion de souligner non seulement l'excellence de cette personne, mais aussi l'engagement de votre collectivité envers la sécurité publique.

DATE LIMITE DE LA MISE EN CANDIDATURE : le mardi 30 juin 2026

Nous vous remercions d'avance de votre implication.

Le Service d'inspection des assureurs incendie

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aboffice@albertabeach.com

From: Scott Millar <scott.millar@nswa.ab.ca>
Sent: June 3, 2026 11:33 AM
To: Scott Millar
Subject: NSWA: AGM Package

Good morning, NSWA members!

I hope this email finds you well.

The **Annual General Meeting** for the **North Saskatchewan Watershed Alliance Society** (NSWA) is coming up on **Wednesday, 24 June 2026** (9 a.m. until 3 p.m.).

If you haven't registered yet, [click on this link to register for the AGM.](#)

Meeting details

Date: June 24

Location: Strathcona County Community Centre (Agora Room, 401 Festival Ln, Sherwood Park, AB T8A 3W7; [click this link for a map](#))

Time: 9:00 am to 3:00 pm.

Cost: Free. BBQ burger lunch included

[Click this link to access the NSWA 2026 Annual General Meeting materials.](#)

The package includes:

- AGM agenda (*please note there may be minor timing changes to the agenda prior to the meeting date*)
- Minutes from 25 June 2025 Annual General Meeting
- NSWA 2026 Annual Report,
- Audited financial statements,
- 2026 budget and operational plan
- Board of Director nominee profiles

Please let me know of any issues with accessing materials.

See you on June 24th!

Cheers

Scott

aboffice@albertabeach.com

From: SV REMP <summervillage.remp@gmail.com>
Sent: May 25, 2026 8:02 PM
To: undisclosed-recipients:
Subject: FRIAA GRANT FUNDING FOR COMMUNITY EVENTS
Attachments: GRANT FUNDING AVAILABLE FOR SVREMP COMMUNITY EVENTS 2026 (2).pdf

Good Evening

As SVREMP communities begin planning events and initiatives for the 2026 season, we are sharing the attached letter that provides an opportunity for up to \$300 per municipality, for qualifying community events and initiatives.

We look forward to hearing about your Community Events.
Thank you

Marlene Walsh, RDDEM
Regional Deputy Director of Emergency Management
Ste. Anne Summer Villages Regional Emergency Partnership

email: summervillage.remp@gmail.com

Stephen Wright RDEM
Regional Director of Emergency Management
Ste. Anne Summer Villages Regional Emergency Partnership

Ste. Anne Regional Emergency Management Partnership



- Alberta Beach
- Birch Cove
- Nakamun Park
- Ross Haven
- Sandy Beach
- Silver Sands
- South View
- Sunrise Beach
- Val Quentin
- West Cove

FireSmart Awareness and Community Cleanup

Monday, May 25, 2026

Hello SVREMP Partners,

We would like to advise that SVREMP has grant funding support available to assist Summer Villages who are planning a FireSmart Awareness Event and/or Community Cleanup within their community this season.

Funding of up to \$300.00 per Summer Village is available to help support eligible event expenses such as promotional materials, refreshments, supplies, cleanup support, or community engagement initiatives related to FireSmart awareness and wildfire preparedness.

If your municipality is interested in accessing these funds, please reply to this email with a brief overview of the event, including the date and activities being planned.

Please provide a scanned copy of receipts to summervillage.remp@gmail.com for payment processing and reimbursement coordination.

In addition, SVREMP will also be purchasing one 24-Hour Emergency Preparedness Kit for each Summer Village. These kits may be used as a door prize or community draw during your events and could provide an excellent opportunity to encourage residents to sign up for ALLNET or other communication notifications, municipal email updates, or other emergency communication platforms.

We encourage communities to continue promoting FireSmart principles, community preparedness, and environmental stewardship throughout the region, and appreciate the ongoing efforts of all partners to support public awareness and resilience initiatives.

Should you have any questions, please feel free to reach out.

Thanks

Marlene Walsh, RDDEM
Regional Deputy Director of Emergency Management
Ste. Anne Summer Villages Regional Emergency Partnership
p: 780 668 3182

Stephen Wright RDEM
Regional Director of Emergency Management
Ste. Anne Summer Villages Regional Emergency Partnership

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Wicked Automotive
Alberta Beach
4000-C, Museum Road
780-446-9889



June 12, 2026

The Village of Alberta Beach Office
Box 278
Alberta Beach
TOE OAO

Subject : Notice of vacating commercial Premises

Dear CAO/Council

This letter serves as formal notice that 2051605 Alberta Inc. (Wicked Automotive) will vacate the commercial premises at 4000-C Museum Road, Alberta Beach (Units 1, 2, 3, and 4), and 4000-B Museum Road, Bay 1, effective July 31, 2026.

After careful consideration, we have decided to suspend operations due to increasing costs and staffing challenges. Thank you for your cooperation during our tenancy. We appreciate the opportunity to operate at this location and wish you all the best moving forward.

Sincerely 

James Ekins
Owner
Wicked Automotive
780-446-9889
Wicked.automotive.re@gmail .com

RECEIVED JUN 12 2025

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aboffice@albertabeach.com

From: david.ives@firerescueinternational.net
Sent: May 23, 2026 6:41 PM
To: aboffice@albertabeach.com; 'Tara Elwood'; kellymuir@albertabeach.com
Subject: Some New Developments
Attachments: Letter from the Honourable Matt Jones - High-Acuity Highway Dispatch Deviation.pdf;
May 23rd Letter to Minister of Hospital and Surgical Health Services .pdf



ALBERTA

HOSPITAL AND SURGICAL HEALTH SERVICES

*Office of the Minister
MLA, Calgary-South East*

May 11, 2026

AR 4818

David Ives
Fire Chief
Fire Rescue International
4935 50 Ave
Alberta Beach, AB T0E 0A0
david.ives@firerescueinternational.net

Dear Mr. Ives,

The Honourable Mike Ellis, Minister of Public Safety and Emergency Services, forwarded your letter regarding the dispatch of Medical First Response (MFR) resources in the East End Corridor of Lac Ste. Anne County. As Minister of Hospital and Surgical Health Services, I appreciate the opportunity to respond.

As you may know, Lac Ste. Anne County Fire Services is the only agency automatically requested to provide MFR assistance within its borders. As the municipality of jurisdiction, Lac Ste. Anne County determines which other agencies are activated for MFR and fire/rescue events, and Parkland County Fire Dispatch conducts those directions. Emergency Health Services Dispatch (EHS Dispatch) does not determine which fire or MFR agencies are activated.

When Lac Ste. Anne County Fire Services requires additional support, it may request assistance from Fire Rescue International (FRI). This structure is not unique; across Alberta, municipalities advise EHS Dispatch which community resources are authorized to respond within their geographic boundaries. When a call meets the criteria for MFR activation, EHS Dispatch notifies the fire/MFR dispatch centre designated by the municipality. It is then the role of the fire dispatch centre to activate the appropriate agencies in accordance with municipal direction.

I understand that you have characterized the previous practice as “dual-agency dispatch” and have indicated that prior to October 2023, FRI and Lac Ste. Anne County Fire Services were both automatically activated for certain high-acuity highway incidents in the corridor. The Emergency Health Services Provincial Health Corporation (EHS PHC) advises that “dual-agency dispatch” is not a term used or defined by EHS Dispatch. To the extent that such an automatic co-response practice was previously in place, EHS PHC advises that it would have been a local

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dispatching rule administered through the fire/MFR dispatch centre, rather than an EHS PHC directive. Any change to that local practice would therefore reflect municipal dispatch direction or local fire/MFR dispatch processes.

That said, I acknowledge your central concern that the practical result of this change, as you describe it, may be fewer automatic activations of a nearby response agency in a corridor where serious highway incidents occur. Alberta's Medical First Response Program recognizes that MFR agencies, including fire departments and other community-based responders, are important partners that provide timely aid to patients and support emergency medical services when requested. The program also supports provincial standards, safe patient care, medical oversight, and patient care guidelines for MFR agencies.

You also raised the question of whether the current model aligns with broader emergency-management principles, including coordination and interoperability. Alberta's Emergency Management Act provides the legislative framework for provincial and local management of emergencies and disasters, including the roles of provincial government and local authorities. In addition, Alberta's Incident Management System is the province's prescribed command, control, and coordination system and is intended to help government, civil-society organizations, and other partners work together to prepare for, respond to, and recover from incidents.

While these frameworks are important, they do not replace the current operational structure for MFR activation, under which municipalities identify the fire/MFR resources authorized to respond within their boundaries and the designated fire/MFR dispatch centre activates those resources. EHS Dispatch's role is to notify the municipality's designated fire/MFR dispatch centre when a call meets MFR activation criteria; it does not independently select or substitute local fire or MFR agencies.

Regarding the response times referenced, the EHS PHC continues to assess resource needs through the Emergency Health Services Resource Plan. While additional resources for the region have not yet been funded, future resourcing for the Alexis First Nation area is included in the long-term roadmap, and response times will continue to be monitored as part of ongoing planning.

With respect to service levels, FRI provides MFR at the Emergency Medical Responder level, while Lac Ste. Anne County provides MFR at the Medical First Responder/Advanced First Aid level. Both service levels are recognized through the Alberta MFR Program, and municipalities decide which level of service they authorize within their jurisdiction. Municipalities also determine whether closest-resource or mutual aid arrangements are used. These agreements, where they exist, are communicated to the EHS PHC for dispatch purposes. However, EHS PHC does not create or manage mutual aid agreements.

At this time, from an emergency health services perspective, the EHS PHC is

continuing with the current provincial model, in which local fire departments provide MFR services and are activated through their fire/MFR dispatch centre designated by the municipality. As the government continues to review opportunities to strengthen the emergency response system, including alignment between emergency health services, local MFR partners, and emergency-management coordination principles, we will consider whether legislative or regulatory updates to the *Emergency Health Services Act* are warranted.

In the meantime, I recommend that you reach out to Karen Clark, Manager of the Parkland Public Safety Answering Point Emergency Communications Centre, to discuss your organization's specific situation. You may contact her by phone at 780-968-8310 or email karen.clark@parklandcounty.com.

Thank you for taking the time to write. I appreciate you sharing your concerns, including the supporting documentation and response-time analysis you referenced. I hope this clarification is helpful.

Sincerely,



Honourable Matt Jones
Minister of Hospital and Surgical Health Services

cc: Honourable Mike Ellis, Minister of Public Safety and Emergency Services
Honourable Devin Dreeshen, Minister of Transportation and Economic Corridors
Honourable Dan Williams, Minister of Municipal Affairs



FIRE RESCUE INTERNATIONAL (DIVISION 7801)

May 23, 2026

Minister Jones,

Thank you for the response provided through your Ministry of Hospital and Surgical Health Services regarding high-acuity highway dispatch and Medical First Response within the East End Corridor. I appreciate the province taking the time to respond. However, respectfully, the response does not address the core concern raised in my original correspondence to the Minister of Public Safety or in Mayor Elwood's correspondence to the Minister of Transportation.

The issue is not whether the current dispatch model exists. The issue is whether the current model is aligned with Alberta's own stated principles, policies, and operational goals surrounding emergency medical response and patient-centered care.

Alberta Health Services has repeatedly stated that Alberta's EMS system is intended to dispatch the "closest, most appropriate resource" and that the provincial system was specifically designed to eliminate unnecessary municipal-boundary barriers that historically delayed care. AHS further states that the goal of the provincial EMS system is to achieve the "lowest possible response times" and provide "the right care, at the right time, in the right place." Those are not my words. They are the Government of Alberta's.

Likewise, Alberta's own Medical First Response program describes MFR agencies as "key partners" that provide "timely aid" to Albertans during emergencies. The Alberta MFR framework further states that the system is "patient-focused and evidence based," with AHS maintaining accountability for the delivery of safe patient care. Again, these are the words of your government Sir.

Respectfully, it is difficult to reconcile those principles with a dispatch model that intentionally withholds a nearby, qualified, provincially integrated Medical First Response agency from serious highway incidents occurring on provincially owned highways. This concern becomes even more significant when considering the realities of trauma care in rural Alberta...Time matters.

While the phrase "golden hour" may not be a rigid clinical rule, Alberta and Canadian trauma literature consistently supports the principle that avoidable delays in trauma care negatively impact patient outcomes. Canadian trauma-system studies emphasize the importance of rapid access to prehospital care and timely intervention, particularly in rural and geographically dispersed regions where transport times are already extended.

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

I am not suggesting that fire-based MFR replaces ambulance services or advanced life support. That is not the argument being made. Rather, the concern is that early Basic Life Support intervention and rapid scene stabilization are important components of the emergency-care chain — especially during high-mechanism highway incidents involving entrapment, uncontrolled bleeding, airway compromise, hypothermia exposure, hazardous environments, or prolonged extrication. Alberta’s own MFR and EMS frameworks recognize this. The current dispatch model appears to do the opposite.

From the data presently available to us through AHS and PECC access-to-information requests, there appears to be a repeated pattern whereby qualified FRI responders — already integrated into the provincial MFR system and often significantly closer or immediately available via staffed stations — are not being dispatched to qualifying incidents within the agreed dual-response corridor.

- This appears inconsistent with:
- Alberta’s “closest, most appropriate resource” doctrine;
- Alberta’s patient-centred EMS model;
- Alberta’s stated goal of reducing response times;
- Alberta’s MFR integration principles; and
- the original rationale used by the province when EMS governance and dispatch authority were centralized away from municipalities.

Respectfully, this is why I disagree with the implication that this matter should simply be left to municipalities or local political processes. Emergency medical response is health care. Health care is exclusively the jurisdiction of the province.

The province itself recognized this problem more than fifteen years ago when Alberta transitioned away from fragmented municipal ambulance systems in favour of a coordinated provincial model intended to improve accountability, efficiency, consistency, and patient outcomes across Alberta. The current concern is precisely the type of boundary-driven inconsistency that provincial centralization was intended to prevent.

I also respectfully submit that many rural municipalities and fire departments are not positioned to independently develop evidence-based emergency medical dispatch policy. Most elected officials are not physicians, paramedics, trauma specialists, or emergency-health professionals. Likewise, many rural fire services operate primarily at the first-aid level and may not possess the clinical expertise or system-wide perspective necessary to fully assess the downstream consequences of delayed intervention during high-acuity roadway events.

This is not criticism — it is simply reality. Which is precisely why Alberta assumed responsibility for EMS governance, standards, dispatch, and coordination at the provincial level.

With highway traffic volumes increasing, ambulance systems under continued strain, and public scrutiny surrounding emergency response growing across Alberta, this issue presents an opportunity for the province to reinforce and demonstrate its commitment to patient-centred care and evidence-based emergency response.

The solution being requested is not radical. It is simply this: When a serious highway incident occurs, dispatch the closest qualified help capable of safely assisting patients until transport and definitive care can occur.

This principle already governs Alberta's ambulance system. It should also govern Medical First Response.

Accordingly, I respectfully request:

1. That the Province commence a formal review of East End Corridor dispatch practices immediately rather than defer the matter further;
2. The Province investigate and mediate the current specific dispatch concerns within the specific area of concern – as outlined within the third-party data received via FOIPP from AHS & PECC
3. That Alberta consider standardized provincial criteria for fire-based MFR co-response on high-acuity roadway incidents; and
4. That interim measures be considered to ensure the closest qualified MFR agency is dispatched to qualifying incidents pending completion of the review.

I raise these concerns respectfully and in the spirit of partnership. However, I also raise them firmly because I do not believe the current situation is consistent with Alberta's own stated policies, operational doctrine, or patient-care objectives creating undue risk for Albertans.

Respectfully,



David Ives
Fire Chief
Fire Rescue International

aboffice@albertabeach.com

From: david.ives@firerescueinternational.net
Sent: May 21, 2026 1:44 PM
To: aboffice@albertabeach.com; 'Tara Elwood'; kellymuir@albertabeach.com
Subject: FW: 2025 FRI Stats PowerPoint

Please let me know if AB has any questions, comments, or concerns before we post our stats.

From: shari.ives@firerescueinternational.net <shari.ives@firerescueinternational.net>
Sent: May 21, 2026 11:17 AM
To: david.ives@firerescueinternational.net
Subject: 2025 FRI Stats PowerPoint

<https://canva.link/xbuqlgavj3n92nv>

Please review

Fire Resoure International
A Non-Profit Company
911 Call Statistics

2025

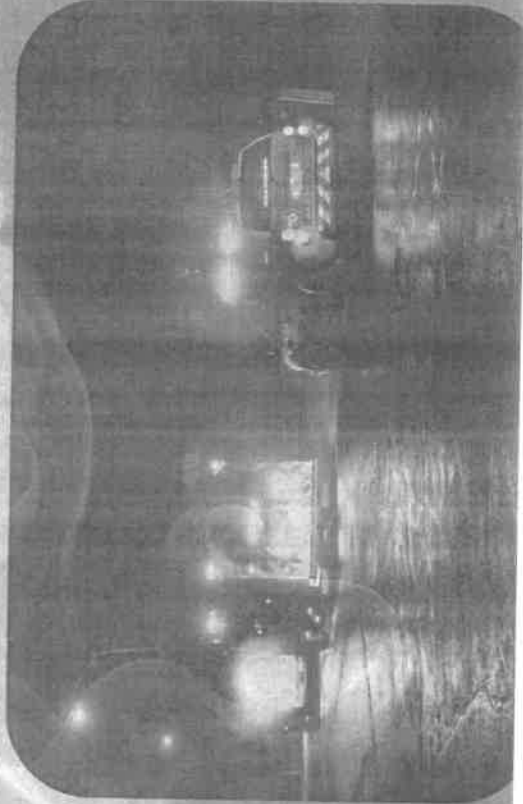
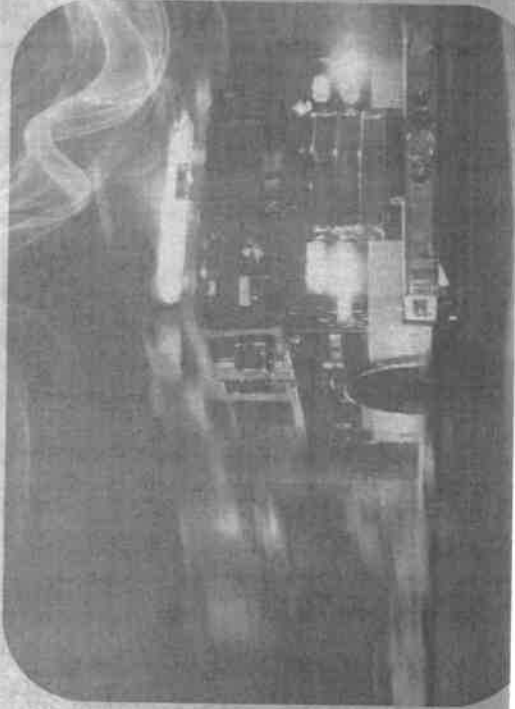


January 1st 2025 - December 31st 2025

Total 911 Calls

2025

183

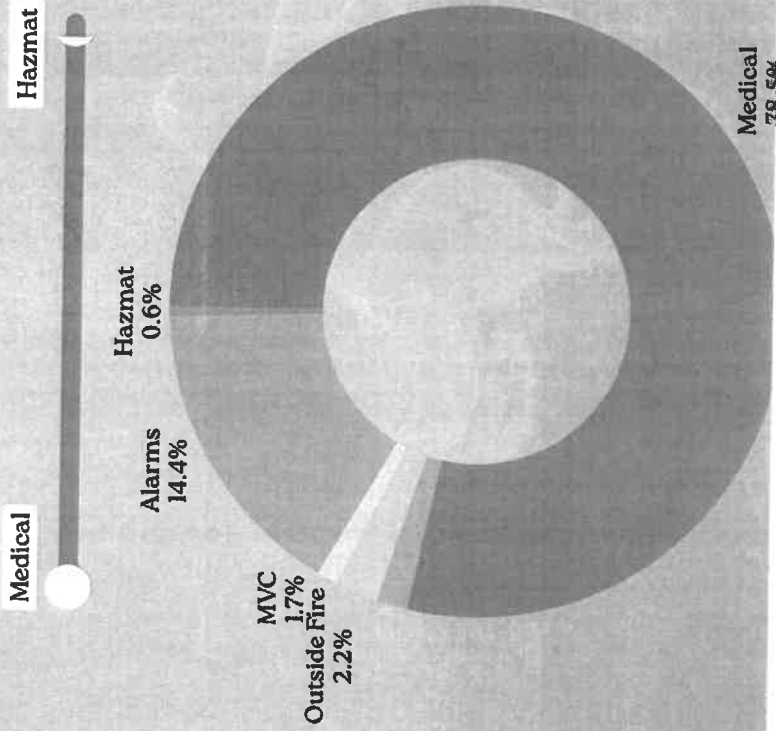


Types of 911 Calls 2025

- Medical: 142
- Structure Fire: 3
- Outside Fire: 5
- Vehicle Fire: 2
- MVC: 3
- Alarms: 26
- Train/Rail Fire: 1
- Hazmat: 1



Types of 911 Calls in 2025



All Medical Calls Are Free



This is A- NOT a Real Call

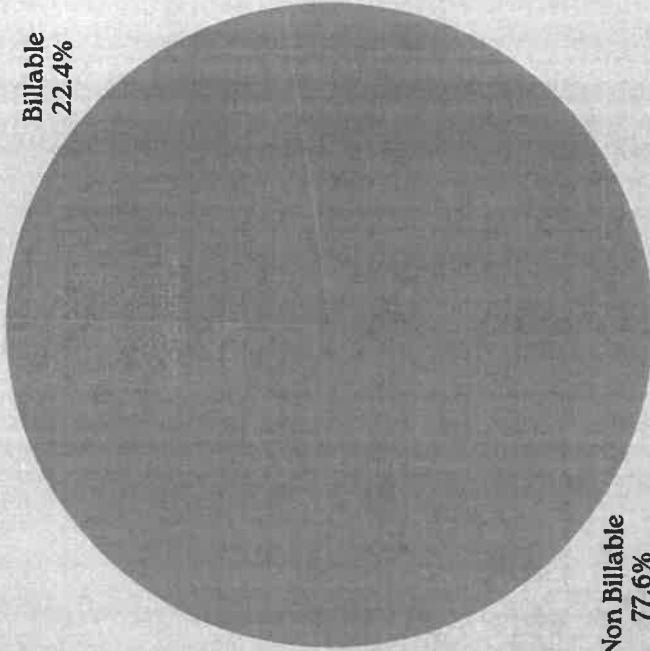
78% of Calls are No-Charge Calls





● Billable ● Non Billable

Billable
22.4%



Non Billable
77.6%



Rescuing Cats from Trees
FREE!

Non-Billable:

- Medical Calls
- Citizen Assist
- Community Events
- Firefighter Training

Billable:

- Fires
- Alarms (1st free)
- MVC's
- Hazmats

Note: First Alarm Call is Free-
This Number Reflects All Alarm Calls as Billable

Average Chute Time

2mins 4secs

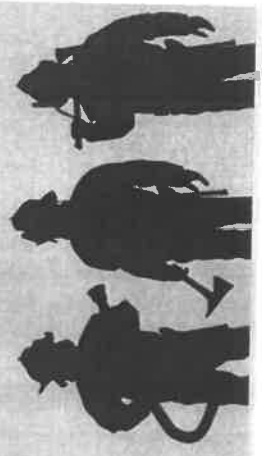
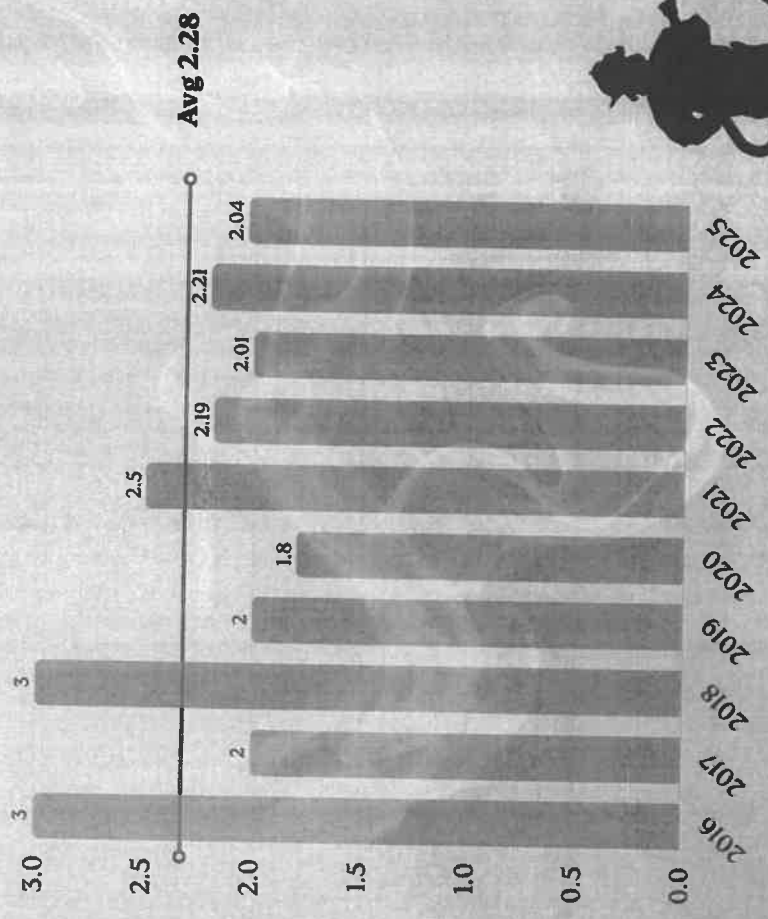


**From Time of Page Until
FRI Leaves the Station*





● Chute Times



Average Response Time

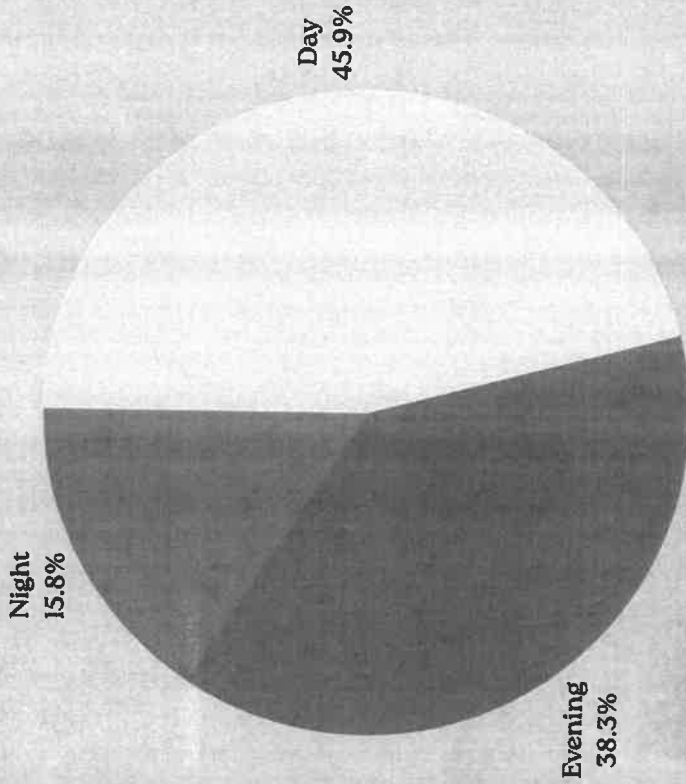
**From Time of Page
Arrival on Scene*

8mins 15 secs



Time of Day 911 Calls Occur

Day: 84
Evening: 70
Night: 29



Average Members

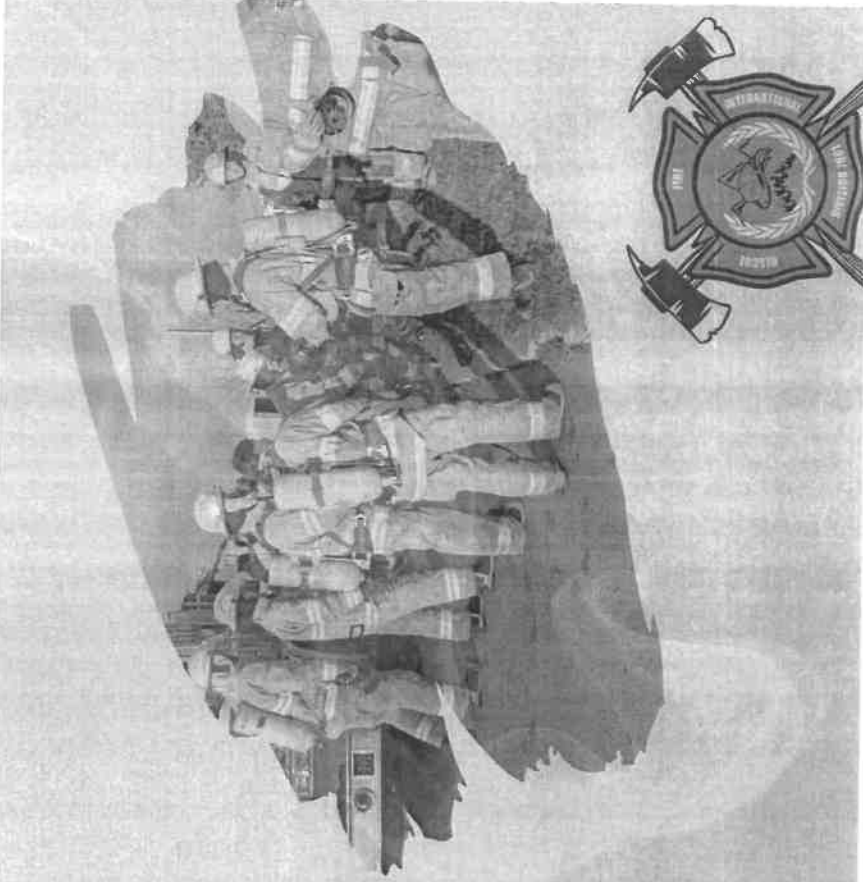
Scene

5

Average Members

Standing by

2



64

Calls in Each Community

| | | |
|----------------|-----|-----|
| Alberta Beach: | 117 | 64% |
| Val Quentin: | 19 | 10% |
| South View: | 5 | 3% |
| Silversands: | 4 | 2% |
| Nakamun Park: | 6 | 3% |
| Lac Ste. Anne: | 5 | 3% |
| Onoway: | 23 | 13% |
| Mutual Aid: | 1 | .5% |
| Ross Haven | 2 | 1% |
| Sunset Point | 1 | .5% |

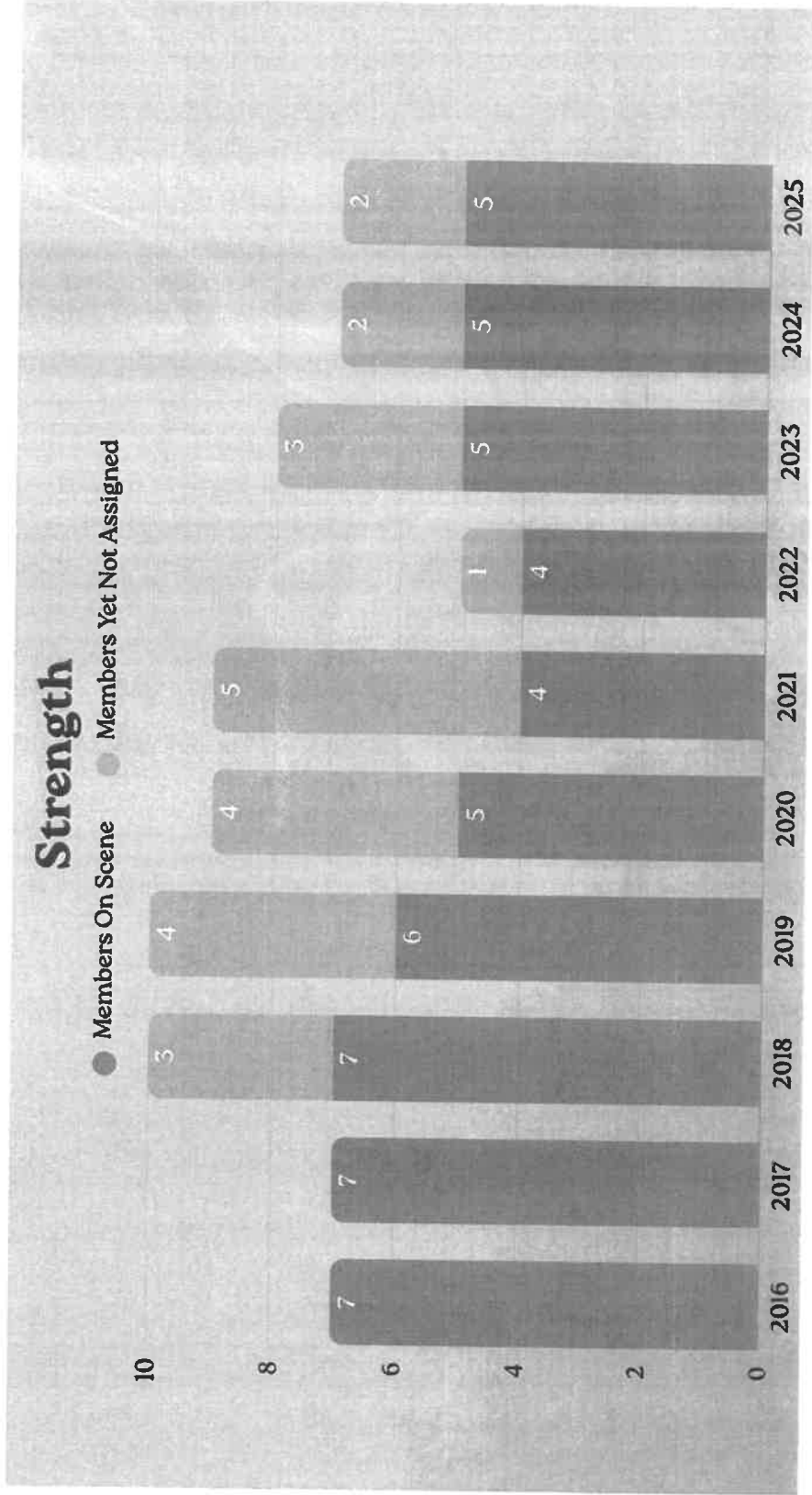
No 911 Calls:

-Castle Island

-Yellowstone



Numbers have been rounded up



66

Taught by NFPA Certified Instructors Third Party Testing

Certified Training

NFPA 1001: Professional Firefighter Levels 1 & 2

NFPA 1072 (472): Hazmat Awareness &

Operations NFPA 1002: Driver Operator

NFPA 1002: Pump Operator

NFPA 1051: Wildland Firefighter

NFPA 1021: Fire Officer Levels 1, 2, 3, & 4

NFPA 1041: Fire Instructor Levels 1 & 2

First Aid (Red Cross)

EMR (Red Cross)

Flag Person (Alberta Construction Safety Association) H2S Alive (Energy Safety Canada)

ICS 100

ICS 200

WHM I S

TDG

AND MORE!



Students on Testing Day

Current Strength

38

Support Staff /Shop/Admin:

5

Career /Full-Time Firefighters

14

Auxiliary Firefighters

13

Local Volunteer Paid on Call Firefighters

4

Candidate Firefighters/Students

2



NOTE:

- **ALL full time hybrid members volunteer their time for training and respond to all calls like any regular Paid on Call (POC) Firefighter**

- **These firefighters are brought into the call area by our sister industrial company, Unlimited Safety Services for safety standby work in remote locations. While waiting for work out in the field these members live on station and respond to calls alongside our local POTCs and are 3rd-party certified first responders**





WATER ENGINE



PUMP 3

NFPA 1901 Compliant

1000 Gallon Booster Tank

1250 GPM Pump

Class A+B Foam Cells

Traffic Control Kit

STARS Landing Zone Kit

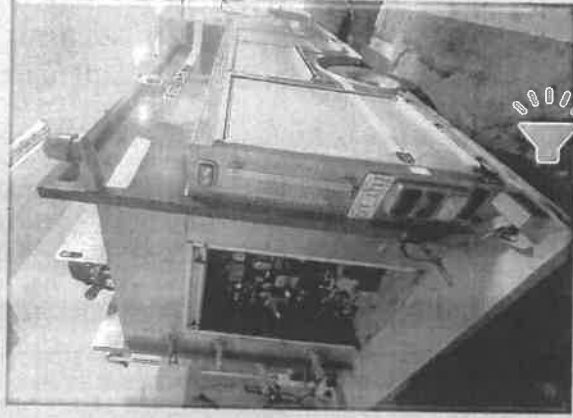
Trauma Kit

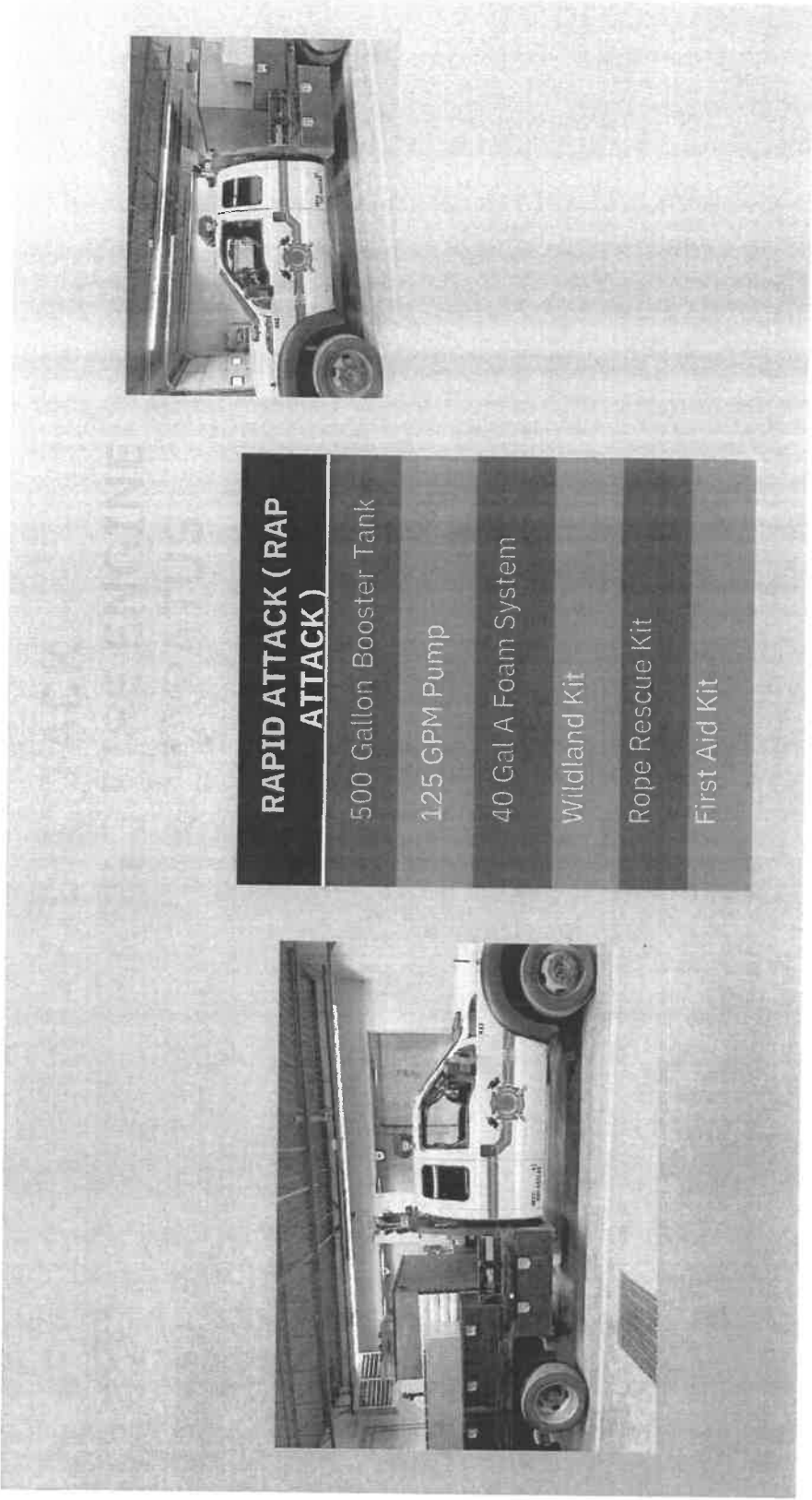
Airway Kit

AED

Jaws Of Life

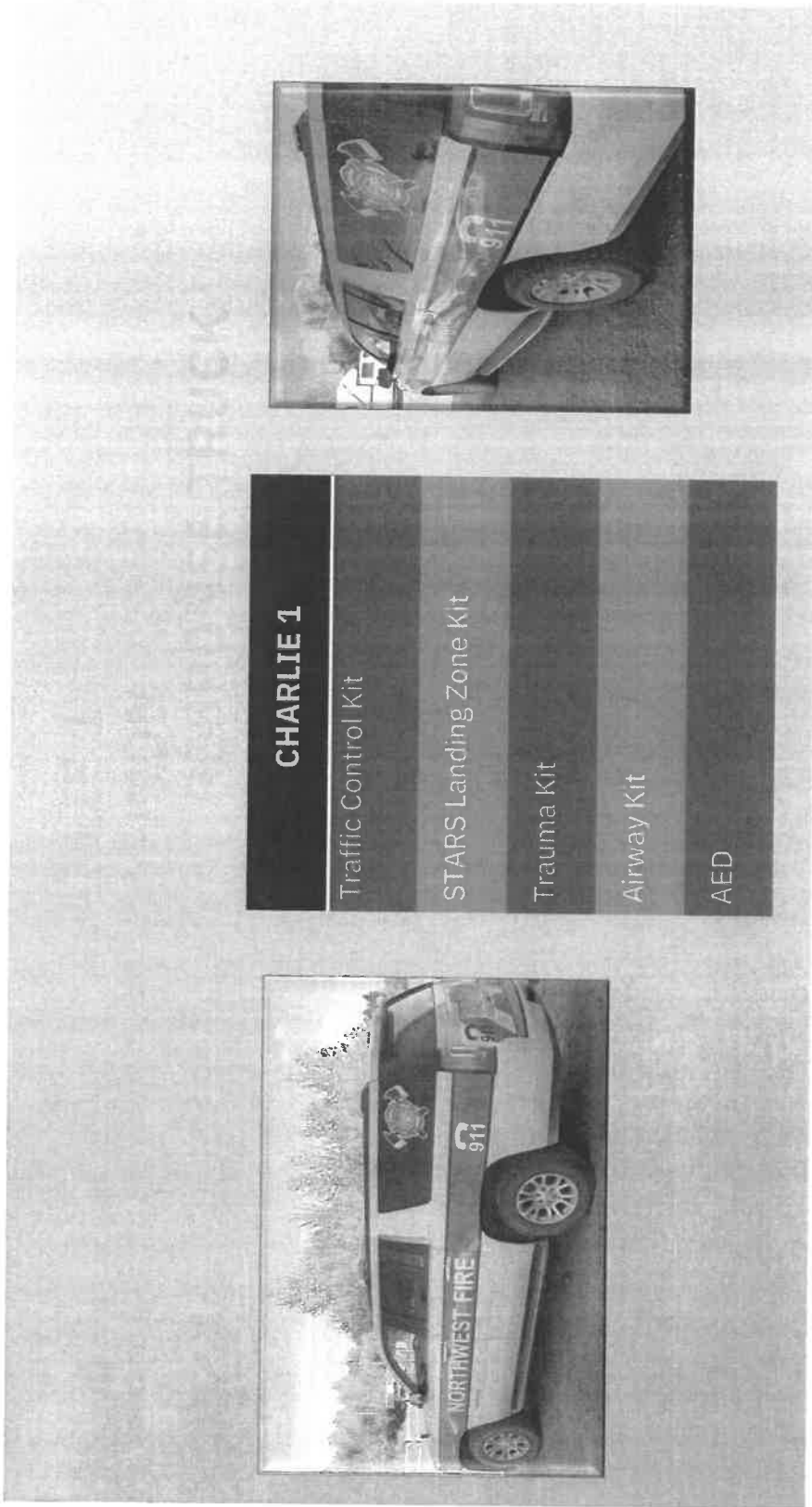
Thermal Imaging Camera (TIC)





**RAPID ATTACK (RAP
ATTACK)**

- 500 Gallon Booster Tank
- 125 GPM Pump
- 40 Gal A Foam System
- Wildland Kit
- Rope Rescue Kit
- First Aid Kit



CHARLIE 3

Traffic Control Kit

STARS Landing Zone Kit

Trauma Kit

Airway Kit

AED



Charlie 4 Ford Expedition Frontline Light Response Truck

Traffic Control Kit

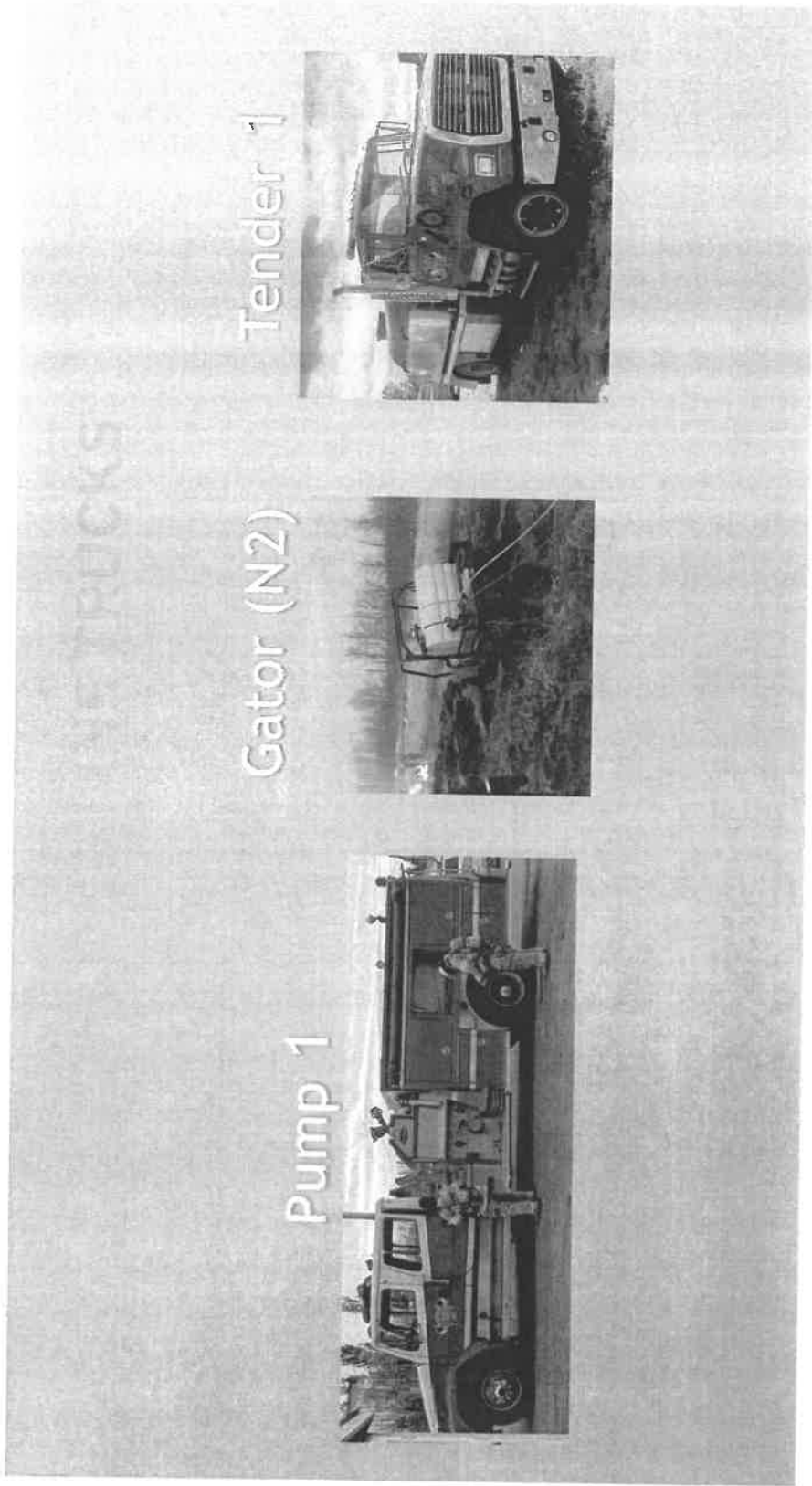
STARS Landing Zone Kit

Trauma Kit

Airway Kit

AED





PUMP 1

NFPA 1901 Compliant
Annual Pump Cert

1000 Gallon Booster Tank

1050 GPM Pump

Class A Foam Cell

Class B Foam Eductor

Traffic Control Kit

STARS Landing Zone Kit

Trauma Kit

Airway Kit

AED

Jaws Of Life

Gator (N2)

100 Gallon Tank

65 GPM Ranger Pump

Wildfire Kit



Tender 1

2000 Gallon Booster Tank

300 GPM Pump

First Aid Kit

Traffic Cones

Kitted for Wildland/Urban
Interface Fires

HIRING VOLUNTEER/PAID ON CALL FIREFIGHTERS!

Help people in need, become a valued member of the community, be part of something bigger than yourself, become.... A FIREFIGHTER!

All citizens who are accepted into our fully accredited training program will be taught how to fight fires, rescue entrapped victims, and provide emergency medical care to those in need.

YOUR CAREER, LIFE



into
Or Call 780

aboffice@albertabeach.com

From: Alberta Beach Ag Society <abagsociety@gmail.com>
Sent: May 29, 2026 5:52 PM
To: Alberta Beach Ag Society
Subject: Partnering Again: Sponsorship Opportunities for the Upcoming Polynesian Days Event July 31- August 3rd 2026
Attachments: PolyDaysSponsorshipLevels2026.docx

Thank you for your generous support of last year’s Polynesian Days event. We are preparing for our next celebration and invite you to renew your sponsorship for this year's program. To ensure your logo and business details are included in our printed event brochure, we must receive your confirmation and details, sent to this email address, by June 27.

How Your Support Helps:

Community impact: Funds cultural workshops, performances, and public activities.
Brand visibility: Features your business in our brochures, posters, and social media.

The success of this event is dependent, not only on the numerous volunteers who work tirelessly to organize events, but also on the generosity of sponsors. Without sponsorship we would not be able to provide an event for families where festivities are low or no cost. We are approaching businesses in our local and surrounding area, as well as companies who are doing business directly in our community to ask for support for this event. We have various levels of sponsorship available which will provide you with several different promotional opportunities.

We also welcome donations of gift cards and smaller items to include in our prize packages for the colouring contest.

Please review the attached sponsorship package and let us know how you can help. We look forward to partnering with you again to make this event a success.

Kind regards,
Donna

POLYNESIAN DAYS 2026
52ND ANNIVERSARY

Sponsorship Levels

Ke gula (Gold)- \$1250.00

- ◇ PARTNERSHIP MENTION ON MAJOR EVENT – shared signage placement with other sponsors
- ◇ Name of organization (Logo) as event sponsor on Website, Facebook page
- ◇ Name of organization (Logo) as event sponsor on all advertisements in local papers, Posters, event booklet
- ◇ Signage throughout the event

Ke kālā (Silver)- \$500.00

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

Keleawe (Bronze) - \$250 or less

Name of organization (Logo) as event sponsor on all advertisements on Website, Facebook page and in local papers

We are also looking for prize donations for our coloring contest and scavenger hunt winners. Please reach out if you can help!

Sherrie Westerlund
Poly Days event organizer

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

aboffice@albertabeach.com

From: Alberta Beach Ag Society <abagsociety@gmail.com>
Sent: May 30, 2026 11:42 AM
To: Alberta Beach Ag Society
Subject: Invitation: Showcase Your Business at the 2026 Alberta Beach Polynesian Days Parade!
Attachments: Parade Entry Form 2026.pdf

On behalf of the Alberta Beach Agricultural Society, we are thrilled to invite you to participate in our annual Polynesian Days Parade! This year's parade will take place on **Saturday, August 1, 2026**.

Polynesian Days is a long-standing, beloved summer tradition in Alberta Beach that brings our local residents, cabin owners, and tourists straight to our community. Entering a float, vehicle, or walking group in the parade is a fantastic, complimentary way to showcase your business, connect with the community, and show your local spirit to a massive, festive audience.

Whether you choose to embrace this year's tropical Polynesian theme or decorate a display that represents your unique brand, we would love to have your team be a part of the celebration.

Event Details:

- **Date:** Saturday, August 1, 2026
- **Staging Time:** 11:00 AM
- **Judging:** 12:00 PM
- **Parade Start:** 1:00 PM sharp
- **Location:** Alberta Beach Agplex

Please confirm your participation by filling out the attached Parade form and sending it directly to this email by June 27, 2026.

Thank you for your continued support of Alberta Beach events. We hope to see your business shining in the lineup this August!

Kindly,

Donna



2026 Polynesian Days Parade Entry Form

Sponsored by the Alberta Beach Farmers' Market
Saturday, August 1st, 2026

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

Name of Entrant: _____

Responsible Person: _____

Mailing Address: _____ Postal Code: _____

City of Town: _____ Phone: _____

Email: _____

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

Number of Participants: _____

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

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

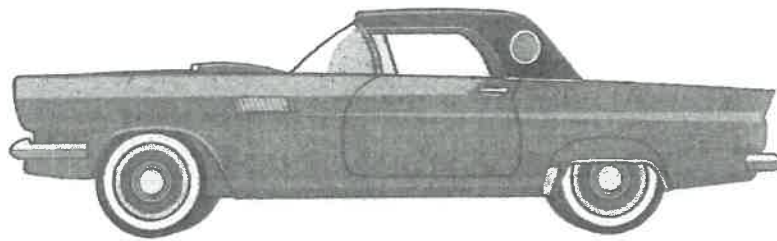
Signed: _____ Date: _____

2026 Parade Guidelines

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

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

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



June 2, 2026

2026 27th Annual Alberta Beach Show & Shine

Alberta Beach 50 Plus Club are once again hosting the Alberta Beach Show & Shine on August 15, 2026.

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

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

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

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

Andre Brassard
Andre Brassard

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

14.d

aboffice@albertabeach.com

From: Kelly Kovac
Sent: May 25, 2026 8:36 PM
To: aboffice@albertabeach.com
Subject: Request for Family Plaque (Shannon)

Hello, I recently drove to where my grandparents resided (James and Terris Shannon. There used to be a water pump, bench and dedication plaque for them and I see that the water pump is no longer there, but thankfully the plaque remains.

I have very fond memories of hauling water to their house going back to the 70's, lots of water was pumped and hauled lol...

My request. - I do not believe that many people in the area would even know my grandparents, let alone understand that significance of the water pump, bench and the dedication plaque. I respectfully am wanting to have the plaque given to their family please.

As best as I can describe, the dedication is located in the circle around 46B street and my grandparents house is currently being renovated. The garden used to be to the left of the house and I see there is a 5th wheel there now. I spend many summer there and would appreciate your assistance to obtain the plaque before it is no longer there.

Please feel free to call me,

Kelly Kovac

86



SHANNON PARK

In recognition of
long time resident
James Shannon

Erected 1995

87

aboffice@albertabeach.com

From: Marlene Walsh <cao@valquentin.ca>
Sent: June 8, 2026 6:03 PM
To: Gwen Jones; Kathy Dion; decolynnejoburns@albertabeach.com; Alberta Beach Village Office; Office Sunset Point
Cc: Tara Elwood; Debbie; Kelly Muir; Saadia Sultana; Mike Andrews; Barrie Ronaldson; Rodney Janz; Lee Landsperg@sunsetpoint.ca;
Subject: Joint Tri Village Municipalities Meeting Agenda / Thursday, June 4, 2026 at 7 PM Agenda/Notes from Meeting
Attachments: Joint Tri Village Municipalities Meeting Agenda _ Thursday, June 4, 2026 at 7 PM (12).pdf

Good Afternoon

Attached for your reference are the notes from the Joint Tri-Village Municipalities Meeting held on Thursday, June 4, 2026, at 7:00 PM.

As a follow-up to these notes, I have requested that the Regional Water Infrastructure Funding Support Resolution be placed on the upcoming ASVA agenda for discussion and will provide an update following that meeting.

With respect to the Water Feasibility Study, I am sharing the following draft resolution for consideration by each Council at their upcoming meetings. Councils are asked to review, pass, and return confirmation of the following resolution:

Resolution (Water Feasibility Study):

The Council of the (Municipality Name) hereby approves the use of remaining funds available under ACP Grant Project No. 2223-IC-50 to complete additional technical work, including detailed modeling and reporting as presented by MPE Engineering Ltd. This work is intended to improve project cost certainty, support future capital planning, and strengthen future grant funding applications.

In addition, I have contacted SVLSACE to confirm whether the ICF item will proceed at the SVLSACE meeting currently scheduled for June 27, 2026.

Thank you

Marlene Walsh
CAO
Summer Village of Val Quentin

e: cao@valquentin.ca
Val Quentin: A Year-Round Community

88

Joint Tri Village Municipalities Meeting Agenda / Thursday, June 4, 2026 at 7 PM
Alberta Beach Council Chambers
Hosted by the Summer Village of Val Quentin

ALBERTA BEACH



Mayor Tara Elwood
Deputy Mayor Debbie Durocher
Councillor Kelly Muir
Councillor Daryl Weber
Councillor DecolynneJo Burns
CAO Kathy Skwarchuk

SUNSET POINT



Mayor Lee Landsperg
Deputy Mayor Rodney Janz
Councillor Gwen Jones
CAO Jennifer Sunderman

VAL QUENTIN



Mayor Kathy Dion
Deputy Mayor Barrie Ronaldson
Councillor Kent Galusha
CAO Marlene Walsh

1. Call to Order

2. Adoption of Agenda

3. ICF: Municipal Affairs

ICF Evolution: "Making ICFs Work in Rural-Urban Partnerships"

Municipal Collaboration Introductions Sara Ahlstrom, Cindy Miller-Reade, Rowan Zouboules

4. Council Meet & Greet: Alberta Beach

5. LILSA WQ

6. Regional Water Infrastructure Funding Support

Advocacy: ABMunis Joint Resolution

7. Water Feasibility Distribution Study (WFDS)

8. Round Table

9. Adjournment

Meeting Notes

1. **Call to Order:** The meeting was called to order at 7:00 p.m. by Mayor Kathy Dion.

2. **Adoption of Agenda:** The agenda was adopted as presented.

3. Intermunicipal Collaboration Framework (ICF) Presentation – Municipal Affairs

Introductions Sara Ahlstrom, Cindy Miller-Reade, Rowan Zouboules

Municipal Affairs – Intermunicipal Collaboration Framework (ICF)

- Overview of the evolution and purpose of ICFs.
- Additional third-party services may be included within an ICF.
- Five core services were reviewed at a high level.
- The dispute resolution process should provide a framework for addressing concerns between municipalities.
- ICFs may be adopted by bylaw or resolution.
- Matching bylaws between municipalities can help reduce administrative burden; municipalities may choose to pass resolutions or adopt their own bylaws.
- Municipalities are encouraged to track agreements and report on completion, renewal, or amendments.
- Discussion of dispute resolution (Page 9 of presentation):
- Disputes may arise from disagreements or differences of opinion.
- The framework provides an opportunity for partners to address concerns collaboratively.
- Discussions regarding services and funding should occur within the ICF framework and include review timelines and processes.

4. Council Meet & Greet – Alberta Beach

- Alberta Beach Council Meet & Greet initiative update provided by CAO Kathy Skwarchuk
 - Councillor DecolynneJo Burns suggested inviting Friends of the Library.
 - Marlene shared that funding support of \$300 is available for FireSmart initiatives, and a 72 Hour Emergency Management Kit may be available for a prize give away. Val Quentin will also provide coffee mugs for give away.

5. Lac Isle and Surrounding Lakes Watershed (LILSA) WQ² - Bernie Poulin

- WQ² Subcommittee consists of 13 members representing participating municipalities.
- Representatives from Alexis Nakota Sioux Nation and Métis communities are involved.
- Parkland County has not been represented at recent meetings.
- Annual collective municipal contributions of approximately \$10,000 support the project.
- Whitestone Resources has been retained to assist with grant applications.
- Four funding sources are being pursued, including:
 - Green Municipal Fund
 - Climate Ready Program
 - Climate Action initiatives
 - Trottier Foundation
- Grant application deadlines are anticipated for mid-June and mid-July.
- Draft Project plan is expected to be completed by mid June and will be shared with Councils
- Municipal letters of support (template available for participating municipalities)
- Historical information regarding the weir, originally constructed in 1931, was shared. Weir cleaning requirements were discussed. Water levels need to be increased to improve river flow.

6. Regional Water Infrastructure Funding Support

- Mayor Elwood provided an update on advocacy efforts related to an Alberta Municipalities (ABmunis) Joint Resolution. The resolution will not be moving forward through ABmunis. Marlene will follow up to determine whether the resolution can be submitted through the Alberta Summer Villages Association instead.
- Discussion focused on opportunities to support regional water infrastructure funding initiatives.

7. Water Feasibility Distribution Study (WFDS) – Additional Scope of Work

Presenter: Mike Andrews MPE Engineering

- Summer Village of Val Quentin is leading the project. MPE was previously awarded work to develop a business case outlining what a regional water distribution system could look like.
- Previous work reviewed:
 - Ownership models
 - Capital funding considerations
 - Service standards
- Initial phase was non-technical and has been completed.
- Focus is now shifting toward technical assessments.

Proposed Technical Scope of Work

- Preliminary system layout development
- Detailed water modeling
- Refinement of system layout
- Pipe sizing analysis
- Hydrant and valve placement
- Identification of key water system components
- Confirmation of assumptions used in the business case
- Refinement of cost estimates

Benefits

- Current cost estimates are Class D estimates (+/- 25% accuracy).
- Detailed modeling would provide greater clarity regarding quantities and costs.
- Capital plans could be updated with more accurate information.
- Completing preliminary technical work would strengthen future grant applications by demonstrating feasibility and technical readiness.
- Remaining project funds could be effectively utilized to advance the project.
- Each municipality will provide a Council Resolution to utilize the remaining ACP Funds from the \$200,000 Grant to support the completion of additional technical work

● Resolution

The Council of the (municipality name) approve the use of the remaining funds available under ACP Grant Project No. 2223-IC-50 to complete additional technical work, including detailed modeling and reporting, as presented by MPE Engineering Ltd., to improve project cost certainty, support future capital planning, and strengthen future grant funding applications.

8. Round Table

- Sunset Point:
 - Mayor Lee Landsperg advised that the WFDS meeting where the resolution for use of additional funds would have been passed in February was cancelled.
 - Discussion regarding the process to be implemented to initiate the discussions on ICF Agreements which expire in March 2027.
 - Following consensus by each individual Municipal Council on their ICFs, Alberta Beach, Sunset Point and Val Quentin CAO's will meet to create the initial drafts for review and discussion.
 - Councillor Gwen Jones suggested this item be on the Agenda for the upcoming SVLSACE Meeting, and that LSAC be invited to attend this meeting.
- Val Quentin
 - Picnic in the Park - representation from all Councils invited.
 - Mayor Landsperg will plan to attend for Sunset Point
- Alberta Beach
 - Discussion regarding the weir

9. **Adjournment:** The meeting adjourned at 9:15 p.m.

91

10. **Next Meeting:** Sunset Point to host the next SVLSACE Meeting on November 5, 2026

15.9

aboffice@albertabeach.com

From: Donna Kerr <dkerr@lsac.ca>
Sent: May 22, 2026 1:24 PM
To: Kathy Skwarchuk
Subject: Offer of Home Support for Alberta Beach
Attachments: Agreement - Home Support in Alberta Beach 2026 (unsigned).docx

Good Afternoon,

Further to our May 14, 2026 County Council Meeting, Lac Ste. Anne County is please to once again offer your municipality the option to provide our Home Support Program to your residents. Attached please find the Home Support Agreement for the period ending December 31, 2026. Please note that the County is currently reviewing service levels, so access to the program beyond December 31, 2026 is yet to be determined.

Should your municipality wish to continue to offer this program, please print two copies of the attached and have your Mayor sign both. Please then return both originals, by mail, to my attention. Once received, I will have Reeve Preugschas sign both documents and return one to you for your records.

As your municipality had one client accessing the program in 2025, we have continued provided the program to them in good faith until now. Should your municipality wish to discontinue the program, please let me know and we will address same with that client.

Any questions, please let me know. Thank you!

Donna Kerr

Community Services Manager, Lac Ste. Anne County
56521 RGE RD 65 | BOX 219 | SANGUDO, ALBERTA T0E 2A0
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MEMORANDUM OF AGREEMENT made this ____ day of _____, A.D., 202__

BETWEEN:

LAC STE. ANNE COUNTY
BOX 219, SANGUDO, ALBERTA, T0E 2A0
(hereinafter referred to as the "County")

OF THE FIRST PART

AND:

ALBERTA BEACH
BOX 278, ALBERTA BEACH, ALBERTA, T0E 0A0
(hereinafter referred to the "Village")

OF THE SECOND PART

WHEREAS the County provides internal Family & Community Support Services (FCSS) programming for the benefits of its residents;

AND WHEREAS the Village wishes to provide an opportunity for similar programming for the benefits of its residents;

AND WHEREAS the Village wishes to enter into agreement with the County to allow residents of the Village to access the Home Support Program being offered by the County.

NOW THEREFORE the parties to this Agreement, in consideration of the promises, mutual terms, covenants and conditions to be observed and performed by each party, agree as follows:

1. Both Parties recognize that the authority for the management and control of the Home Support Program lies with the County. Any promotion or advertising for the program must be vetted by the County.
2. The term of this agreement is for twelve (12) months, commencing on the 1st day of January, 2026, and ending on the 31st day of December, 2026. By mutual agreement, the agreement may be renewed thereafter.
3. The Village shall provide funding to the County to support any subsidies, program expenses, and administration costs for Home Support programming provided to Village residents at the following rates:
 - a) Home Support Program – subsidized amount plus 30% per client hour for expenses and administration costs
 - a. Subsidy will be calculated on a sliding scale, based on household income whereby clients making:
 - i. up to \$25,000 will receive a subsidy of \$15.00 per hour, which equates to a \$15.00 per hour subsidy cost plus \$9.00 per hour (\$30.00 x 30%) expenses and administration cost, for an hourly cost to the Village of \$24.00 per client hour;
 - ii. Over \$25,000 and up to \$48,000, will receive a subsidy of \$5.00 per hour, which equates to a \$5.00 per hour subsidy plus \$9.00 per hour (\$30.00 x 30%)

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Memorandum of Agreement between Lac Ste. Anne County and Alberta Beach for the Home Support Program

- expenses and administration cost, for an hourly cost to the Village of \$14.00 per client hour; and
- iii. Over \$48,000 will not be subsidized, which equates to zero subsidy cost plus \$9.00 per hour (\$30.00 x 30%) expenses and administration cost, for an hourly cost to the Village of \$9.00 per client hour.
4. The Parties recognize that the program will be delivered in a "first come first served" format, with priority given to clients physically unable to perform light housekeeping duties themselves, and as the funding limitations or program capacity allows.
 5. The Parties recognize that the County will track and invoice the Village quarterly for any subsidies provided to Village residents, as well as any applicable administration costs.
 6. The County will advise the Village should requests from Village residents exceed the funding limitations set by the Village, and Village residents be declined any programming (this does not include those placed on the wait list due to program capacity limitations).
 7. Upon request, the County will provide an annual statistical report to the Village, to assist with program budgeting for the upcoming year.
 8. The Parties to this Agreement shall indemnify and hold harmless each other, their employees, and agents from any, and all claims, actions, and costs whatsoever that may arise directly or indirectly out of any act or omission of the Parties, their employees, or agents in the performance of this Agreement. Such indemnification shall survive termination of this Agreement.
 9. The Parties shall not be liable nor responsible for any bodily or personal injury or property damage of any nature whatsoever that may be suffered or sustained by the other Party, its employees, or agents in the performance of this Agreement.
 10. This Agreement constitutes the entire agreement between the Parties. No other warranties or representations are given or implied.
 11. This Agreement will remain in force unless and until such time as:
 - a. A new Agreement is negotiated, or
 - b. The Agreement is terminated in writing, with 30 days prior notice. However, the notice period may be waived with the mutual consent of both Parties to this Agreement. Any changes to this Agreement must be mutually agreed upon and evidenced in writing.

IN WITNESS WHEREOF the Parties hereto have affixed their signatures below on the day and year first above written.

Witness

Jurgen Preugschas, Reeve, Lac Ste. Anne County

Witness

Tara Elwood, Mayor, Alberta Beach

15.6

aboffice@albertabeach.com

From: Kevin Bird <kevin.bird@ngps.ca>
Sent: June 12, 2026 2:21 PM
To: Alberta Beach Village Office
Subject: draft JUPA
Attachments: NGSD and AB JUPA June 12 1230.docx

Good Afternoon,

I have attached our boiler plate JUPA agreement if needed.



Northern Gateway
Public Schools

Kevin Bird
Superintendent

780.778.2800
kevin.bird@ngps.ca

Box 840, 4816-49 Avenue
Whitecourt, AB T7S 1N8

ngps.ca

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JOINT USE AND PLANNING AGREEMENT

THIS AGREEMENT made this ____ day of _____, 2026

BETWEEN:

Town of Alberta Beach

AND

Northern Gateway School Division
Box 840, 4816-49 Avenue
Whitecourt, AB T7S-1N8

WHEREAS:

The *Municipal Government Act* and the *Education Act* require a municipality and any school board operating within the boundaries of the municipality to enter into and maintain a joint use and planning agreement; and

It is the responsibility of the municipality to plan, develop, operate and maintain park and recreational land and facilities within the boundaries of the municipality for recreational purposes and to organize and administer public recreational programs; and

It is the responsibility of each of the school boards to develop and deliver educational programs and to provide the necessary facilities and sites for these programs; and

The joint use of municipal facilities and school board facilities is an important tool in providing educational, cultural and recreational opportunities for residents in a manner that reduces or eliminates the need to duplicate facilities thereby making the most effective use of the limited economic resources of the municipality and school boards; and

The *Municipal Government Act* allows the municipality to obtain municipal reserve (MR), school reserve (SR) or municipal and school reserve (MSR) as lands within the municipality are subdivided to meet the open space and site needs of the municipality and school boards; and

The *Municipal Government Act* and the *Education Act* require that a joint use and planning agreement address matters relating to the acquisition, servicing, development, use, transfer and disposal of municipal reserve, school reserve and municipal and school reserve lands;

NOW THEREFORE IN CONSIDERATION of their mutual commitment to the joint use of facilities and planning of municipal reserve, school reserve and municipal and school reserve lands the parties agree as follows:

1) DEFINITIONS

In this Agreement, the following terms shall be interpreted as having the following meanings:

- a) "Agreement" means this Agreement, as amended from time to time, and any Schedules which are attached hereto and which also may be amended from time to time.
- b) "Arbitration Act" means the *Arbitration Act*, Revised Statutes of Alberta 2000, Chapter A-43, and any regulations made thereunder, as amended from time to time.
- c) "Area Structure Plan" means an area structure plan adopted pursuant to the *Municipal Government Act* and providing direction for land uses for a defined area within the Municipality.
- d) "Boards" means the Catholic Board and Public Board collectively.

"Calendar Day" means any one of the seven (7) days in a week.
- e) "CAO" means the Chief Administrative Officer of the Municipality.
- f) "Community Use" means use by members of the general public and not a User Group.
- g) "Council" means the municipal council of the Town of Alberta Beach.
- h) "Education Act" means the *Education Act*, Revised Statutes of Alberta 2012, Chapter E-0.3, and any regulations made thereunder, as amended from time to time.
- i) "Effective Date" means June 30, 2026.
- j) "Facility Plans" means the capital plan and facility plan prepared by each of the Boards for approval by the Alberta Government.
- k) "Facility Scheduling Coordinator" means for the Municipality the individual or individuals responsible for coordinating the booking of Joint Use Space provided by the Municipality and for the Boards the individual or individuals responsible for coordinating the booking of Joint Use Space provided by the respective Board.
- l) "Governing Committee" means the committee which includes elected officials as established under this Agreement.

- m) "Hazardous Substance(s)" means the same as hazardous substance defined in the *Environmental Protection and Enhancement Act*, Revised Statutes of Alberta 2000, Chapter E-12, and any regulations thereunder, as amended.
- n) "Joint Use Space" means those portions of a Municipal Facility or School identified in Schedules "A", "B", and "C" as being available for booking by the Parties or User Groups or for Community Use.
- o) "Municipality" means the municipal corporation of Town of Alberta Beach, its predecessor, or, where the context so requires, the area contained within the boundaries of the Municipality.
- p) "Municipal Development Plan" means a municipal development plan adopted pursuant to the *Municipal Government Act* and providing direction for future land uses within the Municipality.
- q) "Municipal Facility" means a park, playground, playing field, building or part of a building owned, maintained and operated by the Municipality and includes those facilities identified in Schedule "A".
- r) "Municipal Government Act" means the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, and any regulations made thereunder, as amended from time to time.
- s) "Operating Committee" means the committee which is comprised of the CAO and Superintendents as established under this Agreement.
- t) "Parties" means the entities signing this Agreement collectively and Party shall mean one (1) of the signatories.
- u) "Public Board" means _____ and any successor board or authority.
- v) "Reserve Land" means municipal reserve, school reserve, or municipal and school reserve, as defined in the *Municipal Government Act*.
- w) "School" means a building which is designed to accommodate students for instructional or educational purposes that is owned or controlled by a Board and includes those facilities identified in Schedules "B" and "C".
- x) "School Portion" means the portion of Reserve Land identified for transfer to a Board that includes the school building footprint, any parking, loading or drop off facilities, any landscaped yards around the building, land for a playground equipment site, and land needed for future expansion of the school building based on the ultimate design capacity of the school.
- y) "Superintendent" means the chief executive officer of one (1) of the Boards.

- z) "User Group" means any School or community group that fits within the eligibility criteria set out in the Operating Guidelines and books the use of Joint Use Space during Joint Use Hours.

2) SCHEDULES

The following is the list of Schedules to this Agreement:

Schedule "A" – Municipal Facilities available for Joint Use

Schedule "B" – School Board Facilities available for Joint Use

Schedule "C" – School Board Facilities available for Joint Use

Schedule "D" – Joint Use Times

Schedule "E" – Operating Guidelines

Schedule "F" – School Site Planning Guidelines

Schedule "G" – Dispute Resolution Process

3) TERM, REVIEW AND AMENDMENT OF AGREEMENT

- a) This Agreement shall be in force and effect as of the Effective Date and shall continue to be in effect until such time as it is terminated by the Parties.
- b) The terms and conditions of this agreement shall be reviewed every five (5) years with the first such review scheduled in 20312031. The review shall be undertaken by the Operating and Governance Committees. Following the review, the Governance Committee shall recommend how the agreement should be amended.
- c) Except as provided otherwise herein, this Agreement shall not be modified, varied or amended except by the written agreement of all of the Parties.

4) WITHDRAWAL AND TERMINATION

- a) No party to this Agreement shall unilaterally withdraw or terminate this Agreement.

- b) Where one or more Parties view this Agreement as no longer meeting their interests, they shall give all Parties written notice of their request to review and/or amend all or parts of this Agreement.
- c) If written notice requesting a review is received, all Parties shall commence a review of this Agreement within 30 calendar days of the date the last Party received the written notice and shall seek consensus on the updates and amendments.
- d) Until such time as an amended agreement or replacement agreement has been created and agreed upon by all Parties, the terms and conditions of this Agreement shall remain in effect.

5) PRINCIPLES

The Parties agree that in entering into this Agreement they are committing to the following Principles with respect to the joint use of municipal and school board facilities:

Respect for Autonomy - Each of the Parties is an independent, autonomous entity and has the right to determine which of their facilities shall be made available as Joint Use Space based on what the Boards and Municipal Council believe to be in the best interests of the people they serve.

Cooperation and Partnership - The Parties shall work together as partners, recognizing that the needs of the public for educational, cultural and recreational opportunities can best be achieved through a combination of their respective resources and by the Parties working in conjunction with each other.

Efficiency and Effectiveness - The joint use of Municipal Facilities and Schools is an important tool in providing a high standard of educational, cultural and recreational opportunities for residents in a manner that reduces or eliminates the need to duplicate facilities thereby saving costs and making the most effective use of the limited economic resources of the Parties.

Fairness and Equity - The costs of providing joint use space are to be borne fairly and equitably by the Parties with the intent of keeping costs charged to the other Parties or public users of Joint Use Space to a minimum.

Transparency and Openness - The Parties shall make available to each other such information as is necessary to make this agreement successful.

6) CONSULTATION WITH OTHER MUNICIPALITIES

- a) The Parties acknowledge that the Schools that are available as Joint Use Space may be accessed by community groups, residents and user groups that are located or reside outside the Municipality in accordance with a Joint Use and Planning Agreement with other municipalities.
- b) The Parties further acknowledge that the Schools that are currently located within the Municipality have been designed, built and funded for and by ratepayers within the Municipality's boundaries and ratepayers beyond the Municipality's boundaries.
- c) In lieu of a single agreement involving participation by all of the municipalities in which the Boards operate, the Parties agree to consult and involve other municipalities that are served by the same Board or Boards on an issue by issue basis as needed to share access to the Schools and to plan for and acquire future School sites. One or more separate agreements between the Parties and these other municipalities may be created as needed.
- d) When consultation with one or more municipalities that are not Party to this agreement is required, the consultations shall begin with a meeting, held in person or by electronic means, of the members of the Operating Committee and the equivalent or similar committee established between the Board(s) and the other municipalities.

7) MEETING OF COUNCIL AND BOARDS

- a) Council of the Municipality and the members of the Boards shall meet at least every two (2) years to discuss issues of mutual interest.
- b) Each meeting shall be chaired by the Mayor or the Chairperson of one of the Boards on a rotational basis. Secretarial support shall be arranged for the meeting by the Party that is chairing that meeting.
- c) Any Party can submit an item to be included on the agenda for the meeting provided it is given to the Party chairing the meeting at least 5 calendar days prior to the date of the meeting. It is intended that the topics explore high level considerations to assist the Governing Committee in more detailed discussions.
- d) Minutes shall be kept for all meetings of Council and the Boards. Copies of the minutes of a meeting shall be provided to all Parties within 14 calendar days of the date of the meeting.

8) GOVERNING COMMITTEE

- a) The Governing Committee shall consist of two (2) Council members and the CAO or their designate and two (2) Board members and the Superintendent or their designate from each Board. The Governing Committee shall meet on an "as needed" basis.
- b) The role of the Governing Committee shall be to provide recommendations to the Council and Boards regarding:
 - i) Reviews of this Agreement and proposed amendments to this Agreement from time to time; and
 - ii) Resolution of any issues or matters of disagreement that arise.
- c) Quorum of the Governing Committee shall consist of at least three representatives from each Party attending each agreed upon meeting. One attendee must be the Superintendent (or designate) from the School Division. The Governing Committee may adopt such rules of procedure as may be agreed upon by its members.
- d) The CAO and each Superintendent may be accompanied by administration, staff and/or resource personnel as deemed necessary by the CAO or the respective Superintendent.
- e) Meetings of the Governing Committee shall be considered in-camera to encourage and facilitate frank and open discussion. All decisions of the Governance Committee shall require consensus of its members.

9) OPERATING COMMITTEE

- a) The Operating Committee shall consist of the CAO (or designate) of the Municipality and the Superintendents (or their designate) of each of the Boards.
- b) The Operating Committee shall oversee the operation of this Agreement.
- c) The role of the Operating Committee shall be to:
 - i) formulate policy recommendations related to joint use of Municipal and School Facilities for consideration by Council and the Boards;
 - ii) provide a forum to discuss issues of mutual interest related to joint use and formulate recommendations regarding amendments to this Agreement, including the Operating Guidelines, for consideration by Council and the Boards;
 - iii) formulate and approve Operating Directives, based on the Operating Guidelines, for specific facilities and types of use as needed;

- iv) review any approved Operating Directives on an annual basis;
 - v) provide a forum for the operational concerns of the Parties to be discussed;
 - vi) consult with and provide a forum through which the public can express concerns or opinions with respect to the operation or use of Joint Use Space, the Operating Guidelines and Operating Directives;
 - vii) where possible, resolve or recommend solutions to resolve day to day operational concerns or difficulties related to the use of Joint Use Space by the Parties or the public;
 - viii) review the Facility Plans of each of the Boards annually;
 - ix) review any proposed amendments or updates of the Municipality's Municipal Development Plan and Area Structure Plans and Concept Plans to ensure the proposed plans or amendments reflect the identified and projected needs of the Parties;
 - x) determine how available or proposed school sites are allocated between the Boards based on the annual review of the updated Facility Plans of the Boards;
 - xi) develop a draft agenda for any meeting of the Council and the Boards or the Governing Committee; and
 - xii) undertake a formal review of this Agreement as and when required and communicate their findings of the review to the Governing Committee.
- d) The Operating Committee shall meet at least once a year and may meet more frequently if required. Meetings of the Operating Committee may be in person or conducted by telephone or video conferencing.
 - e) The meetings shall be chaired by the CAO or their designate. Secretarial support for each meeting shall be arranged by the CAO.
 - f) The Operating Committee shall adopt such rules of procedure as may be agreed upon by its members.
 - g) All decisions of the Operating Committee shall require the consensus of its members. In the event that the Operating Committee cannot reach a consensus on the issue, the matter shall be referred to the Governance Committee for resolution or direction as to how the matter should be resolved.
 - h) Minutes shall be kept for all meetings of the Operating Committee. Copies of the minutes of the meetings shall be provided to all Parties.

- i) Members of the Operating Committee may bring to the meetings of the Operating Committee additional staff from the Municipality and/or the Boards or resource personnel, as necessary, to provide assistance to the members of the Operating Committee in the carrying out of their responsibilities under this Agreement.
- j) The Operating Committee may delegate any of its responsibilities to a subcommittee or subcommittees.

10) JOINT USE SPACE

- a) The Municipality shall make available, to the Boards, those Municipal Facilities identified as Joint Use Space in Schedule "A". The Municipality shall not charge fees for the use of Joint Use Space except as allowed by the Operating Guidelines and any applicable Operating Directive(s).
- b) The Boards shall make available, to the Municipality and community groups, those portions of Schools identified as Joint Use Space in Schedules "B" and "C" respectively. The Boards shall not charge fees for the use of Joint Use Space except as allowed by the Operating Guidelines and any applicable Operating Directive(s).
- c) The Parties shall not allow Joint Use Space to be used by groups or individuals during the Joint Use Hours identified in Schedule "D" unless such use respects the Operating Guidelines, and any applicable Operating Directive(s), in effect from time to time.
- d) The CAO may, upon one(1) months written notice to each of the Boards, amend Schedule "A" to either add to or remove from the list of Joint Use Space provided by the Municipality, all or any portion of a Municipal Facility.
- e) The Superintendent of each Board may, upon one (1) months written notice to the Municipality and the other Board, add to or remove from the list of Joint Use Space provided by their Board, all or any portion of one or more of their Schools.
- f) Notwithstanding any other provision in this Agreement or its Schedules, the Principal of a School or the respective manager of a Municipal Facility, shall be able to determine if a particular use will be allowed to occur in their School or Facility.
- g) Appeals from a refusal by a Principal or manager of a Municipal Facility to allow a particular use within their School or Municipal Facility shall be made:
 - i) in the case of a School, to the Principal's Superintendent in the case of a Municipal Facility, first to the CAO and thereafter to Council.

- h) Notwithstanding any other provision in this Agreement, the Municipality and/or any of the Boards may remove from the list of Joint Use Space any facility or portion of a facility, either on a permanent or temporary basis, if the facility or portion of a facility is needed by the Party to meet its responsibilities or to provide services or programs to its constituents.

11) OPERATING GUIDELINES FOR JOINT USE SPACE

The Parties hereby agree to be bound by and comply with the Operating Guidelines which are attached to this Agreement as Schedule "E".

12) ACQUISITION AND ALLOCATION OF FUTURE SCHOOL SITES

- a) The Boards shall communicate their need to construct a new school that is to be located within the Municipality or intended to serve residents of the Municipality, to the Municipality as early as possible.
- b) The decision of where and when to propose construction of a new school and the identification of the area to be served by that school shall be at the sole discretion of the respective Board.
- c) Where construction of a school that will serve two or more Municipalities is proposed, the Board shall notify all of the involved Municipalities to enable early consultation on the availability and acquisition of a site.
- d) The Municipality shall, to the best of their ability given the constraints of the *Municipal Government Act*, the evolving nature of information as to the needs of the Parties, and the demographics of the community, plan for a sufficient number of school sites to meet the anticipated needs of the Boards.
- e) The Municipality shall use their Municipal Development Plan to identify the number, general size and location of existing and future school sites.

(alternate text for a rural municipality) The Municipality shall use Area Structure Plans or Concept Plans for designated or planned growth areas involving residential land uses to identify the number, general size and location of existing and future school sites.

- f) In determining the number, location and size of school sites to be identified, the Municipality shall follow the School Site Planning Guidelines outlined in Schedule "F". The number of school sites to be identified shall be based on the existing and projected future number of students that will reside in the area covered by the Municipal Development Plan, Area Structure Plan or

Concept Plan once the area is fully developed and based on the best information available at the time that the Plan is prepared or amended.

- g) There shall be no pre-allocation of School sites to each Board nor shall School sites be identified as available to only one Board in the Municipal Development Plan, Area Structure Plan or Concept Plan.
- h) Allocation of an available school site shall be made by the Operating Committee once the need to construct a new school has been identified. If construction on an allocated site has not commenced within three (3) years of the site being allocated to a Board, the site shall be considered available for allocation to another Board.
- i) If there are competing claims between two (2) or more Boards for one available school site, the Boards shall, at their own cost, resolve the question of site allocation between themselves using, if necessary, the Dispute Resolution Process described in Schedule "G".
- j) The Municipality shall use its ability under the *Municipal Government Act* to require Reserve Land to be dedicated as lands within the Municipality are subdivided to provide School sites in accordance with the Municipal Development Plan or Area Structure Plan or Concept Plan. The Municipality shall not be obligated to acquire lands for School sites using any other resources at the Municipality's disposal. The decision to commit the use other resources at its disposal to acquire a School site shall be at the sole discretion of the Municipality.
- k) The Boards acknowledge that Reserve Land dedication at the time of subdivision is also used to address the open space needs of the Municipality and the amount of land or money-in-lieu of land dedication shall be divided between the need for School sites and the open space plans of the Municipality.
- l) The Municipality may collect money-in-lieu of land dedication at time of subdivision in accordance with the policies of the Municipality. All money-in-lieu of land dedication shall be paid to the Municipality. All money-in-lieu of land dedication shall be allocated as allowed under the *Municipal Government Act* at the sole discretion of the Municipality.
- m) In the event that a School site is required prior to a planned site being created through the subdivision process, the Municipality shall approach the owner of the land containing the planned School site about providing the site earlier than originally expected through a pre-dedication process. The Board requiring the School site may assist the Municipality; however, in all dealings with the owner(s) of the land, the Municipality shall be present and lead the discussions.

13) SERVICING AND DEVELOPMENT OF SCHOOL SITES

- a) All School sites shall be serviced to the property line prior to transfer to a Board.
- b) The services to be provided include, but are not limited to: water, wastewater, storm drainage, power, natural gas, telecommunications, roads and sidewalks.
- c) Where one or more services are not available at the property line of the School site, the Municipality shall provide the services subject to the legal and financial ability of the Municipality to do so.
- d) Offsite levies or any similar charges for municipal infrastructure shall not be charged against development on any School site. This restriction does not apply to capital costs that may be included in a utility rate structure for use of the utility.

14) FACILITY AND SITE SPECIFIC AGREEMENTS

- a) When two or more of the Parties decide to create a shared site and/or facility, a separate agreement shall be prepared specific to that site and/or facility.
- b) The agreement shall address:
 - i) The broad purpose and parameters of the partnership that is being created;
 - ii) The nature of the site and/or facilities that are involved;
 - iii) The financial or in kind contributions to be made by each of the Parties;
 - iv) Operating Guidelines and Operating Directives specific to the site and/or facility for ongoing operations;
 - v) Capital cost and operating cost sharing arrangements and responsibilities between the Parties; and
 - vi) A process for dissolving the partnership, disposing of the site or retiring the facility.

15) TRANSFER OF SCHOOL SITE

- a) All Reserve Land intended to accommodate a School shall initially be dedicated as municipal reserve and be owned by the Municipality.

- b) The Municipality shall only transfer the School Portion of Reserve Lands intended to accommodate a School to a Board.
- c) The School Portion shall be transferred to a Board once:
 - i) The Board has an identified need for the School site;
 - ii) The Board has approval of the funding for the design of the School on the site;
 - iii) The Board has applied for a development permit for the School and has submitted a site plan and building plans to the Municipality; and
 - iv) The School Portion has been or is in the process of being subdivided from the other Reserve Land for registration as school reserve with Land Titles.
- d) All costs associated with the transfer of the School Portion to a Board shall be paid by the Municipality. This shall include the costs of any required subdivision and registration of required plans and documents at Land Titles.

16) DISPOSAL OF UNNEEDED SCHOOL SITES on Reserve Lands

- a) If a Board concludes that it no longer requires Reserve Land that was previously transferred to it by the Municipality, the Parties shall meet, and the other Board(s) shall determine if they require that Reserve Land.
- b) If the Reserve Land is required by one of the other Board(s), the Reserve Land shall be transferred to that other Board. Any dispute between the Boards shall be resolved through the Dispute Resolution Process described in Schedule "G".
- c) In the event that the Reserve Land is not needed by any Board, the Board in possession of the Reserve Land shall first offer to transfer the Reserve Land back to the Municipality unless the Board is prohibited from so doing by the Education Act or other legislation
- d) The Municipality shall have one hundred and eighty (180) calendar days from the Board notifying the Municipality in writing of its intention to cease use of the Reserve Land to confirm whether it agrees to take back the Reserve Lands. The School Board shall provide to the Municipality all available information regarding the Reserve Land and facilities on the Reserve Land, including any potential presence and nature of any Hazardous Substances, at the time that the offer to the Municipality is made. The Municipality shall have the right to enter the Reserve Land and any facilities on the Reserve Land for the purposes of carrying out any required assessments, tests and studies.

- e) If the Municipality opts to acquire the Reserve Land, the Municipality shall take the Reserve Land as is, where is, including all buildings and improvements on the Reserve Land. The Reserve Land shall be transferred to the Municipality at no cost to the Municipality except for the cost of registering the transfer of land document.
- f) In the event that the Municipality elects not to assume ownership or the Board is prohibited from transferring the Reserve Land by the Education Act or other legislation, the Parties agree to meet and discuss alternative means of disposing of the site. This may include:
 - i) Redevelopment of the entire site for a different use that is compatible with existing and future uses on lands near the site, including any environmental remediation that may be required, or
 - ii) Subdividing the play fields or open space portion of the site from the School Portion to enable the Municipality to acquire the non-School Portion and sale of the School Portion.

17) DISPUTE RESOLUTION

- a) Operational issues shall be addressed initially by administrative staff of the respective facilities. In the event that the administrative staff is unable to resolve an operational issue then such issue shall be brought forward to the Operating Committee in a timely manner. The decision of the Operating Committee regarding operational issues shall be final and binding.
- b) The Parties agree to follow the Dispute Resolution Process outlined in Schedule "G" for non-operational disputes.

18) APPLICABLE LAWS

This Agreement shall be governed by the laws of the Province of Alberta.

19) INTERPRETATION

- a) Words expressed in the singular shall, where the context requires, be construed in the plural, and vice versa.
- b) The insertion of headings and sub-headings is for convenience of reference only and shall not be construed so as to affect the interpretation or construction of this Agreement.

20) TIME OF THE ESSENCE

Time is to be considered of the essence of this Agreement and therefore, whenever in this Agreement either the Municipality or the Boards is required to do something by a particular date, the time for the doing of the particular thing shall only be amended by written agreement of the Municipality and the Boards.

21) NON-WAIVER

The waiver of any covenants, condition or provision hereof must be in writing. The failure of any Party, at any time, to require strict performance by the other Party of any covenant, condition or provision hereof shall in no way affect such Party's right thereafter to enforce such covenant, condition or provision, nor shall the waiver by any Party of any breach of any covenant, condition or provision hereof be taken or held to be a waiver of any subsequent breach of the same or any covenant, condition or provision.

22) NON-STATUTORY WAIVER

The Municipality in entering into this Agreement is doing so in its capacity as a municipal corporation and not in its capacity as a regulatory, statutory or approving body pursuant to any law of the Province of Alberta and nothing in this Agreement shall constitute the granting by the Municipality of any approval or permit as may be required pursuant to the *Municipal Government Act* and any other Act in force in the Province of Alberta. The Municipality, as far as it can legally do so, shall only be bound to comply with and carry out the terms and conditions stated in this Agreement, and nothing in this Agreement restricts the Municipality, its Council, its officers, servants or agents in the full exercise of any and all powers and duties vested in them in their respective capacities as a municipal government, as a municipal council and as the officers, servants and agents of a municipal government.

Each Board in entering into this Agreement is doing so in its capacity as a school board and not in its capacity as a regulatory, statutory or approving body pursuant to any law of the Province of Alberta and nothing in this Agreement shall constitute the granting by the Board of any approval or permit as may be required pursuant to the *Education Act* and any other Act in force in the Province of Alberta. The Board, as far as it can legally do so, shall only be bound to comply with and carry out the terms and conditions stated in this Agreement, and nothing in this Agreement restricts the Board, its Board of Trustees, its officers, servants or agents in the full exercise of any and all powers

and duties vested in them in their respective capacities as a school board and as the officers, servants and agents of a school board.

23) SEVERABILITY

If any of the terms and conditions as contained in this Agreement are at any time during the continuance of this Agreement held by any Court of competent jurisdiction to be invalid or unenforceable in the manner contemplated herein, then such terms and conditions shall be severed from the rest of the said terms and conditions, and such severance shall not affect the enforceability of the remaining terms and conditions in accordance with the intent of these presents.

24) FORCE MAJEURE

- a) Force majeure shall mean any event causing a *bona fide* delay in the performance of any obligations under this Agreement (other than as a result of financial incapacity) and not caused by an act, or omission, of either party, or a person not at arm's length with such party, resulting from:
 - i) an inability to obtain materials, goods, equipment, services, utilities or labour;
 - ii) any statute, law, bylaw, regulation, order in Council, or order of any competent authority other than one of the parties;
 - iii) an inability to procure any license, permit, permission, or authority necessary for the performance of such obligations, after every reasonable effort has been made to do so;
 - iv) a strike, lockout, slowdown, or other combined action of works;
 - v) an act of god.
- b) No Party shall be liable to the other Parties for any failure to comply with the terms of this Agreement if such failure arises due to force majeure.

25) INSURANCE

In addition to any other form of insurance, as the Parties may reasonably require against risks, which a prudent owner under similar circumstances and risk would insure, the Parties shall at all times carry and continue to carry comprehensive general liability insurance in the amount of not less than

FIVE MILLION (\$5,000,000) DOLLARS per occurrence in respect to bodily injury, personal injury or death, and when applicable, course of construction insurance in an amount to be determined based on the value of the anticipated construction project, as would be placed by a prudent contractor. The comprehensive general liability insurance shall have an endorsement for occurrence property damage, contingent employer's liability and broad form property damage. The insurance to be maintained by each Party herein shall list each of the other Parties as an additional named insured. The amount and type of insurance to be carried by the Parties pursuant to clause may be varied from time to time by written agreement of the Parties. The insurance carried by the Parties pursuant to this clause shall contain, where appropriate, a severability of interests' clause or a cross liability clause.

26) INDEMNIFICATION

Each Party (the "Indemnifying Party") to this Agreement shall indemnify and hold harmless the other Parties (the "Non-Indemnifying Parties"), their employees, servants, volunteers, and agents from any and all claims, actions and costs whatsoever that may arise directly or indirectly out of any act of omission of the Indemnifying Party, its employees, servants, volunteers or agents in the performance and implementation of this Agreement, except for claims arising out of the sole negligence of one or more of the Non-Indemnifying Parties, its employees, servants, volunteers or agents.

27) NON-ASSIGNMENT OR TRANSFER

No Party may assign, pledge, mortgage or otherwise encumber its interest under this Agreement without the prior written consent of the other Parties hereto, which consent may be arbitrarily withheld. Any assignment, pledge or encumbrance contrary to the provisions hereof is void.

28) SUCCESSORS

The terms and conditions contained in this Agreement shall extend to and be binding upon the respective heirs, executors, administrators, successors and assigns of the Municipality and the Boards.

29) NOTICES

All and any required written notices in the performance and implementation of this Agreement shall be directed to the CAO and the Superintendents using the mailing address for their respective offices as shown below:

Town of Alberta Beach, PO Box 540 Alberta Beach, AB T0E 1V0

cao@Alberta Beach.ca

(insert corporate names and addresses for each Party to the Agreement)

Kevin, please fill in contact information

Email notification to the CAO or each Superintendent may also be used to provide written notices required or described in this Agreement.

IN WITNESS WHEREOF the Parties execute this Agreement by the hands of their respective, duly authorized signatories:

Schedule "A" – Municipal Facilities Available for Joint Use

| Name of Facility | Legal Description of Parcel(s) Containing Facility | Description of Facility and Amenities |
|------------------|--|---------------------------------------|
| | | |

Schedule "B" and Schedule "C" – School Board Facilities Available for Joint Use

(use separate schedule for each school board)

| Name of School | Legal Description of Parcel(s) Containing School | Description of Facility and Amenities |
|----------------|--|--|
| | | |
| School | Lot 43, Block 1, Plan 999 0101 in Town of _____ | , one gym (500m ² + with bleachers), theatre arts stage and seating and other spaces by arrangement |

Unless specifically noted otherwise, Joint Use Space shall only include gymnasiums. Other school spaces might be available through special arrangement.

Schedule "D" – Joint Use Times

| Facility Type | Available Times |
|---------------|-----------------|
| | |

| | |
|---|---|
| | |
| | |
| High School | Generally Monday through Friday between 18:30 and 21:00 and Saturdays between 08:00 and 17:00 (**) |
| Municipal Facilities for School Use | Monday through Friday between 08:00 and 16:00 (**) |
| Playing Fields and Playgrounds for School Use | Monday through Friday between 08:00 and 17:00 (**) |
| Playing Fields on Board Property for Non-School Use | Monday through Friday between 17:00 and 21:00 and Saturdays and Sundays between 07:00 and 21:00 (**) |

(**Except where required for school division programming.)

School Buildings shall not be available on Weekends, or during Statutory Holidays, School breaks (including the months of July and August), District closures and annual maintenance shutdowns except through special arrangement. Board use of Municipal Facilities is limited to Monday through Friday between September and June inclusively.

Community use of School Facilities on Sundays and outside of Joint Use Hours may be considered through special request.

School use of Municipal Facilities during July and August for Summer School Sessions shall be considered based upon the availability of the facility.

From time to time it is understood the Schools will be unavailable due to them becoming polling stations for provincial or federal elections.

Schedule "E" – Operating Guidelines for Joint Use Space

User Group Eligibility

To be eligible to use a Joint Use Space in a School, a user group must:

- Provide a current membership roster to the Facility Scheduling Coordinator
- Satisfy the Facility Scheduling Coordinator that at least seventy-five (75) percent of the members of the group or participants are residents of the Municipality or another Municipality served by the School Board that owns the facility to be booked
- Engage in activities that are recreational, cultural or educational in nature
- If it is a political group, be a locally based affiliate of a registered provincial or federal party or be for the purpose of local government
- Be non-profitUndertake, in writing, to have their members and participants uphold the rules and regulations of these Operating Guidelines
- Comply with NGPS Administrative Procedure 940 Public Use of School Facilities

To be eligible to use a Municipal Facility that is a Joint Use Space, a User Group must be affiliated with a school or a program or event offered by a school that is located within the geographic boundary of the Municipality and their Board must be party to this agreement.

A User Group may be barred from using Joint Use Space if:

- The group has failed to pay fees related to the group's prior use of any Joint Use Space
- The group has failed to provide the required insurance
- The group has failed to pay for damages which occurred as a result of the group's prior use of any Joint Use Space
- The past conduct of the group, or members of the group or invited participants, during the use of Joint Use Space was, in the opinion of the Principal, Facility Manager, or Facility Scheduling Coordinator inappropriate, or not in keeping with the rules and regulations of the Joint Use Space that was booked, or, if repeated, would be likely to cause damage to the Joint Use Space

In the case of a School, any user group that is barred from the use of Joint Use Space may appeal the decision first to the Principal's Superintendent and thereafter to the appropriate Board. In the case of a Municipal Facility, a barred User Group may appeal first to the CAO and thereafter to Council and comply with NGPS Administrative Procedure 940 Public Use of School Facilities.

Insurance Coverage

In addition to any other form of insurance a User Group may reasonably require for risks against which a prudent user under similar circumstances and risk would insure, a User Group shall be required to carry General Liability Insurance naming the Municipality and the Board in whose building or on whose land they are conducting their activities as additional insureds.

The minimum insurance requirement shall be \$4 Million.

Booking Joint Use Space

Booking the use of Joint Use Space within Schools by User Groups shall be made through the Facility Scheduling Coordinator for the respective Board.

Booking School use of Municipal Facilities identified as Joint Use Space shall be made through the Municipality's Facility Scheduling Coordinator.

Cancellation of Bookings

A booking for use of Joint Use Space within a School may be cancelled at any time by the School principal. The principal shall provide as much notice as reasonably possible to the Facility Scheduling Coordinator of the cancellation. The Facility Scheduling Coordinator shall notify the scheduled User Group.

A User Group may cancel their booking for the use of Joint Use Space within a School at any time with notice to the Facility Scheduling Coordinator of the respective Board.

A booking for use of Joint Use Space within Municipal Facilities may be cancelled at any time by the Facility Scheduling Coordinator. The Facility Scheduling Coordinator shall provide as much notice as reasonably possible to the scheduled User Group.

A User Group may cancel their booking for the use of Joint Use Space within Municipal Facilities at any time with notice to the Facility Scheduling Coordinator.

If the scheduled use required specially trained or technical staff to be available, the User Group may still be charged for such services if the cancellation is made by the User Group less than seventy-two (72) hours before the scheduled booking.

Fees for Joint Use Space

- Fees charged based on School Division and Municipality policies and procedures.

Equipment

The right to use Joint Use Space includes the right to, within a gymnasium space, make use of badminton and volleyball posts and basketball hoops. The right to use Joint Use Space does not include the right to use score clocks or other specialized equipment. Any and all equipment required by a User Group must be requested at the time of booking.

Custodial Responsibility and Building/Facility Maintenance Responsibility

The respective School Board shall be responsible for custodial and janitorial services and building/facility maintenance for any Joint Use Space owned by that Board.

The Municipality shall be responsible for custodial and janitorial services and building/facility maintenance for any Joint Use Space owned by the Municipality.

Damages to Joint Use Space

For Joint Use Space in a School, the Municipality shall be responsible for the recovery of costs to repair damage that occurred in Joint Use Space during the use of that space by a User Group that is not affiliated with the respective Board that owns the facility that was damaged.

For Joint Use Space in a Municipal Facility, each Board shall be responsible for damage occurring in Joint Use Space during the use of that space by their respective Schools.

Playing Fields and Playgrounds

For the purposes of this section, the following definitions shall apply:

“Playfield or Playing Field” means a designated outdoor playing area designed for various sports and includes rectangular turf fields and ball diamonds.

“Playfield Maintenance” means the regular mowing, fertilizing and lining of playfields.

“Playground” means an area designed for outdoor play or recreation, especially by children, and often containing recreational equipment such as slides and swings.

“Refurbishment” means to aerate, top dress and over seed taking the playfield off line for a 12 month period.

“Re-development” means the stripping and grading of the playfield to reshape the grade and/or the complete replacement of the top soil, finished surface (seed/sod/shale) and the replacing of goal posts or back fields. Redevelopment would anticipate the closure of the playfield for up to two years.

Maintenance of playing fields on Municipal lands shall be the responsibility of the Municipality and maintenance of playing fields on School lands shall be the responsibility of the respective Board. The Parties agree to ensure that field markings are in place at the commencement of the spring/summer season.

Each Party shall perform regular assessments on playfield conditions to determine short term and long term maintenance, or as appropriate, refurbishment required for each playfield. The Parties shall advise each other of any major refurbishment or redevelopment of playfields.

Each Party shall be responsible for the development of playing fields, including the construction of soccer pitches and softball or baseball diamonds, located on their respective lands.

Upgrades to playing fields located on Municipal lands that are desired or required by a Board shall be the responsibility of the Board. All costs of such upgrades shall be paid by the Board requiring the upgrade. If a playing field has been upgraded by a Board, the responsibility for maintaining that playing field shall pass to the Board and all costs of maintaining the upgraded playing field shall be paid by the Board.

Maintenance of playgrounds shall be the responsibility of the Party upon whose lands the playground is located. Maintenance of playgrounds does not include or guarantee replacement of the playground.

Despite the identity of the Party that funded or installed a playground, the Party upon whose land it is located shall at all times have the right to remove the playground if ongoing maintenance of the playground is unwarranted due to safety concerns, or because of costs associated with ongoing

maintenance. The replacement of the playground is at the sole discretion of the Party upon whose land it is located.

Schedule "F" – School Site Guidelines

The parameters contained in this Schedule shall be applied when planning future school sites in a Municipality's Municipal Development Plan, Area Structure Plan or Concept Plan.

Size of Site

The size of school sites to be included in the Municipality's plan shall be based on the types of schools needed over the long term and the grade configurations and minimum design for student capacity per school used by each Board.

For the Public Board the following guidelines apply:

| School Type | Grade Configuration | Design Capacity (Number of Students) | Land for School Portion | Land for Playing Fields | Total Land Needed |
|--------------------|---------------------|--------------------------------------|-------------------------|-------------------------|-------------------|
| Elementary | K-3, K-4, K-5 | 400 to 600 | 4 to 5 acres | 6 to 7 acres | 10 to 12 acres |
| Elementary/Middle | K-8 | 500 to 800 | 5 to 6 acres | 7 to 8 acres | 12 to 14 acres |
| Middle | 6-8 | 500 to 600 | 5 to 6 acres | 7 to 8 acres | 12 to 14 acres |
| Junior/Senior High | 7-12 | 500 to 800 | 6 to 7 acres | 7 to 8 acres | 13 to 15 acres |
| High School | 10-12 | 400 to 1000 | 7 to 8 acres | 13 to 14 acres | 20 to 22 acres |
| K to 12 School | K-12 | 600 to 800 | 6 to 7 acres | 7 to 8 acres | 13 to 15 acres |

For the Catholic Board the following guidelines apply:

| School Type | Grade Configuration | Design Capacity (Number of Students) | Land for School Portion | Land for Playing Fields | Total Land Needed |
|--------------------|---------------------|--------------------------------------|-------------------------|-------------------------|-------------------|
| Elementary | K-3, K-4, K-5 | 400 to 600 | 4 to 5 acres | 6 to 7 acres | 10 to 12 acres |
| Elementary/Middle | K-8 | 500 to 800 | 5 to 6 acres | 7 to 8 acres | 12 to 14 acres |
| Middle | 6-8 | 500 to 600 | 5 to 6 acres | 7 to 8 acres | 12 to 14 acres |
| Junior/Senior High | 7-12 | 500 to 800 | 6 to 7 acres | 7 to 8 acres | 13 to 15 acres |
| High School | 10-12 | 400 to 1000 | 7 to 8 acres | 13 to 14 acres | 20 to 22 acres |
| K to 12 School | K-12 | 600 to 800 | 6 to 7 acres | 7 to 8 acres | 13 to 15 acres |

The acreage guidelines outlined in the tables above are approximate acreages. The land required may vary depending on site configuration, topography, natural vegetation, special site conditions, or shared facilities adjacent to the school site.

Each school site shall be of adequate size to meet the initial and future expansion needs of the school.

Where possible, school sites shall be located across quarter section lines to make use of reserve dedication from two quarter sections to create a larger, shared site for two schools. For example, two elementary schools may share a set of playing fields requiring a total site area of 15 to 18 acres rather than 20 to 24 acres for two separate sites.

Where possible sites for high schools shall be created using reserve dedication; however, acquisition of additional land will likely be needed to create the size of site required. In these circumstances, a separate agreement shall be negotiated between the Parties involved in the acquisition of the site.

Site Shape and Configuration

Each school site shall have a core area that is generally rectangular in shape with proportions of 2 to 3 units of width and 3 to 5 units of length (e.g. 160m width and 240m length). The core area must account for 80 to 90 percent of the total site area.

Site shapes that consist of curves, triangular areas or narrow spaces shall be avoided.

Frontage along a Public Street

Where possible, each school site shall have frontage along two public streets that intersect at a corner of the site.

Where frontage along only one public street is available, it shall be a continuous frontage along the entire length of one side of the site.

Accessible to Several Modes of Travel

Each school site shall be located on a road capable of accommodating school bus traffic and private automobile traffic related to the school.

Each school site shall have onsite pedestrian connections and connections to any pedestrian network linking the site to surrounding community.

Each site shall accommodate bicycle access and on-site bicycle parking facilities.

Site Topography and Soil Conditions

Each school site shall have geo-technical and topographic conditions that are suitable for the construction of a large building. This includes suitable soil conditions for foundations, no known contaminants and generally level terrain.

Flexibility for Design

Each school site shall not be encumbered with utilities and utility rights of way that divide the site or otherwise reduce the options for the placement of buildings and improvements.

No storm water management ponds shall be incorporated into the school site or the playing fields adjacent to a school.

Access to Services

Each school site shall be located where access to a sewage collection and disposal system, water system, storm drainage services and three phase power is available or can be made available.

Schedule "G" – Dispute Resolution Process

Step 1: Notice of Dispute

1. When any Party believes there is a dispute under this Agreement and wishes to engage in dispute resolution, the Party alleging the dispute must give written notice of the matter(s) under dispute to the other Parties.
2. During a dispute, the Parties must continue to perform their obligations under this Agreement.

Step 2: Negotiation

3. Within 14 calendar days after the notice of dispute is given, each Party must appoint representatives to the Governing Committee to participate in one or more meetings, in person or by electronic means, to attempt to negotiate a resolution of the dispute.
4. Each Party shall identify the appropriate representatives who are knowledgeable about the issue(s) under dispute and the representatives shall work to find a mutually acceptable solution through negotiation. In preparing for negotiations, the Parties shall also clarify their expectations related to the process and schedule of meetings, addressing media inquiries, and the need to obtain Council and Board ratification of any resolution that is proposed.
5. Representatives shall negotiate in good faith and shall work together, combining their resources, originality and expertise to find solutions. Representatives shall attempt to craft a solution to the identified issue(s) by seeking to advance the interests of all Parties. Representatives shall fully explore the issue with a view to seeking an outcome that accommodates, rather than compromises, the interests of all concerned.

Step 3: Mediation

6. In the event that negotiation does not successfully resolve the dispute, the Parties agree to attempt mediation. The representatives must appoint a mutually acceptable mediator to attempt to resolve the dispute by mediation, within 14 calendar days of one Party's indication that negotiation has not resolved matters, nor be likely to. The Party giving such notice shall include the names of three mediators. The recipient Party(ies) shall select one name from the short list and advise the other Party(ies) of their selection within 10 calendar days of receipt of

the list. The Parties shall thereafter co-operate in engaging the selected mediator in a timely manner.

7. The Party that initiated the dispute resolution process, must provide the mediator with an outline of the dispute and any agreed statement of facts within 14 calendar days of the mediator's engagement. The Parties must give the mediator access to all records, documents and information that the mediator may reasonably request.
8. The mediator shall be responsible for the governance of the mediation process. The Parties must meet with the mediator at such reasonable times as may be required and must, through the intervention of the mediator, negotiate in good faith to resolve their dispute. Time shall remain of the essence in pursuing mediation, and mediation shall not exceed ninety (90) calendar days from the date the mediator is engaged, without further written agreement of the parties.
9. All proceedings involving a mediator are without prejudice, and, unless the Parties agree otherwise, the cost of the mediator must be shared equally between the Parties.
10. If a resolution is reached through mediation, the mediator shall provide a report documenting the nature and terms of the agreement and solutions that have been reached. The mediator report will be provided to each Party.
11. If after ninety (90) calendar days from engagement of the mediator, or longer as agreed in writing by the Parties, resolution has not been reached, the mediator shall provide a report to the Parties detailing the nature of apparent impasse and/or consensus.

Step 4: Arbitration

12. In the event that Mediation does not successfully resolve the dispute, the Parties agree to move to Arbitration within 30 calendar days of receipt of the mediator's report, including appointing an arbitrator within that time. If the representatives can agree upon a mutually acceptable arbitrator, arbitration shall proceed using that arbitrator. If the representatives cannot agree on a mutually acceptable arbitrator, each Party shall produce a list of three candidate arbitrators. In the event there is agreement on an arbitrator evident from the candidate lists, arbitration shall proceed using that arbitrator.
13. If the representatives cannot agree on an arbitrator, the Party that initiated the dispute resolution process must forward a request to the Minister of Education to appoint an arbitrator within 30 calendar days of the expiry of the time period in clause 12. Should the Minister of Education agree to appoint an arbitrator, the Parties agree to proceed using that arbitrator.

Should the Minister of Education decline to appoint an arbitrator, then a request to appoint an arbitrator shall be made to the Court of Queen's Bench.

14. Where arbitration is used to resolve a dispute, the arbitration and arbitrator's powers, duties, functions, practices and procedures shall be the same as those in the *Arbitration Act*.
15. Subject to an order of the arbitrator or an agreement by the Parties, the costs of the arbitrator and arbitration process must be shared equally between the Parties.

Alberta Beach

RFD - Request for Decision

Date: June 9, 2026
To: Alberta Beach Council
From: CAO Kathy Skwarchuk

Topic: July Meeting Cancellations

Regarding: July 2026 Round Table Meeting & Regular Council Meeting

Background:

For the past two years Council has cancelled the July Round Table meeting as well as the July Regular Council meeting due to vacation schedules. I have included this item on the June Round Table & Council meeting agendas for further discussion.

Request:

That Council discuss the meeting schedule for July 2026, and decide whether the Round Table Meeting scheduled for July 14th, 2026 and/or the Regular Council Meeting scheduled for July 21st, 2026 will be cancelled.

Reason:

Due to vacation schedules Council may consider cancelling the July 2026 Council meetings.

Attachments:

N/A

Recommendation:

Request a motion of Council that the Round Table Meeting scheduled for July 14th, 2026 and the Regular Council Meeting scheduled for July 21st, 2026 be cancelled due to vacation schedules; or Council may choose to only cancel one of the meetings; or Council may choose not to cancel the meetings and therefore no motion would be required.